

**Board of Selectpersons
Tuesday, November 19, 2019
7:00 PM - Town Office Conference Room**

CALL TO ORDER / PLEDGE OF ALLEGIANCE

APPOINTMENTS

Barbara Merrill – Application for Comprehensive Planning Committee

MINUTES - October 15, 2019 (p.2)

RECOGNITION OF VISITORS - ITEMS NOT ON THE AGENDA

REPORTS

Town Manager Report (p.4)

Financial Reports (p.5)

Department Reports (p.33)

COMMUNICATIONS

None

OLD BUSINESS

NEW BUSINESS

Charter Warrant Articles (p.47)

PAYABLES (p.73)

ANY OTHER BUSINESS

CALENDAR

ADJOURNMENT

[SELECTPERSONS ACTIVE LIST](#)

[Spectrum Franchise Agreement – Review after September when new law takes effect](#)
[Comprehensive Plan Update](#)

[OPEN COMMITTEE/BOARD SEATS](#)

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

[Planning Board – 1 alternate vacancy](#)

[Comprehensive Planning – 3 vacancies](#)



Town of POLAND MAINE

Board / Committee Volunteer Form

Choose from the following:

- Board of Appeals
- Budget Committee
- Community & Economic Development Committee
- Comprehensive Planning Committee
- Conservation Commission
- Historical Society
- Planning Board
- Scholarship Committee

Please provide the following information:

Name *

Barbara Merrill

Email *

Ancientone.3968@hotmail.com

Phone

207-998-4124

Do you have any relevant experience, training or credentials that you would like us to consider?

Common sense I'm a lifelong learner.

I have an educated brain that knows how to think and question AKA - 40 years as a teacher.

Have you ever served on any boards / committees before? If so, when and where?

Chairman of Memorial School's advisory committees
served on numerous grade level committees as
well as district level committees

**POLAND BOARD OF SELECTPERSONS
MINUTES OF MEETING
October 15, 2019**

CALL TO ORDER/PLEDGE OF ALLEGIANCE – Chairperson Taylor called the meeting to order at 7:00 PM with Selectperson Suzette Moulton, Joseph Cimino, and Stephen Robinson present. Selectperson Stanley Tetenman was absent with notice.

MINUTES – Selectperson Robinson moved to accept the meeting minutes of September 17, 2019 as presented. Selectperson Cimino seconded the motion. Discussion: None
Vote: 4-yes 0-no

Selectperson Cimino moved to accept the meeting minutes of October 1, 2019 as presented. Selectperson Robinson seconded the motion. Discussion: None
Vote: 4-yes 0-no

RECOGNITION OF VISITORS – None

REPORTS

Town Manager Report

Financial Reports – Selectperson Robinson moved to approve the financial reports as presented. Selectperson Moulton seconded the motion. Discussion: None
Vote: 4-yes 0-no

Department Reports

COMMUNICATIONS – None

OLD BUSINESS – None

NEW BUSINESS – CIP Policy – The Board was presented with a CIP Policy for review. After a brief discussion the Board felt it would be best to leave items in accordance with what the Charter states so it can be approved before Budget season instead of after Town Meeting. Final Review will take place at the next scheduled meeting.

Request for Access to Town Owned Property – Bog Hooters Tri-Town ATV Club – Lou Annance, president of Bog Hooters, respectfully requested ATV access across town owned land behind the RSU 16 building, located on Map 10 Lot 54. The Board heard opinions from both sides. Selectperson Moulton moved to approve access to Map 10 Lot 54 to both the ATV club and Snowmobile Club for a trial period to be reviewed May 15, 2020. Selectperson Cimino seconded the motion. Discussion: The Board would like the ATV club to work with the Conservation Commission on appropriate signage on the Railroad bed.
Vote: 4-yes 0-no

Bridge Rails Memo - Selectperson Robinson moved to approve the installation of Bridge railings at the Waterhouse Brook Dam Bridge at cost of \$6,500. Selectperson Cimino seconded the motion. Discussion: None
Vote: 3-yes 0-no (Selectperson Moulton was out of the room during the vote)

Waterhouse Brook Plan – The Waterhouse Brook Plan was submitted to the Board by the Conservation Commission for review. The Board requested that some language be changed to correspond with the motion made earlier to allow ATV usage across the rail bed. The plan will be reviewed again at a later meeting.

PAYABLES – Motion by Selectperson Robinson to approve the bills payable in the amount of \$1,012,073.47. Selectperson Moulton seconded the motion. Discussion: None
Vote: 4-yes 0-no

ANY OTHER BUSINESS – Consensus of the Board that a joint CEDC meeting will be held Thursday, November 7th at 6:30 PM at Fire Rescue to continue discussion on the proposed water/sewer projects.

ADJOURN – Selectperson Moulton moved to adjourn. Selectperson Cimino seconded the motion. Discussion: None
Vote: 4-yes 0-no

Recorded by: Nikki M. Pratt

Board of Selectpersons

Mary-Beth Taylor, Chairperson

Suzette Moulton, Vice-Chairperson

Joseph Cimino

Stephen Robinson

Stanley Tetenman

Town Manager Report 19 November

- Attended RSU 16 Superintendent / Manager breakfast.
- Attended Select Board / CEDC water and sewer workshop. More data required regarding cost of service.
 - Three projects are being considered:
 - Extend the water line on RT 122 as far as Old Castle.
 - Extend the water line on RT 26 to Shaker Hill Nursery.
 - Extend the sewer line on RT 26 to the causeway.
 - Auburn Water and Sewer District Superintendent to present projects before Water and Sewer Board of Directors/Trustees 19/20 November. May need more than one Board meeting to get project approval.

**TOWN OF POLAND,
MAINE**

Memo

To: Matt Garside, Town Manager
From: Debbie Fitzpatrick, Finance Director
Date: November 15, 2019
Re: Financial Statements for FY 2020

With 20 weeks behind us in fiscal 2020, revenues and expenditures should be approximately 38.46% collected or spent, respectively.

Taxes	Commitment	Collected YTD	% Collected YTD
Real Estate	\$9,777,746.89	\$4,781,759.40	48.90%
Personal Property	1,235,189.98	631,156.71	51.10%
Total	\$11,012,936.87	\$5,412,916.11	49.15%

Ambulance Fees	Runs Charged, Net of Contractual Obligations, Plus Adjustments YTD	Collected, Less Refunds YTD
Poland	113,449.31	\$73,475.62
Mechanic Falls	27,396.95	11,613.36
Total	140,846.26	\$85,088.98

General fund revenues to-date are artificially high, at 85.80% due to the fiscal 2020 tax commitment. Motor vehicle excise, ambulance service fees, code enforcement fees, solid waste service fees, and other fees for services have also grown above expected levels to-date. In addition, seasonal influences, 2019 tax lien assessment and the homestead exemption reimbursement from the State have contributed to the results. State Revenue Sharing levels, however, will continue to track below budget due to revised projections made by the State in late

summer. Please refer to the Bi-weekly Revenue Report in the Board packet for specific line-item details.

General Fund expenditures continue to be under budget overall at 36.71%. However, some budgeted categories are over budget such as: beach maintenance, conservation, social service agencies, ball field maintenance, public works, solid waste, dispatching, animal control, fire hydrants, municipal insurance, and certain employee benefits, being affected by seasonal fluctuations, road construction and quarterly and/or annual contractual payment requirements. Miscellaneous transfers include the funding of the property tax assistance reserve, as well as a fiscal 2019 tree growth revenues transfer to the conservation reserve to fund future land purchases. Please refer to the Fund 10, Bi-weekly Expense Report in the Board packet for line-item details.

TIF expenditures are over budget at 49.84% expended. Debt service payment requirements are the primary reason for the overage. Recreation trail costs are at 53.75% expended, as work continues on the Waterhouse Brook project. Two quarterly hydrant payments have been made, pushing expense above budget. Credit enhancement agreement payments are due to be made from the TIFs as the first half of tax payments have come in. All other expenditures are below budgeted levels.

Recreation operations and programming remain on track; however, drama and music program expense remains above current funding levels.

Ricker Memorial Library revenues and expenditures are running below budget overall. Revenues are low due to the annual transfer from the General Fund is yet to be made. Most other revenues continue to be at or above budgeted levels. Similarly, most library expenditures are at or below budget. Annual subscriptions and service fees, needed facility maintenance, and replenishment of supplies and program costs have pushed other expenditures higher.

As Conservation Commission work continues on the Waterhouse Brook project, \$6,601.56 remains available for future project costs. Donations for the purchase of Lot #6, Hilt Hollow remain unchanged at \$2,420.77. Operating and reserve funds total \$38,329.38 year-to-date.

BI-WEEKLY REVENUE REPORT

Fund: 10
November

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
100 - REVENUES FUND 10	14,202,076.75	52,686.81	12,185,191.53	2,016,885.22	85.80
4020 - CASH REPORTING SHORT-OVER	0.00	-2.91	8.15	-8.15	----
4060 - CABLE TV FRANCHISE DISTRI	50,000.00	0.00	0.00	50,000.00	0.00
4070 - URBAN RURAL INITIATIVE (LRAP)	72,000.00	0.00	0.00	72,000.00	0.00
4100 - STATE PARK DISTRIBUTIONS	10,000.00	0.00	0.00	10,000.00	0.00
4110 - STATE REVENUE DISTRIBUTIO	379,632.00	0.00	127,005.12	252,626.88	33.45
4120 - STATE TREE GROWTH FEE DIS	11,700.00	0.00	0.00	11,700.00	0.00
4130 - BOAT EXCISE	13,900.00	0.00	2,664.80	11,235.20	19.17
4140 - MOTOR VEHICLE EXCISE	1,300,000.00	45,573.67	522,039.94	777,960.06	40.16
4150 - AMBULANCE SERVICE FEES	181,000.00	0.00	113,449.31	67,550.69	62.68
4151 - AMBULANCE MECHANIC FALLS	70,000.00	0.00	27,396.95	42,603.05	39.14
4155 - FIRE COPY REVENUE	0.00	14.80	62.80	-62.80	----
4160 - ANIMAL LICENSE FEES & FIN	2,500.00	65.00	129.00	2,371.00	5.16
4170 - BUSINESS REGISTRATION FEE	1,000.00	0.00	90.00	910.00	9.00
4175 - FEES CLERK	0.00	0.00	120.00	-120.00	----
4180 - CODE ENFORCEMENT FEES	45,000.00	1,185.10	56,122.15	-11,122.15	124.72
4183 - MARIJUANA LICENSING FEES	0.00	0.00	10,000.00	-10,000.00	----
4190 - CUSTOMER SERVICE FEES	800.00	19.35	479.35	320.65	59.92
4200 - ELECTRICAL PERMIT FEES	2,500.00	139.02	1,414.45	1,085.55	56.58
4210 - INLAND FISHERIES AGENT FE	2,200.00	37.00	601.50	1,598.50	27.34
4220 - LIEN FEES	11,000.00	618.93	5,991.88	5,008.12	54.47
4230 - MOTOR VEHICLE FEES	19,500.00	998.00	9,274.00	10,226.00	47.56
4240 - PLUMBING PERMIT FEES	11,000.00	352.50	4,342.50	6,657.50	39.48
4250 - RETURN CHECK FEES	0.00	0.00	175.00	-175.00	----
4260 - SNOWMOBILE REGISTRATION F	2,500.00	0.00	0.00	2,500.00	0.00
4270 - SOLID WASTE SERVICE FEES	17,500.00	811.50	11,900.00	5,600.00	68.00
4280 - TOWN BUILDINGS RENTAL FEES	1,200.00	30.00	755.00	445.00	62.92
4285 - NON RESIDENT RECREATION FEES	1,200.00	0.00	0.00	1,200.00	0.00
4290 - VITAL STATISTICS	4,200.00	166.80	2,648.60	1,551.40	63.06
4295 - NON RESIDENT BEACH PERMITS	600.00	0.00	415.00	185.00	69.17
4300 - RSU16 Garage Bay Maintenance	5,228.00	0.00	0.00	5,228.00	0.00
4310 - GENERAL ASSIST REIMBURSEM	5,000.00	0.00	0.00	5,000.00	0.00
4320 - HOMESTEAD REIMBURSEMENT	300,187.04	0.00	232,143.00	68,044.04	77.33
4330 - VETERANS EXEMPT REIMBURSE	3,600.00	0.00	0.00	3,600.00	0.00
4340 - SOLID WASTE REVENUES	17,000.00	41.61	4,784.18	12,215.82	28.14
4370 - TAX COMMITMENT REVENUE	11,011,412.12	0.00	11,016,354.47	-4,942.35	100.04
4390 - TAX PENALTY INTEREST	26,000.00	2,636.44	11,485.71	14,514.29	44.18
4500 - MISCELLANEOUS REVENUES	3,500.00	0.00	-741.83	4,241.83	-21.20
4510 - INVESTMENT INTEREST	13,000.00	0.00	10,080.50	2,919.50	77.54
4540 - BETE REIMBURSEMENT	499,867.59	0.00	0.00	499,867.59	0.00
4560 - TRANSFERS IN	92,350.00	0.00	0.00	92,350.00	0.00
5001 - CAMP CONNOR PAYBACK FROM REC	14,000.00	0.00	14,000.00	0.00	100.00
Final Totals	14,202,076.75	52,686.81	12,185,191.53	2,016,885.22	85.80

BI-WEEKLY EXPENSE REPORT

Fund: 10
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
110 - ADMINISTRATI	605,973.00	22,845.56	215,661.83	390,311.17	35.59
01 - ADMIN	437,018.00	16,286.98	159,302.38	277,715.62	36.45
05 - CONTRACTED	100,504.00	4,717.59	35,269.92	65,234.08	35.09
06 - BLDGS & GRND	55,420.00	1,590.99	16,974.45	38,445.55	30.63
07 - CABLE TV	13,031.00	250.00	4,115.08	8,915.92	31.58
120 - COMM SERVCS	317,063.00	7,499.32	78,568.01	238,494.99	24.78
01 - PLANNING&DEV	106,125.00	3,955.23	33,575.08	72,549.92	31.64
02 - RECREATION	78,643.00	3,004.09	29,140.12	49,502.88	37.05
03 - HEALTH OFFCR	2,145.00	0.00	441.68	1,703.32	20.59
04 - BEACH MAINT	5,588.00	0.00	3,166.96	2,421.04	56.67
05 - CONSERVATION	10,000.00	0.00	4,000.00	6,000.00	40.00
06 - GENL ASSIST	10,000.00	540.00	713.24	9,286.76	7.13
08 - SOC SERVC AG	4,000.00	0.00	4,000.00	0.00	100.00
09 - RICKER LIB	93,062.00	0.00	0.00	93,062.00	0.00
10 - BALL FIELD M	7,500.00	0.00	3,530.93	3,969.07	47.08
130 - PUB WORKS	829,612.00	30,343.98	332,351.00	497,261.00	40.06
01 - PUBLIC WORKS	580,450.00	18,846.71	235,270.00	345,180.00	40.53
02 - SOLID WASTE	249,162.00	11,497.27	97,081.00	152,081.00	38.96
140 - PUB SAFETY	1,125,789.00	35,592.80	385,166.83	740,622.17	34.21
01 - FIRE RESCUE	783,974.00	32,832.60	283,839.19	500,134.81	36.21
02 - LAW ENFORCEM	250,465.00	41.97	61,801.86	188,663.14	24.67
03 - DISPATCHING	43,900.00	123.67	22,916.54	20,983.46	52.20
04 - ANIMAL CTRL	10,350.00	150.00	4,333.00	6,017.00	41.86
05 - STREET LIGHT	17,400.00	1,038.31	4,328.31	13,071.69	24.88
06 - FIREHYDRANTS	14,700.00	1,406.25	6,281.25	8,418.75	42.73
07 - EMER MANGMT	5,000.00	0.00	1,666.68	3,333.32	33.33
150 - FINAN SERVCS	10,288,346.00	601,883.04	4,176,995.46	6,111,350.54	40.60
02 - DEBT	211,259.00	0.00	193,712.65	17,546.35	91.69
03 - MUN INSURANC	50,000.00	0.00	49,108.20	891.80	98.22
04 - EE BENEFITS	669,722.00	14,185.29	237,292.36	432,429.64	35.43
06 - CIP	788,206.00	0.00	0.00	788,206.00	0.00
07 - RSU 16	7,052,373.00	587,697.75	2,938,488.75	4,113,884.25	41.67
10 - TIF TO PS 1	721,509.00	0.00	360,755.00	360,754.00	50.00
11 - TIF TO VILLA	120,420.00	0.00	60,210.00	60,210.00	50.00
12 - TIF TO PS 2	674,857.00	0.00	337,428.50	337,428.50	50.00
155 - MISC.	0.00	0.00	18,417.60	-18,417.60	----
50 - TRANSFERS	0.00	0.00	18,417.60	-18,417.60	----
160 - COUNTY TAX	870,136.00	0.00	0.00	870,136.00	0.00
01 - COUNTY TAX	870,136.00	0.00	0.00	870,136.00	0.00
170 - OVERLAY	165,157.75	0.00	6,641.85	158,515.90	4.02
01 - ABATEMENTS	165,157.75	0.00	6,641.85	158,515.90	4.02
Final Totals	14,202,076.75	698,164.70	5,213,802.58	8,988,274.17	36.71

BI-WEEKLY EXPENSE REPORT

Fund: 10
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
110 - ADMINISTRATI	605,973.00	22,845.56	215,661.83	390,311.17	35.59
01 - ADMIN	437,018.00	16,286.98	159,302.38	277,715.62	36.45
5100 - FT WAGES	315,116.00	13,788.81	122,536.36	192,579.64	38.89
5110 - OTHER WAGES	13,240.00	437.25	837.25	12,402.75	6.32
5120 - OT WAGES	1,000.00	0.00	13.28	986.72	1.33
5130 - ALLOWANCE	5,575.00	115.38	1,616.11	3,958.89	28.99
5140 - TRAINING	2,625.00	0.00	255.00	2,370.00	9.71
5200 - ELECTRICITY	10,750.00	369.45	3,093.27	7,656.73	28.77
5205 - PHONE	4,250.00	380.85	1,835.01	2,414.99	43.18
5215 - INTERNET	1,700.00	127.70	510.80	1,189.20	30.05
5220 - HEAT	17,800.00	426.40	662.06	17,137.94	3.72
5225 - WATER	2,000.00	146.19	914.76	1,085.24	45.74
5235 - POSTAGE	11,580.00	0.00	6,116.36	5,463.64	52.82
5320 - REG OF DEEDS	7,500.00	59.00	4,121.00	3,379.00	54.95
5330 - DUES/SUBSCR	17,809.00	309.41	10,233.73	7,575.27	57.46
5335 - ADVERTISING	1,350.00	0.00	0.00	1,350.00	0.00
5340 - PRINTING	7,205.00	126.54	1,262.09	5,942.91	17.52
5345 - BANK FEES	200.00	0.00	0.00	200.00	0.00
5350 - PROF SERVICE	1,250.00	0.00	0.00	1,250.00	0.00
5360 - SPECIAL EVEN	3,500.00	0.00	2,911.03	588.97	83.17
5400 - OFFICE SUPP	10,000.00	0.00	2,358.01	7,641.99	23.58
5415 - ELECTION SUP	2,568.00	0.00	26.26	2,541.74	1.02
05 - CONTRACTED	100,504.00	4,717.59	35,269.92	65,234.08	35.09
5160 - ASSESS AGENT	34,000.00	2,458.33	12,291.65	21,708.35	36.15
5245 - OFF EQP/FEES	37,004.00	1,259.36	11,391.96	25,612.04	30.79
5305 - AUDIT	14,500.00	0.00	8,500.00	6,000.00	58.62
5315 - LEGAL	15,000.00	999.90	3,086.31	11,913.69	20.58
06 - BLDGS & GRND	55,420.00	1,590.99	16,974.45	38,445.55	30.63
5100 - FT WAGES	32,920.00	1,253.60	12,235.15	20,684.85	37.17
5120 - OT WAGES	1,500.00	0.00	0.00	1,500.00	0.00
5130 - ALLOWANCE	1,000.00	110.17	446.90	553.10	44.69
5420 - GRNDS SUPP	20,000.00	227.22	4,292.40	15,707.60	21.46
07 - CABLE TV	13,031.00	250.00	4,115.08	8,915.92	31.58
5110 - OTHER WAGES	8,596.00	0.00	2,865.08	5,730.92	33.33
5245 - OFF EQP/FEES	1,000.00	0.00	0.00	1,000.00	0.00
5350 - PROF SERVICE	3,300.00	250.00	1,250.00	2,050.00	37.88
5400 - OFFICE SUPP	135.00	0.00	0.00	135.00	0.00
120 - COMM SVCS	317,063.00	7,499.32	78,568.01	238,494.99	24.78
01 - PLANNING&DEV	106,125.00	3,955.23	33,575.08	72,549.92	31.64
5100 - FT WAGES	83,225.00	3,167.26	31,218.27	52,006.73	37.51
5110 - OTHER WAGES	3,000.00	0.00	0.00	3,000.00	0.00
5130 - ALLOWANCE	5,000.00	320.36	1,175.21	3,824.79	23.50
5140 - TRAINING	1,000.00	40.00	75.00	925.00	7.50
5205 - PHONE	0.00	10.02	301.45	-301.45	----
5245 - OFF EQP/FEES	2,600.00	69.57	442.13	2,157.87	17.01
5325 - PLANNING	10,000.00	348.02	348.02	9,651.98	3.48
5330 - DUES/SUBSCR	1,300.00	0.00	15.00	1,285.00	1.15
02 - RECREATION	78,643.00	3,004.09	29,140.12	49,502.88	37.05
5100 - FT WAGES	63,071.00	2,401.60	23,439.66	39,631.34	37.16
5110 - OTHER WAGES	15,572.00	602.49	5,700.46	9,871.54	36.61
03 - HEALTH OFFCR	2,145.00	0.00	441.68	1,703.32	20.59
5110 - OTHER WAGES	1,325.00	0.00	441.68	883.32	33.33

BI-WEEKLY EXPENSE REPORT

Fund: 10
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
120 - COMM SERVCES CONT'D					
5130 - ALLOWANCE	300.00	0.00	0.00	300.00	0.00
5410 - EQUIP SUPP	520.00	0.00	0.00	520.00	0.00
04 - BEACH MAINT	5,588.00	0.00	3,166.96	2,421.04	56.67
5110 - OTHER WAGES	4,288.00	0.00	2,915.00	1,373.00	67.98
5210 - MAIN-REPAIRS	1,300.00	0.00	251.96	1,048.04	19.38
05 - CONSERVATION	10,000.00	0.00	4,000.00	6,000.00	40.00
5311 - LAKE PROTECT	3,000.00	0.00	2,000.00	1,000.00	66.67
5312 - PCC	2,000.00	0.00	2,000.00	0.00	100.00
5313 - CONS DAM REP	5,000.00	0.00	0.00	5,000.00	0.00
06 - GENL ASSIST	10,000.00	540.00	713.24	9,286.76	7.13
5350 - PROF SERVICE	10,000.00	540.00	713.24	9,286.76	7.13
08 - SOC SERVC AG	4,000.00	0.00	4,000.00	0.00	100.00
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
09 - RICKER LIB	93,062.00	0.00	0.00	93,062.00	0.00
5350 - PROF SERVICE	93,062.00	0.00	0.00	93,062.00	0.00
10 - BALL FIELD M	7,500.00	0.00	3,530.93	3,969.07	47.08
5210 - MAIN-REPAIRS	7,500.00	0.00	3,530.93	3,969.07	47.08
130 - PUB WORKS	829,612.00	30,343.98	332,351.00	497,261.00	40.06
01 - PUBLIC WORKS	580,450.00	18,846.71	235,270.00	345,180.00	40.53
5100 - FT WAGES	268,167.00	10,145.60	98,831.99	169,335.01	36.85
5110 - OTHER WAGES	13,950.00	0.00	12,118.60	1,831.40	86.87
5120 - OT WAGES	2,013.00	84.78	669.84	1,343.16	33.28
5130 - ALLOWANCE	850.00	0.00	160.00	690.00	18.82
5140 - TRAINING	750.00	0.00	0.00	750.00	0.00
5200 - ELECTRICITY	6,650.00	527.18	1,759.31	4,890.69	26.46
5205 - PHONE	500.00	39.21	192.77	307.23	38.55
5210 - MAIN-REPAIRS	10,000.00	337.90	3,259.87	6,740.13	32.60
5215 - INTERNET	1,000.00	79.95	399.75	600.25	39.98
5220 - HEAT	5,750.00	375.35	400.09	5,349.91	6.96
5225 - WATER	400.00	15.04	116.23	283.77	29.06
5230 - VEHICLES	20,000.00	0.00	12,844.95	7,155.05	64.22
5240 - GAS/DIESEL	21,000.00	0.00	8,537.20	12,462.80	40.65
5350 - PROF SERVICE	750.00	0.00	0.00	750.00	0.00
5365 - PHYS/DRUG SC	1,500.00	0.00	98.00	1,402.00	6.53
5375 - RENTAL EQUIP	10,900.00	0.00	10,900.00	0.00	100.00
5380 - CATCHBS CLN	4,500.00	0.00	4,125.00	375.00	91.67
5390 - TREE CUTTING	2,500.00	0.00	0.00	2,500.00	0.00
5435 - PROT CLOTHIN	2,250.00	0.00	1,012.95	1,237.05	45.02
5445 - CULVERTS	8,000.00	0.00	6,796.77	1,203.23	84.96
5450 - EROSION MAT	6,000.00	0.00	5,651.13	348.87	94.19
5452 - ROAD STRIPIN	9,500.00	0.00	0.00	9,500.00	0.00
5455 - GRAVEL	15,000.00	468.11	13,689.22	1,310.78	91.26
5460 - SURF PATCH	9,000.00	866.64	4,870.19	4,129.81	54.11
5475 - SIGNS	3,500.00	66.36	1,489.55	2,010.45	42.56
5480 - TOOLS/PARTS	2,800.00	0.00	114.95	2,685.05	4.11
5485 - WELDING SUP	300.00	0.00	137.25	162.75	45.75
6110 - OTHR WGE SNO	2,460.00	0.00	0.00	2,460.00	0.00
6120 - OT WAGE SNOW	23,000.00	0.00	0.00	23,000.00	0.00
6230 - VEHICLES SNO	20,000.00	5,171.24	5,171.24	14,828.76	25.86
6240 - GAS/DSL SNOW	28,000.00	0.00	0.00	28,000.00	0.00

BI-WEEKLY EXPENSE REPORT

Fund: 10
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
130 - PUB WORKS CONT'D					
6375 - RENT EQ SNOW	1,800.00	263.50	1,068.00	732.00	59.33
6450 - EROS MAT SNO	600.00	0.00	168.00	432.00	28.00
6455 - GRAVEL SNOW	1,800.00	0.00	0.00	1,800.00	0.00
6460 - SURF PAT SNO	1,000.00	0.00	0.00	1,000.00	0.00
6465 - SALT SNO&ICE	55,000.00	0.00	39,258.18	15,741.82	71.38
6467 - SAND SNO&ICE	7,500.00	0.00	0.00	7,500.00	0.00
6470 - CUT EDGE SNO	10,000.00	405.85	1,428.97	8,571.03	14.29
6475 - SIGNS SNO&IC	660.00	0.00	0.00	660.00	0.00
6480 - TLS/PART SNO	700.00	0.00	0.00	700.00	0.00
6485 - WELD SUP SNO	400.00	0.00	0.00	400.00	0.00
02 - SOLID WASTE	249,162.00	11,497.27	97,081.00	152,081.00	38.96
5100 - FT WAGES	69,915.00	2,611.20	23,505.71	46,409.29	33.62
5110 - OTHER WAGES	28,944.00	1,056.00	12,555.00	16,389.00	43.38
5130 - ALLOWANCE	1,832.00	0.00	343.00	1,489.00	18.72
5140 - TRAINING	150.00	0.00	0.00	150.00	0.00
5200 - ELECTRICITY	3,450.00	0.00	1,073.91	2,376.09	31.13
5205 - PHONE	520.00	45.63	219.72	300.28	42.25
5210 - MAIN-REPAIRS	2,500.00	520.57	520.57	1,979.43	20.82
5220 - HEAT	550.00	21.82	21.82	528.18	3.97
5230 - VEHICLES	2,000.00	0.00	407.22	1,592.78	20.36
5240 - GAS/DIESEL	2,521.00	0.00	692.41	1,828.59	27.47
5270 - MSW TIPPING	91,922.00	4,030.80	32,517.94	59,404.06	35.38
5275 - RECY & PULL	26,690.00	3,211.25	16,108.57	10,581.43	60.35
5280 - TIRE DISPOS	2,088.00	0.00	974.00	1,114.00	46.65
5285 - BULK & GRIND	10,000.00	0.00	6,834.15	3,165.85	68.34
5290 - HHW DISP	3,420.00	0.00	625.85	2,794.15	18.30
5330 - DUES/SUBSCR	515.00	0.00	0.00	515.00	0.00
5410 - EQUIP SUPP	575.00	0.00	269.16	305.84	46.81
5420 - GRNDS SUPP	1,365.00	0.00	411.97	953.03	30.18
5480 - TOOLS/PARTS	205.00	0.00	0.00	205.00	0.00
140 - PUB SAFETY	1,125,789.00	35,592.80	385,166.83	740,622.17	34.21
01 - FIRE RESCUE	783,974.00	32,832.60	283,839.19	500,134.81	36.21
5100 - FT WAGES	257,739.00	10,416.41	105,023.19	152,715.81	40.75
5110 - OTHER WAGES	300,175.00	9,736.69	92,880.36	207,294.64	30.94
5120 - OT WAGES	32,500.00	1,053.29	28,588.70	3,911.30	87.97
5130 - ALLOWANCE	4,500.00	0.00	1,359.46	3,140.54	30.21
5140 - TRAINING	9,000.00	544.00	4,561.66	4,438.34	50.69
5200 - ELECTRICITY	16,000.00	877.65	4,703.86	11,296.14	29.40
5205 - PHONE	5,500.00	375.45	1,844.59	3,655.41	33.54
5220 - HEAT	12,750.00	512.59	928.94	11,821.06	7.29
5225 - WATER	2,000.00	295.96	776.72	1,223.28	38.84
5230 - VEHICLES	17,000.00	0.00	3,453.64	13,546.36	20.32
5240 - GAS/DIESEL	10,800.00	0.00	2,763.80	8,036.20	25.59
5245 - OFF EQP/FEES	14,850.00	678.00	3,565.74	11,284.26	24.01
5330 - DUES/SUBSCR	3,700.00	660.00	2,878.98	821.02	77.81
5365 - PHYS/DRUG SC	3,500.00	0.00	848.50	2,651.50	24.24
5370 - WASTE DISPOS	1,000.00	0.00	0.00	1,000.00	0.00
5400 - OFFICE SUPP	5,000.00	106.56	466.80	4,533.20	9.34
5410 - EQUIP SUPP	18,000.00	3,376.80	7,860.44	10,139.56	43.67
5420 - GRNDS SUPP	16,785.00	1,640.09	6,910.86	9,874.14	41.17
5435 - PROT CLOTHIN	5,000.00	0.00	3,325.00	1,675.00	66.50
5440 - FIRE MED REI	22,175.00	1,591.86	6,807.12	15,367.88	30.70

BI-WEEKLY EXPENSE REPORT

Fund: 10
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
140 - PUB SAFETY CONT'D					
5487 - AMB. BILLING	0.00	0.00	200.00	-200.00	----
5488 - AMB. COLLECT	1,500.00	75.00	386.76	1,113.24	25.78
5490 - MEDICAL SUP	22,500.00	767.25	3,362.88	19,137.12	14.95
5495 - OSHA EQUIP	2,000.00	125.00	341.19	1,658.81	17.06
02 - LAW ENFORCEM	250,465.00	41.97	61,801.86	188,663.14	24.67
5205 - PHONE	450.00	41.97	201.70	248.30	44.82
5210 - MAIN-REPAIRS	500.00	0.00	150.00	350.00	30.00
5230 - VEHICLES	600.00	0.00	0.00	600.00	0.00
5240 - GAS/DIESEL	15,000.00	0.00	2,971.37	12,028.63	19.81
5350 - PROF SERVICE	233,915.00	0.00	58,478.79	175,436.21	25.00
03 - DISPATCHING	43,900.00	123.67	22,916.54	20,983.46	52.20
5350 - PROF SERVICE	43,900.00	123.67	22,916.54	20,983.46	52.20
04 - ANIMAL CTRL	10,350.00	150.00	4,333.00	6,017.00	41.86
5350 - PROF SERVICE	10,350.00	150.00	4,333.00	6,017.00	41.86
05 - STREET LIGHT	17,400.00	1,038.31	4,328.31	13,071.69	24.88
5350 - PROF SERVICE	17,400.00	1,038.31	4,328.31	13,071.69	24.88
06 - FIREHYDRANTS	14,700.00	1,406.25	6,281.25	8,418.75	42.73
5350 - PROF SERVICE	14,700.00	1,406.25	6,281.25	8,418.75	42.73
07 - EMER MANGMT	5,000.00	0.00	1,666.68	3,333.32	33.33
5110 - OTHER WAGES	5,000.00	0.00	1,666.68	3,333.32	33.33
150 - FINAN SERVCS	10,288,346.00	601,883.04	4,176,995.46	6,111,350.54	40.60
02 - DEBT	211,259.00	0.00	193,712.65	17,546.35	91.69
5720 - DEBT PWD GAR	79,230.00	0.00	82,768.56	-3,538.56	104.47
5730 - FIRE STATION	132,029.00	0.00	110,944.09	21,084.91	84.03
03 - MUN INSURANC	50,000.00	0.00	49,108.20	891.80	98.22
5260 - FINAN OUTLAY	50,000.00	0.00	49,108.20	891.80	98.22
04 - EE BENEFITS	669,722.00	14,185.29	237,292.36	432,429.64	35.43
5810 - HEALTH INS	346,733.00	276.90	124,252.63	222,480.37	35.84
5815 - ICMA/MPRS	102,094.00	9,737.10	38,540.64	63,553.36	37.75
5820 - SOC SEC/FICA	125,496.00	4,171.29	50,480.16	75,015.84	40.22
5825 - WORKER'S COM	71,849.00	0.00	18,664.60	53,184.40	25.98
5830 - UNEMPLOY	15,000.00	0.00	3,882.80	11,117.20	25.89
5835 - SICK PAYOUT	6,750.00	0.00	0.00	6,750.00	0.00
5837 - VACA PAYOUT	0.00	0.00	239.53	-239.53	----
5840 - VOLUNT INS	1,500.00	0.00	1,232.00	268.00	82.13
5850 - EDUC INCENT	300.00	0.00	0.00	300.00	0.00
06 - CIP	788,206.00	0.00	0.00	788,206.00	0.00
5900 - TOWN ROADS	442,000.00	0.00	0.00	442,000.00	0.00
5910 - PW VEH RES	150,000.00	0.00	0.00	150,000.00	0.00
5915 - SW EQUIP	2,000.00	0.00	0.00	2,000.00	0.00
5920 - FIRE/RES VEH	140,000.00	0.00	0.00	140,000.00	0.00
5925 - POLICE VEH	27,206.00	0.00	0.00	27,206.00	0.00
5930 - MUNIC FAC	16,000.00	0.00	0.00	16,000.00	0.00
5955 - CODE ENFORC	10,000.00	0.00	0.00	10,000.00	0.00
5960 - CONSERVATION	1,000.00	0.00	0.00	1,000.00	0.00
07 - RSU 16	7,052,373.00	587,697.75	2,938,488.75	4,113,884.25	41.67
5260 - FINAN OUTLAY	7,052,373.00	587,697.75	2,938,488.75	4,113,884.25	41.67
10 - TIF TO PS 1	721,509.00	0.00	360,755.00	360,754.00	50.00
5260 - FINAN OUTLAY	721,509.00	0.00	360,755.00	360,754.00	50.00

BI-WEEKLY EXPENSE REPORT

Fund: 10
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
150 - FINAN SERVCS CONT'D					
11 - TIF TO VILLA	120,420.00	0.00	60,210.00	60,210.00	50.00
5260 - FINAN OUTLAY	120,420.00	0.00	60,210.00	60,210.00	50.00
12 - TIF TO PS 2	674,857.00	0.00	337,428.50	337,428.50	50.00
5260 - FINAN OUTLAY	674,857.00	0.00	337,428.50	337,428.50	50.00
155 - MISC.					
	0.00	0.00	18,417.60	-18,417.60	----
50 - TRANSFERS	0.00	0.00	18,417.60	-18,417.60	----
5175 - TRANSFERS	0.00	0.00	18,417.60	-18,417.60	----
160 - COUNTY TAX					
	870,136.00	0.00	0.00	870,136.00	0.00
01 - COUNTY TAX	870,136.00	0.00	0.00	870,136.00	0.00
5260 - FINAN OUTLAY	870,136.00	0.00	0.00	870,136.00	0.00
170 - OVERLAY					
	165,157.75	0.00	6,641.85	158,515.90	4.02
01 - ABATEMENTS	165,157.75	0.00	6,641.85	158,515.90	4.02
5260 - FINAN OUTLAY	165,157.75	0.00	6,641.85	158,515.90	4.02
Final Totals	14,202,076.75	698,164.70	5,213,802.58	8,988,274.17	36.71

BI-WEEKLY EXPENSE REPORT

Fund: 40
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
400 - PSB TIF 1	676,054.00	20,123.79	349,339.89	326,714.11	51.67
01 - PSB TIF I	676,054.00	20,123.79	349,339.89	326,714.11	51.67
5250 - DEBT SVC	326,602.00	0.00	313,851.31	12,750.69	96.10
5260 - FINAN OUTLAY	21,164.00	0.00	5,350.75	15,813.25	25.28
5265 - PSB 40% PYBK	200,188.00	0.00	0.00	200,188.00	0.00
5350 - PROF SERVICE	2,500.00	0.00	0.00	2,500.00	0.00
5410 - EQUIP SUPP	28,000.00	58.17	1,304.21	26,695.79	4.66
5620 - HYDRANT	28,500.00	13,613.62	13,613.62	14,886.38	47.77
5650 - CEDC	56,500.00	6,452.00	15,050.00	41,450.00	26.64
5670 - BLEEDERS	12,600.00	0.00	170.00	12,430.00	1.35
401 - PSB TIF 2	600,008.00	2,150.00	267,251.80	332,756.20	44.54
01 - PSB TIF 2	600,008.00	2,150.00	267,251.80	332,756.20	44.54
5200 - ELECTRICITY	480.00	0.00	0.00	480.00	0.00
5250 - DEBT SVC	272,198.00	0.00	240,847.05	31,350.95	88.48
5260 - FINAN OUTLAY	19,400.00	0.00	4,904.75	14,495.25	25.28
5265 - PSB 40% PYBK	265,430.00	0.00	0.00	265,430.00	0.00
5350 - PROF SERVICE	2,500.00	0.00	0.00	2,500.00	0.00
5640 - REC TRAILS	40,000.00	2,150.00	21,500.00	18,500.00	53.75
402 - DTV TIF	74,604.00	0.00	56,521.99	18,082.01	75.76
01 - DTV TIF	74,604.00	0.00	56,521.99	18,082.01	75.76
5250 - DEBT SVC	51,476.00	0.00	48,079.99	3,396.01	93.40
5260 - FINAN OUTLAY	3,528.00	0.00	892.00	2,636.00	25.28
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	7,550.00	7,550.00	50.00
Final Totals	1,350,666.00	22,273.79	673,113.68	677,552.32	49.84

RECREATION

November 2019

Account	Beginning Balance	Revenues	Expenses	Ending Balance
500 - RECREATION PROGRAMS				
4505 - OPERATING	945.80	6,182.53	2,927.94	4,200.39
4530 - SCHOLARSHIP DONATIONS	808.50	56.00	0.00	864.50
4531 - CAMPSHIP DONATIONS	11,538.00	0.00	11,538.00	0.00
6000 - ART CLASS	356.51	1,900.00	2,155.00	101.51
6010 - BASEBALL	2,348.16	581.91	521.67	2,408.40
6020 - BASKETBALL	1,672.29	2,450.00	1,856.09	2,266.20
6025 - CAMP CONNOR	7,132.85	0.00	2,988.82	4,144.03
6030 - CHEERING	6,539.57	3,950.00	903.82	9,585.75
6050 - DESTINATION IMAGINATION	133.83	530.00	117.00	546.83
6060 - DISCOUNT TICKETS	434.00	5,551.00	5,924.00	61.00
6070 - DRAMA	80.00	0.00	560.00	-480.00
6075 - FIELD HOCKEY	1,258.59	355.00	1,191.58	422.01
6080 - FOOTBALL	10,694.96	11,978.56	17,793.06	4,880.46
6108 - LEGO LEAGUE	836.57	320.65	75.00	1,082.22
6113 - MUSIC CLASS	-34.35	0.00	0.00	-34.35
6115 - PICKLE BALL	455.00	456.00	556.00	355.00
6120 - SENIOR CLUB	1,191.08	910.00	723.94	1,377.14
6130 - SOCCER	9,278.62	9,671.51	13,845.34	5,104.79
6140 - SUMMER RECREATION	56,827.79	57,035.50	105,788.24	8,075.05
6145 - SWIMMING LESSONS	665.00	460.00	1,125.00	0.00
6150 - TABLE/CHAIR RENT	1,473.62	380.00	500.00	1,353.62
6170 - TRAILS	1,210.73	0.00	0.00	1,210.73
6180 - TUMBLING	1,068.13	908.00	1,476.00	500.13
6190 - VOLLEY BALL	82.53	0.00	82.53	0.00
Final Totals	116,997.78	103,676.66	172,649.03	48,025.41

BI-WEEKLY REVENUE REPORT

Fund: 70
November

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
700 - RICKER LIBRARY	166,452.00	261.70	36,485.86	129,966.14	21.92
4500 - MISCELLENEOUS REVENUES	175.00	0.00	84.00	91.00	48.00
4515 - AB RICKER TRUST DISTRIBUTION	15,265.00	0.00	7,632.62	7,632.38	50.00
4516 - JANE RICKER TRUST DISTRIBUTION	51,825.00	0.00	25,914.26	25,910.74	50.00
4530 - DONATIONS	500.00	123.25	497.63	2.37	99.53
4550 - FROM GF	93,062.00	0.00	0.00	93,062.00	0.00
5005 - NON RESIDENT REGISTRATION	300.00	0.00	105.00	195.00	35.00
5010 - DONATIONS DEDICATED	2,000.00	0.00	867.75	1,132.25	43.39
5015 - OVERDUES	1,300.00	49.60	419.50	880.50	32.27
5020 - PHOTOCOPIES	400.00	16.70	185.65	214.35	46.41
5025 - BOOK SALES	375.00	16.50	137.00	238.00	36.53
5030 - PRINTER	425.00	13.65	191.45	233.55	45.05
5035 - FAX	625.00	21.00	282.00	343.00	45.12
5040 - INTER LIBRARY LOAN	200.00	21.00	169.00	31.00	84.50
Final Totals	166,452.00	261.70	36,485.86	129,966.14	21.92

BI-WEEKLY EXPENSE REPORT

Fund: 70
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
700 - RICKER LIBRA	166,452.00	6,595.16	58,301.21	108,150.79	35.03
01 - RICKER LIBR.	166,452.00	6,595.16	58,301.21	108,150.79	35.03
5100 - FT WAGES	63,906.00	2,330.48	22,798.09	41,107.91	35.67
5110 - OTHER WAGES	27,539.00	1,068.45	11,524.48	16,014.52	41.85
5130 - ALLOWANCE	680.00	0.00	215.84	464.16	31.74
5140 - TRAINING	400.00	0.00	0.00	400.00	0.00
5200 - ELECTRICITY	4,150.00	0.00	1,471.09	2,678.91	35.45
5205 - PHONE	1,575.00	127.47	623.36	951.64	39.58
5210 - MAIN-REPAIRS	4,500.00	0.00	2,296.90	2,203.10	51.04
5215 - INTERNET	0.00	0.00	34.74	-34.74	----
5220 - HEAT	5,000.00	205.42	462.32	4,537.68	9.25
5225 - WATER	1,300.00	118.72	593.60	706.40	45.66
5235 - POSTAGE	1,000.00	0.00	884.00	116.00	88.40
5245 - OFF EQP/FEES	2,500.00	0.00	252.47	2,247.53	10.10
5255 - TECH MTC	3,285.00	174.00	1,137.08	2,147.92	34.61
5309 - MISC EXP	1,000.00	0.00	202.90	797.10	20.29
5330 - DUES/SUBSCR	2,095.00	0.00	0.00	2,095.00	0.00
5345 - BANK FEES	35.00	0.00	0.00	35.00	0.00
5360 - SPECIAL EVEN	250.00	0.00	0.00	250.00	0.00
5400 - OFFICE SUPP	2,200.00	0.00	616.42	1,583.58	28.02
5810 - HEALTH INS	10,815.00	92.30	4,216.45	6,598.55	38.99
5815 - ICMA/MPRS	2,662.00	0.00	0.00	2,662.00	0.00
5820 - SOC SEC/FICA	6,685.00	0.00	0.00	6,685.00	0.00
7100 - MAGAZINES	1,575.00	1,332.79	1,383.84	191.16	87.86
7105 - BOOKS	13,000.00	812.57	4,784.67	8,215.33	36.81
7110 - NEWSPAPERS	600.00	0.00	175.55	424.45	29.26
7115 - AUDIO BOOKS	3,000.00	242.96	1,424.17	1,575.83	47.47
7120 - EBOOKS	700.00	0.00	650.00	50.00	92.86
7125 - ADULT PROGR	2,000.00	90.00	1,087.77	912.23	54.39
7130 - CHILD PROGR	2,000.00	0.00	925.59	1,074.41	46.28
7135 - TEEN PROGR	2,000.00	0.00	539.88	1,460.12	26.99
Final Totals	166,452.00	6,595.16	58,301.21	108,150.79	35.03

Town of Poland Capital Improvement FYE 20						
MUNICIPAL FACILITIES RESERVES						
	Beginning Balance	FY 20 Appropriation	FY 20 Reimbursement	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 45,172					
Municipal Facilities Maintenance & Repair	12,215	13,000	-	25,215	4,237	20,978
Town Hall Elevator	5,000	5,000	-	10,000		10,000
Furnace Replacement	7,156	2,000	-	9,156		9,156
Town Owned Bldgs/Property Improvements from Timber Sales	20,801	(20,000)	10,654	11,455	7,537	3,918
Totals:	\$ 45,172	\$ -	\$ 10,654	\$ 55,826	\$ 11,774	\$ 44,052

Town of Poland Capital Improvement FYE 20						
TECHNOLOGY RESERVES						
	Beginning Balance	FY 20 Appropriation	FY 20 Reimbursement	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 4,867					
TECHNOLOGY	2,197	15,000	-	17,197	5,507	11,690
Cable Access Equipment	2,670	1,000	-	3,670		3,670
Totals:	\$ 4,867	\$ 16,000	\$ -	\$ 20,867	\$ 5,507	\$ 15,360

Town of Poland Capital Improvement FYE 20					
ROAD RESERVES					
	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 30,827				
Crack Sealing	12,307	2,500	14,807	-	14,807
Traffic Lights	-	2,000	2,000	-	2,000
Infrastructure	18,520	437,500	456,020	440,326	15,694
Totals:	\$ 30,827	\$ 442,000	\$ 472,827	\$ 440,326	\$ 32,501

**Town of Poland Capital Improvement
FYE 20**

PUBLIC WORKS RESERVES

	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 950,740				
2014 Pick-up Truck w/plow	19,114	2,556	21,670	-	21,670
2020 Dump Truck International	183,548	30,000	213,548	109,423	104,125
2005 Dump Truck Sterling	181,383	16,440	197,823	-	197,823
2018 Dump Truck International	5,000	14,340	19,340	-	19,340
2007 Backhoe CAT	35,868	12,180	48,048	-	48,048
2008 Loader CAT	119,400	16,440	135,840	-	135,840
2008 10W Dump Truck Int'l	117,061	22,824	139,885	-	139,885
2010 10W Dump Truck Int'l	106,609	20,700	127,309	-	127,309
2007 One Ton Truck GMC 1.5	136,700	8,520	145,220	-	145,220
2009 One Ton Truck GMC Chev.	43,460	3,360	46,820	-	46,820
Excavator with Trailer	-	-	-	-	-
Multi Use Mini Tractor	2,597	2,640	5,237	-	5,237
Totals:	\$ 950,740	\$ 150,000	\$ 1,100,740	\$ 109,423	\$ 991,317

Town of Poland Capital Improvement FYE 20						
FIRE RESCUE RESERVES						
	Beginning Balance	FY 20 Appropriation	FY 20 Reimbursement	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 468,271					
Engine #2	60,680	20,000		80,680	-	80,680
Engine #3	46,000	20,000		66,000	-	66,000
Tank 6	119,000	20,000		139,000	-	139,000
Utility #1	40,580	25,000		65,580	-	65,580
Squad #1	13,314	13,000		26,314	-	26,314
Squad #2	41,355	8,000		49,355	-	49,355
Chief's Vehicle	39,980	5,000		44,980	-	44,980
Scott Air Bottles/ Cascade System Compressor	28,486	6,000		34,486	-	34,486
Life Pack 12 Monitors	22,403	11,000		33,403	-	33,403
Radios/Thermo Image/Defibs	27,216	5,000		32,216	1,246	30,970
Turn Out Gear	22,757	6,000		28,757	-	28,757
Dry Hydrants	6,500	1,000		7,500	-	7,500
Totals:	\$ 468,271	\$ 140,000	\$ -	\$ 608,271	\$ 1,246	\$ 607,025

Town of Poland Capital Improvement FYE 20					
LAW ENFORCEMENT RESERVES					
	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 31,434				
Patrol Vehicle 1	11,500	8,846	20,346	-	20,346
Patrol Vehicle 2	16,900	17,360	34,260	-	34,260
Vehicles & Equipment	3,034	1,000	4,034	4,203	(169)
Totals:	\$ 31,434	\$ 27,206	\$ 58,640	\$ 4,203	\$ 54,437

Patrol Vehicle 1 = 2016 Ford Interceptor SUV

Patrol Vehicle 2 = 2015 Chevy Tahoe

Town of Poland Capital Improvement FYE 20					
SOLID WASTE RESERVES					
	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 16,138				
Compactor Replacement	8,388	-	8,388	-	8,388
Roll-off Containers	7,750	2,000	9,750	7,651	2,099
Totals:	\$ 16,138	\$ 2,000	\$ 18,138	\$ 7,651	\$ 10,487

Town of Poland Capital Improvement FYE 20					
CONTINGENCY RESERVES					
	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 3,000				
Unforeseen Expenses	3,000	-	3,000	-	3,000
Totals:	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000

Town of Poland Capital Improvement FYE 20					
REVALUATION RESERVES					
	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 90,000				
Real Estate Revaluation	90,000	-	90,000	-	90,000
Totals:	\$ 90,000	\$ -	\$ 90,000	\$ -	\$ 90,000

Town of Poland Capital Improvement FYE 20					
RECREATION RESERVES					
	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ (889)				
Beach Repairs & Maintenance	(889)	-	(889)	-	(889)
Totals:	\$ (889)	\$ -	\$ (889)	\$ -	\$ (889)

Town of Poland Capital Improvement FYE 20					
CODE ENFORCEMENT RESERVES					
	Beginning Balance	FY 20 Appropriation	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 15,003				
Archiving Software	3	-	3	-	3
Comprehensive Plan	15,000	-	15,000	-	15,000
Geo Library	-	-	-	-	-
Permitting Software	-	10,000	10,000	9,600	400
Totals:	\$ 15,003	\$ 10,000	\$ 25,003	\$ 9,600	\$ 15,403

Town of Poland Capital Improvement FYE 20						
CONSERVATION RESERVES						
	Beginning Balance	FY 20 Appropriation	Tree Growth Penalty	Total Available	YTD Expenses	YTD Balance
FY 19 Ending Balance:	\$ 17,536					
Purchase of Conservation Land	15,536	-	3,417	18,953	-	18,953
Dam Reserves	2,000	1,000	-	3,000	-	3,000
Totals:	\$ 17,536	\$ 1,000	\$ 3,417	\$ 21,953	\$ -	\$ 21,953

Poland Conservation Commission					
	Date	Income	Expenditure	Project*	Operating Funds - Balance
Opening Balance FY 2018-19					4,305.41
Town Appropriation	8/3/2018	11,000.00			15,305.41
MEACC Dues	8/3/2018		150.00		15,155.41
Barry Morgan (reimbursement)	1/15/2019		50.00		15,105.41
Donation - Lot #6 Hilt Hollow	4/24/2019	300.00		HH	15,405.41
Donation - Lot #6 Hilt Hollow	5/31/2019	1,000.00		HH	16,405.41
Donation - Lot #6 Hilt Hollow	6/3/2019	500.00		HH	16,905.41
Opening Balance FY 2019-20					16,905.41
Donation - Lot #6 Hilt Hollow	7/10/2019	500.00		HH	17,405.41
Donation - Lot #6 Hilt Hollow	7/24/2019	25.00	1.03	HH	17,429.38
Donation - Lot #6 Hilt Hollow	8/10/2019	100.00	3.20	HH	17,526.18
Town Appropriation	9/12/2019	2,000.00			19,526.18
MEACC Dues	9/25/2019		150.00		19,376.18
* CRF - Conservation Reserve Fund					
HOP - Heart of Poland					
WP - Waterhouse Brook Project					
HH - Lot #6 Hilt Hollow					

Poland Conservation Commission					
	Date	Income	Expenditure	Project*	Conservation Reserve Funds - Balance
Opening Balance FY 2015-16					\$ -
					-
Opening Balance FY 2016-17					\$ -
FY 2017 Tree Growth Penalty	6/30/2017	2,973.60		CRF	2,973.60
					2,973.60
Opening Balance FY 2017-18					\$ 2,973.60
FY 2018 Tree Growth Penalty	10/25/2017	12,562.00		CRF	15,535.60
					15,535.60
Opening Balance FY 2018-19					15,535.60
					15,535.60
Opening Balance FY 2019-20					15,535.60
FY 2019 Tree Growth Penalty	10/9/2019	3,417.60		CRF	18,953.20
* CRF - Conservation Reserve Fund					
HOP - Heart of Poland					
WP - Waterhouse Brook Project					
HH - Lot #6 Hilt Hollow					

Poland Conservation Commission					
	Date	Income	Expenditure	Project*	Waterhouse Brook Project Funds - Balance
Opening Balance FY 2015-16					\$ -
					-
Opening Balance FY 2016-17					\$ -
					-
Opening Balance FY 2017-18					\$ -
Donations - LL Bean & Northeast Bank	6/20/2018	3,000.00		WP	3,000.00
Davis Land - Waterhouse Brk Plans	6/29/2018		800.00	WP	2,200.00
					2,200.00
Opening Balance FY 2018-19					2,200.00
Donation - Norway Savings Bank	9/14/2018	2,000.00		WP	4,200.00
Davis Foundation Grant	11/19/2018	10,000.00		WP	14,200.00
MBP Consulting - Dam Inspection	12/18/2018		2,276.00	WP	11,924.00
Donation - Nestle Waters	1/28/2019	2,000.00		WP	13,924.00
Baker Design Consultants	3/20/2019		3,791.36	WP	10,132.64
Davis Land Surveying, LLC	5/21/2019		1,261.08	WP	8,871.56
					8,871.56
Opening Balance FY 2019-20					8,871.56
Allied Dock - Bridge	10/1/2019		2,150.00	WP	6,721.56
Allied Dock - Bridge Steps	11/19/2019		120.00	WP	6,601.56
* CRF - Conservation Reserve Fund					
HOP - Heart of Poland					
WP - Waterhouse Brook Project					
HH - Lot #6 Hilt Hollow					



**ANDROSCOGGIN COUNTY
SHERIFF'S OFFICE**

2 TURNER ST. UNIT 9
AUBURN, ME 04210
207-753-2500

ERIC G. SAMSON
SHERIFF

WILLIAM GAGNE
CHIEF DEPUTY

November 13, 2019

Matthew Garside, Town Manager
1231 Maine Street
Poland, Maine 04274

Manager Garside,

This is the Monthly Report for law enforcement services provided by the Androscoggin County Sheriff's Office to the Town of Poland.

During the month of October deputies from the Androscoggin County Sheriff's Office handled the following incidents in and for the Town of Poland:

Accidents	19	Disturbance / Disorderly	1	Probation Hold/Violation	1
Abandoned 911 Call	23	Domestic	4	Property Site Check	39
Administrative Paperwork	6	Field Interview	2	Repossession	2
Alarm	20	Fraud	1	Stolen Property Recovered	1
Animal Complaints	17	Harassment	1	Suspicious Condition	6
Assault	2	Harassment by Phone	1	Suspicious Person / Vehicle	5
Assist Other Department	12	Hazardous Conditions	4	Theft	6
Be On Lookout (BOLO)	2	K9 Request / Response	1	Threatening	2
Broken Down Vehicle	6	Lost / Found Item	3	Vehicle Stops	93
Burglary	7	MV Laws	18	Warrant	3
Children Trouble	4	Other Criminal	2	Wellbeing Check	5
Computer Crimes	1	Other Non-Criminal	5		
Community Contact	8	PCF Medical / Mental	43		
Criminal Trespass	5	Police Information	3		

Sincerely,

William Gagne

William Gagne,
Chief Deputy



Department of Planning and Community Development

Monthly Activity Report October 2019

During the month of October 2019, this office continually answered phone calls pertaining to permit information, realtor requests, zoning information and other various Planning and Community Development issues. There were 7 scheduled office appointments regarding various building permit and shoreland permit projects in the month of October. Scott Neal is performing all building (residential and commercial), plumbing, and complaint inspections. Electrical inspections are being performed by Raymond Cloutier. Scott Neal and Ray Cloutier performed 21 inspections for the month of October.

There were a total of 20 building and shoreland zoning permits, 0 road entrance, 20 electrical permits, and 7 plumbing permits issued with a total cost of work of \$3,518,787.00 for the month of October. I have attached the permit breakdown for the month.

The Planning Board had a meeting on October 8th and October 22nd. There is an opening for one alternate member for the Planning Board, and two alternate members and one full time member for the Board of Appeals.

There were 3 Certificates of Occupancy issued for the month of October.

Sarah and I attended 2 Planning Board and 1 Board of Appeals meetings.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Scott Neal', written in a cursive style.

Scott Neal



Permit Detail Report

10/01/2019 - 10/31/2019

Permit Type	Permit Date	Applicant Name	Contractor Information	Total Fees	Owner Name	Owner Address	Parcel #	Project Cost
Building	10/1/2019	Glenn Perry		\$20.00	PERRY, GLENN	297 MEGQUIER HILL RD.	0014-0030E	1,500
Building	10/1/2019	Joshua Paradis		\$34.00	PARADIS, JOSHUA L.	187 HARRIS HILL RD.	0008-0066B	2,000
Building	10/3/2019	Floyd Mckinnon		\$37.58	MCKINNON, FLOYD E	11 WHALESBACK DR.	0010-0048-0004	3,165
Building	10/3/2019	Jeanne Kramer		\$20.00	KRAMER, JEANNE	3 PAISLEE WAY	0004-0019-0412	0
Building	10/3/2019	Nestle Waters North America		\$32,024.22	NESTLE WATERS NORTH AMERICA INC.	ATTN: TAX DEPARTMENT	0006-0040B	3,200,072
Building	10/7/2019	Steve Buttner		\$20.00	MOODY, KIMBERLY A.	P. O. BOX 242	0017-0042	3,000
Building	10/10/2019	Angela Coron		\$20.00	STUMP-CORON, ANGELA E.	259 COBB RD.	0011-0047-0001	0
Building	10/10/2019	Jeff Lafrinea		\$142.75	LAFRINEA, JEFFERY C.	12 LAFRINEA LANE	0001-0027E	23,000
Building	10/14/2019	Desirae and Chris Stover		\$25.00	STOVER, CHRISTOPHER S.	3 STRAWBERRY LANE	0006-0048-0057	2,000
Building	10/14/2019	Jonathan and Mary Jane Dillingham		\$35.25	DILLINGHAM, JONATHAN H.	436 POLAND CORNER RD.	0011-0032	1,500
Building	10/15/2019	Brenden Dallaire		\$127.75	DALLAIRE, BRENDEN O.	P. O. BOX 2162	0007-0016F	20,000
Building	10/18/2019	Paul Fairbrother		\$20.00	FAIRBROTHER, PAUL	76 AMY ST.	0004-0019-0409	900
Building	10/18/2019	Philip Pinkham		\$38.50	PINKHAM, PHILIP D.	4 TIMBER LANE	0049-0022	1,100
Building	10/22/2019	Joseph Caminiti		\$294.25	CAMINITI, JOSEPH,III	P. O. BOX 562	0017-0050F	25,000
Building	10/22/2019	Orin Welch		\$44.25	WELCH, ORRIN	753 EMPIRE RD.	0014-0003-0003	2,700
Building	10/25/2019	Arthur Lowe		\$54.50	LOWE, ARTHUR W.	P. O. BOX 146	0017-0017	4,600
Building	10/25/2019	Ryan Shible		\$20.00	SHIBLE, RYAN	117 POLAND CORNER RD.	0012-0064B-0002	2,000
Building	10/28/2019	The Truman Corporation dba Turnkey Homes of Maine		\$1,070.00	KEENE, HOWARD (LIFE ESTATE)	P. O. BOX 13	0027-0024	208,000
Demolition	10/22/2019	Orin Welch		\$20.00	WELCH, ORRIN	753 EMPIRE RD.	0014-0003-0003	1,000
Electrical	10/2/2019	R C Management		\$150.00	C. N. BROWN COMPANY	P. O. BOX 200	0015-0018	0
Electrical	10/4/2019	Angela Blackington		\$70.00	BLACKINGTON, NEIL P.	22 BIRCHWOOD	0001-0012B	0

						LANE		
Electrical	10/4/2019	Deborah Harmon		\$45.80	HARMON-HAID, DEBORAH L. (TRUSTEE)	20765 Burbank Blvd.	0044-0079	0
Electrical	10/4/2019	Steve Dick		\$110.00	DICK, STEPHEN W. II	34 TORREY RD.	0003-0003	0
Electrical	10/7/2019	Ben and Lacy Rechisky		\$210.00	RECHISKY, BENJAMIN	112 LIBBY RD	0007-0021-0007	0
Electrical	10/7/2019	David Iannotti		\$92.00	DUGAL, GERALD M. & MARGARET M. (JT)	8 THEODORE AVE.	0049-0031	0
Electrical	10/8/2019	Lori Perkins/Jackson Keene		\$199.60	KEENE, JACKSON C., JR.	3 SMITH ST.	0026-0007-0014	0
Electrical	10/11/2019	Heath Poland/Flanders Electric		\$70.00	GILL, KATHRYN C.	P. O. BOX 147	0017-0011	0
Electrical	10/18/2019	Jeffrey A. Gould		\$67.50	BECKER, DUANE P.	184 NORTH RAYMOND RD.	0005-0014D	0
Electrical	10/18/2019	Sean Leavitt of Leavitt Electrical		\$1,310.00	LOPEZ, MARK A.	438 COMMON DRIVE	0015-0018B	0
Electrical	10/21/2019	Cynthia Robbins		\$145.00	MIDDLE RANGE POND RESTAURANT LLC	640 MAINE STREET	0006-0052	0
Electrical	10/21/2019	L.M. Electrical Inc		\$120.00	AMES, RONALD G.	68 JORDAN SHORE DR.	0031-0008-0001	0
Electrical	10/22/2019	Nicholas Rinchich		\$70.00	RINCHICH, NICHOLAS M.	152 COLBATH RD	0005-0052	0
Electrical	10/24/2019	Greg Frost		\$63.80	FROST, GREGORY A.	55 LUNT LANE	0014-0035A	0
Electrical	10/24/2019	Jamie Rothfus		\$66.20	ROTHFUS, JAMIE S.	18 MYRTLE RD.	0030-0001	0
Electrical	10/24/2019	Jason Cloutier		\$460.00	CAROLAN FARM, LLC	749 PEQUEST ROAD	0003-0019	0
Electrical	10/28/2019	The Truman Corp		\$137.40	KEENE, HOWARD (LIFE ESTATE)	P. O. BOX 13	0027-0024	0
Electrical	10/29/2019	Gregory Ruby		\$50.00	POLAND, TOWN OF	1231 MAINE ST.	0040-0004	0
Electrical	10/31/2019	George Field	E.R. Field	\$70.00	FIELD, CINDY L.	714 BALD HILL RD.	0004-0013C	0
Electrical	10/31/2019	Robert Stevens		\$70.00	JOHNDRO. STEVEN	122 AUTUMN DR.	0006-0048-0033	0
Plumbing	10/1/2019	Lynda Bedard		\$60.00	BEDARD, LYNDIA V.	441 EMPIRE RD.	0003-0018	0
Plumbing	10/4/2019	Donna Bowes		\$60.00	BOWES, GERARD W.	P. O. BOX 102	0047-0018	0
Plumbing	10/7/2019	Daniel Wilson - Dan n' Dad's Plumbing		\$60.00	DUGAL, GERALD M. & MARGARET M. (JT)	8 THEODORE AVE.	0049-0031	0
Plumbing	10/25/2019	Carolann Farms LLC		\$60.00	CAROLAN FARM, LLC	749 PEQUEST ROAD	0003-0019	0
Plumbing	10/28/2019	The Truman Corporation		\$60.00	KEENE, HOWARD (LIFE ESTATE)	P. O. BOX 13	0027-0024	0

Sign	10/1/2019	R C Management		\$193.75	C. N. BROWN COMPANY	P. O. BOX 200	0015-0018	17,250
Subsurface Plumbing	10/1/2019	Eric Barter		\$265.00	BEDARD, LYNDA V.	441 EMPIRE RD.	0003-0018	0
Subsurface Plumbing	10/15/2019	Joseph Caminiti		\$265.00	CAMINITI, JOSEPH,III	P. O. BOX 562	0017-0050F	0

Permit Inspection Report

10/01/2019 - 10/31/2019

Permit #	Permit Date	Applicant Name	Inspection Type	Inspection Date	Owner Name	Parcel #
20190165	8/19/2019	Mark Lopez	Septic Field/Tank Installation	10/15/2019	LOPEZ, MARK A.	0015-0018B
20190192	8/29/2019	Joel Dulberg	Electrical Only	10/24/2019	DULBERG, DAVID A. (TRUSTEE)	0025-0026
20190200	9/9/2019	James Williams	Certificate of Occupancy/Final	10/3/2019	WILLIAMS, JAMES K.	0013-0016-0002
20190203	9/9/2019	Northlight Electric, LLC	Electrical Only	10/1/2019	KERR, HOLLY S.	0034-0002
20190218	9/19/2019	Peter Bolduc	Septic Field/Tank Installation	10/8/2019	MEGQUIER HILL HOLDINGS, LLC	0014-0025B
20190221	9/23/2019	Sam and Carmen Evrard	Footings/Setbacks	10/22/2019	EVARD, STANLEY	0043-0020-22WV
20190221	9/23/2019	Sam and Carmen Evrard	Foundation/Rebar	10/24/2019	EVARD, STANLEY	0043-0020-22WV
20190223	9/24/2019	Japelco Electrical Contractors	Electrical Service	10/1/2019	KINNEY, STEPHEN J.	0006-0003
20190224	9/26/2019	Michael Collins	Plumbing Rough	10/1/2019	LOPEZ, MARK A.	0015-0018B
20190226	9/27/2019	Tim Garrelts	Inspection	10/1/2019	GARRELTS, TIMOTHY R.	0020-0010
20190227	9/27/2019	David Stevens	Electrical Only	10/1/2019	KELLY, KRISTINA	0026-0044
20190228	9/27/2019	Fortin Construction	Foundation/Backfill	10/16/2019	FORTIN CONSTRUCTION INC.	0011-0051-0001
20190235	10/1/2019	R C Management	Footings/Setbacks	10/30/2019	C. N. BROWN COMPANY	0015-0018
20190236	10/2/2019	R C Management	Electrical - Commercial	10/30/2019	C. N. BROWN COMPANY	0015-0018
20190244	10/7/2019	Daniel Wilson - Dan n' Dad's Plumbing	Plumbing Rough	10/10/2019	DUGAL, GERALD M. & MARGARET M. (JT)	0049-0031
20190245	10/7/2019	Ben and Lacy Rechisky	Electrical Service	10/24/2019	RECHISKY, BENJAMIN	0007-0021-0007
20190251	10/11/2019	Linda and Robert Addington	Inspection	10/14/2019	ADDINGTON, ROBERT L.	0034-0009
20190251	10/11/2019	Linda and	Inspection	10/14/2019	ADDINGTON,	0034-0009

		Robert Addington			ROBERT L.	
20190268	10/22/2019	Nicholas Rinchich	Electrical - Residential	10/24/2019	RINCHICH, NICHOLAS M.	0005-0052
20190271	10/24/2019	Jason Cloutier	Electrical Only	10/25/2019	CAROLAN FARM, LLC	0003-0019
20190273	10/25/2019	Carolan Farms LLC	Plumbing Rough	10/25/2019	CAROLAN FARM, LLC	0003-0019

Total Records: 21

11/12/2019

Page: 1 of 1



Permit Inspection Report

10/01/2019 - 10/31/2019

Permit #	Permit Date	Contractor Name	Owner Name	Inspection Type	Inspection Date	Owner Name	Parcel #
2018287	5/1/2018	Homeowner	FROST, GREG FROST, ROSE	Certificate of Occupancy/Final	10/28/2019	FROST, GREGORY A.	0014-0035A
2018430	8/30/2018	Homeowner	STUMP-CORON, ANGELA E. CORON, JOSHUA R, (JT)	Certificate of Occupancy/Final	10/7/2019	STUMP-CORON, ANGELA E.	0011-0047-0001
2018502	11/13/2018	A. Perron Contracting, Anne Perron	DUGAL, GERALD M. & MARGARET M. (JT) DUGAL, MARGARE	Footings	10/10/2019	DUGAL, GERALD M. & MARGARET M. (JT)	0049-0031
2019008	1/17/2019	Homeowner	TIBBETTS, ALBERT R., JR. HESPE, KAREN L. (JT)	Certificate of Occupancy/Final	10/3/2019	TIBBETTS, ALBERT R., JR.	0004-0015
2019031	3/14/2019	Simard Building and Remodeling	NADEAU, RICHARD B. TIBBETTS, EMILY E.	Insulation	10/3/2019	NADEAU, RICHARD B.	0044-0093
2019061	4/19/2019	Andrukaitis-Mosher Builders LLC.	JOHNSON, LYNNE E. - TRUSTEE	Framing Only	10/7/2019	JOHNSON, LYNNE E. - TRUSTEE	0037-0013
2019080	5/10/2019	Homeowner	DREW, JOSEPH W.	Final Inspection	10/4/2019	DREW, JOSEPH W.	0006-0048-0013
2019100	6/4/2019	Mark Lopez	LOPEZ, MARK A.	Footing/Setbacks	10/16/2019	LOPEZ, MARK A.	0015-0018B
2019102	6/11/2019	4 Leaf Construction and Property Maintenance	MCDONALD, EDWARD MCDONALD, CHRISTINE (JT)	Final Inspection	10/10/2019	MCDONALD, EDWARD	0049-0032
2019129	7/15/2019	Homeowner	KRAMER, JEANNE	Business Inspection	10/28/2019	KRAMER, JEANNE	0004-0019-0412
2019134	7/15/2019	Maine Source Homes	BOWIE, DIANE BOWIE, LORNA R. (JT)	Certificate of Occupancy/Final	10/25/2019	BOWIE, MARK	0012-0009A
2019141	7/22/2019	Homeowner	FARQUHAR, SUSAN H. FARQUHAR, SUSAN	Close-in/Elec./Plmb/Framing	10/25/2019	FARQUHAR, SUSAN H.	0043-0047
2019142	7/23/2019	David Corcoran	HARMON-HAID,	Framing Only	10/7/2019	HARMON-HAID,	0044-0079

			DEBORAH L. (TRUSTEE)			DEBORAH L. (TRUSTEE)	
2019143	7/22/2019	Homeowner	MARTIN, PATRICIA V.	Certificate of Occupancy/Final	10/24/2019	MARTIN, PATRICIA V.	0008-0063
20176004	1/17/2017	Jake Powell	BARTLETT, EDWARD CLARK (HEIRS)	Septic Field/Tank Installation	10/4/2019	PAINE, MEGAN	0013-0055
20176004	1/17/2017	Jake Powell	BARTLETT, EDWARD CLARK (HEIRS)	Septic Field/Tank Installation	10/25/2019	PAINE, MEGAN	0013-0055
20192050	5/13/2019		NESTLE WATERS NORTH AMERICA INC ATTN: TAX DEPARTM	Electrical - Commercial	10/7/2019	NESTLE WATERS NORTH AMERICA INC	0017-0038
20192070	5/28/2019		BEDARD, LYNDA V. BEDARD, LYNDA V. (JT)	Electrical Only	10/31/2019	BEDARD, LYNDA V.	0003-0018
20192085	7/16/2019		JOHNSON, LYNNE E. - TRUSTEE	Electrical Only	10/7/2019	JOHNSON, LYNNE E. - TRUSTEE	0037-0013
20192088	7/15/2019		BOWIE, DIANE BOWIE, LORNA R. (JT)	Electrical Service	10/3/2019	BOWIE, MARK	0012-0009A
20196012	6/19/2018	Richard Nadeau	NADEAU, RICHARD B. TIBBETTS, EMILY E.	Septic Field/Tank Installation	10/29/2019	NADEAU, RICHARD B.	0044-0093

Total Records: 21

11/12/2019

Page: 1 of 1

October 2019 Monthly Report

To: The Board of Selectpersons

From: Judith A. Akers, Town Clerk

Dated: November 5, 2019

Town Clerk

This month was busy with the continuation of preparing for the election and issuing absentee ballots. Debbie and I attended a webinar on October 16th with Trio to look in to accepting on line tax payments with Informe and Trio. The cost for the module with Trio is \$2,775.00 and then an annual maintenance and support fee of \$495.00 would be charged. This program only accepts credit card payments with a 2.5% fee that is charged to the customer. We will be looking at other offers that are available with other companies in the upcoming month. Currently a taxpayer can call our office and we can do a credit card payment over the phone for a tax payment and they will still pay a 2.5% fee to the credit card company.

The Annual Employee Dinner was held at the Poland Spring Inn on October 26th. Many of the employees, as well as board and committee members attended. Debbie Fitzpatrick was chosen as the Employee of the year and other employees were given certificates for their years of service. There were some nice door prizes that were given out to those who had their ticket number chosen. A nice time for those who attended.

Monthly Reports

The following transactions were processed in the month of October. ATV's (8), Boats (1), Hunting and Fishing licenses (29) and (1) dog license.

Motor Vehicle Reports for the period of 9/26/2019-10/31/2019

We processed 518 transactions during this period and collected \$110,890.94 in excise tax.

Tax Collector

We collected \$ 3,133,930.20 on real estate taxes, \$11,650.22 on tax liens and \$584,252.47 on personal property taxes. It was a very busy month with many payments being made on all of our tax accounts.

Public Works Monthly Report for October 2019

Item	Month	YTD	Notes
After Hour Incidents		3	COM CENTER CALLS , SNOW +ICE, ROAD CLOSED ETC.
Trees Down/Removed/pruning	1	29	Chainsaw crew.loader,trucks,signs,BRUSH CUTTING
Road/Shoulder washouts		1	SIGNIFICANT RAIN EVENT AND/OR SPRING MELT
ROAD WORK			
Culvert/Drain Cleaning	36	66	Water tanker,High Pressure Pump,Repair/STEAM
Culvert Replacement		9	Dig Safe Notify,Road Closure,crew 3
Ditching	700	37316'	Flaggers,Backhoe(Excavator) 2 Dump Trucks 1 full Crew
Street Sign Install, Replace or Repair		28	Truck 12,1 Crew
Potholes or Sinkholes Repaired	146	338	Truck 11, 1 Crew
Road Grading	2	10	Flaggers,Grader 1 Crew/cobb rd ,old plains etc.12 total
Road Sweeping		1	Truck 11, 1 Crew/after shouldering/sring cleanup etc.
Clearing Carcasses	1	8	Truck 1 , 1 Crew,DEER,racoons ,beavers etc.
SNOW/ICE EVENT/SANDING			Full Crew
ADMINISTRATIVE			
Citizen Requests	8	37	PW Director
Department Head Meeting	1	2	PW Director
Manager Meeting	4	14	PW Director/ manager meetings
Safety Meetings			PW Director,All Crew.
Training	1	2	PW Director,All Crew.
MAINTENANCE			
Middle Range Pond Dam Monitoring	1	4	PW Director/OPEN GATES/CLEAN GRATES FOR WINTER
Estes Bog Damm Maint/Repair/Monitor	1	4	PW Director/BEAVER PATROL/TO BE TRAPPED
Lane CEM (on Empire RD)		1	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Empire CEM (on Dunn RD)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Locus Grove CEM (Maine ST behind Church)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Tripp Lake CEM (Tripp Lake Camp RD)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Old Mequier CEM (Meguire Hill RD)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Johnson Hill Cem (Heath Rd in woods)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Black Cat CEM (Cleve Tripp RD)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Range Hill CEM (Range Hill RD)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Jordan CEM (RT 26 & Schellinger)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Verril CEM (RT 122 near Bishop RD)		2	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
White Oak Hill CEM (Summit Spring RD Golf CRS)		2	1 crew ,One Ton /Trailer/2 Mowers/Trimmers
Lower Field (below PCS, behind PPW)		6	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Nadeau Field (Hardscrable RD)		6	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Pine Grove Field (Brown RD)		6	1 Crew ,One Ton /Trailer/2 Mowers/Trimmers
Public Works Facility/PLOWING/MOW		2	Full Crew
ASSITANCE TO OTHER DEPT.			
Assist Transfer Station Dept	4	9	MECHANICAL
Assist Recreation Dept		6	Moving-transporting equipment etc.
Assist Library Dept		1	SNOW
Assist Fire Rescue Dept	2	7	PLOWING,MAINTENANCE,REPAIRS,FIRE/RESUE VEH.
Assist Town Office		1	PLOWING,MAINTENANCE,REPAIRS,CONSTRUCTION
Mutual Service requested by McFalls	2	8	TRADE EQUIPMENT USAGE/SERVICES
Mutual Service requested by Poland	2	8	TRADE EQUIPMENT USAGE/SERVICES
Man Hours Worked	1087	5154	
Local/State DOT Services Request			Road Hazards/General Help/ SIGN REPLACEMENT
Diesel Gals.	1,592	4870	
Gasoline Gals.	69	527	

Alvan Bolster Ricker Memorial Library

1211 Maine Street
Poland, Maine 04274
207-998-4390

November 1, 2019

Programs at Ricker Memorial Library

October 14, 2019

Legos: **09 people** attended.

October 15, 2019

Story Time: **10 people** attended.

October 15,, 2019

Teen & Tweens: Games **08 people** attended.

October 16, 2019

Needlers: **05 people** attended

October 17, 2019

Coloring: **04 people** attended

October 21, 2019

Let's Talk Book Group: Peace like a river by Leif Enger: **08 people** attended

October 22, 2019

Tweens & Teens: Candy Pumpkin Dome: **06 people** attended

October 22, 2019

Story Time: **08 people** attended

October 23, 2019

Needler's: **06 people** attended

October 24, 2019

Sewing: Christmas tree: **04 people** attended

October 28, 2019

Legos: **06 people** attended

October 29, 2019

Story Time: **13 people** attended.

October 29, 2019

Tweens & Teens: Fall mobile **07 people** attended

Alvan Bolster Ricker Memorial Library

1211 Maine Street
Poland, Maine 04274
207-998-4390

October 30, 2019

Needlers: **06 people** attended

November 1, 2019

Card Class: **09 people** attended

November 4, 2019

Monday Mystery Group: Fatal by John Lescroart; **10 people** attended

November 6, 2019

Needlers: **06 people** attended

Library Director

Joanne Messer

Ricker Memorial Library

Library Statistics Report

October 2019

1. The library was open for 27 days October.
2. Staff was paid for 485 hours during the month.
Sept.29, 2019-October 26, 2019
3. Volunteers worked for approximately 34 hours.
4. Circulation figures for October were as follows:

	Month	Year
E Books	117	1,090
Total circulation for the month of October, 2019:		1,895
Total circulation year-to-date for the year 2019:		18,369
Total circulation year-to-date in October 2018		16,763

Circulation for the month compared:

	Sep-18	Sep-19	Oct-18	Oct-19
	1,544	1,613	1,862	1,895
Percent Increase (Decrease):		4%		2%

Interlibrary loans requested by:	State-wide	Ricker
	128	89

5. A total of 96 new items were added to the collection:

Adult Fic: 31	Adult N/F: 6	BIO: 3	DVD: 5
Audio Cass.: 4	Juv. Fic: 30	Juv. N/F: 5	Video: 0
Juv. Bio: 1	YA: 6	MC: 1	CD: 0
Ref.: 0	LP: 4	PB: 0	

6. The Community Room was used for 29 separate meetings.
Compare to 27 separate meetings during same month last year.

7. Program participation was as follows:

Book Discussion: 22
 Day Care Visits: 6
 School Visits: 0
 Pre-School Storytime: 55

8. Library card registrations for October:

	Month	Year-to-Date
Adult	11	100
Juvenile	0	8
Non-Resident	0	24
Total	11	132
Total circulation year	18	135

9. Public Access Computers were used 147 times.



POLAND TOWN CHARTER

**Submitted by the Poland Charter Commission on
September 29, 2008**

Adopted by Voters November 4, 2008

Effective July 1, 2009

Revisions Adopted by Voters November 3, 2009

POLAND CHARTER COMMISSION

Ernest A. Ray, Chairman
Norman J. Beuparlant, Vice Chairman
William D. Eldridge, Secretary
Paul I. Harrison, Vice Chairman
Nancy L. Fraser
Lois A. Snowe-Mello
John G. Merrill, Sr.
Patricia A. Nash
James Porter

**Charter of the Town of Poland
Table of Contents**

<p>ARTICLE I Grant of Powers to the Town</p>	<p>1.1 Incorporation 1.2 Powers and Duties 1.3 Construction 1.4 Intergovernmental Relations 1.5 Amending the Charter 1.6 Periodic Review</p>
<p>ARTICLE II Board of Selectpersons</p>	<p>2.1 Composition, Eligibility, Election and Terms 2.2 General Powers and Duties 2.3 Compensation 2.4 Chair 2.5 Secretary to the Board of Selectpersons 2.6 Proceedings of the Board of Selectpersons 2.7 Investigations and Subpoena Power 2.8 Emergency Ordinances 2.9 Prohibitions 2.10 Vacancies; Forfeiture of Office; Filling of Vacancies 2.11 Judge of Qualifications</p>
<p>ARTICLE III Town Manager</p>	<p>3.1 Appointment; Qualifications; Compensation 3.2 Powers and Duties of the Town Manager 3.3 Removal 3.4 Absence of Town Manager; Vacancy</p>
<p>ARTICLE IV School Department</p>	<p>4.1 School Committee; Qualifications; Election & Term 4.2 Powers and Duties 4.3 Salary 4.4 Chair 4.5 Vacancy; Forfeiture of Office; Filling of Vacancies</p>
<p>ARTICLE V Administrative Organization and Departments</p>	<p>Part 1. General Administration 5.1.1 Creation of Departments 5.1.2 Direction by Manager Part 2. Personnel Administration 5.2.1 Merit Principle 5.2.2 Personnel Director 5.2.3 Personnel Rules Part 3. Tax Administration 5.3.1 Tax Assessor 5.3.2 Board of Assessment Review Part 4. Town Clerk 5.4.1 Town Clerk Part 5. Other Boards and Agencies 5.5.1 Planning Board 5.5.2 Board of Appeals 5.5.3 Budget Committee 5.5.4 Conservation Commission 5.5.5 Appointments Generally Part 6. Vacancies 5.6 Vacancy; Forfeiture of Office; Filling of Vacancies</p>
<p>ARTICLE VI Financial Provisions</p>	<p>6.1 Fiscal Year 6.2 Submission of Budgets 6.3 Budgets 6.4 Major Appropriations 6.5 Budget Establishes Appropriations 6.6 Amendments after Adoption 6.7 Lapse of Appropriation 6.8 Audit 6.9 Capital Program 6.10 Bond Issues</p>

	<p>6.11 Excise Tax Money</p> <p>6.12 Grants</p>
ARTICLE VII Town Meeting	<p>7.1 Authority and Membership</p> <p>7.2 Annual Town Meeting</p> <p>7.3 Notification, Posting and Public Hearings</p> <p>7.4 Moderator</p> <p>7.5 Clerk of the Town Meeting</p> <p>7.6 Warrant Articles</p> <p>7.7 Closing of the Warrant for Annual Town Meeting.</p> <p>7.8 Legislative Authority of Town Meeting</p> <p>7.9 Special Town Meetings</p>
ARTICLE VIII – Nominations and Elections	<p>8.1 Municipal Elections</p> <p>8.2 Nomination by Petition</p> <p>8.3 Voting Place</p> <p>8.4 Order of Names on the Ballot</p> <p>8.5 Determination of Election Results</p> <p>8.6 Voting Machines</p>
ARTICLE IX –Special Town Meeting and Recall	<p>Part 1. General Provisions</p> <p>9.1.1 General Authority</p> <p>Part 2. Petitions on Ordinances</p> <p>9.2.1 Commencement of Proceedings; Petitioners’ Committee; Affidavit</p> <p>9.2.2 Content of Petitions; Time for Filing</p> <p>9.2.3 Procedure after Filing</p> <p>9.2.4 Special Town Meeting Petitions; Suspension of Effect of Adopted Ordinance</p> <p>9.2.5 Action on Petitions</p> <p>9.2.6 Results of Special Town Meeting</p> <p>Part 3. Recall</p> <p>9.3.1 Recall</p> <p>Part 4. Petitions on Budget Appropriations or Articles</p> <p>9.4.1 Commencement of Proceedings; Petitioner’s Committee Affidavit</p> <p>9.4.2 Content of Petitions; Time for Filing</p> <p>9.4.3 Procedure after Filing</p> <p>9.4.4 Special Town Meeting Petitions; Suspension of Effect of Budget Articles</p> <p>9.4.5 Action on Petitions</p> <p>9.4.6 Results of Special Town Meeting</p>
ARTICLE X – General Provisions	<p>10.1 Terms of Elected Officials</p> <p>10.2 Oath of Office</p> <p>10.3 Conflicts of Interest</p> <p>10.4 Disqualification by Familial Interest</p> <p>10.5 Prohibited Activities</p> <p>10.6 Separability</p> <p>10.7 Repealing Clause</p> <p>10.8 Short Title</p> <p>10.9 Petition for Elimination of the Town Meeting</p>
ARTICLE XI – Transitional Provisions	<p>11.1 Effective Date</p> <p>11.2 Board of Selectpersons;</p> <p>11.3 School Committee</p> <p>11.4 Budget Committee</p> <p>11.5 Budget</p> <p>11.6 Town Manager</p> <p>11.7 Existing Ordinances</p> <p>11.8 Existing Officers and Employees</p>

	11.9 Existing Contracts and/or Obligations
	11.10 Transitional Ordinances

ARTICLE I

GRANT OF POWERS TO THE TOWN

1.1 Incorporation. The inhabitants of the Town of Poland, within the limits as now established or as hereafter established in the manner provided by law, shall be a municipal corporation by the name of the Town of Poland.

1.2 Powers and Duties. The Town shall have, exercise and enjoy all the rights, immunities, powers, privileges and franchises, and shall be subject to all the duties, liabilities and obligations provided for herein, or otherwise pertaining to or incumbent upon said Town as a municipal corporation, or the inhabitants or municipal authorities thereof. It may enact bylaws, regulations and ordinances not inconsistent with the Constitution and laws of the State of Maine ("the general law"), and impose penalties for the breach thereof, to be recovered for such uses as said bylaws, regulations and ordinances shall provide. The Town with the approval of the legislative body may acquire property within or without its corporate limits for any town purpose, in fee simple or any lesser interest or estate, by purchase, gift, devise, lease or condemnation, and may sell, lease, mortgage, hold, manage and control such property as its interest may require.

The Town of Poland is part of a Regional School Unit (RSU) in which operations are conducted in accordance with State law. With the exception of the procedures for election of members of the School Committee as set forth in sections 4.1, 4.2, 4.5, 8.1 and 8.2 of this Charter, the RSU shall be governed by the applicable requirements of State law (Title 20-A). If the RSU is dissolved, the School Board shall be governed by the applicable provisions of this Charter.

1.3 Construction. In this Charter, mention of a particular power shall not be construed to be exclusive or to restrict the scope of the powers that the Town would have if the particular power were not mentioned. The Charter shall be liberally construed to the end that the Town may have all the powers necessary or convenient for the conduct of its municipal affairs, including all powers the Town may assume pursuant to the general law.

1.4 Intergovernmental Relations. The Town may exercise any of its powers or perform any of its functions and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with any one or more municipalities, states or civil divisions or agencies thereof, or of the United States or any agency thereof.

1.5 Amending the Charter. Amendments, modifications, and revisions to this Charter shall be made pursuant to applicable provisions of the general law.

1.6 Periodic Review. The Board of Selectpersons or its designees will review this Charter at least every ten (10) years unless the Board of Selectpersons makes a determination that earlier review is necessary.

ARTICLE II

BOARD OF SELECTPERSONS

2.1 Composition, Eligibility, Election and Terms

- a. **Composition.** There shall be a Board of Selectpersons of five (5) members. The registered voters of the Town shall elect each member of the Board of Selectpersons.
- b. **Eligibility.** Only qualified voters of the Town who reside in the Town shall be eligible to be nominated, to be elected, and to hold the office of Selectperson, and each Selectperson shall be sworn in the manner hereinafter prescribed. Selectpersons shall establish such residence no later than the earliest date on which nomination petitions for the office may be circulated.
- c. **Election, Terms.** Selectpersons shall be elected to serve staggered three-year terms as provided for in Articles VIII and X, and the transitional provisions provided for in Article XI.
- d. **Term limits.** Selectpersons shall serve no more than two (2) consecutive three (3) year terms. Service as an appointed member of the Board to fill a vacant position shall not count toward the maximum period of consecutive service stated in the preceding sentence. After an absence of one year, a person may run for and hold the office of Selectperson again.

2.2 General Powers and Duties. Subject to the provisions of this Charter, the Board of Selectpersons shall constitute the municipal officers of the Town, shall provide for the exercise of all powers and for the performance and administration of all the fiscal, prudential and municipal affairs of the Town, and shall have the powers and duties given to Board of Selectpersons and municipal officers under the general laws of the State of Maine, and such additional powers and duties as may be authorized by this Charter, by ordinance, or by vote of the Town Meeting. Except as otherwise provided for in this Charter and except in cases where the Board of Selectpersons is expressly authorized to enact and amend ordinances under the general law, all the legislative powers of the Town shall be vested in the Town Meeting, and the Town Meeting shall be and constitute the legislative body of the Town as that term is used in the general law. Notwithstanding the foregoing, the Board of Selectpersons shall have the authority to do the following unless otherwise provided for by the general law:

- a. To pay outstanding balances and overdrafts for the fiscal year out of the surplus account or any surplus funds, and to decide what to carry over at fiscal year-end;
- b. To sell and dispose of any real estate acquired by the Town for non-payment of the taxes, thereon, on such terms as it deems advisable and to execute and deliver quitclaim deeds for such, unless prohibited by law;
- c. To dispose of any Town-owned personal property by competitive bid only, unless doing so is prohibited by law; and
- d. To permit taxpayers to establish and implement tax payment arrangements and terms deemed by the Board of Selectpersons to be in the public interest in their sole discretion, both as prepayment and late-payment; provided that taxpayers paying taxes after scheduled due dates must be assessed and pay reasonable late-payment charges, interest and other costs, as determined by the Board of Selectpersons in their sole discretion.

The Board of Selectpersons is and shall act as a body, not as individuals, and except as may be expressly provided in this Charter or by order of the Board authorizing specific functions by one or more Selectpersons on its behalf, individual Selectpersons have no independent authority to act outside of official sessions of the Board.

2.3 Compensation. The annual salary of Selectpersons shall be established by the Town Meeting, but no ordinance increasing or decreasing the salary of members of the Board of Selectpersons shall become effective until the commencement of the next fiscal year.

2.4 Chair.

- a. **Election and Term.** At the first meeting of the Board of Selectpersons held after each regular election, or as soon thereafter as practicable, it shall elect, by a majority vote ~~of the entire Board of Selectpersons~~ of three (3) or more affirmative votes, one of its members as Chair and one of its members as Vice-Chair for the ensuing year, and the Board of Selectpersons shall fill, for an unexpired term, any vacancy in the office of Chair or Vice-Chair that may occur. The Chair shall be recognized as head of the Town government for all ceremonial purposes and by the Governor for purposes of military law, but the Chair shall have no regular administrative duties. In the temporary absence or disability of the Chair, the Vice-Chair shall exercise all the powers of the Chair during such temporary absence or disability of the Chair. It shall be the duty of the Chair to: (1) preside at all meetings of the Board of Selectpersons; (2) develop, after consultation with the Town Manager, the agenda for Board of Selectpersons meetings, provided that no Selectpersons shall be denied the right to place an item on the agenda; and, (3) after consultation with the Board of Selectpersons, represent the Board of Selectpersons in all dealings with the Town Manager and with all statutory and advisory boards, commissions and committees in person or by delegation.
- b. **Term Limit.** No member of the Board of Selectpersons shall be eligible for election as Chair or Vice-Chair for more than two (2) consecutive one-year terms. For purposes of this Section, election to an unexpired term of less than six (6) months shall not be considered a term.
- c. **Removal.** The Board of Selectpersons may remove the Chair by a vote of three (3) Selectpersons, after public notice, notice in writing to the Chair, and a hearing conducted in open session. The Chair may elect to waive the requirements for public notice and/or a hearing conducted in open session.

2.5 Secretary to the Board of Selectpersons. In addition to the statutory duties of the Town Clerk, the Town Clerk or the Town Clerk's designee shall act as Secretary of the Board of Selectpersons and shall make and maintain a public record of all proceedings of the Board of Selectpersons, including all votes, and shall perform such other duties as may be assigned to him or her by this Charter or the Board of Selectpersons. In the absence of the Clerk, the Town Manager may delegate any of said duties to one or more subordinates.

2.6 Proceedings of the Board of Selectpersons.

- a. Meetings.** The Board of Selectpersons shall meet regularly at least once each month at such times and places as the Board of Selectpersons may prescribe. Special meetings may be held on the call of the Chair or of three (3) or more members of the Board of Selectpersons by causing notification to be given in hand, left at the usual dwelling place of each Selectperson, or sent by email to the address on file at the Town Office for such purpose. If practicable, such notice shall be given not less than forty-eight (48) hours before the special meeting. No business may be conducted other than as specified in said notice.
- b. Emergency Meetings.** Emergency meetings may be called at the discretion of the Chairperson or upon request of a majority of three (3) or more affirmative votes of the Board of Selectpersons, provided, however, that notice thereof shall be given to each member of the board and to the local media by the same fastest means possible and that no business may be conducted other than as specified in said notice.
- c. Rules.** The Board of Selectpersons shall determine its own rules of procedure and order of business consistent with this Charter, and may adopt, amend, and replace formal rules of procedure. In the absence of other rules the Board may, but need not, consult Robert's Rules of Order, the Maine Moderator's Manual, or another recognized manual of parliamentary procedure.
- d. Voting.** Voting shall be by show of hands except that a vote recording the yeas and nays of the Selectpersons shall be taken upon the request of any Selectpersons. A majority of the members of the Board of Selectpersons shall constitute a quorum, and no vote shall be taken in the absence of a quorum. No action of the Board of Selectpersons shall be binding or valid unless adopted by three (3) or more affirmative votes.

2.7 Investigations and Subpoena Power. The Board of Selectpersons may make investigations into the affairs of the Town and the conduct of any Town department, office or agency and for this purpose may establish by rule a hearing procedure that includes the issuance of subpoenas to compel the attendance of witnesses and the production of evidence, the administering of oaths, the taking of testimony, and other procedures. The Board of Selectpersons or its designee may apply to the Superior Court in Androscoggin County to have punished for contempt any witness who refuses to obey a subpoena, to be sworn in or testify, or is guilty of any contempt after a summons to appear. The Town Meeting, at the request of the Board of Selectpersons, may establish by ordinance a hearing procedure.

2.8 Emergency Ordinances. The Board of Selectpersons shall have the power to enact emergency ordinances to meet a public emergency affecting life, health, property, or the public peace. An emergency ordinance shall be plainly designated as such and shall contain a statement that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted at the meeting at which it is introduced without a second reading upon affirmative vote of at least three (3) members of the Board of Selectpersons. It shall become effective at the time of adoption or at such other time as the Board of Selectpersons may specify. An emergency ordinance may be repealed by the adoption of a repealing ordinance in the same manner as the Board of Selectpersons originally adopted the emergency ordinance. Every emergency ordinance shall stand repealed as of the ninety-first day following the date on which it was adopted; but, this shall not prevent extension of or reenactment of the ordinance in the manner specified in this section, if the emergency still exists, and shall not affect the validity of actions taken in reliance on said ordinance during its effective period. Every emergency ordinance may also be reconsidered and repealed at a special or annual Town Meeting, and if an emergency ordinance is repealed at a special or annual Town Meeting it shall not be reenacted by the Board of Selectpersons for a period of at least six months from the date of repeal.

2.9 Prohibitions.

- a. Holding Other Office.** Except pursuant to an agreement under the Interlocal Cooperation Act, no Selectperson shall hold any other Town office or employment by the Town while holding the office of

Selectperson, and no former Selectperson shall hold any compensated appointive Town office or Town employment until one year after leaving office of Selectperson.

- b. **Appointments and Removals.** The Town Manager's appointments and removals of the offices and positions listed in Section 5.1.2 of this Charter shall be subject to confirmation by the Board of Selectpersons. Except as provided herein, neither the Board of Selectpersons nor any of its members shall in any manner dictate the appointment or removal of any Town administrative officers or employees within the jurisdiction of the Town Manager or his or her subordinates, but the Board of Selectpersons acting as a body in lawful session may express its views and fully and freely discuss with the Manager anything pertaining to the appointment and removal of such officers and employees. When appropriate such discussions shall be held in executive session.
- c. **Interference with Administration.** Except for the purpose of inquiries and investigations under Section 2.7, the Board of Selectpersons or its members shall deal with the Town officers and employees who are subject to the direction and supervision of the Manager solely through the Manager, and neither the Board of Selectpersons nor its members shall give orders to any such officer or employee, either publicly or privately.

2.10 Vacancies; Forfeiture of Office; Filling of Vacancies.

- a. **Vacancies.** The office of Selectpersons shall become vacant upon a Selectperson's non-acceptance, death, resignation, failure to qualify for the office within ten days after written demand of the Board of Selectpersons, forfeiture of office, or failure of the municipality to elect a person to the office.
- b. **Forfeiture of Office.** A Selectperson shall forfeit the office if the Selectperson (1) lacks at any time during his or her term of office any qualifications for the office prescribed by this Charter or by law, (2) violates any express prohibition of this Charter, (3) is convicted of any crime or offense which is reasonably related to his or her ability to serve as Selectperson, or (4) fails to attend three (3) consecutive regular meetings of the Board of Selectpersons without being excused by the Board of Selectpersons. If a Selectperson is convicted of a crime or offense which is reasonably related to his or her ability to serve as Selectperson, he or she shall not be eligible to run for the office of Selectperson for a period of three (3) years beyond the later of the date of conviction or the expiration of his or her period of incarceration or probation.
- c. **Filling of Vacancies.** If a seat on the Board of Selectpersons becomes vacant more than six (6) months prior to the next regular Town election, the vacancy shall be filled for the unexpired term by a special election held within sixty (60) days from the date the vacancy occurred. If a seat on the Board of Selectpersons becomes vacant within six (6) months prior to the next regular Town election, the Board of Selectpersons shall appoint a qualified person to fill the vacancy until the next regular Town election.

2.11 Judge of Qualifications. The Board of Selectpersons shall be the judge of the election and qualifications of all officers elected by the voters under this Charter and of the grounds for forfeiture of their office and for that purpose shall have the power to issue subpoenas to compel the attendance of witnesses and the production of evidence as provided for in Section 2.7 of this Charter. An officer charged with conduct constituting grounds for forfeiture of office shall be entitled to a hearing conducted in open session if the officer requests one in writing within five (5) days after the officer is given notice that the Board of Selectpersons will examine the question, and notice of such hearing shall be published in one or more newspapers of general circulation in the municipality at least seven (7) days in advance of the hearing.

ARTICLE III TOWN MANAGER

3.1 Appointment; Qualifications; Compensation. The Board of Selectpersons shall appoint a Town Manager for a definite term by contract and fix his or her compensation. The Manager shall be appointed solely on the basis of character and executive and administrative qualifications with special reference to actual experience in, or knowledge of, accepted practice in respect to the duties of office as hereafter set forth. The Manager need not be a resident of the Town or State at the time of appointment but may reside outside the Town of Poland while in office only with the approval of the Board of Selectpersons.

3.2 Powers and Duties of the Town Manager. The Town Manager shall be the chief administrative officer of the Town and the head of the administrative branch of the Town government. The Manager shall be responsible to the Board of Selectpersons for the proper administration of all affairs of the Town. Subject to the provisions of this Charter, the Manager shall have all of the powers and authority of a town manager under the general law, and without limiting the generality of the foregoing, the following powers and duties:

- a. Subject to the provisions of Section 2.9(b) requiring confirmation by the Board of Selectpersons for certain appointments, the Manager shall appoint, prescribe the duties of, supervise, and, when necessary for the good of the Town, suspend or remove all town employees and appointive administrative officers. The Manager may authorize any administrative officer who is subject to his or her direction and supervision to exercise these powers with respect to subordinates in that officer's department, office or agency.
- b. The Manager shall direct and supervise the administration of all departments, offices and agencies of the Town except as otherwise provided by this Charter or by the general law.
- c. The Manager shall attend all meetings of the Board of Selectpersons except when his or her attendance is excused by the Board of Selectpersons, and except when his or her removal is being considered, and shall have the right to take part in discussion but may not vote.
- d. The Manager shall see that all laws, provisions of the Charter, Town ordinances, and acts of the Board of Selectpersons, subject to enforcement by him or her or by officers subject to his or her direction and supervision, are faithfully executed.
- e. The Manager shall prepare and submit the annual Municipal Budget, the annual capital program and annual financial and administrative reports to the Board of Selectpersons and be responsible for the administration of the annual Municipal Budget and capital program after their adoption.
- f. The Manager shall act as purchasing agent for all departments of the Town, except the School Department.
- g. The Manager shall prepare and submit to the Board of Selectpersons such reports and shall perform such duties as the Board of Selectpersons may require and shall make such recommendations to the Board of Selectpersons concerning the affairs of the Town as he or she deems desirable or as the Board of Selectpersons may request.
- h. The Manager shall act as the Town representative for grant applications, both public and private, and shall actively pursue grants involving money, equipment, and other awards, that can benefit the Town.

3.3 Removal. The Board of Selectpersons may remove the Manager from office in accordance with the following procedures:

- a. The Board of Selectpersons shall adopt by ~~affirmative vote of~~ a majority of three (3) or more affirmative votes ~~of all its members~~ a preliminary resolution, which shall state the reasons for removal and may suspend the Manager from duty for a period not to exceed thirty (30) days. A copy of the resolution shall be delivered to the Manager within five (5) days of the vote.
- b. Within five (5) days after the delivery of a copy of the resolution, the Manager may file with the Board of Selectpersons a written request for a hearing conducted in open session. Unless otherwise agreed, the hearing shall be held at a Board of Selectpersons' meeting not earlier than ten (10) nor later than twenty (20) days after the request is filed. The Manager may file with the Board of Selectpersons a written reply not later than five (5) days before the hearing.
- c. The Board of Selectpersons may adopt a final resolution of removal, which may be made effective immediately, by affirmative vote of a majority of all its members at any time after ten (10) days from the date when a copy of the preliminary resolution was delivered to the Manager, if the Manager has not requested a hearing conducted in open session, or at any time after the hearing conducted in open session, if one has been requested.
- d. The Manager shall continue to receive his or her salary until the effective date of a final resolution of

removal.

3.4 Absence of Town Manager; Vacancy. In any case involving the Manager's absence or disability for a period which is reasonably expected to be twenty-one (21) days or less, the Manager shall designate in writing, subject to the approval of the Board of Selectpersons, a qualified administrative officer of the Town to exercise the powers and perform the duties of the Manager as acting Town Manager during such absence or disability and shall file said designation with the Town Clerk. During such absence or disability, the Board of Selectpersons may revoke such designation at any time and appoint another qualified person other than a member of the Board of Selectpersons, to serve until the Manager shall return or his or her disability shall cease. In any case in which the absence or disability is reasonably expected to exceed twenty-one (21) days, or in the event the Office of Town Manager becomes vacant by death, resignation, removal or otherwise, the Board of Selectpersons shall appoint the acting Town Manager.

ARTICLE IV SCHOOL DEPARTMENT

4.1 School Committee; Qualifications; Election & Term. There shall be a School Committee of five (5) members nominated and elected by the qualified voters of the Town as provided in Article VIII. Only qualified voters of the Town shall be eligible to be nominated, to be elected, and to hold the office of School Committee member. School Committee members shall be elected at regular municipal elections and shall serve staggered three-year terms as provided for in Articles VIII and X, and the transitional provisions in Article XI.

4.2 Powers and Duties. The School Committee shall have all the powers and duties prescribed for superintending school committees by the general laws. The School Committee shall direct the operations of the School Department of the Town and for financial purposes shall be governed by Article VI. Subject to the general law, and the limitations set forth in this Charter, the School Committee shall have the authority to authorize the expenditures of grants, gifts, devises, bequests, any additional State money over and above the amounts anticipated as revenues in the approved School Budget, unexpended balances, tuition receipts, local appropriations, state subsidies, and any other receipts for the support of schools, which may be available through State allocation funds to support education. [School Committee terms begin on July 1st and end on June 30th.](#)

4.3 Salary. The compensation of the School Committee shall be established by Town Meeting.

4.4 Chair.

- a. Election and Term.** At the first meeting of the School Committee held after each regular election, or as soon thereafter as practicable, the School Committee shall elect, by a majority vote of the entire Committee, one of its members as Chair for the ensuing year, and the School Committee shall fill for an unexpired term any vacancy in the office of Chair that may occur. The Chair shall preside at all meetings of the School Committee and may vote on any matter to come before the Committee.
- b. Term Limits.** No member of the School Committee shall be eligible for election as Chair for more than two consecutive one-year terms. For purposes of this Section, election to an unexpired term of less than six (6) months shall not be considered a term.
- c. Removal.** The members of the School Committee may remove the Chair by a vote of three (3) members, after public notice, notice in writing to the Chair, and a hearing in open session. The Chair may elect to waive the requirements for public notice, a hearing in open session, or both.

4.5 Vacancy; Forfeiture of Office; Filling of Vacancies. The office of School Committee member shall be deemed vacant or forfeited for the same reasons that the office of Selectperson shall be deemed vacant or forfeited as provided in Section 2.10. If any vacancy shall occur, the vacancy shall be filled until the next regular election by appointment of the remaining members of the School Committee. At the next regular election, a new member of the School Committee shall be elected to serve for the remainder of the term, if any, of the member whose office became vacant or was forfeited.

4.6 Changes in the Law Concerning the Organization and Operation of Schools. In the event Sections 4.1 through and including 4.5 above are superseded by the provisions of Part XXXX of Chapter 240 of the Public

Laws of 2007 or other change in the law concerning the organization and operation of public schools enacted by the Legislature, the Town of Poland shall provide for educational services and administration in accordance with the controlling provisions of Title 20-A and Title 30-A of the Maine Revised Statutes and any agreements and plans filed with and approved by the commissioner of education.

ARTICLE V ADMINISTRATIVE ORGANIZATION AND DEPARTMENTS

PART 1. GENERAL ADMINISTRATION.

5.1.1 Creation of Departments. The Board of Selectpersons may establish Town departments, offices, boards, or agencies in addition to those created by this Charter, by state law, or by an ordinance, and may prescribe the functions of all departments, offices, boards, and agencies, except that no function assigned by this Charter, by state law, or by ordinance to a particular department, office, board, or agency may be discontinued or assigned to any other.

5.1.2 Direction by Manager. All departments, offices and agencies under the direction and supervision of the Town Manager shall be administered by an officer appointed by and subject to the direction and supervision of the Town Manager. All department heads shall be appointed by the Town Manager, and the Manager's appointment of the following administrative officers and positions shall be subject to confirmation by the Board of Selectpersons:

- a. Animal Control Officer
- b. Building Inspector
- c. Code Enforcement Officer
- d. Emergency Management Director
- e. Fire/Rescue Chief
- f. Health Officer
- g. Local Sealer of Weights and Measures
- h. Plumbing Inspector
- i. Road Commissioner/Road Foreman
- j. Electrical Inspector
- k. Tax Collector
- l. Town Clerk/Voter Registrar/Deputies
- m. Treasurer

With the consent of the Board of Selectpersons, the Town Manager may serve as the head of one or more of such departments, offices or agencies or may appoint one person as the head of two or more of them.

PART 2. PERSONNEL ADMINISTRATION.

5.2.1 Merit Principle. All appointments and promotions of Town officials and employees shall be made solely on the basis of merit and fitness demonstrated by examination, performance, or other evidence of competence.

5.2.2 Personnel Director. The Town Manager or his or her appointee shall be the Personnel Director, and the Personnel Director shall administer the personnel system of the Town, with the exception of the School Department.

5.2.3 Personnel Rules. The Personnel Director shall prepare personnel rules not inconsistent with existing labor contracts. An administrative code of proposed personnel rules shall be submitted to the Board of Selectpersons no later than two (2) years after the effective date of this Charter. The Board of Selectpersons may adopt the proposed rules with or without amendment. These rules shall provide for:

- a. The classification of all Town positions, based on the duties, authority or responsibility of each position, with adequate provision for reclassification of any position by the Town whenever warranted by changed circumstances;

- b. A pay plan for all Town positions.
- c. Methods for determining the merit and fitness of candidates for appointment or promotion, or demotion or dismissal;
- d. Policies and procedures regulating reduction in force and removal of employees;
- e. Policies governing disciplinary measures such as suspension, demotion, or discharge, with provisions deemed necessary, if any, for presentation of charges, hearing rights and appeals;
- f. The hours of work, attendance regulations and provisions for sick and vacation leaves;
- g. Policies and procedures governing persons holding provisional appointments; and,
- h. Other practices and procedures for the administration of the Town personnel system.

PART 3. TAX ADMINISTRATION.

5.3.1 Tax Assessor. Unless otherwise provided by ordinance, the Board of Selectpersons shall act as the Assessors for the Town.

5.3.2 Board of Assessment Review. The Town may by ordinance create a Board of Assessment Review as provided by the general law.

PART 4. TOWN CLERK.

5.4.1 Town Clerk. There shall be a Town Clerk appointed pursuant to Section 5.1.2. He or she shall perform all duties and responsibilities provided for municipal clerks under the general law, under this Charter, and such other duties as the Town Manager may require.

PART 5. OTHER BOARDS AND AGENCIES.

5.5.1 Planning Board. There shall be a Planning Board consisting of five (5) members, serving staggered terms of three (3) years, appointed by the Board of Selectpersons. Each Planning Board member shall be a qualified voter of the Town. The Planning Board shall annually elect one (1) of its members as its Chair. No member may be elected to more than two (2) consecutive terms as Chair. The Board of Selectpersons may, but need not, provide for the appointment of two (2) associate members of the Planning Board. The Planning Board shall have such powers and perform such duties as are provided by the general law, this Charter, or ordinances duly adopted by the Town. Among other things, the Planning Board shall be responsible for evaluating and updating the Town's comprehensive plan, ~~and shall annually review the capital program as provided for in Article VI.~~

5.5.2 Board of Appeals. Pursuant to the provisions of the general law, there shall be a Board of Appeals consisting of five (5) members serving staggered three (3) year terms, appointed by the Board of Selectpersons. Each Board of Appeals member shall be a qualified voter of the Town. The Board of Appeals shall meet at least annually, and shall elect annually a Chair and a Secretary from its membership. No member may be elected to serve more than two (2) consecutive years as Chair. The Board of Selectpersons may, but need not, also appoint two (2) associate members to the Board of Appeals. The Board of Appeals shall have such powers and perform such duties as provided by the general law, this Charter, and the ordinances duly adopted by the Town. The Board of Appeals shall hear and review appeals of decisions of the Planning Board, which shall be reviewable only with respect to alleged errors of law in the application or interpretation of the ordinances, and the Code Enforcement Officer. The Board of Appeals shall also serve as the Fair Hearing Authority in cases of general assistance appeals under 22 M.R.S.A. Chapter 1161, as may be amended from time to time.

5.5.3 Budget Committee. There shall be a seven-member Budget Committee, four (4) elected by the registered voters of the Town and three (3) appointed by the Board of Selectpersons, to staggered three-year terms, pursuant to Articles VIII, X, and XI of this Charter. The Budget Committee shall meet at least annually, and shall elect annually a Chair from its membership. No member may be elected to more than two (2) consecutive terms as Chair. The Budget Committee shall review all budgets submitted in accordance with Article VI of this Charter and budget amendments after adoption proposed in accordance with Section 6.6 of this

Charter and shall make recommendations to the Board of Selectpersons thereon. The lack of such review or making of recommendations shall not be cause for delay of Board of Selectpersons procedures, nor affect the validity of the adoption of the Annual Budget, any amendment thereto, or any budget article or appropriation properly adopted under this Charter.

5.5.4 Conservation Commission. The Board of Selectpersons, as provided by general law, may appoint a Conservation Commission.

5.5.5 Ricker Memorial Library. The Ricker Memorial Library shall be considered an [administrative](#) department of the town ~~administration~~—subject to the general supervision and oversight of the board of trustees elected according to Article VIII, who shall select and appoint the librarian and other employees subject to the general personnel rules of the town adopted according to Part 2 above. [The Library Board of Trustees shall consist of a five \(5\) member board with a three year term. No member may be elected to more than two \(2\) consecutive terms as Chair.](#)

5.5.6 Appointments Generally. Except if prohibited by the general law or this Charter, any qualified voter of the Town may be nominated for, or be appointed to, only one Town board. [Boards subject to this restriction are the -Planning Board, Board of Appeals, and Library Board of Trustees.](#)

PART 6. VACANCIES.

5.6 Vacancy; Forfeiture of Office; Filling of Vacancies. Positions and Offices on the Planning Board, Board of Appeals, Conservation Commission, and Budget Committee shall be deemed vacant or forfeited for the same reasons that the office of Selectperson shall be deemed vacant or forfeited as provided in Section 2.10. If any vacancy shall occur on any of said multiple member bodies established under this Article, the vacancy shall be filled by the Board of Selectpersons, provided that any vacancy in the position of an elected Budget Committee member shall be filled only until the next regular election, at which time a new elected member of the Budget Committee shall be elected to serve for the remainder of the term.

ARTICLE VI FINANCIAL PROVISIONS

6.1 Fiscal Year. The fiscal year of the Town shall begin on the first day of July and end on the last day of June.

6.2 Submissions of Budgets. An “Annual Budget,” composed of the Municipal Budget, defined below, and the School Budget, defined below, shall be prepared, amended, and modified in accordance with the provisions of this Article.

- a. Submission of Municipal Budget; Budget Messages.** On or before the fifteenth day of February each year, the Town Manager shall submit to the Board of Selectpersons line item budgets for the Town’s administrative departments both in fiscal terms and in terms of programs for the ensuing fiscal year, which budgets shall constitute and be known as the “Municipal Budget.” The Municipal Budget shall outline the proposed financial policies for the Town for the ensuing fiscal year, describe the important features of the respective budgets, indicate any major changes from the current year with respect to financial policies, expenditures, and revenues, and the reasons for the same, summarize the debt position of the Town, and include such other information as the Town Manager believes to be desirable.
- b. Submission of School Budget; Budget Messages.** On or before the first day of March each year, the School Committee shall submit to the Board of Selectpersons line item budgets for the ensuing fiscal year for the operation of the School Department, which budgets shall constitute and be known as the “School Budget.” The School Budget messages accompanying the budgets shall explain the respective School Budget both in fiscal terms and in terms of programs. The School Budget shall outline the proposed financial policies for the School Department for the ensuing fiscal year, describe the important features of the School Budget, indicate any major changes from the current year with respect to financial policies, expenditures, and revenues, and the reasons for the same, summarize the debt position of the School Department, and include such other information as the School Committee believes to be desirable or that the Town Manager may request in order to carry out the Town Manager’s responsibilities as Treasurer and chief fiscal officer of the Town.

6.3 Budgets. The Municipal Budget and School Budget shall provide financial plans for Town and School Department funds and activities for the ensuing fiscal year, and except as required by this Charter, shall be in such form as the Town Manager and School Committee shall deem advisable. In organizing their respective budgets, the Town Manager and the School Committee shall use the most feasible combination of expenditure classification by fund, organizational unit, program, and purpose. The Municipal Budget and School Budget shall both begin with a clear general summary of their respective contents; shall show in detail all estimated income, shall indicate the proposed property tax levy, and shall set forth all proposed appropriations and expenditures, including debt service, for the ensuing fiscal year; and shall be so arranged as to reflect comparative figures for actual and estimated income and expenditures for the current fiscal year and actual income, appropriations, and expenditures for the preceding fiscal year. Without limiting the foregoing, the Municipal Budget and the School Budget shall state separately:

- a. Proposed expenditures for current operations during the ensuing fiscal year detailed by offices, departments or agencies in terms of their respective work programs and the method of financing such expenditures; and
- b. Proposed capital expenditures for the ensuing fiscal year detailed by offices, departments, or agencies, when practicable, and stating the proposed method of financing each such capital expenditure.

6.4 Major Appropriations. No action by any municipal department or board making or authorizing a lease or other contractual obligation, excluding collective bargaining agreements, for a term of longer than twelve months or requiring an expenditure of Town funds in excess of fifty thousand dollars (\$50,000.00) shall be effective unless and until said action is first approved or subsequently ratified by the qualified voters in an article presented for consideration at Town Meeting.

6.5 Budget Establishes Appropriations. The Town Meeting shall adopt the Annual Budget. From the date of the adoption of the Annual Budget, the several amounts stated therein as proposed appropriations shall be and become appropriated to the several offices, departments and agencies for purposes therein named, subject to the requirements of law.

6.6 Amendments after Adoption.

- a. **Supplemental Appropriations.** If during the fiscal year, the Town Manager, in the case of the Municipal Budget, or the Superintendent of Schools, in the case of the School Budget, certifies that there are available for appropriation revenues from state or federal sources or from private gifts or bequests, or from other sources, in excess of those estimated in the Annual Budget, the Board of Selectpersons or School Committee, respectively, may make supplemental appropriations for the fiscal year up to the amount of the estimated excess.
- b. **Emergency Appropriations.** To meet a public emergency affecting life, health, property, or the public peace, the Board of Selectpersons may make emergency appropriations. To the extent that there are no unappropriated revenues available to meet such an emergency, the Board of Selectpersons may authorize the issuance of temporary notes, which may be renewed from time to time but which must be paid not later than the last day of the fiscal year following the year in which the emergency appropriation was made.
- c. **Reduction of Appropriations.** If at any time during the fiscal year it appears probable to the Manager that available revenues in the Municipal Budget will be insufficient to fund the amount budgeted in a particular account, he shall report to the Board of Selectpersons without delay, indicating the amount of the anticipated deficit in that account, any remedial action which he has taken, and his recommendations regarding any further steps to be taken. The Board of Selectpersons shall then take such further action as it deems necessary to prevent or minimize the effect of any deficit and, for that purpose, may reduce the sums appropriated in particular budget accounts within the Municipal Budget to the extent of any unencumbered balance, except that no appropriation for debt service shall be reduced and no other appropriation account shall be reduced below the level required by law.
- d. **Transfer of Line Item Appropriations.** Upon written request by the Town Manager, the Board of Selectpersons may, after public hearing, transfer part or all of any line item balance within an appropriation account, except debt service, to another line item within the same or any other

appropriation account of the Municipal Budget. Upon written request by the Superintendent of Schools, the School Committee may after public hearing, transfer part or all of any line item balance within an appropriation account, except debt service, to another line item within the same or any other appropriation account of the School Budget.

6.7 Lapse of Appropriation. Every general fund appropriation shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered, except that an appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned. A capital expenditure is considered abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriation.

6.8 Audit. The Board of Selectpersons shall annually provide for an audit of the municipal finances for the preceding year by a qualified auditor and said audit shall be made available by the time of the posting of the town meeting warrant articles.

6.9 Capital Program.

- a. **Submission to Board of Selectpersons.** The Town Manager and the School Committee shall prepare and annually submit to the Board of Selectpersons a five-year capital program on or before the first day of January.
- b. **Contents.** The capital program shall include:
 1. A general summary of its contents;
 2. A list of the capital improvements proposed to be undertaken during the next five years together with documentation of need. "Capital improvement" shall mean any construction project or equipment purchase exceeding ~~ten-five~~ thousand dollars (\$~~105~~,000) and any project or equipment purchase to be bonded or to be budgeted (through the creation of reserves or otherwise) in more than one fiscal year;
 3. Cost estimates, methods of financing, and recommended time schedules for each improvement; and
 4. The estimated annual cost of operating and maintaining any new equipment or facilities.
- c. **~~Planning Board~~Budget Committee Review.** The ~~Planning Board~~Budget Committee shall review the proposed capital program each year and forward its recommendations to the Board of Selectpersons no later than the first day of ~~February~~March.
- d. **Adoption.** The Board of Selectpersons shall fix a time and place for holding a public hearing on the capital program, and shall give public notice of such hearing in accordance with the general law. The Board of Selectpersons shall adopt the capital program with or without amendments after such public hearing; provided that any appropriations necessary to carry out the capital program must be approved as part of the Budget at a Town Meeting.

6.10 Bond Issues. The Town may issue general obligation and revenue obligation securities for funding or refunding all or any part of its debt or for any purpose for which it may raise money in accordance with the general law with such terms and maturities as the Board of Selectpersons may fix pursuant to the authorizing vote of the legislative body.

6.11 Excise Tax Money. The Town shall use excise tax money collected to reduce the tax rate.

6.12 Grants. The Board of Selectpersons shall accept, on behalf of Town departments, offices, and agencies receiving them, all grants awarded to the Town and/or any of its departments. These may be in the form of private, commercial, or public grants of equipment or money. The Board of Selectpersons shall allow the expenditure of such grants by direction of the appropriate department heads so long as matching local funds were not used in obtaining the awards. The Board of Selectpersons shall retain control over any grants obtained with Town funds.

ARTICLE VII

TOWN MEETING

7.1 Authority and Membership. Except as otherwise provided in this Charter, the legislative authority of the Town shall be vested in the Town Meeting. All registered voters of the Town shall be members of the Town Meeting and shall be eligible to vote on matters that come before it. A quorum to elect a Moderator and to proceed with an election process shall be a minimum of ten (10) registered voters. The business portion of a Town Meeting shall be a minimum of one hundred (100) registered voters and the quorum must stand for the remainder of the business meeting. Except as provided for in this Charter, the general law shall govern the calling of and proceedings at the Town Meeting.

7.2 Annual Town Meeting. The annual Town Meeting shall be the first Saturday of April, except when it falls on Easter weekend, in which case it where it shall then be held the second Saturday of April, at the time and place decided by the Board of Selectpersons and shall be announced in accordance with Section 7.3.

7.3 Notification, Posting and Public Hearings.

- a. Each Town Meeting shall be called by a warrant in accordance with the general law, except that the warrant shall be posted in a least three (3) conspicuous places at least fifteen (15) days before the Town Meeting.
- b. Copies of the Town Report, if any, and warrant for the Town Meeting shall be made available at the Town Office at least fifteen (15) days before Town Meeting.
- c. Copies of the full audit report shall be available for review by request at the Town Office if the annual report has not been made available for review at least fifteen days before the date of the Town Meeting, then the date of the Town Meeting shall be postponed until a later date set by the Board of Selectpersons.
- d. All public hearings and notifications thereof shall be held in accordance with the general law.

7.4 Moderator. The election and duties of the Moderator shall be done in accordance with the general law and the Moderator may rely on the Maine Moderator's Manual, published by the Maine Municipal Association, when appropriate, except as provided for in 7.4.1.

7.4.1 All articles shall be voted on by a show of hands or paper ballots.

7.5 Clerk of the Town Meeting. The Town Clerk shall serve as the Clerk of the Town Meeting, shall assist the Moderator in overseeing the voting and or the balloting, and shall preserve as public records all proceedings of the Town Meeting votes. The Clerk shall confirm all qualified voters and the method of eligibility of voters at Town Meeting, but if the Clerk is absent, the Board of Selectpersons shall confirm all qualified voters and the method of eligibility of voters at Town Meeting

7.6 Warrant Articles.

- a. The warrant shall contain, in the form of articles, those items enumerated in Section 7.8. Articles may be placed in the warrant of the Town Meeting by majority vote of the Board of Selectpersons, or by petition of at least one hundred (100) registered voters of the town. Each article concerning an appropriation shall contain the recommendation of the Budget Committee, if any is made, and the recommendation of the Board of Selectpersons. Except for articles initiated by petition of the voters, the Board of Selectpersons shall determine the wording and order of the articles in the warrant, subject to the limitations in subsection (b), below. The warrant must be signed by a majority of members of the Board of Selectpersons. Warrant articles will be written "Capped" or "Close ended."
- b. **Ordinances.** An ordinance, which is to be voted on at Town Meeting, shall be presented as a warrant article by title only. The warrant article title of an ordinance may differ from its legal title but shall be a clear and concise statement regarding the substance of the measure without argument or slanting. Included in the article shall appear the following question: "To see if the Town will vote to adopt the _____ ordinance (in the form on file with the Town Clerk)." The Board of Selectpersons shall ensure that there are a sufficient number of copies of any and all proposed ordinances available before

and at the Town Meeting for voter review. An ordinance will be considered enacted by the Town Meeting upon approval by a simple majority of those voting effective as of the effective date stated in the proposed ordinance or absent an effective date contained in the ordinance itself, effective upon enactment.

7.7 Closing of the Warrant for Annual Town Meeting. No articles shall be allowed to be placed in the warrant for the annual Town Meeting less than fifteen (15) days before the annual Town Meeting date.

7.8 Legislative Authority of Town Meetings. The Town Meeting shall act on all items legally before it including, but not limited to, the following warrant articles:

- a. The various appropriations and expenditure articles that comprise the Annual Budget or that are properly placed on the warrant at a special or annual Town Meeting;
- b. Warrant articles submitted by the Board of Selectpersons or voter petition; and
- c. Any other lawful business deemed advisable by the Board of Selectpersons.

7.9 Special Town Meeting. In addition to the manner and procedures for calling a special Town Meeting under the general law, a special Town Meeting shall be called pursuant to the provisions in Article IX, Parts 1, 2, and 4.

ARTICLE VIII NOMINATIONS AND ELECTIONS

8.1 Municipal Elections. The regular municipal election for members of the Board of Selectpersons, School Committee, Library Trustees, and the elected members of the Budget Committee shall be held annually on the Friday preceding the annual Town Meeting. All elections shall be conducted on a nonpartisan basis and without party designation on petitions and ballots. Except as otherwise provided by this Charter, the provisions of the general law shall govern the qualifications of voters, the registration of voters, the manner of voting, absentee ballots, the duties of election officers and all other matters relating to the preparation for, conduct and management of elections. In order to hold an elected office a person must have resided in the town for at least one (1) year.

8.2 Nomination by Petition.

- a. **Petitions.** Candidates for Board of Selectpersons, School Committee, Library Board of Trustees and the elected members of the Budget Committee shall be nominated by petition. Any qualified voter of the Town may be nominated for election as a member of the Board of Selectpersons, School Committee, Library Board of Trustees, or Budget Committee by a nomination petition containing the signatures of not less than twenty-five (25) nor more than fifty (50) qualified voters of the Town. Nomination papers shall be filed on forms provided by the Town Clerk. Each petition shall clearly indicate the office to which nomination is sought. The Clerk shall not issue nomination petitions more than one hundred fifteen (115) days before the election. The signatures on a nominating petition need not all be on the same paper, but an affidavit that has been executed by the circulator shall be attached to each separate sheet of the petition. The circulator shall state in the affidavit the number of signatures on the paper, that each signature was affixed in the circulator's presence, and that the circulator believes it to be the genuine signature of the person whose name it purports to be. The petitioners shall sign their names in ink. Each signer shall indicate his or her street address next to his or her signature. The name and address of the signers and of the candidates do not have to be identical in form to the voting registration list as long as their identity can be clearly determined from the information provided. There is no limit on the number of petitions that may be signed by any one voter.
- b. **Filing and Acceptance.** All separate papers comprising a nominating petition shall be assembled and filed with the Town Clerk as a single document not earlier than eighty five (85) nor later than forty-five (45) days before the scheduled date of the election. If the forty-fifth day falls on a Saturday, Sunday, or day recognized by the State of Maine as a legal holiday, the final filing date shall be the next regular business day. The Board of Selectpersons may, on the recommendation of the Town Clerk, set a shorter time for filing nomination petitions in the case of special elections but under no conditions shall the time for circulating nominating petitions be less than ten (10) days nor the last filing day be less than

fourteen (14) days before the day of the election. The Clerk shall note the time and date when each nominating petition is filed. No petition shall be accepted unless accompanied by a signed acceptance of the nomination by the candidate in the form prescribed by the Clerk.

- c. **Certification of Validity.** Within five (5) business days after the filing of a nominating petition, the Clerk shall notify the candidate and the petition circulator whether or not the petition satisfies the requirements of this Article. If a petition is found to be insufficient, the Clerk shall immediately return it to the person who filed it together with a statement as to why it is insufficient. Within the regular time for filing petitions such a petition may be amended and filed again. The Clerk shall keep on file each petition found to be valid at least until the expiration of that calendar year.

8.3 Voting Place. The voting place(s) established for municipal elections shall be the same as those established for State elections.

8.4 Order of Names on the Ballot. When two or more candidates have been nominated for any elected office, the order of names on the ballot must be alphabetical by last name, in accordance with the general law.

8.5 Determination of Election Results. Each voter shall be entitled to vote for as many at large candidates as there are vacancies to be filled. Elections shall be determined by plurality vote. In case of a tie, a run-off shall be held between the candidates having an equal number of votes. The run-off election shall be held no later than thirty (30) days after the tie is officially declared.

8.6 Voting Machines. The Board of Selectpersons may provide for the use of mechanical or other devices for voting or counting voters in a manner not inconsistent with state law, notwithstanding the provisions of this Charter regarding the form and content of paper ballots.

ARTICLE IX SPECIAL TOWN MEETING AND RECALL

PART 1. GENERAL PROVISIONS.

9.1.1 General Authority.

- a. **Special Town Meeting.** The qualified voters of the Town shall have the power to propose new ordinances or require the reconsideration of any adopted ordinance(s) by petitioning that a special Town Meeting be called pursuant to Part 2 of this Article, but the provisions of Part 2 shall not extend to the budget or capital program or any bond, contract, or appropriation of money or any ordinance relating to appropriations of money, levy of taxes, or salaries of appointed officers or employees; provided, however, that ordinances relating to the salaries of elected officials are subject to the provisions of Part 2. The qualified voters of the Town shall have the power to request the reconsideration of any budget appropriation or article at a special Town Meeting pursuant to the petition provisions set forth in Part 4 of this Article.
- b. **Recall of Elected Officials.** The qualified voters of the Town shall have the power to recall any elected member of the Board of Selectpersons, School Committee, Budget Committee, or Library Board of Trustees in accordance with the provisions set forth in Part 3 of this Article.

PART 2. PETITIONS ON ORDINANCES.

9.2.1 Commencement of Proceedings; Petitioners' Committee; Affidavit. Subject to the limitations set forth in Section 9.1.1, any five (5) qualified voters of the Town may commence proceedings to call a special Town Meeting to consider a new ordinance or to reconsider an adopted ordinance by filing with the Clerk an affidavit stating that they will constitute the Petitioners' Committee and be responsible for circulating the petition and filing it in proper form, stating their names and street addresses, specifying the mailing address to which all notices to the Petitioners' Committee are to be sent, and setting out in full, or attaching the complete text of, the proposed new ordinance or the ordinance sought to be reconsidered. Promptly after the affidavit of the Petitioners' Committee is filed, the Clerk shall issue the appropriate petition blanks to the Petitioners' Committee.

9.2.2 Content of Petitions; Time for Filing.

- a. **Number of Signatures.** Petitions calling for a special Town Meeting must be signed by qualified voters of the Town at least equal in number to three percent (3%) of the total number of registered voters at the time of filing of the petition.
- b. **Form and Content.** All papers of a petition shall be uniform in size and style and shall be assembled as one document for filing. Each signature shall be executed in ink and shall be followed by the street address of the person signing. Petitions shall contain or have attached thereto throughout their circulation the full text of the ordinance proposed to be enacted, or sought to be reconsidered at the special Town Meeting.
- c. **Affidavit of Circulator.** Each paper of a petition shall have attached to it when filed an affidavit, which has been executed by the circulator. The circulator shall state in the affidavit that the circulator personally circulated the paper, the number of signatures thereon, that each signature was affixed in the circulator's presence, that the circulator believes it to be the genuine signature of the person whose name it purports to be, and that each signer had an opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered. At any time prior to the issuance of the Town Clerk's certificate, a signer may have his or her name removed from the petition by filing with the Town Clerk a signed written request that this be done.
- d. **Time for Filing Special Town Meeting Petitions.** Special Town Meeting petitions for a proposed new ordinance may be filed at any time, but petitions for the reconsideration of an adopted ordinance must be filed within thirty (30) days [this is a very long period, and thirty days would be more normal] after the date of the Town Meeting at which the ordinance sought to be reconsidered was adopted.

9.2.3 Procedure after Filing.

- a. **Certificate of Clerk; Amendment.** Within twenty (20) days after the petition has been filed, the Town Clerk shall complete a certificate as to its sufficiency, specifying, if it is insufficient, why it is defective. The Town Clerk shall promptly send a copy of the certificate to the Petitioners' Committee by certified return receipt mail. A petition certified as insufficient for lack of the required number of valid signatures may be amended once if the Petitioners' Committee files a notice of intention to amend it with the Town Clerk within two (2) days after receiving the copy of the Town Clerk's certificate and files a supplementary petition upon additional papers within ten (10) days after receiving the copy of such certificate. Such supplementary petition shall comply with the requirements of Section 9.2.2. Within five (5) days after it is filed, the Town Clerk shall complete a certificate as to the sufficiency of the petition as amended and promptly send a copy of such certificate to the Petitioners' Committee by mail as in the case of an original petition. If either 1) a petition or amended petition is certified as sufficient, or 2) a petition or amended petition is certified as insufficient, and the Petitioners' Committee does not elect to amend or request Board of Selectpersons review under subsection (b) of this Section within the time required, then in either such case the Town Clerk shall promptly present the certificate to the Board of Selectpersons and the certificate shall then be a final determination as to the sufficiency or insufficiency of the petition, as the case may be.
- b. **Board of Selectpersons Review.** If a petition or amended petition has been certified as being insufficient, the Petitioners' Committee may, within three (3) days after receiving the copy of such certificate, file a request that the Board of Selectpersons review it. In conducting the review the Board may in its discretion conduct a hearing and may follow the procedures established under Section 2.7 of this Charter. The Board of Selectpersons shall review the certificate at its next meeting following the filing of such request and approve or disapprove it. The Board of Selectpersons' determination shall then be a final determination as to the sufficiency of the petition, but said determination shall be subject to judicial review.
- c. **New Petition.** A final determination of insufficiency, even if sustained upon judicial review, shall not prevent the filing of a new petition for the same purpose provided that, in the case of a petition to reconsider an adopted ordinance, the new petition is filed within the time limits required in the case of an original petition.

9.2.4 Special Town Meeting Petitions; Suspension of Effect of Adopted Ordinance. When a petition to

reconsider an adopted ordinance is filed with the Town Clerk, the ordinance to be reconsidered shall be suspended from taking effect if it has not yet taken effect and, if it has taken effect, shall be suspended from enforcement and implementation, and in either case such suspension shall terminate on the earliest to occur of the following events: 1) there is a final determination of insufficiency of the petition in accordance with Section 9.2.3 (a) or (b) hereof; 2) the Board of Selectpersons repeals the ordinance in the case where the ordinance was adopted by the Board of Selectpersons; 3) the Petitioners' Committee withdraws the petition according to Section 9.2.5(b); or 4) the special Town Meeting acts on the petition to reconsider the ordinance.

9.2.5 Action on Petitions.

- a. Action by Board of Selectpersons.** When a petition filed under this part has been finally determined to be sufficient, the Board of Selectpersons shall set a date for a special Town Meeting to be held not later than sixty (60) days after such determination, provided that the next annual Town Meeting is not scheduled to occur within ninety (90) days of such determination and the Board of Selectpersons place the issue or article on the warrant of the next annual Town Meeting. Notice of the special Town Meeting shall be given in accordance with Section 7.3. Copies of the special Town Meeting warrant shall be made available at the Town office as soon as practicable, and shall be made available at the special Town Meeting.
- b. Withdrawal of Petitions.** A petition filed under this Part may be withdrawn at any time prior to a final determination of sufficiency of the petition by filing with the Clerk a request for withdrawal signed by a majority of the Petitioners' Committee. Upon the filing of a request to withdraw the petition, the petition shall have no further force or effect and all proceedings thereon shall be terminated.

9.2.6 Results of Special Town Meeting.

- a.** If a majority of the qualified voters voting on a proposed new ordinance at a special Town Meeting vote in its favor, it shall be considered adopted. In the case of a petition to reconsider an adopted ordinance, if a majority of the qualified voters voting on a referred ordinance vote to repeal it, it shall be considered repealed.
- b.** There will be a cooling off period of at least sixty (60) days between special Town Meetings, and the Board of Selectpersons shall not call a special Town Meeting within sixty (60) days of another special Town Meeting called pursuant to the provisions of this Part 2, which acted on the same or a substantially similar issue or petition.

PART 3. RECALL.

9.3.1 Recall.

- a. Commencement of Proceedings; Recall Committee; Affidavit.** Any five (5) or more qualified voters may commence recall proceedings by filing with the Town Clerk an affidavit stating that they will constitute the "Recall Committee" and be responsible for circulating the recall petition and filing it in proper form, stating their names and street addresses, specifying the mailing address to which all notices to the Recall Committee are to be sent and setting out in full the name, address and office of the Board of Selectpersons member, School Committee member, Budget Committee member or Library Board of Trustees member sought to be recalled and a statement detailing the reason or reasons therefore. Promptly after the affidavit of the Recall Committee is filed, the Town Clerk shall issue the appropriate petition blanks to the Recall Committee. Each petition shall be limited to the recall of one individual, however, the Recall Committee may request, circulate, and file more than one petition at the same time.
- b. Petitions.**
 - 1. Number of Signatures.** Recall petitions must be signed by qualified voters of the Town at least equal in number to three percent (3%) of the total number of registered voters at the time of filing of the petition.
 - 2. Form and Content.** All papers of a petition shall be uniform in size and style and shall be assembled as one document for filing. Each signature shall be executed in ink and shall be followed

by the street address of the person signing. Petitions shall contain or have attached thereto throughout their circulation the full name, address and office of the person sought to be recalled and a statement detailing the reason or reasons therefore.

3. Affidavit of Circulator. Each paper of a petition shall have attached to it when filed an affidavit that has been executed by the circulator. The circulator shall state in the affidavit that the circulator personally circulated the paper, the number of signatures thereon, that each signature was affixed in the circulator's presence, that the circulator believes it to be the genuine signature of the person whose name it purports to be, and that each signer had an opportunity before signing to read the full name, address and office of the person sought to be recalled and the statement detailing the reason or reasons therefore. At any time prior to the issuance of the Town Clerk's certificate, a signer may have his or her name removed from the petition by filing with the Town Clerk a signed written request that this be done.

4. Time for Filing Recall Petition. A recall petition must be filed within thirty (30) days of the first issuance of the petition blanks to the Recall Committee.

c. Procedure after Filing.

1. Certificate of Town Clerk; Amendment. Within twenty (20) days after the petition has been filed, the Town Clerk shall complete a certificate as to its sufficiency, specifying, if it is insufficient, why it is defective. The Town Clerk shall promptly send a copy of the certificate to the Recall Committee by mail. A petition certified as insufficient for lack of the required number of valid signatures may be amended once if the Recall Committee files a notice of intention to amend it with the Town Clerk within two (2) days after receiving the copy of the Town Clerk's certificate and files a supplementary petition upon additional papers within ten (10) days after receiving by certified return receipt copy of such certificate. Such supplementary petition shall comply with the requirements of Section 9.3.1(b). Within five (5) days after it is filed, the Town Clerk shall complete a certificate as to the sufficiency of the petition as amended and promptly send a copy of such certificate to the Recall Committee by mail as in the case of an original petition. If either 1) a petition or amended petition is certified as sufficient, or 2) a petition or amended petition is certified as insufficient, and the Recall Committee does not elect to amend or request Board of Selectpersons review under subsection (2) of this Section within the time required, the Town Clerk shall promptly present the certificate to the Board of Selectpersons and the certificate shall then be a final determination as to the sufficiency or insufficiency of the petition, as the case may be.

2. Board of Selectpersons Review. If a petition or amended petition has been certified as being insufficient, the Recall Committee may, within five (5) days after receiving the copy of such certificate, file a request that the Board of Selectpersons review it. In conducting the review the Board may in its discretion conduct a hearing and may follow the procedures established under Section 2.7 of this Charter. The Board of Selectpersons shall review the certificate at its next meeting following the filing date of such request and approve or disapprove it. The Board of Selectperson's determination shall then be a final determination as to the sufficiency of the petition, but said determination shall be subject to judicial review.

3. New Petitions. A final determination of insufficiency, even if sustained upon judicial review, shall not prejudice the filing of a new petition for the same purpose. There will be a cooling off period of at least sixty (60) days between the filing of petitions under this Part 3, and no recall petition shall be commenced within said sixty-day period seeking the recall of a person whose recall from office had been sought before.

4. Actions on Petitions. The Board of Selectpersons shall, within thirty (30) days following a final determination that the recall petition is sufficient, hold a municipal election for the purpose of submitting the question of recall to a vote of the qualified voters of the Town. Pending the outcome of the election, the elected official who is the subject of the recall petition shall continue to exercise all of the privileges of his or her office. An official shall be recalled when a majority of those voting thereon shall have voted in the affirmative. The Board of Selectpersons shall within sixty (60) days after the voters have recalled an official hold a special election to fill the vacancy.

5. Recall Ballot. The ballot for recall shall contain the following question: "Shall (name of person

being subjected to recall) be recalled from the office of (name of office)?" Immediately below such question shall appear in the following order the words "yes" and "no" and to the left of each, a square in which the voter may indicate his or her vote. No other information shall appear on the ballot.

6. **Candidacy of Incumbent.** An official who is recalled by the voters shall be allowed to seek re-election at the special election called for the purpose of filling the vacancy created by the recall by filing a notice with the Town Clerk that he or she wishes to have his or her name appear on the ballot. The request shall be filed no later than the forty-fifth day preceding the election. The recalled official shall be required to circulate a nomination petition. Other qualified voters who seek to fill the vacancy created by the recall shall have until the forty-fifth day preceding the election to file with the Town Clerk a nomination petition as required by this Charter for a regular municipal election.

PART 4. PETITIONS ON BUDGET APPROPRIATIONS OR ARTICLES.

9.4.1 Commencement of Proceedings; Petitioners' Committee; Affidavit. This Part only applies to petitions to reconsider budget appropriations and articles. Any five (5) or more qualified voters of the Town may commence proceedings to call a special Town Meeting to reconsider budget article(s) by filing with the Town Clerk an affidavit stating that they will constitute the Petitioners' Committee and be responsible for circulating the petition and filing it in the proper form, stating their names and street addresses, specifying the mailing address to which all notices to the Petitioners' Committee are to be sent, and setting out in full the budget article(s) to be included in the warrant for special Town Meeting warrant. Promptly after the affidavit of the Petitioners' Committee is filed, the Town Clerk shall issue the appropriate petition blanks to the Petitioners' Committee.

9.4.2 Content of Petitions; Time for Filing.

- a. **Number of Signatures.** Petitions calling for a special Town Meeting must be signed by qualified voters of the Town equal in number to at least three percent (3%) of the total number of registered voters at the time of the petition.
- b. **Form and Content.** All papers of a petition shall be uniform in size and style and shall be assembled as one document for filing. Each signature shall be executed in ink and shall be followed by the street address of the person signing. Petitions shall state by number the original warrant article to be reconsidered and shall contain or have attached thereto throughout their circulation the full text of the budget article(s) to be included in the special Town Meeting warrant. Notwithstanding anything to the contrary herein, when a special Town Meeting is called pursuant to this Part 4, the budget appropriation(s), article(s), and amount(s) to be included in the special Town Meeting warrant shall not be larger than the amount proposed at the original Town Meeting.
- c. **Affidavit of Circulator.** Each paper of a petition shall have attached to it when filed an affidavit, which has been executed by the circulator. The circulator shall state in the affidavit that the circulator personally circulated the paper, the number of signatures thereon, that each signature was affixed in the circulator's presence, that the circulator believes it to be the genuine signature of the person whose name it purports to be, and that each signer had an opportunity before signing to read the full text of the budget article(s) to be included in the special Town Meeting warrant. At any time prior to the issuance of the Town Clerk's certificate, a signer may have his or her name removed from the petition by filing with the Town Clerk a signed written request that this be done.
- d. **Time for Filing Special Town Meeting Petitions.** Complete special Town Meeting petitions must be filed with the Town Clerk within twenty (20) days after the budget item being questioned was adopted. Budget articles not timely reconsidered under this Part 4 within said twenty day period shall be final and shall not be subject to reconsideration.

9.4.3 Procedure after Filing.

- a. **Certificate of the Town Clerk; Amendments.** Within twenty (20) days after the petition is filed, the Town Clerk shall complete a certificate as to its sufficiency, specifying, if it is insufficient, why it is defective. The Town Clerk shall promptly send a copy of the certificate to the Petitioners' Committee by certified mail. A petition certified as insufficient for lack of the required number of valid signatures may be amended once if the Petitioners' Committee files a notice of intention to amend it with the Town Clerk

within five (5) days after receiving the copy of the certificate and files a supplementary petition upon additional papers within five (5) days after receiving the copy of such certificate. Such supplementary petition shall comply with the requirements of Section 9.4.2. Within five (5) days after the supplementary petition is filed, the Town Clerk shall complete a certificate as to the sufficiency of the petition as amended and promptly send a copy of such certificate to the Petitioners' Committee by mail as in the case of an original petition. If a petition or amended petition is certified as sufficient, or if a petition or amended petition is certified as being insufficient and the Petitioners' Committee does not elect to amend or request Board of Selectpersons review under subsection (b) of this Section within the time required, the Town Clerk shall promptly present the certificate to the Board of Selectpersons and the certificate shall then be a final determination as to the sufficiency or insufficiency of the petition, as the case may be.

- b. Board of Selectpersons Review.** If a petition or amended petition has been certified as being insufficient, the Petitioners' Committee may, within five (5) business days after receiving the copy of such certificate, file a request that the Board of Selectpersons review it. In conducting the review the Board may in its discretion conduct a hearing and may follow the procedures established under Section 2.7 of this Charter. The Board of Selectpersons shall review the certificate at a Board of Selectpersons meeting to be held within five (5) business days following the filing date of such request and approve or disapprove it. The Board of Selectpersons' determination shall then be a final determination as to the sufficiency of the petition, but said determination shall be subject to judicial review.
- c. New Petition.** A final determination of insufficiency, even if sustained upon judicial review, shall not prevent the filing of a new petition for the same purpose if the new petition is filed within the time limits required in the case of an original petition under this Charter.

9.4.4 Special Town Meeting Petitions; Suspension of Effect of Budget Articles. When a petition for a special Town Meeting is filed with the Town Clerk, the budget article(s) adopted at a Town Meeting, which are to be included in the special Town Meeting warrant, shall be suspended from taking effect, and such suspension shall terminate on the earliest to occur of the following events: 1) there is a final determination of insufficiency of the petition in accordance with Section 9.4.3 (a) or (b) hereof; 2) the Petitioners' Committee withdraws the petition according to Section 9.4.5(b); or, 3) the special Town Meeting acts on the petitioned budget article(s).

9.4.5 Action on Petitions.

- a. Action by Board of Selectpersons.** When a petition for a special Town Meeting has been finally determined to be sufficient, the Board of Selectpersons shall set a date for a special Town Meeting to be held not later than fifteen (15) calendar days after such determination. The special Town Meeting shall be noticed in accordance with the general law, and the requirements set forth in Sections 7.3(a) and (b) shall not apply; provided, however, that an attested copy of the special Town Meeting warrant shall be posted in three conspicuous, public places in Town at least seven (7) business days before the meeting, and copies of the special Town Meeting warrant shall be made available at the Town Office as soon as practicable and at the special Town Meeting.
- b. Withdrawal of Petitions.** A petition for a special Town Meeting may be withdrawn at any time prior to a final determination of sufficiency of the petition by filing with the Town Clerk a request for withdrawal signed by a majority of the Petitioners' Committee. Upon the filing of a request to withdraw the petition, the petition shall have no further force or effect and all proceedings thereon shall be terminated.

9.4.6 Results of Special Town Meeting.

- a. Budget Article(s).** If a majority of the qualified voters voting on a budget article at a special Town Meeting vote in its favor it shall be considered adopted, and shall be treated in all respects in the same manner as budget articles of the same kind adopted at the previous Town Meeting. If the special Town Meeting does not adopt a budget article(s) as provided herein, the original budget article passed at the previous Town Meeting will immediately take effect.
- c.** If the Annual Budget, or any part thereof, has not been finally adopted on July 1, then the Annual Budget for the prior year, or part thereof corresponding with that being challenged, shall remain proportionately in effect until the final adoption of the Annual Budget, or the challenged part thereof.

ARTICLE X

GENERAL PROVISIONS

10.1 Terms of Elected Officials. The terms of all elected officials shall begin at the first regular meeting following the annual Town Meeting upon their taking the prescribed oath of office. Every elected official shall serve for his or her prescribed term and thereafter, if necessary, until his or her successor is elected and qualified. This does not apply to elected School Committee members as their term shall be served from July 1st until June 30th.

10.2 Oath of Office. Every officer of the Town shall, before entering upon the duties of that office, take and subscribe to the following oath or affirmation, which shall be filed and kept in the office of the Town Clerk: "I solemnly swear (or affirm) that I will support the Constitution and will obey the laws of the United States and of the State of Maine; that I will, in all respects, observe the provisions of the Charter and ordinances of the Town of Poland and will faithfully discharge the duties of the office of _____." This oath shall remain in effect for the term of office or appointment; or as mandated by state law.

10.3 Conflicts of Interest. If any elected or appointed officer, official, employee, or the spouse of any such person, has a substantial financial interest, direct or indirect, in any contract with the Town or in the purchase or sale of any land, material, supplies, or service to the Town or to a contractor supplying the Town, that person shall make known that interest and shall refrain from voting or otherwise participating in his or her capacity as an elected or appointed officer, official, or employee in making any such purchase or sale or in making such contract. Any such person who willfully conceals said financial interest or that of his or her spouse, or willfully violates the requirements of this Section shall be guilty of malfeasance in office or position and shall forfeit the same. Any contract made in violation of this Section shall be voidable by the Town.

10.4 Disqualification by Familial Interest

- a. Definition of immediate family: an employee's spouse, domestic partner, great-grandparent, grandparent, parent, brother, sister, child, grandchild, or great-grandchild, step-parent, step-child, or the great-grandparent, grandparent, parent, brother, sister, child, grandchild, or great-grandchild, step-parent, step-child, of the employee's spouse or domestic partner, or the spouse or domestic partner of any of them. This also includes individuals for whom the employee is current legal guardian.
- b. If an individual is employed by the Town of Poland, neither the person nor any member of the person's immediate family, as defined in section 10.4a, may hold a board position, elected or appointed, that could influence their employment, compensation, or benefits directly or indirectly.
- c. No two members of the same immediate family may serve on the same elected body.

10.5 Prohibited Activities.

- a. **Solicitation of Advantage.** No person shall directly or indirectly give, render, pay, offer, solicit, or accept any money, service, or other valuable consideration for any appointment, promotion, or proposed promotion to, or any advantage in, a position in Town government. No elected or appointed official or employee of the Town shall solicit or accept any valuable consideration from any person as an inducement to confer a special advantage upon that person in his or her dealing with the Town.
- b. **Political Solicitation.** No officer, official or employee of the Town shall solicit any contributions or services not relating to his or her employment from any Town employee whose compensation, tenure, job security, or other employment benefits are subject to the control or influence of the solicitor.
- c. **Nepotism.** No officer, official or employee of the Town shall solicit a position of employment for an immediate family member or relative.
- d. **Holding elected or appointed office:** If an individual is employed by the Town of Poland, the individual may not hold a board position, elected or appointed, that could influence the individual's employment, compensation, or benefits directly or indirectly.
- e. **Violations.** Violations of this Section shall be dealt with under Section 2.7 of this Charter and under

any ordinance or personnel policy that the Town or Board of Selectpersons may adopt.

10.6 Separability. If any provision of this Charter is determined to be invalid, the other provisions shall not be affected thereby. If the application of this Charter to any person or circumstances is held to be invalid, its application to other persons or circumstances shall not be affected thereby.

10.7 Repealing Clause. All acts and parts of acts of the private and special laws of Maine relating to the Town of Poland that are inconsistent with the provisions of this Charter are repealed.

10.8 Short Title. This Charter shall be known and may be cited as the "Poland Town Charter". The Town Clerk shall cause it to be printed and made available to the public.

10.9. Petition for Elimination of the Town Meeting.

Not less than fifteen percent (15%) of the registered voters of the Town may petition over their personal signatures for a referendum to vote upon the question of abolishing the Town Meeting pursuant to the procedures set forth in this Section.

Five (5) or more registered voters of the Town may begin the referendum proceedings by a request in writing to the Town Clerk for petition blanks. Said voters shall be referred to as the "Elimination Committee." The date the Town Clerk receives the request in writing constitutes the date that the Elimination Committee is established.

All copies of the petition shall be uniform in size and style and shall include the complete text of the ballot issue and the names of the Elimination Committee. The ballot issue shall read "Shall the Town vote to eliminate the Town Meeting and Article VII of the Poland Town Charter, and grant to the Board of Selectpersons as the Town Council full authority to approve the annual budget and to exercise all legislative powers of the Town." Each registered voter who signs the petition of the Elimination Committee shall include a place of residence, providing either the street and number or a description sufficient to identify the place. The petition shall be signed in the presence of a registered voter of the Town who shall certify to the validity of the signatures collected.

If a petition is signed by at least fifteen percent (15%) of the voters certified by the Town Clerk, containing their names and addresses, and is filed with the Board of Selectpersons requesting that the ballot issue on the elimination of the Town Meeting be submitted to the voters, within one year of the establishment of the Elimination Committee, then the Board of Selectpersons shall call such a public hearing to be held within thirty (30) days after the Town Clerk's certification of such petition. After the public hearing, the proper election officials of the Town shall take such steps as may be necessary to place such question upon the ballot at the next general election or at a special election called for that purpose.

If at such general election or special election a majority of the voters of the Town voting on the question shall vote for the abolition of the Town Meeting of the Town of Poland, the powers heretofore vested in the Town Meeting shall be conferred upon and exercised by the Board of Selectpersons thereafter designated and known as "the Town Council," Article VII shall be deleted in its entirety, and all other references to action or authority of the Town Meeting shall be modified to make it clear that all powers formerly vested in the Town Meeting are conferred upon and to be exercised by the Town Council, provided that such vote shall be effective if and only if the total number of votes cast for and against the question equals or exceeds thirty percent (30%) of the total votes cast in the municipality at the last gubernatorial election.

ARTICLE XI

TRANSITIONAL PROVISIONS

11.1 Effective date. This Charter, if adopted by the Town of Poland voters at the June 10, 2008, election, shall become effective on July 1, 2008, for all purposes, except that the transitional provisions for the purposes of conducting elections shall take effect immediately. The first local election held under the authority of this Charter will be the next general election in 2009 as provided in Article 8.1.

11.2 Budget Committee. The current Budget Committee members will remain the Budget Committee until the next general election under this Charter when the voters will elect four (4) candidates to serve staggered terms of two, and three years (two candidates for each term) on the Budget Committee. The two candidates receiving the highest vote totals will serve three (3) years, the candidates receiving the third and fourth highest vote totals

will serve two (2) years. In case of a tie, the Town Clerk will direct those involved to draw lots to see which candidate(s) win(s) which positions. Those members will take office immediately. The Board of Selectpersons will appoint three members, one to serve three (3) years, one to serve two (2) years, and one to serve 1 (one) year. Subsequent terms will be for three (3) years.

11.3 Budget. The existing budget in effect at the time of the effective date of this Charter shall remain in effect and may be amended only as permitted by this Charter.

11.4 Town Manager. The incumbent Town Manager at the effective date of the Charter remains the Town Manager unless the position is vacant on that date, in which case the Board of Selectpersons will appoint a Town Manager. Thereafter the appointment and removal of the Town Manager shall be done according to general law.

11.5 Existing Ordinances. All Town ordinances, regulations, orders, or resolves in effect at the time of adoption of this Charter, not inconsistent with the provisions and/or intent of this Charter, shall remain in effect until amended or repealed; provided, however, that the Town's existing ordinance for the recall of elected officials titled "An Ordinance Providing for Recall of Elected Officials" is repealed.

11.6 Existing Officers and Employees. All existing officers, board and committee members, department heads, employees and officials of the Town shall continue to serve until and unless replaced or removed as provided in this Charter.

11.7 Existing Contracts and/or Obligations. All contracts or obligations of the Town or any of its departments existing at the effective date of this Charter shall be enforced, continued, completed, or honored in all respects as though begun or executed hereunder. Pending proceedings not completed at the effective date of this Charter shall continue but shall be subject to and limited by the requirements of this Charter.

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

November 19, 2019

Authorization of cash disbursements for Fiscal Year 2020 totaling:

Town A/P:	\$ 707,060.37
Payroll:	\$ 67,127.28
TIF 1:	\$ 4,994.26
TIF 2:	\$ 2,150.00
DTV TIF:	\$
Total:	\$ 781,331.91

BOARD OF SELECTPERSOS

Stephen E. Robinson

Suzette Moulton

Joseph F. Cimono

Mary Beth Taylor

Stanley L. Tetenman

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
02279 ALLIED 100, LLC						
0254	67756	11	AED DEFIB TRAINING	1508571		
AED DEFIB TRAINING			E 140-01-5140		294.00	0.00
			PUB SAFETY / FIRE RESCUE - TRAINING			
			Vendor Total-		294.00	
00435 ALLIED DOCK SERVICES, LLC						
0254	67757	11	BOARDWALK INSTALL	291-19		
BOARDWALK INSTALL			E 600-06-4540		120.00	0.00
			SPECIAL REVE / WATERHOUSE - WATERHOUSE			
			Vendor Total-		120.00	
00064 ALMIGHTY WASTE						
0254	67759	11	PULL FEE	34034		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0254	67759	11	PULL FEE	35777		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0254	67759	11	PULL FEE	35331		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0254	67759	11	PULL FEE	35239		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0254	67759	11	PULL FEE	35303		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0254	67759	11	RECYCLE PULL FEE	117656		
RECYCLE PULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
			Invoice Total-		89.00	
0254	67759	11	RECYCLE PULL FEE	117583		
RECYCLE PULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
			Invoice Total-		89.00	
0254	67759	11	OBW PULL FEE	86157		
OBW PULL FEE			E 130-02-5270		206.90	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		206.90	
0254	67759	11	PULL FEE	34451		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0254	67759	11	PULL FEE	34648		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0254	67759	11	PULL FEE	34534		
PULL FEE			E 130-02-5270		89.00	0.00

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					89.00	
Vendor Total-					1,096.90	
00982 ANDROSCOGGIN COUNTY						
0254	67760	11	OCT TRANSFERS	36536		
OCT TRANSFERS			E 110-01-5320		59.00	0.00
ADMINISTRATI / ADMIN - REG OF DEEDS						
Vendor Total-					59.00	
00106 ATLANTIC BROOM SERVICE						
0254	67761	11	STREET SIGNS	257900		
STREET SIGNS			E 130-01-5475		44.36	0.00
PUB WORKS / PUBLIC WORKS - SIGNS						
Invoice Total-					44.36	
0254	67761	11	STREET SIGNS	257901		
STREET SIGNS			E 130-01-5475		22.00	0.00
PUB WORKS / PUBLIC WORKS - SIGNS						
Invoice Total-					22.00	
Vendor Total-					66.36	
00460 AUBURN CONCRETE						
0254	67762	11	BLOCKS	166228		
BLOCKS			E 211-01-5350		1,347.50	0.00
MUNIC FACILI / MUNIC FACILI - PROF SERVICE						
Vendor Total-					1,347.50	
00129 BAKER & TAYLOR BOOKS						
0254	67763	11	BOOKS	5015791876		
BOOKS			E 700-01-7105		80.56	0.00
RICKER LIBRA / RICKER LIBR. - BOOKS						
Invoice Total-					80.56	
0254	67763	11	BOOKS	5015800030		
BOOKS			E 700-01-7105		65.58	0.00
RICKER LIBRA / RICKER LIBR. - BOOKS						
Invoice Total-					65.58	
0254	67763	11	BOOKS	5015804434		
BOOKS			E 700-01-7105		68.58	0.00
RICKER LIBRA / RICKER LIBR. - BOOKS						
Invoice Total-					68.58	
0254	67763	11	BOOKS	5015820700		
BOOKS			E 700-01-7105		127.39	0.00
RICKER LIBRA / RICKER LIBR. - BOOKS						
Invoice Total-					127.39	
Vendor Total-					342.11	
00171 BOUND TREE MEDICAL, LLC						
0254	67764	11	SUPPLIES	83407855		
SUPPLIES			E 140-01-5490		130.50	0.00
PUB SAFETY / FIRE RESCUE - MEDICAL SUP						
Invoice Total-					130.50	
0254	67764	11	SUPPLIES	83404733		
SUPPLIES			E 140-01-5490		636.75	0.00
PUB SAFETY / FIRE RESCUE - MEDICAL SUP						
Invoice Total-					636.75	
Vendor Total-					767.25	
00150 BUSINESS EQUIPMENT UNLIMITED						

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0254	67655	11	COPIER	IN2063784		
COPIER			E 110-05-5245		140.36	0.00
			ADMINISTRATI / CONTRACTED - OFF EQP/FEES			
			Vendor Total-		140.36	
00109 CARLITO RODRIGUEZ						
0254	67765	11	MILEAGE REIMBURSEMENT	OCT 2019		
Mileage Reimbursement			E 110-06-5130		110.17	0.00
			ADMINISTRATI / BLDGS & GRND - ALLOWANCE			
			Vendor Total-		110.17	
00318 CASELLA RECYCLING						
0254	67766	11	RECYCLING	51949		
RECYCLING			E 130-02-5275		3,033.25	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
			Vendor Total-		3,033.25	
01835 CENTER POINT LARGE PRINT						
0254	67767	11	BOOKS	1735630		
BOOKS			E 700-01-7105		46.74	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Vendor Total-		46.74	
00222 CENTRAL MAINE POWER COMPANY						
0254	67659	11	OCT 2019	703000639321		
MUNICIPAL BUILDING			E 110-01-5200		369.45	0.00
			ADMINISTRATI / ADMIN - ELECTRICITY			
			Invoice Total-		369.45	
0254	67768	11	BILL DATE OCT 2019	725000447840		
STREET LIGHTS			E 140-05-5350		1,038.31	0.00
			PUB SAFETY / STREET LIGHT - PROF SERVICE			
			Invoice Total-		1,038.31	
0254	67768	11	NOV 2019	702000665407		
PUBLIC WORKS			E 130-01-5200		527.18	0.00
			PUB WORKS / PUBLIC WORKS - ELECTRICITY			
			Invoice Total-		527.18	
0254	67768	11	NOV 2019	702000665373		
FIRE/RESCUE			E 140-01-5200		877.65	0.00
			PUB SAFETY / FIRE RESCUE - ELECTRICITY			
			Invoice Total-		877.65	
			Vendor Total-		2,812.59	
00364 CONSOLIDATED COMMUNICATIONS						
0254	67769	11	SERVICE	OCT 2019		
MUNIC BUILDINGS			E 110-01-5205		380.85	0.00
			ADMINISTRATI / ADMIN - PHONE			
ASO			E 140-02-5205		41.97	0.00
			PUB SAFETY / LAW ENFORCEM - PHONE			
PUBLIC WORKS			E 130-01-5205		39.21	0.00
			PUB WORKS / PUBLIC WORKS - PHONE			
SOLID WASTE			E 130-02-5205		45.63	0.00
			PUB WORKS / SOLID WASTE - PHONE			
DISPATCH			E 140-03-5350		123.67	0.00
			PUB SAFETY / DISPATCHING - PROF SERVICE			
REC DEPT			E 500-01-5310		50.65	0.00
			REC PGMS / REC PROGRAMS - OPERATING			
Camp Connor phone/intern.			E 500-01-6140		177.63	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
LIBRARY			E 700-01-5205		105.18	0.00

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			RICKER LIBRA / RICKER LIBR. - PHONE			
			Invoice Total-		964.79	
0254	67769	11	SERVICE	0100356523		
FIRE/RESCUE			E 140-01-5205		45.13	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
			Invoice Total-		45.13	
0254	67769	11	SERVICE	0100355265		
FIRE/RESCUE			E 140-01-5205		42.45	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
			Invoice Total-		42.45	
0254	67769	11	SERVICE	0100356964		
FIRE/RESCUE			E 140-01-5205		92.26	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
			Invoice Total-		92.26	
			Vendor Total-		1,144.63	
01854 DEPOT SQUARE HARDWARE						
0254	67770	11	TARPS	A155614		
TARPS			E 211-01-5350		118.98	0.00
			MUNIC FACILI / MUNIC FACILI - PROF SERVICE			
			Invoice Total-		118.98	
0254	67770	11	WIRE TIES	B65363		
WIRE TIES			E 211-01-5350		28.95	0.00
			MUNIC FACILI / MUNIC FACILI - PROF SERVICE			
			Invoice Total-		28.95	
0254	67770	11	RAMSET ANCHORS	A155332		
RAMSET ANCHORS			E 211-01-5350		32.97	0.00
			MUNIC FACILI / MUNIC FACILI - PROF SERVICE			
			Invoice Total-		32.97	
0254	67770	11	BUILDINGS AND GROUNDS	B65484		
BUILDING AND GROUNDS			E 110-06-5420		44.65	0.00
			ADMINISTRATI / BLDGS & GRND - GRNDS SUPP			
			Invoice Total-		44.65	
0254	67770	11	SUPPLIES	A154107		
BUILDING AND GROUNDS			E 110-06-5420		7.98	0.00
			ADMINISTRATI / BLDGS & GRND - GRNDS SUPP			
			Invoice Total-		7.98	
			Vendor Total-		233.53	
00157 DOWNEAST ENERGY						
0254	67771	11	ACCOUNT 2375899	OCT 2019		
TOWN OFFICE 9.7g			E 110-01-5220		13.57	0.00
			ADMINISTRATI / ADMIN - HEAT			
FIRE/RESC 239.5g			E 140-01-5220		335.06	0.00
			PUB SAFETY / FIRE RESCUE - HEAT			
			Invoice Total-		348.63	
0254	67771	11	ACCOUNT 2375899	OCT 2019		
OLD SCHOOL HS 26.8G			E 110-01-5220		66.97	0.00
			ADMINISTRATI / ADMIN - HEAT			
TOWN HALL 102.3G			E 110-01-5220		255.65	0.00
			ADMINISTRATI / ADMIN - HEAT			
FIRE/RESC 126.9G			E 140-01-5220		177.53	0.00
			PUB SAFETY / FIRE RESCUE - HEAT			
PUB WORKS 150.2G			E 130-01-5220		375.35	0.00
			PUB WORKS / PUBLIC WORKS - HEAT			
SOLID WST 9.1G			E 130-02-5220		12.73	0.00

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			PUB WORKS / SOLID WASTE - HEAT			
LIBRARY 82.2G			E 700-01-5220		205.42	0.00
			RICKER LIBRA / RICKER LIBR. - HEAT			
REC 36.1G			E 110-01-5220		90.21	0.00
			ADMINISTRATI / ADMIN - HEAT			
SOLID WST 6.5G			E 130-02-5220		9.09	0.00
			PUB WORKS / SOLID WASTE - HEAT			
			Invoice Total-		1,192.95	
			Vendor Total-		1,541.58	
00331 EBSCO INFORMATION SERVICES						
0254	67772	11	MAGAZINES	7865443		
MAGAZINES			E 700-01-7100		1,332.79	0.00
			RICKER LIBRA / RICKER LIBR. - MAGAZINES			
			Vendor Total-		1,332.79	
01546 EMERGENCY SERVICES MARKETING CORP.						
0254	67773	11	SUBSCRIPTION	JANUARY 4, 2020		
SUBSCRIPTION			E 140-01-5330		660.00	0.00
			PUB SAFETY / FIRE RESCUE - DUES/SUBSCR			
			Vendor Total-		660.00	
02102 FASTENAL COMPANY						
0254	67774	11	TURCK LUBE AND CLEANS	MEAUB178158		
TURCK LUBE AND CLEANS			E 130-01-6230		43.31	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		43.31	
0254	67774	11	TRUCK BED PAINT	MEAUB178230		
TRUCK BED PAINT			E 130-01-6230		64.40	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		64.40	
0254	67774	11	PAINT	MEAUB178357		
PAINT			E 130-01-6230		8.56	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		8.56	
			Vendor Total-		116.27	
02294 FIRST NATIONAL BANK OMAHA						
0254	67752	11	OCTOBER 2019	0054		
CIRCLE K			E 500-01-6125		31.81	0.00
			REC PGMS / REC PROGRAMS - SEN CLB EXP			
CHEER SOUND EXPRESS			E 500-01-6030		126.00	0.00
			REC PGMS / REC PROGRAMS - CHEER EXP			
DOLLAR TREE			E 500-01-5310		32.86	0.00
			REC PGMS / REC PROGRAMS - OPERATING			
RUTH'S REUSABLE RESOURCES			E 500-01-5310		156.14	0.00
			REC PGMS / REC PROGRAMS - OPERATING			
			Vendor Total-		346.81	
00393 FOX MACHINE INC						
0254	67775	11	HYDRAULIC HOSE	1549		
HYDRAULIC HOSE			E 130-01-6230		240.00	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Vendor Total-		240.00	
01312 GALE/CENGAGE LEARNING						
0254	67776	11	BOOKS	67594802		
BOOKS			E 700-01-7105		68.25	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Vendor Total-		68.25	

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00383 GATHERING WINDS FARM						
0254	67777	11	CIDER	0094		
CIDER			E 500-01-5310		30.00	0.00
			REC PGMS / REC PROGRAMS - OPERATING			
			Vendor Total-		30.00	
00421 GEE & BEE SPORTING GOODS						
0254	67778	11	BASKETBALLS	7650		
BASKETBALLS			E 500-01-6020		139.00	0.00
			REC PGMS / REC PROGRAMS - BASKBAL EXP			
			Vendor Total-		139.00	
00020 GOOD YEAR COMMERCIAL TIRE						
0254	67779	11	TRUCK TIRES	0681068956		
TRUCK TIRES			E 130-01-6230		460.52	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		460.52	
0254	67779	11	TIRES 16 & 13	0681069050		
TIRES 16 & 13			E 130-01-6230		1,896.24	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		1,896.24	
			Vendor Total-		2,356.76	
01607 HARRISON SHRADER ENTERPRISES						
0254	67780	11	EQUIPMENT	F-244683		
EQUIPMENT			E 140-01-5410		990.00	0.00
			PUB SAFETY / FIRE RESCUE - EQUIP SUPP			
			Vendor Total-		990.00	
01858 HYDRAULIC HOSE & ASSEMBLIES						
0254	67781	11	TEETH	5000937-0001-05		
TEETH			E 130-01-6470		221.50	0.00
			PUB WORKS / PUBLIC WORKS - CUT EDGE SNO			
			Invoice Total-		221.50	
0254	67781	11	SCARIFER TEETH	5000966-01		
SCARIFER TEETH			E 130-01-6470		184.35	0.00
			PUB WORKS / PUBLIC WORKS - CUT EDGE SNO			
			Invoice Total-		184.35	
0254	67781	11	NEW CUTTING EDGE	5000758-0001-05		
NEW CUTTING EDGE			E 130-02-5210		520.57	0.00
			PUB WORKS / SOLID WASTE - MAIN-REPAIRS			
			Invoice Total-		520.57	
			Vendor Total-		926.42	
00520 HYGRADE BUSINESS GROUP, INC.						
0254	67782	11	FORMS	638862		
FORMS			E 110-01-5340		126.54	0.00
			ADMINISTRATI / ADMIN - PRINTING			
			Vendor Total-		126.54	
02240 INDUSTRIAL PROTECTION SERVICES LLC						
0254	67783	11	GROUNDS SUPPLIES	160649-00		
GROUNDS SUPPLIES			E 140-01-5420		1,495.00	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
			Invoice Total-		1,495.00	
0254	67783	11	SUPPLIES	160817-00		
SUPPLIES			E 140-01-5495		125.00	0.00
			PUB SAFETY / FIRE RESCUE - OSHA EQUIP			

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Invoice Total-					125.00	
Vendor Total-					1,620.00	
00113 INTEGRITY SERVICE OF MAINE						
0254	67784	11	HVAC SERVICE	2151		
HVAC SERVICE			E 130-01-5210		337.90	0.00
			PUB WORKS / PUBLIC WORKS - MAIN-REPAIRS			
Vendor Total-					337.90	
01851 ION NETWORKING						
0254	67785	11	SERVICE	25707		
SERVICE			E 700-01-5255		174.00	0.00
			RICKER LIBRA / RICKER LIBR. - TECH MTC			
Invoice Total-					174.00	
0254	67785	11	SERVICE	25706		
F/R			E 140-01-5245		678.00	0.00
			PUB SAFETY / FIRE RESCUE - OFF EQP/FEES			
Invoice Total-					678.00	
0254	67785	11	SERVICE	25705		
SERVICE			E 110-05-5245		1,119.00	0.00
			ADMINISTRATI / CONTRACTED - OFF EQP/FEES			
Invoice Total-					1,119.00	
0254	67785	11	SERVICE	312		
SERVICE			E 211-01-5705		2,645.00	0.00
			MUNIC FACILI / MUNIC FACILI - MUN TECHNOL			
Invoice Total-					2,645.00	
0254	67785	11	SERVICE	313		
SERVICE			E 211-01-5705		345.00	0.00
			MUNIC FACILI / MUNIC FACILI - MUN TECHNOL			
Invoice Total-					345.00	
Vendor Total-					4,961.00	
01541 IRVING ENERGY						
0254	67786	11	DIESEL	321159		
DIESEL 3500 GAL			G 10-1800-01		8,671.95	0.00
			GENERAL FUND / DIESEL INVEN			
Vendor Total-					8,671.95	
02283 JENSEN BAIRD GARDNER & HENRY						
0254	67787	11	LEGAL SERVICES	300541		
LEGAL SERVICES			E 110-05-5315		999.90	0.00
			ADMINISTRATI / CONTRACTED - LEGAL			
Vendor Total-					999.90	
01641 JONATHAN GRAFFIUS						
0254	67663	11	ART CLASS	INSTRUCTOR		
ART CLASS			E 500-01-6005		1,855.00	0.00
			REC PGMS / REC PROGRAMS - ART CLS EXP			
Vendor Total-					1,855.00	
01817 KATHRYN PULSIFER						
0254	67788	11	CHRISTMAS CARD CLASS	11/4/19		
CHRISTMAS CARD CLASS			E 700-01-7125		90.00	0.00
			RICKER LIBRA / RICKER LIBR. - ADULT PROGR			
Vendor Total-					90.00	
00613 LAWSON PRODUCTS INC.						
0254	67789	11	PAINT	9307120050		
PAINT			E 130-01-6230		134.75	0.00

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
PUB WORKS / PUBLIC WORKS - VEHICLES SNO						
Vendor Total-					134.75	
00699 MAINE BUILDING OFFICIALS AND						
0254	67790	11	TRAINING	1000277798		
TRAINING			E 120-01-5140		20.00	0.00
COMM SERVCS / PLANNING&DEV - TRAINING						
Invoice Total-					20.00	
0254	67790	11	TRAINING	1000277734		
TRAINING			E 120-01-5140		20.00	0.00
COMM SERVCS / PLANNING&DEV - TRAINING						
Invoice Total-					20.00	
Vendor Total-					40.00	
00757 MAINE WASTE TO ENERGY						
0254	67791	11	TIP FEES	032392		
TIP FEES			E 130-02-5270		455.10	0.00
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					455.10	
0254	67791	11	TIP FEES	033277		
TIP FEES			E 130-02-5270		380.89	0.00
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					380.89	
0254	67791	11	TIP FEES	033371		
TIP FEES			E 130-02-5270		488.72	0.00
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					488.72	
0254	67791	11	TIP FEES	034534		
TIP FEES			E 130-02-5270		483.80	0.00
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					483.80	
0254	67791	11	TIP FEES	034034		
TIP FEES			E 130-02-5270		417.38	0.00
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					417.38	
0254	67791	11	TIP FEES	034648		
TIP FEES			E 130-02-5270		484.62	0.00
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					484.62	
0254	67791	11	TIP FEES	034451		
TIP FEES			E 130-02-5270		401.39	0.00
PUB WORKS / SOLID WASTE - MSW TIPPING						
Invoice Total-					401.39	
Vendor Total-					3,111.90	
01837 MainePERS						
0254	67792	11	October 2019 P0336	2860411		
TOWN PORTION			E 150-04-5815		9,400.54	0.00
FINAN SERVCS / EE BENEFITS - ICMA/MPRS						
TOWN EMPLOYEES			G 10-2600-00		6,489.47	0.00
GENERAL FUND / MPERS						
F/R EMPLOYEES			G 10-2605-00		2,302.85	0.00
GENERAL FUND / MPERS F/R						
Vendor Total-					18,192.86	
00703 MECHANIC FALLS AUTO SUPPLY, INC.						
0254	67793	11	HYDRAULIC FILTER	PW663804		

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
PUB WORKS SUPPLIES			E 130-01-6230		26.10	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		26.10	
0254	67793	11	FILTERS BACKHOE	PW663439		
FILTERS BACKHOE			E 130-01-6230		119.00	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		119.00	
0254	67793	11	LIGHTS GRADER	PW663461		
LIGHTS GRADER			E 130-01-6230		18.04	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		18.04	
0254	67793	11	OIL/FUEL FILTERS	PW663554		
OIL/FUEL FILTERS			E 130-01-6230		56.83	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		56.83	
0254	67793	11	FILTER #17	PW663561		
FILTER #17			E 130-01-6230		38.75	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		38.75	
0254	67793	11	16STOCK/BACKHOE/SHOP	PW663712		
16STOCK/BACKHOE/SHOP			E 130-01-6230		75.65	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		75.65	
0254	67793	11	FILTERS 14/WINTERIZER	PW664034		
FILTERS 14/WINTERIZER			E 130-01-6230		242.00	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		242.00	
			Vendor Total-		576.37	
00714 MECHANIC FALLS WATER DEPT.						
0254	67794	11	WATER	OCTOBER 2019		
6353-WATER TOWN HALL			E 110-01-5225		27.47	0.00
			ADMINISTRATI / ADMIN - WATER			
6195-WATER TOWN OFFICE			E 110-01-5225		15.04	0.00
			ADMINISTRATI / ADMIN - WATER			
6205-SPRINKLER TOWN HALL			E 110-01-5225		103.68	0.00
			ADMINISTRATI / ADMIN - WATER			
658-WATER FIRE HYDRANT			E 140-06-5350		1,406.25	0.00
			PUB SAFETY / FIREHYDRANTS - PROF SERVICE			
6320-WATER PUB WORKS			E 130-01-5225		15.04	0.00
			PUB WORKS / PUBLIC WORKS - WATER			
6225-LIBRARY WATER			E 700-01-5225		15.04	0.00
			RICKER LIBRA / RICKER LIBR. - WATER			
6354-SPRINKLER LIBRARY			E 700-01-5225		103.68	0.00
			RICKER LIBRA / RICKER LIBR. - WATER			
			Invoice Total-		1,686.20	
0254	67794	11	WATER	11/06/19		
6315-WATER FIRE STATION			E 140-01-5225		88.60	0.00
			PUB SAFETY / FIRE RESCUE - WATER			
6347-SPRINKLER FIRE STAT.			E 140-01-5225		207.36	0.00
			PUB SAFETY / FIRE RESCUE - WATER			
			Invoice Total-		295.96	
			Vendor Total-		1,982.16	
01282 MEDICAL REIMBURSEMENT SERVICES, INC						
0254	67795	11	OCT 2019	5689		
OCT 2019			E 140-01-5440		1,591.86	0.00

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			PUB SAFETY / FIRE RESCUE - FIRE MED REI			
			Vendor Total-		1,591.86	
01547 MICROMARKETING LLC						
0254	67796	11	BOOKS	791685		
BOOKS			E 700-01-7105		93.55	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		93.55	
0254	67796	11	BOOKS	791642		
BOOKS			E 700-01-7105		13.56	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		13.56	
0254	67796	11	BOOKS	791187		
BOOKS			E 700-01-7105		14.39	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		14.39	
0254	67796	11	AUDIOBOOKS	792160		
AUDIOBOOKS			E 700-01-7115		103.99	0.00
			RICKER LIBRA / RICKER LIBR. - AUDIO BOOKS			
			Invoice Total-		103.99	
0254	67796	11	BOOKS	792433		
BOOKS			E 700-01-7105		28.78	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		28.78	
0254	67796	11	BOOKS	792510		
BOOKS			E 700-01-7105		87.11	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		87.11	
0254	67796	11	AUDIOBOOKS	793216		
AUDIOBOOKS			E 700-01-7115		138.97	0.00
			RICKER LIBRA / RICKER LIBR. - AUDIO BOOKS			
			Invoice Total-		138.97	
			Vendor Total-		480.35	
00014 MILTON CAT WAREHOUSE						
0254	67797	11	PARTS #17	INV1775595		
PARTS #17			E 130-01-6230		93.46	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Vendor Total-		93.46	
00767 MORRISON & SYLVESTER						
0254	67798	11	PARTS	476807		
PUB WORKS TRUCKS-SNOW			E 130-01-6230		136.26	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Vendor Total-		136.26	
00774 OMNI SERVICES, INC.						
0254	67799	11	HYDRAULIC COUPLINGS	20039743-01		
HYDRAULIC COUPLINGS			E 130-01-6230		259.23	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		259.23	
0254	67799	11	HOSE #17	20039882-01		
HOSE #17			E 130-01-6230		83.96	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Invoice Total-		83.96	
			Vendor Total-		343.19	
00880 PARENT LUMBER CO. INC.						

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0254	67800	11	MATERIALS		58474	
MATERIALS			E 211-01-5350		342.57	0.00
			MUNIC FACILI / MUNIC FACILI - PROF SERVICE			
			Invoice Total-		342.57	
0254	67800	11	MATERIALS		58484	
MATERIALS			E 211-01-5350		156.71	0.00
			MUNIC FACILI / MUNIC FACILI - PROF SERVICE			
			Invoice Total-		156.71	
			Vendor Total-		499.28	
00194 PENWORTHY COMPANY LLC						
0254	67801	11	BOOKS		0557379-IN	
BOOKS			E 700-01-7105		118.08	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Vendor Total-		118.08	
00904 PIKE INDUSTRIES, INC.						
0254	67751	11	CRUSHED STONE BASE		1039777	*** SEPARATE ***
ROAD WORK CIP ACCT			E 212-02-5350	2002	6,979.65	0.00
			TOWN RDS RES / TOWN RDS RES - PROF SERVICE			
			Invoice Total-		6,979.65	
0254	67802	11	HOT PATCH		1058265	
HOT PATCH			E 130-01-5460		739.68	0.00
			PUB WORKS / PUBLIC WORKS - SURF PATCH			
			Invoice Total-		739.68	
0254	67802	11	CRUSHED STONE		1059067	
CRUSHED STONE			E 130-01-5455		468.11	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		468.11	
0254	67802	11	HOT PATCH		1059978	
ASPHALT/PATCH			E 130-01-5460		126.96	0.00
			PUB WORKS / PUBLIC WORKS - SURF PATCH			
			Invoice Total-		126.96	
			Vendor Total-		8,314.40	
00988 RENT IT, INC						
0254	67803	11	ROLLER RENT		51319	
ROLLER RENT			E 130-01-6375		263.50	0.00
			PUB WORKS / PUBLIC WORKS - RENT EQ SNOW			
			Vendor Total-		263.50	
01428 RJD APPRAISAL						
0254	67804	11	TY 19/20 ASSESSING SERV.		NOV 1, 2019	
TY 19/20 ASSESSING SERV.			E 110-05-5160		2,458.33	0.00
			ADMINISTRATI / CONTRACTED - ASSESS AGENT			
			Vendor Total-		2,458.33	
00899 RSU #16						
0254	67805	11	MONTHLY PAYMENT		NOVEMBER 2019	
MONTHLY PAYMENT			E 150-07-5260		587,697.75	0.00
			FINAN SERVCS / RSU 16 - FINAN OUTLAY			
			Vendor Total-		587,697.75	
00153 SCOTT NEAL						
0254	67806	11	MILEAGE REIMBURSMENT		OCT 2019	
MILEAGE REIMBURSMENT			E 120-01-5130		320.36	0.00
			COMM SERVCS / PLANNING&DEV - ALLOWANCE			
			Invoice Total-		320.36	

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0254	67806	11	DOOR WINDOW	HANCOCK LUMBER		
DOOR WINDOW			E 110-06-5420		174.59	0.00
			ADMINISTRATI / BLDGS & GRND - GRNDS SUPP			
			Invoice Total-		174.59	
			Vendor Total-		494.95	
01790 SEBAGO TECHNICS, INC.						
0254	67807	11	PROF. SERV.	201909209		
PROF. SERV.			E 900-01-3603		268.00	0.00
			ESCROWS / CODE ENF - MISC ESCROWS			
PROF. SERV.			E 120-01-5325		348.02	0.00
			COMM SERVCS / PLANNING&DEV - PLANNING			
			Vendor Total-		616.02	
01029 SECRETARY OF STATE						
0254	67662	11	REPORT FOR 11/7/19	10/31-11/7/19		
REPORT FOR 11/7/19			G 10-2300-03		14,289.01	0.00
			GENERAL FUND / STATE MV			
			Invoice Total-		14,289.01	
0254	67755	11	REPORT FOR 11/14/19	11/7-11/14/19		
REPORT FOR 11/14/19			G 10-2300-03		4,173.58	0.00
			GENERAL FUND / STATE MV			
			Invoice Total-		4,173.58	
			Vendor Total-		18,462.59	
01868 SPECTRUM BUSINESS						
0254	67660	11	INTERNET	708764801102719		
TOWN HALL			E 110-01-5215		127.70	0.00
			ADMINISTRATI / ADMIN - INTERNET			
			Invoice Total-		127.70	
0254	67754	11	INTERNET	677145601103019		
PUBLIC WORKS			E 130-01-5215		79.95	0.00
			PUB WORKS / PUBLIC WORKS - INTERNET			
			Invoice Total-		79.95	
0254	67754	11	INTERNET	708764701102819		
REC DEPT			E 500-01-5215		60.95	0.00
			REC PGMS / REC PROGRAMS - INTERNET			
			Invoice Total-		60.95	
			Vendor Total-		268.60	
00367 STRYKER SALES CORPORATION						
0254	67808	11	MAINT AGREEMENT	2817950M		
MAINT AGREEMENT			E 140-01-5410		2,386.80	0.00
			PUB SAFETY / FIRE RESCUE - EQUIP SUPP			
			Invoice Total-		2,386.80	
0254	67808	11	LUCAS DEVICE	2832160M		
LUCAS DEVICE			E 600-05-4545		14,361.48	0.00
			SPECIAL REVE / F/R GRANTS - COUNTY EMA			
			Invoice Total-		14,361.48	
			Vendor Total-		16,748.28	
00469 SULLIVAN TIRE COMPANIES						
0254	67809	11	SNOW TIRES #1	0075-0061012		
SNOW TIRES #1			E 130-01-6230		979.24	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Vendor Total-		979.24	
00467 SUN JOURNAL						
0254	67810	11	PUBLIC NOTICE	241709		

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
PUBLIC NOTICE			E 110-01-5335		30.15	0.00
			ADMINISTRATI / ADMIN - ADVERTISING			
			Vendor Total-		30.15	
01097 SUN MEDIA GROUP						
0254	67811	11	SUBSCRIPTION	1620974		
SUBSCRIPTION			E 110-01-5330		309.41	0.00
			ADMINISTRATI / ADMIN - DUES/SUBSCR			
			Vendor Total-		309.41	
02235 TOUCHTONE COMMUNICATIONS						
0254	67753	11	SERVICE	OCTOBER 2019		
SERVICE			E 700-01-5205		22.29	0.00
			RICKER LIBRA / RICKER LIBR. - PHONE			
			Vendor Total-		22.29	
01141 TOWN HALL STREAMS						
0254	67812	11	VIDEO STREAMING	10378		
VIDEO STREAMING			E 110-07-5350		250.00	0.00
			ADMINISTRATI / CABLE TV - PROF SERVICE			
			Vendor Total-		250.00	
02176 TRACTION						
0254	67813	11	BRAKE CANS 16	1101P127979		
BRAKE CANS 16			E 130-01-6230		124.94	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Vendor Total-		124.94	
00303 TREASURER, STATE OF MAINE						
0254	67658	11	REPORT FOR OCTOBER	POLAND		
REPORT FOR OCTOBER			G 10-2300-05		3.00	0.00
			GENERAL FUND / STATE DOG			
			Vendor Total-		3.00	
01166 TREASURER, STATE OF MAINE						
0254	67814	11	MONTHLY DEP	OCTOBER 2019		*** SEPARATE ***
MONTHLY DEP			G 10-2300-01		45.00	0.00
			GENERAL FUND / STATE DEP			
			Invoice Total-		45.00	
0254	67815	11	PLUMBING/STATE FEE	OCTOBER 2019		*** SEPARATE ***
PLUMBING/STATE FEE			G 10-2300-04		257.50	0.00
			GENERAL FUND / STATE PLUMB			
			Invoice Total-		257.50	
			Vendor Total-		302.50	
02254 TREASURER, STATE OF MAINE						
0254	67657	11	REPORT FOR OCTOBER	102321		
REPORT FOR OCTOBER			G 10-2300-02		1,389.75	0.00
			GENERAL FUND / STATE INL FI			
			Vendor Total-		1,389.75	
02266 TREASURER, STATE OF MAINE						
0254	67816	11	INSPECTION STICKERS	1515 POLAND		
INSPECTION STICKERS			E 130-01-6230		70.00	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES SNO			
			Vendor Total-		70.00	
00468 TRI-COUNTY TRAINING ASSOCIATION						
0254	67817	11	TRAINING	#19-71		
TRAINING			E 140-01-5140		250.00	0.00
			PUB SAFETY / FIRE RESCUE - TRAINING			

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Vendor Total-					250.00	
01177 TRI-STATE STEEL INC.						
0254	67818	11	MATERIALS	51628		
MATERIALS			E 211-01-5350		612.74	0.00
			MUNIC FACILI / MUNIC FACILI - PROF SERVICE			
Vendor Total-					612.74	
01209 VERIZON WIRELESS						
0254	67656	11	OCT CHARGES	9840556148		
OCT CHARGES			E 140-01-5205		195.61	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
OCT CHARGES			E 120-01-5205		10.02	0.00
			COMM SERVCS / PLANNING&DEV - PHONE			
Vendor Total-					205.63	
02038 W. B. MASON CO. INC.						
0254	67819	11	SUPPLIES	204398662		
FIRE/RES SUPPLIES			E 140-01-5400		106.56	0.00
			PUB SAFETY / FIRE RESCUE - OFFICE SUPP			
FIRE/RES GROUNDS			E 140-01-5420		145.09	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
Invoice Total-					251.65	
0254	67819	11	SUPPLIES	204694388		
SUPPLIES			E 120-01-5245		69.57	0.00
			COMM SERVCS / PLANNING&DEV - OFF EQP/FEES			
Invoice Total-					69.57	
Vendor Total-					321.22	
01237 WELLS FARGO HOME MORTGAGE						
0254	67661	11	WELLS FARGO	2020-0001		
WELLS FARGE			E 120-06-5350		540.00	0.00
			COMM SERVCS / GENL ASSIST - PROF SERVICE			
Vendor Total-					540.00	
Prepaid Total-					30,583.13	
Current Total-					676,477.24	
EFT Total-					0.00	
Warrant Total-					707,060.37	

BOARD OF SELECTPERSONS

Stephen E. Robinson _____

Suzette B. Moulton _____

Mary Beth Taylor _____

Joseph F. Cimino _____

Stanley L. Tetenman _____

A / P Check Register
Bank: NORTHEAST-GEN

Type	Check	Amount	Date	Wrnt	Payee
P	67655	140.36	11/06/19	48	0150 BUSINESS EQUIPMENT UNLIMITED
P	67656	205.63	11/06/19	48	1209 VERIZON WIRELESS
P	67657	1,389.75	11/06/19	48	2254 TREASURER, STATE OF MAINE
P	67658	3.00	11/06/19	48	0303 TREASURER, STATE OF MAINE
P	67659	369.45	11/06/19	48	0222 CENTRAL MAINE POWER COMPANY
P	67660	127.70	11/06/19	48	1868 SPECTRUM BUSINESS
P	67661	540.00	11/06/19	48	1237 WELLS FARGO HOME MORTGAGE
P	67662	14,289.01	11/08/19	48	1029 SECRETARY OF STATE
P	67663	1,855.00	11/12/19	48	1641 JONATHAN GRAFFIUS
P	67751	6,979.65	11/13/19	48	0904 PIKE INDUSTRIES, INC.
P	67752	346.81	11/14/19	48	2294 FIRST NATIONAL BANK OMAHA
P	67753	22.29	11/14/19	48	2235 TOUCHTONE COMMUNICATIONS
P	67754	140.90	11/14/19	48	1868 SPECTRUM BUSINESS
P	67755	4,173.58	11/15/19	48	1029 SECRETARY OF STATE
R	67756	294.00	11/19/19	48	2279 ALLIED 100, LLC
R	67757	120.00	11/19/19	48	0435 ALLIED DOCK SERVICES, LLC
V	67758	0.00	11/19/19	48	0064 ALMIGHTY WASTE
R	67759	1,096.90	11/19/19	48	0064 ALMIGHTY WASTE
R	67760	59.00	11/19/19	48	0982 ANDROSCOGGIN COUNTY
R	67761	66.36	11/19/19	48	0106 ATLANTIC BROOM SERVICE
R	67762	1,347.50	11/19/19	48	0460 AUBURN CONCRETE
R	67763	342.11	11/19/19	48	0129 BAKER & TAYLOR BOOKS
R	67764	767.25	11/19/19	48	0171 BOUND TREE MEDICAL, LLC
R	67765	110.17	11/19/19	48	0109 CARLITO RODRIGUEZ
R	67766	3,033.25	11/19/19	48	0318 CASELLA RECYCLING
R	67767	46.74	11/19/19	48	1835 CENTER POINT LARGE PRINT
R	67768	2,443.14	11/19/19	48	0222 CENTRAL MAINE POWER COMPANY
R	67769	1,144.63	11/19/19	48	0364 CONSOLIDATED COMMUNICATIONS
R	67770	233.53	11/19/19	48	1854 DEPOT SQUARE HARDWARE
R	67771	1,541.58	11/19/19	48	0157 DOWNEAST ENERGY
R	67772	1,332.79	11/19/19	48	0331 EBSCO INFORMATION SERVICES
R	67773	660.00	11/19/19	48	1546 EMERGENCY SERVICES MARKETING CORP.
R	67774	116.27	11/19/19	48	2102 FASTENAL COMPANY
R	67775	240.00	11/19/19	48	0393 FOX MACHINE INC
R	67776	68.25	11/19/19	48	1312 GALE/CENGAGE LEARNING
R	67777	30.00	11/19/19	48	0383 GATHERING WINDS FARM
R	67778	139.00	11/19/19	48	0421 GEE & BEE SPORTING GOODS
R	67779	2,356.76	11/19/19	48	0020 GOOD YEAR COMMERCIAL TIRE
R	67780	990.00	11/19/19	48	1607 HARRISON SHRADER ENTERPRISES
R	67781	926.42	11/19/19	48	1858 HYDRAULIC HOSE & ASSEMBLIES
R	67782	126.54	11/19/19	48	0520 HYGRADE BUSINESS GROUP, INC.
R	67783	1,620.00	11/19/19	48	2240 INDUSTRIAL PROTECTION SERVICES LLC
R	67784	337.90	11/19/19	48	0113 INTEGRITY SERVICE OF MAINE
R	67785	4,961.00	11/19/19	48	1851 ION NETWORKING
R	67786	8,671.95	11/19/19	48	1541 IRVING ENERGY
R	67787	999.90	11/19/19	48	2283 JENSEN BAIRD GARDNER & HENRY
R	67788	90.00	11/19/19	48	1817 KATHRYN PULSIFER
R	67789	134.75	11/19/19	48	0613 LAWSON PRODUCTS INC.

A / P Check Register
Bank: NORTHEAST-GEN

Type	Check	Amount	Date	Wrnt	Payee
R	67790	40.00	11/19/19	48	0699 MAINE BUILDING OFFICIALS AND
R	67791	3,111.90	11/19/19	48	0757 MAINE WASTE TO ENERGY
R	67792	18,192.86	11/19/19	48	1837 MainePERS
R	67793	576.37	11/19/19	48	0703 MECHANIC FALLS AUTO SUPPLY, INC.
R	67794	1,982.16	11/19/19	48	0714 MECHANIC FALLS WATER DEPT.
R	67795	1,591.86	11/19/19	48	1282 MEDICAL REIMBURSEMENT SERVICES, INC
R	67796	480.35	11/19/19	48	1547 MICROMARKETING LLC
R	67797	93.46	11/19/19	48	0014 MILTON CAT WAREHOUSE
R	67798	136.26	11/19/19	48	0767 MORRISON & SYLVESTER
R	67799	343.19	11/19/19	48	0774 OMNI SERVICES, INC.
R	67800	499.28	11/19/19	48	0880 PARENT LUMBER CO. INC.
R	67801	118.08	11/19/19	48	0194 PENWORTHY COMPANY LLC
R	67802	1,334.75	11/19/19	48	0904 PIKE INDUSTRIES, INC.
R	67803	263.50	11/19/19	48	0988 RENT IT, INC
R	67804	2,458.33	11/19/19	48	1428 RJD APPRAISAL
R	67805	587,697.75	11/19/19	48	0899 RSU #16
R	67806	494.95	11/19/19	48	0153 SCOTT NEAL
R	67807	616.02	11/19/19	48	1790 SEBAGO TECHNICS, INC.
R	67808	16,748.28	11/19/19	48	0367 STRYKER SALES CORPORATION
R	67809	979.24	11/19/19	48	0469 SULLIVAN TIRE COMPANIES
R	67810	30.15	11/19/19	48	0467 SUN JOURNAL
R	67811	309.41	11/19/19	48	1097 SUN MEDIA GROUP
R	67812	250.00	11/19/19	48	1141 TOWN HALL STREAMS
R	67813	124.94	11/19/19	48	2176 TRACTION
R	67814	45.00	11/19/19	48	1166 TREASURER, STATE OF MAINE
R	67815	257.50	11/19/19	48	1166 TREASURER, STATE OF MAINE
R	67816	70.00	11/19/19	48	2266 TREASURER, STATE OF MAINE
R	67817	250.00	11/19/19	48	0468 TRI-COUNTY TRAINING ASSOCIATION
R	67818	612.74	11/19/19	48	1177 TRI-STATE STEEL INC.
R	67819	321.22	11/19/19	48	2038 W. B. MASON CO. INC.
Total		707,060.37			

Count

Checks	77
Voids	1

Warrant 46

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description			Account	Amount	
00193 WRIGHT-PIERCE					
0264	5171	11	PROF SERVICES	0000203638	
PROF SERVICES			E 400-01-5650	4,994.26	0.00
			PSB TIF 1 / PSB TIF I - CEDC		
			Vendor Total-	4,994.26	
			Prepaid Total-	0.00	
			Current Total-	4,994.26	
			EFT Total-	0.00	
			Warrant Total-	4,994.26	

BOARD OF SELECTPERSONS

Stephen E. Robinson _____

Suzette B. Moulton _____

Mary Beth Taylor _____

Joseph F. Cimino _____

Stanley L. Tetenman _____

A / P Check Register
Bank: NORTHEAST-TIF 1

Type	Check	Amount	Date	Wrnt	Payee
R	5171	4,994.26	11/19/19	46	0193 WRIGHT-PIERCE
Total		4,994.26			

Count	
Checks	1
Voids	0

Warrant 47

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
00435 ALLIED DOCK SERVICES, LLC						
0265	5067	11	BOARDWALK INSTALL	11/1/19		
BOARDWALK INSTALL			E 401-01-5640		2,150.00	0.00
			PSB TIF 2 / PSB TIF 2 - REC TRAILS			
			Vendor Total-		2,150.00	
			Prepaid Total-		0.00	
			Current Total-		2,150.00	
			EFT Total-		0.00	
			Warrant Total-		2,150.00	

BOARD OF SELECTPERSONS

Stephen E. Robinson _____

Suzette B. Moulton _____

Mary Beth Taylor _____

Joseph F. Cimino _____

Stanley L. Tetenman _____

A / P Check Register
Bank: NORTHEAST-TIF 2

Type	Check	Amount	Date	Wrnt	Payee
R	5067	2,150.00	11/19/19	47	0435 ALLIED DOCK SERVICES, LLC
Total		2,150.00			

Count	
Checks	1
Voids	0