



Town of Minot Selectmen Epacket

March 31, 2025 at 6:30pm
Regular Meeting

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Town of Minot

329 Woodman Hill Road
Minot, ME 04258
207-345-3305
www.minotme.org

Board of Selectmen
Minot Town Office
329 Woodman Hill Road
Monday, April 14, 2025
6:30 pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. Monday, March 31, 2025 Meeting
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. Fire Department Update – Jeffrey Burt, Fire Chief
6. Bid Opening for Paving and Consideration of Approval
7. New Business
 - a. Discussion of Repairs to Town Office Front Entryway
8. Old Business
 - a. Update Regarding RSU#16 Cost Share Committee Recommendations
9. Department Head Updates
 - a. Clerk's Report
 - b. Highway Report
10. Town Administrator's Report
11. Selectmen Comment
12. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice
13. Next Meeting Dates
 - a. Monday, April 28, 2025 (Regular Meeting)
14. Adjournment



Town of Minot

329 Woodman Hill Rd.
Minot, ME 04258
207-345-3305
www.minotme.org

Board of Selectmen Meeting
Minot Town Office
Monday, March 31st, 2025
6:30 pm
Minutes*

REGULAR MEETING

- Selectmen:** Lisa Cesare - Chair, Daniel Gilpatric– Vice Chair, Brittany Hemond, and Dean Campbell
- Absent:** Matthew Callahan
- Staff:** Danielle Loring (Administrator) and Sara Farris (Clerk & Recording Secretary)
- Public:** Carlton Wilcox – 49 Butler Hill Rd.

1. Call to Order

The meeting was called to order at 6:30pm and a quorum was present.

2. Pledge of Allegiance

Recited

3. Approval of Minutes

a. Monday, March 17th, 2025 – Regular Meeting

Motion: Brittany Hemond made a motion to approve the meeting minutes from March 17th, 2025 as written; second by Dean Campbell.

Discussion: None

Vote: Unanimous Approval (3/0/1)

Daniel Gilpatric abstained as he was not at the meeting.

The Selectmen signed the meeting minutes.

** Written minutes serve as reference to the official record, which are recording kept at the Town Office.

Board of Selectmen Meeting Minutes Dated March 31st 2025.

*Items may be taken out of order at the Chairman’s Discretion.

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Motion: Brittany Hemond motioned to accept the Payroll Expense Warrant in the amount of \$ 24,320.47 and the Treasurer's Warrant in the amount of \$ 34,776.13; second by Dean Campbell.

Discussion: None

Vote: Unanimous Approval (4/0)

The Selectmen signed the Payroll and Treasurer's Warrants.

Chair Cesare moved **12. Public Comment** up on the agenda as Mr. Carlton Wilcox was present and requested to speak earlier in the meeting. Mr. Wilcox voiced his concern that there appears to be no dry hydrant on Minot Ave. Dean Campbell responded that there is a dry hydrant at Hackett Mills behind the guardrail across from Woodman Hill Rd (Rt. 119). He added that the Fire Department can also draft water from the Androscoggin River using Lower Rd. Chair Cesare asked if Mr. Carlton had any other concerns and he said no and left the meeting.

5. Fire Department Update – Jeffrey Burt, Fire Chief

Chief Burt was not present and did not provide a report.

6. Bid Opening and Consideration of Approval

a. Culvert Bids

Danielle Loring stated that the Town received 4 Culvert Bids and read them off as follows. Each number is for the total bid package unless otherwise noted.

Core & Main

\$ 22,665.00

Lane

\$ 33,313.92 with shipping

Portland Plastic Pipe

\$ 7,449.60 for plastic only

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Board of Selectmen Meeting Minutes Dated March 31st 2025.

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Paris Farmer's Union

\$ 18,983.05

Danielle stated that Paris Farmer's Union is the apparent low bidder in the amount of \$ 18,983.05 and requested that Highway Supervisor Scott Parker review the bids to make sure the bid specs were met. The Selectmen agreed.

Motion: Brittany Hemond motioned to accept the bid from Paris Farmer's Union in the amount of \$ 18983.05 with approval from Highway Supervisor Scott Parker that the bid meets the requirements; second by Daniel Gilpatric.

Discussion: None

Vote: Unanimous Approval (4/0)

b. Gravel Bids

Danielle Loring stated that the Town received 3 Gravel Bids and read them off as follows. Each number is for the total bid package unless otherwise noted.

Pike

\$ 31,820.00 with the price locked for 2 years

Auburn Aggregate

\$ 32,500.00

P & K

\$ 57,200.00

Danielle stated that Pike is the apparent low bidder in the amount of \$ 31,820.00 and requested that Highway Supervisor Scott Parker review the bids to make sure the bid specs were met. The Selectmen agreed.

Motion: Brittany Hemond motioned to accept the bid from Pike in the amount of \$ 31,820.00 with approval from Highway Supervisor Scott Parker that the bid meets the requirements; second by Daniel Gilpatric.

Discussion: None

Vote: Unanimous Approval (4/0)

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Board of Selectmen Meeting Minutes Dated March 31st 2025.

*Items may be taken out of order at the Chairman's Discretion.

7. Assessor's Business

a. Helen Clifford c/o Cathy & Marc LaPlante

R07-092

Tree Growth Penalty Supplemental \$ 3,762.80

b. Samantha Manson / Jeanne Carpenter

R08-019

Farmland Penalty Supplemental \$ 625.07

Tax Collector Sara Farris provided the Selectmen with the Supplemental paperwork for review. Danielle Loring stated that both penalties have already been paid.

Motion: Brittany Hemond motioned to approve the Tree Growth and Farmland Penalty Supplementals as presented; second by Daniel Gilpatric.

Discussion: None

Vote: Unanimous Approval (4/0)

The 3 Assessors, Brittany Hemond, Daniel Gilpatric, and Lisa Cesare, signed the paperwork as presented.

8. New Business

a. Consideration of Approval for Quit Claim Deed for Tax Acquired Property

Claude Cotnoir

99 Bailey Rd, R16-027

Tax Collector Sara Farris provided the Selectmen with the Quit Claim Deed for review and approval. Danielle Loring added that she has not received word from Androscoggin Bank that the check has not cleared.

Motion: Brittany Hemond motioned to approve the Quit Claim Deed for Claude Cotnoir at 99 Bailey Rd. as presented; second by Daniel Gilpatric.

Discussion: None

Vote: Unanimous Approval (4/0)

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Board of Selectmen Meeting Minutes Dated March 31st 2025.

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The Selectmen signed the Quit Claim Deed, Danielle Loring signed as a witness, and Sara Farris notarized the document.

b. Freedom of Access Training and Assessing Information Review

Danielle Loring held the Freedom of Access Training and had the Selectmen, Sara Farris, and herself complete the Freedom of Access Training Completion Form.

Lisa Cesare asked when the Selectmen will be receiving Town emails as previously discussed. Danielle Loring responded that once the internet service from Spectrum is stabilized the Board will receive emails. The service at the Town Office is spotty and an outage could mean no email communication.

Danielle stated that at recent Cost Sharing meetings there has been some discussion and confusion as to how tax assessments work and that she wanted to be sure that Minot's Selectmen understood the process.

There were various discussions including but not limited to:

- Tax rate and assessment are separate. Assessments are completed by the Town's Assessor based on market values. The tax rate is set by the selectmen at the time of Tax Commitment and is used to create tax bills based on the FY approved budget.
- The County and RSU 16 payments and Cost Sharing Formula are based on the State's assessment of the Town, which is based on sales data.
- Sales data can be categorized as a "real" or "distressed" sale. A real sale is the amount a full property sells for. A distressed sale could include foreclosures, partials, and quick sales.
- Municipalities must complete a revaluation every 10 years or when their certified ratio reaches 70%. If the ratio goes below 70% the municipality will lose reimbursement from the state including Homestead and Veteran Exemption reimbursements.

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Board of Selectmen Meeting Minutes Dated March 31st 2025.

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c. RSU 16 Cost Sharing Update

There were various discussions regarding the recent Cost Sharing Committee Meeting. The Committee is working on an informative document to share with residents of Minot, Mechanic Falls, and Poland.

Lisa Cesare asked if the Committee is required to hold a public hearing to get the information out to residents and allow them to ask questions. Danielle Loring and Brittany Hemond, both on the Committee, were unsure of the answer. Lisa said she would bring it up at the next RSU 16 Budget Meeting.

9. Department Head Updates

a. Clerk’s Report submitted and read by Clerk Sara Farris

See attached report for more information.

b. Highway Report Submitted by Highway Supervisor Scott Parker and read by Administrator Danielle Loring.

See attached report for more information.

10. Town Administrator’s Report

- Danielle Loring and Highway Supervisor Scott Parker are moving forward with the Marston Hill Rd. and Bucknam Bridge Rd. project as they have not heard any objection from the mailings, and it has been 14 days which signifies approval.
- Danielle has posted the full time Fire Chief job to the town website and Maine Municipal Association. They have received 2 applications so far.
- The Town Audit will take place this Thursday April 3rd.

11. Selectmen Comment

None

13. Next Meeting Dates

a. Monday, April 14th, 2025 – Regular Meeting

Date acknowledged.

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Board of Selectmen Meeting Minutes Dated March 31st 2025.

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14. Adjournment

Motion: Brittany Hemond made the motion to adjourn at 7:46 pm; second by Dean Campbell.

Discussion: None

Vote: Unanimous Approval (4/0)

The board adjourned at 7:46 pm.



Sara A. Farris – Clerk
Recording Secretary

Lisa Cesare – Chair

Matthew Callahan

Daniel Gilpatric – Vice Chair

Dean Campbell

Brittany Hemond

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Board of Selectmen Meeting Minutes Dated March 31st 2025.

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Town of Minot
Paving Request for Proposals

The Town of Minot is seeking proposals for paving projects for the 2025 Paving bids must be submitted in sealed envelopes with “**Road Bid**” clearly printed on the exterior. Proposals must include contractor’s name, address, phone(s), contact person, as well as a price per ton for mix and square yard for reclaim work. The official bid form must be used, and bidders must observe all required local, state and federal requirements, laws and policies.. It is the Town’s intent to complete the listed work but is dependent on tonnage pricing.

All inquiries regarding bids should be directed to Highway Director, Scott Parker, at 207-754-3406 or email sparker@minotme.org. For a copy of bid documents, visit www.minotme.org

Proposals must be delivered to:

Danielle Loring, Town Administrator
Town of Minot
329 Woodman Hill Road
Minot, ME, 04258

Bids will be received no later than **4:00pm, Monday, April 14, 2025**. They will be opened and read publicly in the Town Office conference room at the Selectmen’s Meeting that evening at 6:30pm.

The Town of Minot reserves the right to reject any or all bids. The Minot Town Board of Selectmen reserves the right to renegotiate with the lead bidder to fit the project to available funds.

Description of Course

The work shall consist of constructing a hot mix asphalt pavement using a current 2025 MDOT mix design. All work shall be constructed as outlined in this contract and as directed by the municipal representative.

Project Locations/Descriptions by Paving Season

1. **Marston Hill Road:** Approximately 21' wide and 11,616' (2.2 miles) long. Requesting combined 2" of tack, shim and overlay after compaction. Includes:
 - a. 2320' of 2" binder course (divided over 3 sections)

Equipment Requirements

1. All Hauling Equipment used on the project will meet the requirements of the most recent edition of MDOT Supplemental Specifications, section 401.08.
2. All Pavers used on the project will meet the requirements of the most recent edition of the MDOT Supplemental Specifications, section 401.09.
3. All Rollers used on the project will meet the requirements of the most recent edition of the MDOT Supplemental, section 401.10. At a minimum, must use, two (2) 10-ton steel rollers with vibes and one (1) 12-roller with curtains.

Plant Requirements

1. Batch and Drum Plants used to produce mix for this project shall meet the requirements of the most recent edition of the MDOT Supplemental Specifications, section 401.07.
2. The automation of batching shall meet the requirements of the most recent edition of the MDOT Supplemental Specifications, section 401.072.
3. At automatic mixing plants, automatic tickets shall be printed, which meet MDOT supplemental Specifications, section 401.073, and provided to the municipal representative.

Materials

1. The Hot Mix Asphalt shall be composed of a mixture of aggregate and bituminous material. The aggregate fractions shall be sized, uniformly graded, and combined in accordance with MDOT Supplemental Specifications 401.03 for 9.5mm and 12.5mm.
2. The Contractor shall submit, for the municipal representative's approval, a current Job Mix Formula (JMF).
3. The JMF shall state the source, gradation, and percentage of each fraction of the aggregate and filler, if required. It shall state the name of the refiner and the supplier of the particular bituminous material to be used and the plant location.

Construction

1. Contractor shall reclaim roads to a depth of at least 8" and to a maximum of 4" minus material. The price per sq. yard shall be for reclaiming, rough grading and traffic and control only. The watering, and compacting at time of reclaiming shall be the responsibility of the Contractor. Town of Minot will be responsible for fine grading.
2. The Contractor shall mill and match into all existing paved driveways and intersections with the wing on

paver except for specified joints that are to be ground. The Contractor shall grind joints to match into existing pavement, as specified on Bid Form. A 10” asphalt extension (paver wing) shall be installed at all earthen driveways unless otherwise specified by the municipal representative.

3. The construction of hot mix asphalt shall be carried on only when the surface on which the material is to be placed is dry and when the atmospheric temperature is above 45° F and rising.
4. All existing paved surfaces to be newly paved shall be thoroughly cleaned, dry, and tack coated prior to placement at a minimum rate of .02 gal/sq. yd. In addition, any manholes or catch basins will be adjusted by the Highway Department. or other town dept. **All paving operations shall cease when the surface to repave is wet. No lanes of paving will be left open overnight.**
5. All sweeping shall be the responsibility of the Town of Minot.
6. The contractor will provide all traffic control and all traffic control devices and setups shall conform to the latest edition of Part VI of the Manual on Uniform Traffic Control Devices (MUTCD) at all times other than those specifically listed to be supplied by the Town of Minot
7. Surface tolerances shall be checked according to MDOT Supplemental Specifications, sections 401.101.
8. All mixing, spreading, finishing, and compacting and constructing joints shall meet MDOT Supplemental Specifications, sections 401.14, 401.15, 401.16, 401.17 respectively.

Testing

All materials and every detail of work will be subject to inspection by the municipal representative or her/his designated third party. The municipal representative shall be allowed access to all parts of the work. The municipal representative shall also have the right to inspect and test, at the municipality's expense, by the following methods:

1. Pavement Samples
 - a. Core samples for density testing may be taken in accordance with AASHTO procedures.
 - b. Samples of the Hot Mix Asphalt may be taken in accordance with AASHTO procedures to check for Asphalt Content, Gradation, and Theoretical Maximum Density.
 - c. All test results will be required to be within the allowable tolerances given in Section 400 of the most recent edition of the MDOT Supplemental Specifications.
 - d. Upon demand from the municipal representative, the Contractor must supply a ten-foot straightedge. The surface, when tested, shall be in accordance with Section 401.20 of the most recent edition of the MDOT Supplemental Specifications.
2. Amendment of Work
 - a. If the municipal representative requests it, the Contractor shall remove portions of the finished work as may be directed. After examination, the Contractor shall restore the removed areas of the work to the standards of the specifications. If in the judgment of the municipal representative the exposed work proves to be acceptable, the removing and replacing of the covering or making good the parts removed, will be paid for as extra work. Should the work exposed prove to be unacceptable in the judgment of the municipal representative, the removing and the replacing of the material will be at the Contractors expense.

- b. Any work done without supervision or inspection by an authorized municipal representative may be ordered removed and replaced at the Contractor's expense unless the municipal representative failed to inspect after having been given reasonable notice that work was to be performed.

Miscellaneous

1. Pre-inspection- Each Contractor, before submitting an offer, shall become completely familiar with the required work and shall rely on his own investigation. The municipal representative will be available to have the site/sites proposed for paving inspected. No consideration will be granted for any alleged misunderstanding of the material to be furnished, the work to be done, or for any defects in the final product that are the result of the absence of pre-inspection of a site.
2. Right to Change or Additional Work- The municipality reserves the right to submit change orders in writing to the Contractor. In that event, the municipality will negotiate with the Contractor to determine the new costs.
3. Subcontracting – The Contractor shall not sublet or subcontract to any other vendor or agent without first receiving written consent from the Town of Minot.
4. Clean-up- At the completion of paving, each site shall be left in a neat and clean condition, subject to approval of the municipal representative.
5. Insurance- The Contractor shall have and maintain liability and workmen's compensation insurance that is in force until the work is completed and accepted by the municipalities. The Contractor shall furnish, to the municipality a certificate of insurance, listing the Town as Additionally Insured, before the bid is awarded.
6. Warranties- The Contractor guarantees that the work to be done under this contract and the materials to be furnished by the supplier for use in the construction of the same will be free from defects or flaws. This warranty shall be for a period of one year from the date of completion.
7. Indemnification- To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the municipality, and their agents, and employees against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees arising out of or resulting from the performance of the work regardless of standard of care. This indemnification extends to all costs and all attorneys' fees incurred by the municipality.
8. Time Frame – Project roads will be ready no later than August 2025. Paving will be completed by a mutually agreed upon date but not to exceed the last full week of September. Deductions in payment may be made for paving that occurs after September 30th. There will be no paving on holidays or weekend days unless otherwise permitted by the municipal representative.
9. Acceptance – The Town shall notify bidder of acceptance within 14 days of approval.
10. Rejection of Offers- The municipality reserves the right to reject any or all proposals whenever such rejection is in their best interest. The municipality reserves the right to reject the proposal of a Contractor who has previously failed to perform properly or to complete on time contracts of a similar nature. The municipality also reserves the right to reject a proposal from a Contractor if an investigation shows that the Contractor is not in a position to perform the Contract.

11. Pre-bid Conference- At the discretion of the municipal representatives a pre-bid conference may be scheduled to discuss scope of services, terms of this contract, and scheduling of work. Contractors who wish to be considered for acceptance must attend any scheduled conference.
12. Payment- The municipal representative shall make payment in full after completion, inspection and acceptance. The **Unit Price Per Ton** will include surface preparation, mobilization, hauling and placing material, and traffic control, and final cleanup.

ESCALATOR CLAUSE: Contractor's quoted prices shall be equitably adjusted on a periodic basis to reflect any increase or decrease in the price of liquid asphalt since the date of the quote, or bid. (Asphalt Weekly Monitor / Avg. New England Selling Price) per MDOT's weekly publication.

**TOWN OF MINOT
 BID FORM – 2025 PAVING SEASON**

Paving Firm: _____

Primary Contact: _____ Primary Phone: _____

Address: _____

Email Address: _____

Minot Roadways

Year	Road	Dimensions (LxW)	Estimated Tonnage	# of Joints
2025	Marston Hill Road (Surface)	11,616' x 21'	3,000	5
	Marston Hill Road (Binder)	2320' x 21'	600	
			TOTAL: 3,600 tons	Joints: 5

2025

PAVING BID AMOUNT: \$ _____ PER TON for 3,000 tons of 9.5mm (total)
 BINDER BID AMOUNT: \$ _____ PER TON for 600 tons of 3/4" binder for Marston Hill Road

BID FORM DUE ON OR BEFORE Monday, April 14, 2025, 4:00 pm
*Bid opening will be during the Selectmen's meeting on April 14, 2025, 6:30 pm.
 Call or email admin@minotme.org for meeting information*

By signing this bid form, I agree to the attached bid specifications.

AUTHORIZED SIGNATURE: _____

PRINT NAME & TITLE: _____

DATED: _____



Facility Door Solutions
 37 Alfred A. Plourde Pkwy, Unit 2
 Lewiston, ME 04240
 (207) 777-7727
 fdsus.com

ESTIMATE
Estimator: Dawn Martin Quote #: 2330 Date Created: 3/20/25

CUSTOMER NAME	SERVICE LOCATION
Minot Town Office 329 Woodman Hill Road Minot ME 04258	Minot Town Office Minot, ME .75ft 329 Woodman Hill Road Minot, ME 04258

TECHS: See note section for job time

ASSET: TBD

LOCATION: TBD

Furnish and install the following onsite:

2 qty) Phoenix Heavy Duty Continuous Roton Hinge in Clear Finish

1 qty) Auxiliarily Repair Kit

1 qty) 1-1/8" RIM CYLINDER US10 C KWY w/HORIZ. TAILPIECE

Please Note:

-PRICE ADJUSTMENT MAY OCCUR WHEN VENDOR PRICING INCREASES AT TIME OF ORDER.

-Estimate excludes anything other than listed.

-This was quoted to be installed during normal business hours Monday-Friday, 7am - 4pm.

-No trim is included.

Item	Quantity
Setup Fee	1.00
Shipping	1.00
Labor to Install 2 Roton Hinges on a Pair of Doors 2x2	1.00



Facility Door Solutions
 37 Alfred A. Plourde Pkwy, Unit 2
 Lewiston, ME 04240
 (207) 777-7727
 fdsus.com

ESTIMATE
Estimator: Dawn Martin Quote #: 2330 Date Created: 3/20/25

1990 AUXILIARY PACKAGE US32D REPAIR KIT 1ea 1990/2090 EXITS	1.00
GHHD-15783-AL Phoenix Heavy Duty 83" Continuous Roton Hinge-Clear	2.00
1-1/8" RIM CYLINDER US10 C KWY w/HORIZ. TAILPIECE	1.00
1 - Standard Labor Rate	
1 - Standard Travel Rate	

Sub Total	\$1,939.08
Tax	\$39.96
Total	\$1,979.04



Facility Door Solutions
 37 Alfred A. Plourde Pkwy, Unit 2
 Lewiston, ME 04240
 (207) 777-7727
 fdsus.com

ESTIMATE
Estimator: Dawn Martin Quote #: 2331 Date Created: 3/20/25

CUSTOMER NAME	SERVICE LOCATION
Minot Town Office 329 Woodman Hill Road Minot ME 04258	Minot Town Office Minot, ME .75ft 329 Woodman Hill Road Minot, ME 04258

TECHS: See note section for job time

Furnish and Install the following on-site:

Oldcastle Aluminum Storefront Pair of Doors in Clear Anodized Finish using 1" Clear Tempered insulating glass, with transom.

Exterior Framing: 76" x 96", center set, factory subsill.

Door Leaf Details: Narrow stile, 4" bottom rail, 72' x 84'

Door Hardware Details: 5" threshold, butt hinges, CVR panic exit devices w/keyed cylinders, standard pulls on exterior, closers, drop plates, and sweeps.

Please Note:

- Estimate excludes anything other than listed.
- G.C. or owner to provide new key cylinders if required to match keying schedule for project.
- Includes caulked joints on exterior only.
- This was quoted to be installed during normal business hours Monday-Friday, 7am - 4pm.
- ALL TRIM BY OTHERS.
- Materials deposit of \$5,148.38 required to place order.**

Item	Quantity
Setup Fee	1.00
Storefront Door Package	1.00
Fasteners & Shims	1.00



Facility Door Solutions
37 Alfred A. Plourde Pkwy, Unit 2
Lewiston, ME 04240
(207) 777-7727
fdsus.com

ESTIMATE
Estimator: Dawn Martin Quote #: 2331 Date Created: 3/20/25

1 - Standard Labor Rate	
1 - Standard Travel Rate	

Sub Total	\$6,754.98
Tax	\$268.40
Total	\$7,023.38

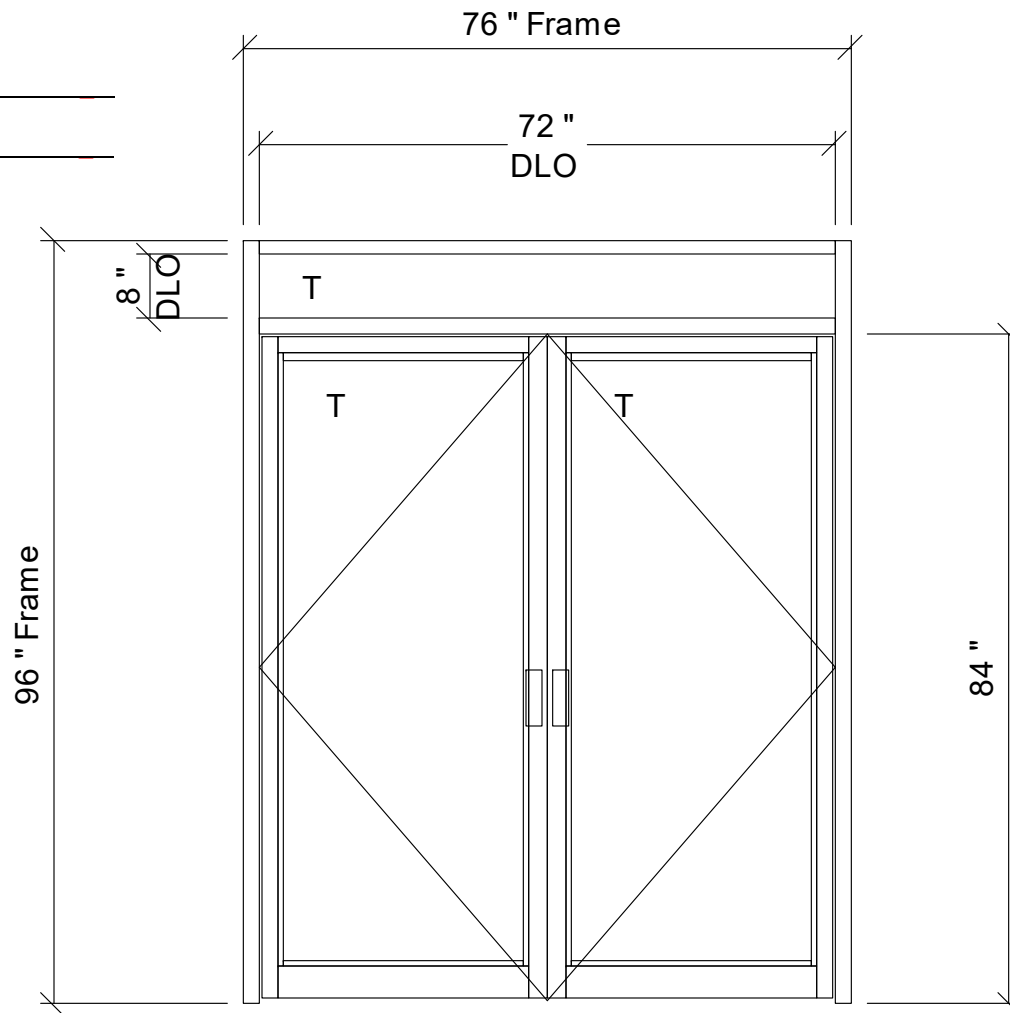
SIGCO

Approved for

Fabrication

Name: _____

Date: _____



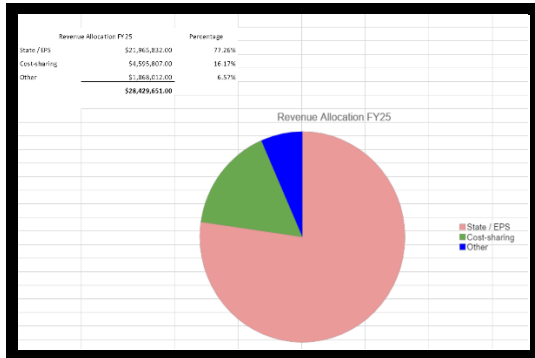
FACILITY - 1 - 001 - MINOT TOWN HALL (1 Thus)
Frame: (Clear) 3000 Thermal Center Set : No Subsill : Outside
Glazed : Screw Spline

235382-1

RSU16 Cost-Sharing Committee Report April, 2025

Context & Process

The RSU16 Cost-Sharing Committee was formed in accordance with the Reorganization Plan (adopted when the three towns created RSU16) to address concerns raised during last year's school budget process about the ways in which additional local costs are shared across the district. The cost-sharing formula applies to 17% of the overall current year budget: what is called the “additional local share” (costs that go beyond the minimum funding required by the state) and school construction projects. This would also include items such as Adult Education, CIP (capital improvement) and other funds that the budget meeting may authorize to share. This is the green section of the pie chart below



The nine members of the committee – three representatives appointed by each town - met several times in the first few months of 2025 to begin to review the funding formula. The Committee collected and reviewed historic data about cost-sharing in RSU16, looked at how other school districts across the state handle their funding formulas, collected input from community members via a survey, and looked at demographic information about the three towns. The Committee also tested alternative funding formulas to better understand their impact.

Key learnings from this process include:

- Regional School Units across the state use cost-sharing formulas that factor in town property valuations and student enrollment. More than half base their cost-sharing formulae solely on valuation, while others split the formula with some portion based on valuation and the remainder by student enrollment.
- 57% of those responding to the survey (229 respondents overall) felt the current formula is somewhat or strongly inequitable and 32% of respondents felt it was somewhat or strongly equitable. 11% were neutral. Key concerns raised by survey respondents were that Poland is paying a disproportionate share of the costs for RSU16 and whether the cost-sharing formula should be based primarily on property valuation.
- Only dramatic changes in the cost-sharing formula would appreciably reduce the impact (in both dollars and percentage paid) in Poland – but those changes would require Mechanic Falls and Minot to take on significant additional costs that may be beyond their ability to pay.

Recommendation & Rationale

The question before the Committee was what, if any, changes should be made to the cost-sharing formula. The Committee heard the strong concerns from the community about the fairness of the current formula. It also was clear to the Committee that there is no “magic formula” that will work for all three towns (or all residents of any given town). The goal is to create an equitable system, ensuring all three towns contribute while working together to support every RSU 16 student.

As stated above, once it ran the numbers the Committee could see that only significant changes in the formula would bring a level of relief that Poland was seeking – but it could also see that such a swing in the formula would result in a burden for Mechanic Falls and Minot that the Committee was concerned the towns would likely be unable to meet. There was a temptation, then, to not make any change to the formula. However, as the Committee further discussed this, it ultimately decided that some kind of shift needed to be made in order to address concerns raised and to let community members know that those concerns had been heard.

The Committee therefore recommends a shift in the cost-sharing formula from its current 90% valuation/10% pupil count to 80% valuation/20% pupil count, and to make that change over two years. These changes would go into effect in the 2026-27 and 2027-28 school years and their related budgets. After that time, the RSU16 School Board would re-examine the formula to determine if further adjustments are needed. The 80/20 formula would remain in effect until it is changed.

Proposed Phase-In of Cost Sharing Method for RSU16

Fiscal Year	% Property Valuation	% Pupil Count
2025-26	90%	10%
2026-27	85%	15%
2027-28	80%	20%

The Committee felt that these smaller steps over a shorter time frame would be appropriate so that communities don't experience significant swings in what is expected from their tax base. In addition, the Committee acknowledges that there are significant uncertainties at both the state and federal level in terms of school funding. In particular, the Maine Legislature is currently exploring changes to the statewide school funding formula. A set of recommendations will be issued this spring for its consideration. While no decisions have been made regarding the state's approach to funding Essential Programs and Services (EPS) of schools, if there are changes at the state level that could impact local school budgets. It is too soon to know what changes might be made and what impact they would have on RSU16. But knowing this is under consideration informed the Committee's recommendation on both timing and scope of the changes to our additional local cost-sharing formula.

Next Steps

Since the Cost-Sharing Committee is recommending a change, the next step as outlined in the Reorganization Plan is a referendum on the ballot in all three towns. This will take place on June 10. It must be approved by a majority of voters across all three towns in order to pass – a majority of everyone who votes, not a majority within each town. This is the same as the school budget approval process. If the Cost-Sharing referendum is approved, it will go into effect during the next school budget process (ie 2026-27 school year).

The 2025-26 school budget will be voted on first on May 20th at the District Budget Meeting (town meeting-style) and then whatever budget comes out of that process will be voted on June 10th.

RSU16 Cost-Sharing Committee Members:

Mechanic Falls: Mary Martin, Darrell Young, Danielle Loring

Minot: Brittney Hemond, Angela Swenson, Colleen Quint

Poland: Steve Robinson, Lisa Albee, Joe Parent

**Proposed Referendum re RSU16 Cost-Sharing Formula
April, 2025**

Article ##

Do you favor changing the method of cost-sharing costs among the towns in Regional School Unit No. 16 (the "RSU") from the current method, in which the amounts raised for educational purposes (except required local contributions pursuant to 20-A M.R.S.A. sec. 15688) are apportioned among the RSU towns based on 90% property valuation and 10% pupil count, to a method that apportions such amounts based on 80% property valuation and 20% pupil count, to be phased in over two years as set forth below?

PHASE-IN OF PROPOSED COST-SHARING METHOD

Fiscal Year	% Property Valuation*	% Pupil Count*
2025-2026 (current cost-share method)	90%	10%
2026-2027	85%	15%
2027-2028 and thereafter	80%	20%

*"Property Valuation" and "Pupil Count" shall be determined for each budget year in the same manner as determined under state law for purposes of determining state subsidy for education.

Explanation:

If approved by a majority of voters in Mechanic Falls, Minot and Poland, this referendum question would change the current cost-sharing formula from 90% property valuation and 10% pupil count to 80% property valuation and 20% pupil count. This change would be phased in over two years. That phase-in would begin in the 2026-2027 school budget. The current 90% valuation/10% pupil count formula would be applied to the 2025-2026 school budget, which is being proposed to voters for approval in June, 2025.

As is the case with the current cost-sharing formula, the new phased-in formula would be applied to all local educational assessments above the minimum local contribution required by the state. This includes amounts approved for, "additional local funds", debt service for locally-funded school construction projects, Adult Education, Capital Improvement (CIP) and other funds, authorized to be raised by the voters. There is no change to what kinds of costs the cost-sharing formula applies. The only change is to the cost-sharing formula itself.

If approved by the voters, the new 80% valuation/20% pupil count formula would remain in effect until such time as it is changed. The RSU16 School Board will review the formula after it has been in effect to determine whether future adjustments are needed.




TOWN OF MINOT

329 Woodman Hill Road
Minot, Maine 04258-0329

Tel: 1-207-345-3305
Fax: 1-207-346-0924

Clerk's Report

All amounts as of April 14, 2025


Sara A. Farris - Clerk

Hello Selectmen,

Updates:

Board of Appeals & Planning Board:

808 Main St./ Derek Dube Site Walk

4/15 at 8 am

Lot behind the Post Office on Minot Ave.

There could possibly be a public hearing on 5/6 for the above-mentioned if they turn in the required information.

FD Donations in Memory of Helen Clifford

\$ 675.00 in the account currently

MV New Pine Tree Plates

Plate swaps begin 5/1/2025.

I have received all the inventory for the roll out.

Old unused Chick-a-dee plates will be returned via UPS paid for by the State.

RSU 16 Meeting & Election

Meeting

Tuesday, May 20 at 6pm

PRHS Auditorium

Election

Tuesday, June 10

Polls open 8 am to 8 pm

There is no State Election in June so we will have the RSU Ballot(s)

BALLOT 1 - Budget Approval/Budget Process

BALLOT 2 - Cost Sharing Question

Both ballots will be double sided and color coordinated.

I am working on getting my clerks scheduled.

Absentee Requests are available now. Ballots will be issued starting May 21.

Patriot's Day

The office will be closed Monday 4/21 for the holiday.

Inland Fisheries & Wildlife:

Boat Excise YTD: \$ 440.60

April IF&W

11 Boats

0 registered online

0 Snowmobiles

1 ATV

7 Game Licenses

Vitals:

Vital requests have increased due to the Real ID deadline approaching.

Birth Certificates - 11

Death Certificates - 3

Marriage Certificate – 8

Marriage Intentions/ Licenses - 1

Dogs:

1 Dog Registration has been completed in April so far.

Building/ Plumbing Permits for 2025:

Building and plumbing projects are starting to pick up!

Building Permits:

New Home	1
Garage	1
Addition	
Remodel	5
Shed	1
Porch/ deck	
Pool	
Solar Panels	6
Cell Tower Mods	1
Demo Permits	2
Camping Permits	

Plumbing Permits:

Internal	6
Septic	2

Real Estate Taxes:

2023 taxes - \$ 21,744.96 for 14 accounts

2024 taxes - \$ 144,427.46 for 79 accounts

2025 prepayments – \$ 17,197.96 for 25 accounts

Total owed: \$ 166,172.42

- \$ 2,514.62

Personal Property Taxes:

2023 - \$996.98 on 3 accounts

2024 - \$319.15 on 3 accounts

2025 prepayments - \$1.00 on 1 account

I sent out reminder letters on 4/10 to the 5 accounts that were still unpaid to try and collect the amounts due.

Excise Tax:

<u>MONTH</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>+/-</u>
JAN.	\$50,306.29	\$46,666.44	\$54,107.78	+ \$7,441.34
FEB.	\$51,718.92	\$53,006.15	\$50,738.40	- \$2,267.75
MARCH	\$62,362.95	\$57,687.68	\$64,847.97	+ 7,160.29
APRIL	\$59,196.83	\$76,488.98	\$28,495.10	
MAY	\$74,257.14	\$83,538.89		
JUNE	\$70,938.58	\$74,819.34		
JULY	\$57,419.67	\$72,889.97		
AUG.	\$79,431.44	\$77,848.75		
SEPT.	\$66,921.22	\$64,758.99		
OCT.	\$67,752.92	\$72,613.20		
NOV.	\$52,230.54	\$50,078.07		
DEC.	\$43,334.63	\$56,600.45		
TOTAL	\$ 735,871.13	\$ 786,996.91	\$198,189.25	



INTEROFFICE MEMO

To: Board of Selectmen

CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director

RE: Highway Department (03/24 – 04/13/2025)

We have been working on getting the broom ready for sweeping. Low and behold I can still find parts for our 1970's vintage broom. The ballfield road to Community fields is open but will open the Memorial field road soon to give it more time to dry out.

Some of the culverts have been delivered and should expect to receive gravel shortly. I am currently working to get parts for the loader so that I can schedule work on that before we need it.

I am hopeful that we are done with the s-word and will be taking the wings off the trucks so that we can get them painted and ready for next season. We will be moving to 10-hour days next week.

EXPENSE SUMMARY

WARRANT #8
04/14/2025

ACCOUNT	BUDGET	BUDGET	---- Y T D ----		UNEXPENDED
	ORIGINAL	ADJUSTMENT	DEBITS	CREDITS	BALANCE
2500 - AUDIT SERVIC	8,650.00	0.00	300.00	0.00	8,350.00
0213 - CONTRAC SVCS	8,650.00	0.00	300.00	0.00	8,350.00
2550 - ASSESS CONTR	28,400.00	0.00	0.00	0.00	28,400.00
0213 - CONTRAC SVCS	28,400.00	0.00	0.00	0.00	28,400.00
3050 - SNOMBL REFD	0.00	0.00	0.00	1,072.44	1,072.44
0197 - REIMBURS.	0.00	0.00	0.00	1,072.44	1,072.44
3550 - EDA ELF RESE	0.00	0.00	1,494.03	7,801.86	6,307.83
0002 - (CARRY FWD)	0.00	0.00	0.00	7,601.86	7,601.86
0012 - DONATIONS	0.00	0.00	0.00	200.00	200.00
0197 - REIMBURS.	0.00	0.00	797.24	0.00	-797.24
0198 - FOOD	0.00	0.00	696.79	0.00	-696.79
4000 - AUB. PUB LIB	22,500.00	0.00	0.00	0.00	22,500.00
0213 - CONTRAC SVCS	22,500.00	0.00	0.00	0.00	22,500.00
4025 - TWNWELL RES	0.00	0.00	497.76	17,822.08	17,324.32
0002 - (CARRY FWD)	0.00	0.00	0.00	10,627.66	10,627.66
0197 - REIMBURS.	0.00	0.00	0.00	7,194.42	7,194.42
0209 - POSTAGE	0.00	0.00	12.00	0.00	-12.00
0300 - LABOR	0.00	0.00	400.00	0.00	-400.00
0401 - TESTING	0.00	0.00	55.00	0.00	-55.00
7010 - PAYROLL TAX	0.00	0.00	30.76	0.00	-30.76
5000 - OFF SALARIES	473,120.00	0.00	156,647.06	13,581.28	330,054.22
1001 - CLK/TAX COLL	63,860.00	0.00	16,692.34	0.00	47,167.66
1002 - DEP CLERK	75,000.00	0.00	19,931.70	0.00	55,068.30
1003 - ADMINISTRAT	80,000.00	0.00	21,538.58	0.00	58,461.42
1004 - SELECTMEN	8,000.00	0.00	0.00	0.00	8,000.00
1005 - ASSESSORS	150.00	0.00	0.00	0.00	150.00
7010 - PAYROLL TAX	17,000.00	0.00	4,278.85	0.00	12,721.15
7020 - HLTH INSUR	202,950.00	0.00	81,746.56	7,748.66	128,952.10
7021 - VISION INS	0.00	0.00	607.78	534.37	-73.41
7025 - DENTAL INSUR	6,160.00	0.00	5,202.12	1,997.01	2,954.89
7030 - SIMPLE IRA	12,000.00	0.00	4,070.61	637.88	8,567.27
7031 - MEPERS	8,000.00	0.00	0.00	0.00	8,000.00
7035 - AFLAC	0.00	0.00	109.08	193.92	84.84
7041 - PFML	0.00	0.00	915.78	915.78	0.00
7042 - PFML ACCRUAL	0.00	0.00	1,553.66	1,553.66	0.00
5075 - CODE ENF/PLA	57,150.00	0.00	11,430.00	0.00	45,720.00
0200 - TELEPHONE	750.00	0.00	186.69	0.00	563.31
0205 - SUPPLIES	500.00	0.00	0.00	0.00	500.00
0207 - DUES/SUBSCR	150.00	0.00	0.00	0.00	150.00
0208 - STAFF TRAING	750.00	0.00	0.00	0.00	750.00

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
5075 - CODE ENF/PLA CONT'D					
0210 - MLG/EXP REIM	1,500.00	0.00	119.60	0.00	1,380.40
0213 - CONTRAC SVCS	5,000.00	0.00	1,507.00	0.00	3,493.00
1007 - CODE ENFORCE	45,000.00	0.00	8,930.12	0.00	36,069.88
7010 - PAYROLL TAX	3,500.00	0.00	686.59	0.00	2,813.41
5100 - T-O RESERVE					
	0.00	0.00	0.00	73.03	73.03
0002 - (CARRY FWD)	0.00	0.00	0.00	73.03	73.03
5200 - TOWN INSUR					
	64,600.00	0.00	20,567.45	915.78	44,948.33
0103 - PROP/CASULTY	34,000.00	0.00	0.00	0.00	34,000.00
0106 - WORKERS COMP	23,000.00	0.00	17,840.90	0.00	5,159.10
0303 - VOLUNTEER	100.00	0.00	0.00	0.00	100.00
7041 - PFML	7,500.00	0.00	1,810.77	0.00	5,689.23
7042 - PFML ACCRUAL	0.00	0.00	915.78	915.78	0.00
5300 - T-O MAINT					
	42,800.00	0.00	11,274.90	167.20	31,692.30
0012 - DONATIONS	0.00	0.00	0.00	90.00	90.00
0200 - TELEPHONE	2,500.00	0.00	759.93	0.00	1,740.07
0201 - ELECTRICITY	4,000.00	0.00	1,429.72	0.00	2,570.28
0203 - FUEL & GAS	6,000.00	0.00	2,633.10	0.00	3,366.90
0204 - REPAIRS	2,500.00	0.00	1,050.01	0.00	1,449.99
0205 - SUPPLIES	5,000.00	0.00	1,738.55	0.00	3,261.45
0206 - JANITORIAL	8,800.00	0.00	1,830.00	0.00	6,970.00
0207 - DUES/SUBSCR	1,000.00	0.00	165.00	0.00	835.00
0208 - STAFF TRAIING	2,000.00	0.00	235.00	0.00	1,765.00
0209 - POSTAGE	3,500.00	0.00	651.00	77.20	2,926.20
0212 - INSPECTIONS	1,500.00	0.00	0.00	0.00	1,500.00
0213 - CONTRAC SVCS	6,000.00	0.00	472.00	0.00	5,528.00
0218 - SOFTWARE LIC	0.00	0.00	147.90	0.00	-147.90
0403 - SECURITY	0.00	0.00	89.97	0.00	-89.97
7035 - AFLAC	0.00	0.00	72.72	0.00	-72.72
5350 - ELECT/MEET					
	12,000.00	0.00	4,644.81	0.00	7,355.19
0198 - FOOD	400.00	0.00	33.38	0.00	366.62
0205 - SUPPLIES	200.00	0.00	0.00	0.00	200.00
0209 - POSTAGE	1,200.00	0.00	0.00	0.00	1,200.00
0210 - MLG/EXP REIM	0.00	0.00	26.44	0.00	-26.44
0213 - CONTRAC SVCS	4,850.00	0.00	4,018.26	0.00	831.74
0215 - EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00
0217 - ADVERTISING	250.00	0.00	0.00	0.00	250.00
1011 - ELEC CLERKS	3,500.00	0.00	311.25	0.00	3,188.75
1012 - MODERATOR	300.00	0.00	250.00	0.00	50.00
7010 - PAYROLL TAX	300.00	0.00	5.48	0.00	294.52
5400 - CEMETERY MAI					
	10,000.00	0.00	2,704.00	7,267.55	14,563.55

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	--- Y T D ---		UNEXPENDED BALANCE
			DEBITS	CREDITS	
5400 - CEMETERY MAI CONT'D					
0001 - APPROPRIATED	10,000.00	0.00	0.00	0.00	10,000.00
0002 - (CARRY FWD)	0.00	0.00	0.00	1,867.55	1,867.55
0501 - DEED TRANS	0.00	0.00	4.00	0.00	-4.00
7046 - PLOT SALES	0.00	0.00	2,700.00	5,400.00	2,700.00
5650 - REC MAINT	5,000.00	0.00	2,700.00	4,800.52	7,100.52
0001 - APPROPRIATED	5,000.00	0.00	0.00	0.00	5,000.00
0002 - (CARRY FWD)	0.00	0.00	0.00	4,800.52	4,800.52
0213 - CONTRAC SVCS	0.00	0.00	2,700.00	0.00	-2,700.00
6200 - COMMON RDS	352,000.00	0.00	4,577.08	0.00	347,422.92
0205 - SUPPLIES	6,000.00	0.00	1,218.48	0.00	4,781.52
0207 - DUES/SUBSCR	0.00	0.00	584.00	0.00	-584.00
0208 - STAFF TRAIING	1,000.00	0.00	0.00	0.00	1,000.00
0213 - CONTRAC SVCS	60,000.00	0.00	0.00	0.00	60,000.00
0300 - LABOR	190,000.00	0.00	0.00	0.00	190,000.00
0401 - TESTING	400.00	0.00	0.00	0.00	400.00
0404 - MATERIALS	60,000.00	0.00	2,774.60	0.00	57,225.40
0405 - TRUCKS- EQUI	20,000.00	0.00	0.00	0.00	20,000.00
7010 - PAYROLL TAX	14,600.00	0.00	0.00	0.00	14,600.00
6300 - PAVINGS RDS	334,804.00	0.00	0.00	104,165.18	438,969.18
0002 - (CARRY FWD)	0.00	0.00	0.00	104,165.18	104,165.18
0213 - CONTRAC SVCS	309,804.00	0.00	0.00	0.00	309,804.00
0404 - MATERIALS	25,000.00	0.00	0.00	0.00	25,000.00
6400 - WINTER RDS	397,100.00	0.00	195,685.28	0.00	201,414.72
0205 - SUPPLIES	15,000.00	0.00	11,539.08	0.00	3,460.92
0213 - CONTRAC SVCS	75,000.00	0.00	32,135.44	0.00	42,864.56
0300 - LABOR	160,000.00	0.00	87,726.56	0.00	72,273.44
0404 - MATERIALS	8,600.00	0.00	0.00	0.00	8,600.00
0406 - SALT	82,000.00	0.00	57,913.54	0.00	24,086.46
0407 - SAND	44,000.00	0.00	0.00	0.00	44,000.00
7010 - PAYROLL TAX	12,500.00	0.00	6,370.66	0.00	6,129.34
6500 - HWY EQ REP.	105,000.00	0.00	30,035.04	0.00	74,964.96
0203 - FUEL & GAS	38,000.00	0.00	13,207.66	0.00	24,792.34
0204 - REPAIRS	50,000.00	0.00	12,037.24	0.00	37,962.76
0205 - SUPPLIES	9,000.00	0.00	2,769.61	0.00	6,230.39
0213 - CONTRAC SVCS	8,000.00	0.00	2,020.53	0.00	5,979.47
6600 - HWAY CAP EQ	0.00	0.00	0.00	2,112.77	2,112.77
0002 - (CARRY FWD)	0.00	0.00	0.00	2,112.77	2,112.77
6700 - TOWN GARAGE	22,750.00	0.00	8,737.54	799.38	14,811.84
0200 - TELEPHONE	700.00	0.00	186.69	0.00	513.31

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
6700 - TOWN GARAGE CONT'D					
0201 - ELECTRICITY	4,500.00	0.00	2,248.46	799.38	3,050.92
0203 - FUEL & GAS	6,000.00	0.00	2,735.79	0.00	3,264.21
0204 - REPAIRS	6,400.00	0.00	1,956.29	0.00	4,443.71
0205 - SUPPLIES	3,000.00	0.00	1,019.81	0.00	1,980.19
0206 - JANITORIAL	1,200.00	0.00	300.00	0.00	900.00
0212 - INSPECTIONS	400.00	0.00	155.50	0.00	244.50
0213 - CONTRAC SVCS	550.00	0.00	135.00	0.00	415.00
7000 - SOLID WASTE	65,100.00	0.00	13,997.03	0.00	51,102.97
0205 - SUPPLIES	600.00	0.00	0.00	0.00	600.00
0213 - CONTRAC SVCS	62,000.00	0.00	13,997.03	0.00	48,002.97
0225 - ENVIRON HHW	2,500.00	0.00	0.00	0.00	2,500.00
7100 - COMM DAY RES	0.00	0.00	0.00	963.48	963.48
0002 - (CARRY FWD)	0.00	0.00	0.00	898.48	898.48
0012 - DONATIONS	0.00	0.00	0.00	65.00	65.00
7200 - GENL ASSIST	2,000.00	0.00	0.00	0.00	2,000.00
0001 - APPROPRIATED	2,000.00	0.00	0.00	0.00	2,000.00
7300 - CONSER COMM	0.00	0.00	0.00	100.00	100.00
0002 - (CARRY FWD)	0.00	0.00	0.00	100.00	100.00
7400 - STREET LTS	3,000.00	0.00	884.53	0.00	2,115.47
0201 - ELECTRICITY	3,000.00	0.00	884.53	0.00	2,115.47
7700 - LEGAL FEES	10,000.00	0.00	33.00	0.00	9,967.00
0213 - CONTRAC SVCS	10,000.00	0.00	33.00	0.00	9,967.00
7810 - MMA DUES	4,000.00	0.00	4,099.00	0.00	-99.00
0207 - DUES/SUBSCR	4,000.00	0.00	4,099.00	0.00	-99.00
7820 - AVCOG DUES	4,460.00	0.00	0.00	0.00	4,460.00
0207 - DUES/SUBSCR	4,460.00	0.00	0.00	0.00	4,460.00
7900 - COUNTY TAX	412,703.00	0.00	0.00	0.00	412,703.00
0001 - APPROPRIATED	412,703.00	0.00	0.00	0.00	412,703.00
8000 - INTERDEPT	8,050.00	0.00	4,564.47	100.31	3,585.84
0207 - DUES/SUBSCR	0.00	0.00	60.00	0.00	-60.00
0210 - MLG/EXP REIM	250.00	0.00	0.00	0.00	250.00
0213 - CONTRAC SVCS	5,000.00	0.00	3,054.47	100.31	2,045.84
0217 - ADVERTISING	1,500.00	0.00	300.00	0.00	1,200.00
0218 - SOFTWARE LIC	0.00	0.00	924.00	0.00	-924.00
0501 - DEED TRANS	300.00	0.00	80.00	0.00	220.00
0502 - LIENS	1,000.00	0.00	146.00	0.00	854.00
8025 - IT SERVICES	35,800.00	0.00	12,236.55	0.00	23,563.45

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
8025 - IT SERVICES CONT'D					
0199 - INTERNET	1,500.00	0.00	370.03	0.00	1,129.97
0200 - TELEPHONE	3,300.00	0.00	1,085.82	0.00	2,214.18
0202 - HARDWARE	2,000.00	0.00	0.00	0.00	2,000.00
0205 - SUPPLIES	2,000.00	0.00	0.00	0.00	2,000.00
0213 - CONTRAC SVCS	24,000.00	0.00	8,000.00	0.00	16,000.00
0218 - SOFTWARE LIC	3,000.00	0.00	2,780.70	0.00	219.30
8026 - TRIO	10,894.00	0.00	10,893.53	0.00	0.47
0213 - CONTRAC SVCS	10,894.00	0.00	10,893.53	0.00	0.47
8210 - HUMANE SOC	4,100.00	0.00	0.00	0.00	4,100.00
0213 - CONTRAC SVCS	4,100.00	0.00	0.00	0.00	4,100.00
8220 - ANIMAL CTL	4,850.00	0.00	1,182.77	0.00	3,667.23
0210 - MLG/EXP REIM	600.00	0.00	105.89	0.00	494.11
0300 - LABOR	4,000.00	0.00	1,000.00	0.00	3,000.00
7010 - PAYROLL TAX	250.00	0.00	76.88	0.00	173.12
8600 - EDUCATION	0.00	0.00	906,723.32	86,994.00	-819,729.32
0002 - (CARRY FWD)	0.00	0.00	0.00	86,994.00	86,994.00
0213 - CONTRAC SVCS	0.00	0.00	906,723.32	0.00	-906,723.32
9000 - MINOT FIRE	272,620.00	0.00	89,650.13	425.00	183,394.87
0012 - DONATIONS	0.00	0.00	425.00	425.00	0.00
0195 - EMPLOYEE APP	6,000.00	0.00	468.75	0.00	5,531.25
0196 - ONBOARDING	6,200.00	0.00	865.00	0.00	5,335.00
0197 - REIMBURS.	0.00	0.00	275.50	0.00	-275.50
0198 - FOOD	2,300.00	0.00	120.53	0.00	2,179.47
0200 - TELEPHONE	1,600.00	0.00	528.28	0.00	1,071.72
0201 - ELECTRICITY	5,000.00	0.00	2,184.30	0.00	2,815.70
0203 - FUEL & GAS	12,000.00	0.00	6,270.97	0.00	5,729.03
0204 - REPAIRS	13,000.00	0.00	16,011.19	0.00	-3,011.19
0205 - SUPPLIES	5,000.00	0.00	1,961.20	0.00	3,038.80
0207 - DUES/SUBSCR	600.00	0.00	220.00	0.00	380.00
0208 - STAFF TRAING	20,000.00	0.00	3,739.27	0.00	16,260.73
0210 - MLG/EXP REIM	200.00	0.00	72.05	0.00	127.95
0212 - INSPECTIONS	1,000.00	0.00	0.00	0.00	1,000.00
0213 - CONTRAC SVCS	2,500.00	0.00	3,755.30	0.00	-1,255.30
0219 - DISPATCHING	16,600.00	0.00	0.00	0.00	16,600.00
0221 - RESCUE SUPP	3,000.00	0.00	2,541.58	0.00	458.42
0223 - APP. SUPP.	10,000.00	0.00	4,651.96	0.00	5,348.04
0224 - PPE EQUIP	20,000.00	0.00	6,884.50	0.00	13,115.50
0226 - BLDING MAINT	2,500.00	0.00	2,924.00	0.00	-424.00
0301 - CALL MEMBER	22,000.00	0.00	8,368.73	0.00	13,631.27
0302 - PER DIEMS	45,500.00	0.00	7,437.94	0.00	38,062.06

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
9000 - MINOT FIRE CONT'D					
0401 - TESTING	7,000.00	0.00	1,111.15	0.00	5,888.85
1014 - FIRE CHIEF	60,770.00	0.00	16,361.24	0.00	44,408.76
7010 - PAYROLL TAX	9,850.00	0.00	2,471.69	0.00	7,378.31
9200 - FIRE DEPT CP	0.00	0.00	0.00	929.19	929.19
0002 - (CARRY FWD)	0.00	0.00	0.00	929.19	929.19
9250 - FD APP RES	20,000.00	0.00	0.00	970.58	20,970.58
0001 - APPROPRIATED	20,000.00	0.00	0.00	0.00	20,000.00
0002 - (CARRY FWD)	0.00	0.00	0.00	295.58	295.58
0012 - DONATIONS	0.00	0.00	0.00	675.00	675.00
9300 - GRANT	0.00	0.00	0.00	7,077.92	7,077.92
0002 - (CARRY FWD)	0.00	0.00	0.00	7,077.92	7,077.92
9600 - DEBT SERVICE	70,840.00	0.00	70,840.00	0.00	0.00
0600 - INTEREST	8,255.00	0.00	7,763.10	0.00	491.90
0608 - PRINCIPAL	62,585.00	0.00	63,076.90	0.00	-491.90
Final Totals	2,864,291.00	0.00	1,566,399.28	258,139.55	1,556,031.27