



Town of Minot Selectmen Epacket

June 9, 2025 at 6:30pm
Regular Meeting

Table of Contents

<i>Agenda</i>	<i>1</i>
<i>Minutes:</i>	
• <i>May 27, 2025 (Regular Meeting)</i>	<i>3</i>
<i>New Business</i>	
• <i>2024 Audit</i>	
○ <i>Letter of Representation</i>	<i>8</i>
○ <i>Draft FY2024 Audit</i>	<i>13</i>
• <i>GAHS FY2025-26 Service Agreement</i>	<i>48</i>
<i>Old Business</i>	
<i>Department Head Reports.</i>	
• <i>Clerks Report</i>	<i>52</i>
• <i>Highway Report</i>	<i>54</i>
• <i>Fire Department Report</i>	<i>55</i>
• <i>Selectmen Comment Materials</i>	<i>56</i>
 <i>Expense Detail Report</i>	 <i>58</i>



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, June 9, 2025
6:30 pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. Tuesday, May 27, 2025 Meeting
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. Check Reconciliation Review
 - a. January 2025
 - b. February 2025
 - c. March 2025
 - d. April 2025
6. New Business
 - a. Review of 2024 Draft Audit
 - b. Consideration of FY2025-26 Greater Androscoggin Humane Society Service Contract
 - c. Discussion of Juneteenth Holiday
 - d. Executive Session pursuant to Title 1 MRSA §405(6)(a): Personnel Discussion with Town Administrator
7. Old Business
8. Department Head Updates
 - a. Clerk's Report
 - b. Highway Report
 - c. Fire Department Update
9. Town Administrator's Report
10. Selectmen Comment
 - a. Library Municipal Fee Review – Lisa Cesare

11. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice

12. Next Meeting Dates

a. Monday, June 23, 2025

13. Adjournment



Town of Minot

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

Board of Selectmen Meeting

Minot Town Office
Tuesday, May 27th, 2025
6:30 pm
Minutes*

REGULAR MEETING

Selectmen: Lisa Cesare - Chair, Daniel Gilpatric– Vice Chair, Brittany Hemond, Matthew Callahan, and Dean Campbell - Interim Fire Chief

Staff: Danielle Loring (Administrator) and Sara Farris (Clerk & Recording Secretary)

Public: Corey Nugent – Fire Chief candidate

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, May 12th, 2025 – Regular Meeting

Motion: Brittany Hemond motioned to approve the meeting minutes from May 12th, 2025 as written; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Motion: Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$21,457.97 and the Treasurer's Warrant in the amount of \$46,986.62 ; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the Payroll and Treasurer's Warrants.

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

Board of Selectmen Meeting Minutes Dated May 27th 2025.

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

Chair Lisa Cesare noted that the Selectmen have not approved check reconciliation in a while and Danielle Loring responded that she is working on them after the changes required from the audit and will have January through April for approval soon.

5. New Business

a. Executive Session Pursuant to Title 1 MRSA §405(6)(a): Discussions with Potential New Fire Chief and Town Administrator

Motion: Brittany Hemond motioned to enter the Executive Session at 6:30 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

Chair Cesare asked Corey Nugent and Sara Farris to leave the room, and the Selectmen and Town Administrator entered the Executive Session.

Motion: Brittany Hemond motioned to exit the Executive Session at 6:41 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen and Town Administrator exited the Executive Session. Danielle Loring brought Corey Nugent and Sara Farris back to the meeting.

b. Consideration of Appointment of New Full Time Fire Chief

Town Clerk Sara Farris provided the Selectmen with the full time Fire/Rescue Chief appointment paperwork. The Selectmen congratulated Corey Nugent and asked if he had any questions of them, he did not. The Selectmen did not have any questions for Corey.

Motion: Brittany Hemond motioned to appoint Corey Nugent as Minot's full time Fire/Rescue Chief; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the appointment paperwork and Sara Farris sworn in Corey Nugent.

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

Board of Selectmen Meeting Minutes Dated May 27th 2025.

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

Motion: Lisa Cesare motioned to unappoint Dean Campbell as Minot's interim Fire/ Rescue Chief; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

c. Executive Session Pursuant to Title 1 MRSA §405(6)(e): Ongoing Legal Matter

Motion: Brittany Hemond motioned to enter the Executive Session at 6:57 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen, Town Administrator, Sara Farris, and Chief Nugent entered the Executive Session. Danielle Loring requested that Chief Nugent stay for the Executive Session because some of the items being discussed involve cases that have included the Fire Department.

Motion: Brittany Hemond motioned to exit the Executive Session at 7:15 pm; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen, Town Administrator, Sara Farris, and Chief Nugent exited the Executive Session.

6. Old Business

None

7. Department Head Updates

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

See the attached report for more information.

- The Selectmen agreed to have their next meeting on June 9th in the basement to allow Sara Farris to set up for the RSU 16 Election on June 10th.

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

Board of Selectmen Meeting Minutes Dated May 27th 2025.

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

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

See the attached report for more information.

- The ball fields were treated today by G & G Landscape. There is some damage to the multipurpose field at the Community Fields, possibly by skunks, that the town is working to correct.

c. Fire Department Report submitted and read by interim Chief Dean Campbell

- Dean Campbell gave an update on the calls received over the past 2 weeks which included a lot of burn permits.
- There was an interior rescue training held in Poland last Wednesday. Chief Nugent and some of Minot's members attended.

8. Town Administrator's Report

- The floors were stripped and waxed on Sunday, May 18th and the carpets were cleaned on Sunday, May 25th.
- Danielle is working with T-Mobile to switch the town cellphone service. This could save the town between \$50 - \$100.00 a month for the 5 lines. The town would also be a priority line. This means that our lines would not be bogged down in the event of an emergency.
- Danielle is meeting with a representative from Collette Monuments at Center Hill Cemetery to have some headstones repaired. Danielle and Highway Supervisor Scott Parker have checked the drainage test pits and they are still very wet. The drainage tiles will have to be included in the FY2026 budget. Danielle is planning to schedule a Cemetery Committee Meeting for the week of July 9th.

10. Selectmen Comment

Chair Lisa Cesare provided the group with an update regarding Androscoggin County's budget and the Commissioners.

11. Public Comment

None

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

Board of Selectmen Meeting Minutes Dated May 27th 2025.

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

12. Next Meeting Dates

a. Monday, June 9th, 2025 – Regular Meeting

Date acknowledged.

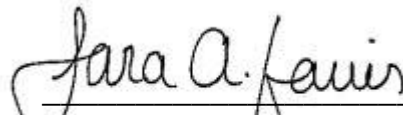
14. Adjournment

Motion: Brittany Hemond made the motion to adjourn at 7:12 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 7:12 pm.



Sara A. Farris – Clerk
Recording Secretary

Lisa Cesare – Chair

Matthew Callahan

Daniel Gilpatric – Vice Chair

Dean Campbell

Brittany Hemond

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

Board of Selectmen Meeting Minutes Dated May 27th 2025.

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

April 18, 2025

Maine Municipal Audit Services, PA
PO Box 313
Levant, Maine 04456

This representation letter is provided in connection with your audit of the financial statements of the Town of Minot, Maine, which comprise the respective financial position of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information as of December 31, 2024, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of April 18, 2025, the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
2. The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
6. Related party relationships and transactions, including revenues, expenditures, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.

7. Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
8. The effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole, if applicable.
9. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
10. Guarantees, whether written or oral, under which the Town of Minot, Maine is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

11. We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the Town of Minot from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of the Select Board or summaries of actions of recent meetings for which minutes have not yet been prepared.
12. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
13. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
14. We have no knowledge of any fraud or suspected fraud that affects the Town of Minot and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
15. We have no knowledge of any allegations of fraud or suspected fraud affecting the town's financial statements communicated by employees, former employees, regulators, or others.
16. We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.

17. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements, and we have not consulted a lawyer concerning litigation, claims, or assessments.
18. We have disclosed to you the identity of the town's related parties and all the related party relationships and transactions of which we are aware.

Government - Specific

19. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting.
20. We have taken timely and appropriate steps to remedy fraud, noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that you have reported to us, when applicable.
21. We have identified to you any previous audits, attestation engagements, and other studies related to the objectives of the audit and whether related recommendations have been implemented.
22. We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
23. The town has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources and fund balance or net position.
24. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
25. We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
26. There are no violations or possible violations of budget ordinances, laws, and regulations, provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting noncompliance.
27. As part of your audit, you assisted with preparation of the financial statements and related note disclosures. We acknowledge our responsibility as it relates to those non-audit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably with senior management, who possess suitable skill, knowledge or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related note disclosures.

28. The town has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
29. The town has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
30. The financial statements include all fiduciary activities required by GASBS No. 84, as amended.
31. The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34.
32. All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
33. Components of net position (net investment in capital assets, restricted, and unrestricted) and classifications of fund balance (non-spendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.
34. Investments, land and other real estate held by endowments are properly valued.
35. Provisions for uncollectible receivables have been properly identified and recorded.
36. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
37. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
38. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
39. Deposits and investments are properly classified as to risk and are properly disclosed.
40. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and if applicable, depreciated.
41. We have appropriately disclosed the town's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
42. We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines that fund balance classifications for financial reporting purposes.
43. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and

presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

44. With respect to the combining statements:

- (1) We acknowledge our responsibility for presenting the combining balance sheet, combining statement of revenues, expenditures, and changes in fund balance, schedule of valuation, assessments and appropriations, and schedule of taxes receivable in accordance with accounting principles generally accepted in the United States of America, and we believe the combining statements, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the combining balance sheet, combining statement of revenues, expenditures, and changes in fund balance, schedule of valuation, assessments and appropriations, and schedule of taxes receivable have not changed from those used in the prior period and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- (2) If the combining balance sheet, combining statement of revenues, expenditures, and changes in fund balance, schedule of valuation, assessments and appropriations, and schedule of taxes receivable are not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.

Signed: _____ Signed: _____

Title: _____ Title: _____

TOWN OF MINOT, MAINE
INDEPENDENT AUDITORS' REPORT AND
FINANCIAL STATEMENTS

DECEMBER 31, 2024

DRAFT

TABLE OF CONTENTS

	Statement	Page
Independent Auditors' Report		3-4
Management's Discussion and Analysis		5-9
Basic Financial Statements		
<i>Government-wide Financial Statements:</i>		
Statement of Net Position	1	10
Statement of Activities	2	11
<i>Fund Financial Statements:</i>		
Balance Sheet – Governmental Funds	3	12
Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Funds	4	13-14
Notes to Financial Statements		15-26
Required Supplemental Information	Schedule	
Schedule of Changes in Net OPEB Liability and Related Ratios	A	27
Budgetary Comparison Schedule – General Fund	B	28
Other Supplemental Information		
Schedule of Departmental Operations	C	29-30

Maine Municipal Audit Services, PA

Mindy J. Cyr, CPA

Independent Auditors' Report

To the Select Board
Town of Minot
Minot, Maine

OPINIONS

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Town of Minot, Maine, as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Town of Minot, Maine's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Minot, Maine, as of December 31, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

BASIS FOR OPINIONS

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Minot, Maine, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

RESPONSIBILITIES OF MANAGEMENT FOR THE FINANCIAL STATEMENTS

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Town of Minot, Maine's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in aggregate, they would influence the judgment made by a reasonable user based on financial statements.

3

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Town of Minot, Maine's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Town of Minot, Maine's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

REQUIRED SUPPLEMENTARY INFORMATION

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of changes in net OPEB liability and related ratios, and budgetary comparison schedule, on pages 5-9, 30, and 31 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

SUPPLEMENTARY INFORMATION

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Minot, Maine's basic financial statements. The combining nonmajor fund financial statements, schedule of property valuation, assessments, and appropriations, and schedule of taxes receivable are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and related directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor financial statements, schedule of property valuation, assessments, and appropriations, and schedule of taxes receivable are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Levant, Maine
April 18, 2025

Town of Minot

Management's Discussion and Analysis

Fiscal Year ending December 31, 2024

Management of the Town of Minot offers this management's discussion and analysis report that will provide information that should be used in conjunction with the outside audit report for year ending December 31, 2024.

Overview of the Financial Statements:

The discussion and analysis report is intended to serve as an introductory to the full audit report. The audit report consists of three components: government-wide financial statements; fund financial statements, and the notes to the financial statements. This report is intended to explain some of these financial statements in a concise and non-financial terminology.

Government-wide Financial Statements:

The government-wide financial statements present the financial picture of the Town as a whole and are designed to provide readers with a long-term overview of the Town's finances, in a manner similar to the private sector. They include a Statement of Net Position, which shows information on all the Town's assets, deferred outflows of resources, liabilities, deferred inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating. The Statement of Activities presents information showing how the Town's net position changed during the year. All changes in net position are reported as soon as the underlying event occurs, regardless of when cash is received or disbursed. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future periods.

Governmental Activities – The Town's basic functions are reported here which include general government, public health and sanitation, public safety, public works, debt service, and culture and recreation. Property taxes, intergovernmental revenues, permits and fees, and state and federal grants finance most of these activities.

The government wide financial statements can be found on pages 10-11 of this report.

Fund Financial Statements:

The fund financial statements provide more detailed information about the Town's funds, focusing on its most significant or major funds, rather than the Town as a whole. A fund is a group of related accounts that is used to maintain control and accountability over resources that have been segregated for specific activities. The Town's funds are divided into two fund categories: governmental and fiduciary.

Governmental Funds (*Statements 3 and 4*) – Most of the Town's basic functions are reported in the governmental funds, which focus on near-term inflows and outflows of spendable resources and balances remaining at year end that are available for spending. These funds use the modified accrual basis of accounting, which measures cash and other financial assets that can readily be converted to cash. The governmental fund statements are designed to show a short-

Town of Minot
Management's Discussion and Analysis
Fiscal Year ending December 31, 2024

term view of the Town's general government operations and the services it provides. The differences between the governmental activities as reported in the government-wide financial statements and the fund financial statements are itemized in reconciliations to the fund financial statements.

The fund financial statements can be found on pages 12-15 of this report.

Notes to the Financial Statements:

The notes provide the reader with additional information about the Town that will help understand the financial data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 16-29 of this report.

Required Supplementary Information

The basic financial statements and accompanying notes are followed by a section of required supplementary information. This section includes a budgetary comparison schedule of the Town's General Fund. This section also includes the OPEB schedules required by GASB Statement # 75. Required supplementary information can be found on pages 30-31 of this report.

In addition to the required elements, we have included a section with a combining balance sheet (non-major funds), a combining statement of revenues, expenditures, and changes in fund balances (non-major funds), a schedule of property valuation, assessment, and appropriations, and a schedule of taxes receivable for additional analysis. The supplementary schedules can be found on pages 32-35 of this report.

Financial Highlights:

Net position – The assets and deferred outflows of resources of the town exceeded its liabilities and deferred inflows of resources at the period ending December 31, 2024, by \$7,004,599 – this is referred to as “Net Position”. Of that amount, \$3,725,970 was considered unrestricted net position. Unrestricted net position represents the amount available to be used to meet the Town's ongoing financial obligations.

The Town's net position increased by \$335,941, which can be seen on Statement 2 of the financial statements.

Fund balance – The Town's governmental funds reported on a current financial resources basis, had a combined ending fund balances of \$3,716,955 an increase of \$77,345 from the prior year.

The total unassigned fund balance for the general fund was \$3,212,248, which represents 59% of the total general fund expenditures.

Town of Minot
Management's Discussion and Analysis
Fiscal Year ending December 31, 2024

Government Wide Financial Analysis:

Approximately 45% of the Town's net position is its investment in capital assets such as land, buildings, equipment, and infrastructure (roads, bridges, etc), less any related outstanding debt used to acquire those assets. The Town uses these assets to provide services to the community; these capital assets are not available for future spending. While the Town's investment in the capital assets is reported net of the related debt, it is important to note that the resources required to repay this debt must be provided from other sources, since the capital assets themselves are not liquid assets.

	Governmental Activities	
	12/31/2024	12/31/2023
Current Assets	\$ 3,946,585	\$ 3,860,425
Capital Assets	3,305,266	2,955,156
Total Assets	7,251,851	6,815,581
Deferred Outflows of Resources	32,275	17,941
Total Assets & Deferred Outflows of Resources	\$ 7,284,126	\$ 6,833,522
Current Liabilities	\$ 95,172	\$ 62,741
Other Liabilities	89,200	29,284
Net OPEB Obligations	67,050	49,767
Total Liabilities	251,422	141,792
Property Taxes Collected in Advance	4,671	3,056
Related to OPEB	23,435	20,016
Total Deferred Inflows of Resources	28,106	23,075
NET POSITION:		
Net Investment in Capital Assets	3,176,100	2,911,227
Restricted – <i>Permanent funds</i>	72,710	70,830
Restricted – <i>Special revenue funds</i>	29,820	16,770
Unrestricted	3,725,970	3,669,831
Total Net Position	7,004,599	6,668,658
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$ 7,284,126	\$ 6,833,522

Town of Minot
Management's Discussion and Analysis
Fiscal Year ending December 31, 2024

Approximately 82% of the Town's total revenue was made up by taxes – property and excise, approximately 11% was from State revenues and grants, and approximately 7% was made up of interest, charges for services, and other miscellaneous revenues.

	Governmental Activities	
	12/31/2024	12/31/2023
Revenues:		
<i>Program Revenues:</i>		
Charges for Services	\$ 19,827	\$ 18,817
Operating and Capital Grants and Contributions	76,540	78,680
<i>General Revenues:</i>		
Taxes	4,593,660	4,154,453
Other revenues	920,843	620,817
TOTAL REVENUES	5,610,870	4,872,768
Expenses:		
General government	660,517	608,093
Protection	230,798	134,903
Public works	751,299	616,245
Health and sanitation	56,949	49,102
Health and welfare	4,235	3,250
Education	2,636,117	2,377,988
County tax	361,935	309,396
Unclassified	173,408	96,958
Interest expense	2,435	6,277
Depreciation	397,236	317,324
TOTAL EXPENSES	5,274,929	4,519,536
<i>Changes in Net Position</i>	335,941	353,232
Beginning Net Position	6,668,658	6,315,426
Ending Net Position	\$ 7,004,599	\$ 6,668,658

Financial Analysis of the Fund Financial Statements:

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows and balances of resources available for spending. This information is useful in assessing the Town's financing requirements. In particular, the unassigned fund balance may serve as a benchmark of a government's net resources for spending at the end of the year.

At the end of the year, the Town's governmental funds reported a combined ending fund balance of \$3,716,955, an increase of \$77,345 from the prior year. Approximately 86% of the total is the Town's unassigned fund balance. The remainder is reserved to indicate that it is not

Town of Minot
Management's Discussion and Analysis
Fiscal Year ending December 31, 2024

available for spending due to being committed to liquidate contracts and commitments of the prior year, or for a variety of other purposes.

Differences between the original budget and the final amended budget include budget appropriations carried over from the prior year and other revenues collected during the fiscal year.

Actual revenues and other financing sources were more than the budgetary estimated by approximately \$204 thousand.

Actual expenditures were below final budgeted estimates by approximately \$203 thousand.

For further detail, a budget to actual comparison for the General Fund can be found on Schedule A, page 31 of the financial statements.

Capital Assets:

The Town's investment in capital assets for the governmental activities is \$5,925,926, net of accumulated depreciation of \$2,620,660, giving a net book value of \$3,305,266. Additions to capital assets for the year include; broadband project, paving, new Peterbilt truck, GMC truck, and other equipment.

The Town's capital asset activity for the year can be found in the footnotes on page 23 of this report.

Long-Term Debt:

At year end, the Town had \$129,166 of total debt outstanding, The outstanding debt is made up of general obligation debt backed by the full faith and credit of the Town.

The Town's long-term debt activity for the year can be found in the footnotes on page 24-25 of this report.

Contacting the Town's Management:

This financial report is designed to provide a general overview of the Town's finances for all interested parties. If you have any questions about this report or need additional financial information, contact the Town Office at 329 Woodman Hill Road, Minot, Maine.

Town of Minot, Maine
Statement of Activities
For the Year Ended December 31, 2024

	Program Revenues				Net (Expense) Revenue and Changes in Net Position	
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government	
					Governmental Activities	Total
<i>Governmental activities:</i>						
General government	\$ 660,517	\$ 19,827	\$ -	\$ -	\$ (640,690)	\$ (640,690)
Public safety	230,798	-	-	-	(230,798)	(230,798)
Sanitation	56,949	-	-	-	(56,949)	(56,949)
Public works	751,299	-	-	75,196	(676,103)	(676,103)
General assistance	4,235	-	-	-	(4,235)	(4,235)
Education	2,636,117	-	-	-	(2,636,117)	(2,636,117)
County tax	361,935	-	-	-	(361,935)	(361,935)
Other	173,408	-	1,344	-	(172,065)	(172,065)
Interest on long-term debt	2,435	-	-	-	(2,435)	(2,435)
Depreciation	397,236	-	-	-	(397,236)	(397,236)
<i>Total governmental activities</i>	<i>\$ 5,274,929</i>	<i>\$ 19,827</i>	<i>\$ 1,344</i>	<i>\$ 75,196</i>	<i>(5,178,563)</i>	<i>(5,178,563)</i>
<i>General revenues:</i>						
Property taxes, levied for general purposes					3,803,282	3,803,282
Excise taxes					790,378	790,378
Interest and lien fees					9,958	9,958
Licenses and permits					23,601	23,601
<i>Grants and contributions not restricted to specific programs:</i>						
State revenue sharing					361,016	361,016
Other					179,443	179,443
Unrestricted investment earnings					70,491	70,491
Miscellaneous revenues					276,333	276,333
<i>Total general revenues and transfers</i>					<i>5,514,504</i>	<i>5,514,504</i>
<i>Changes in net position</i>					335,941	335,941
NET POSITION - BEGINNING					6,668,658	6,668,658
NET POSITION - ENDING					\$ 7,004,599	\$ 7,004,599

The accompanying notes are an integral part of these statements.

Town of Minot, Maine
Balance Sheets
Governmental Funds
December 31, 2024

	General Fund	Other Governmental Funds	2021 Total Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 3,520,712	\$ 132,765	\$ 3,653,477
Accounts receivable	43,061	-	43,061
Interfund receivable	-	61,203	61,203
Taxes receivable	224,084	-	224,084
Tax liens receivable	25,964	-	25,964
TOTAL ASSETS	\$ 3,813,821	\$ 193,967	\$ 4,007,788
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
<i>Liabilities:</i>			
Accounts payable	\$ 24,336	\$ -	\$ 24,336
Interfund payable	61,203	-	61,203
<i>Total liabilities</i>	85,538	-	85,538
<i>Deferred inflows of resources:</i>			
Taxes collected in advance	4,671	-	4,671
Uncollected property taxes	200,624	-	200,624
<i>Total deferred inflows of resources</i>	205,295	-	205,295
<i>Fund balances:</i>			
Non-spendable	-	72,710	72,710
Restricted -			
Special revenue funds - <i>see Schedule B</i>	-	29,820	29,820
Committed -			
Special revenue & capital project funds - <i>see Schedule B</i>	-	32,246	32,246
Assigned -			
Permenant funds	-	59,192	59,192
ARPA funds	14,680	-	14,680
Conservation committee	100	-	100
LRAP	104,165	-	104,165
Education	86,994	-	86,994
MSC reserve	100,000	-	100,000
Recreation	4,801	-	4,801
Unassigned	3,212,248	-	3,212,248
<i>Total fund balances</i>	3,522,988	193,967	3,716,955
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 3,813,821	\$ 193,967	\$ 4,007,788

Town of Minot, Maine
 Reconciliation of Fund Balance to Net Position
 Governmental Funds
 December 31, 2024

Statement 3, Continued

TOTAL FUND BALANCES	\$	3,716,955
----------------------------	-----------	------------------

Amounts reported for governmental activities in the statement of net position (Stmt. 1) are different because:

Depreciable and non-depreciable capital assets as reported in Stmt. 1		3,305,266
Long-term liabilities, including bonds payable, as reported on Stmt. 1		(129,166)
Accrued compensated absences		(30,870)
Deferred property taxes not reported on Stmt. 1		200,624
Deferred outflows of resources - OPEB related expenditures		32,275
Deferred inflows of resources - OPEB related inflows		(23,435)
OPEB liabilities		(67,050)

NET POSITION OF GOVERNMENTAL ACTIVITIES	\$	7,004,599
--	-----------	------------------

DRAFT

Town of Minot, Maine
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended December 31, 2024

	General Fund	Other Governmental Funds	Total Governmental Funds
REVENUES:			
Property taxes	\$ 3,801,604	\$ -	\$ 3,801,604
Excise taxes	790,378	-	790,378
Intergovernmental revenue	616,999	-	616,999
Charges for services	19,827	-	19,827
Investment income	64,640	5,852	70,491
Interest and lien fees	9,958	-	9,958
Licenses and permits	23,601	-	23,601
Other revenue	21,275	255,057	276,333
<i>Total revenues</i>	5,348,283	260,909	5,609,192
EXPENDITURES:			
General government	652,563	-	652,563
Public safety	230,798	-	230,798
Sanitation	56,949	-	56,949
Public works	1,305,683	-	1,305,683
General assistance	4,235	-	4,235
Education	2,636,117	-	2,636,117
County tax	361,935	-	361,935
Debt service	46,363	-	46,363
Reserve accounts	-	298,013	298,013
Unclassified	139,192	-	139,192
<i>Total expenditures</i>	5,433,835	298,013	5,731,848
<i>Excess (deficiency) of revenues over expenditures</i>	(85,552)	(37,104)	(122,655)
OTHER FINANCING SOURCES (USES):			
Proceeds from issuance of capital lease	200,000	-	200,000
Operating transfers in	-	26,177	26,177
Operating transfers (out)	(26,177)	-	(26,177)
<i>Total other financing sources (uses)</i>	173,823	26,177	200,000
<i>Net change in fund balances</i>	88,271	(10,926)	77,345
FUND BALANCES - BEGINNING	3,434,717	204,894	3,639,611
FUND BALANCES - ENDING	\$ 3,522,988	\$ 193,967	\$ 3,716,955

The accompanying notes are an integral part of these statements.

Town of Minot, Maine
 Reconciliation of the Statement of Revenues, Expenditures,
 and Changes in Fund Balances of Governmental Funds
 to the Statement of Activities
 For the Year Ended December 31, 2024

Net change in fund balances - total governmental funds (Stmt. 4)	\$	77,345
<p>Amounts reported for governmental activities in the Statement of Activities (Stmt. 2) are different due to the following items:</p>		
Depreciation expense recorded on Statement of Activities, yet not required to be recorded as expenditures on governmental funds		(397,236)
Capital outlays expensed on the Governmental Funds report (Stmt. 4), yet not considered an expense for the purposes of Statement of Activities (Stmt. 2)		747,346
Revenues in the Statement of Activities (Stmt. 2) that do not provide current financial resources are not reported as revenues in the funds. More specifically, this amount represents the change in deferred property taxes.		1,678
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position. More specifically, this represents the net amount of principal reduction in debt service made during the fiscal year.		114,762
Change in accrued compensated absences		(1,586)
Change in net position relating to OPEB - GASB #75		(6,368)
Issuance of long-term debt treated as revenue in the governmental funds, but an increase to long-term liabilities on the Statement of Net Position		(200,000)
Changes in net position of governmental activities (see Stmt. 2)	\$	335,941

DRAFT

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Town of Minot, Maine (the Town) was incorporated in 1802. The Town operates under a town administrator - selectmen form of government and is incorporated under the laws of the State of Maine.

The accounting policies of the Town conform to U.S. generally accepted accounting principles (GAAP) as applicable to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

GASB Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – For State and Local Governments*, and its amendments, established new financial reporting requirements for governments and caused the Town to restructure much of the information presented in the past. The more significant of the government’s accounting policies are described below.

The financial statements include those of the various departments governed by the Select Board and other officials with financial responsibility. The Town has no other separate organizational units, which meet criteria for inclusion in the financial statements as defined by GASB.

B. Basis of Presentation

The Town’s basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town’s major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type.

Government-Wide Financial Statements

The Government-wide financial statements consist of a Statement of Net Position and a Statement of Activities and reports information on all of the non-fiduciary activities of the Town as a whole.

The Statement of Net Position presents the financial condition of the governmental and business-type (if applicable) activities of the Town at year end. The Statement of Activities presents a comparison between direct expenses and program revenues for each program or function of the Town’s governmental and business-type (if applicable) activities. Direct expenses are those that are specifically associated with a service, program, or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants, and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Town. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Town.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation (Continued)

The Town has elected not to allocate indirect costs among programs. Program revenues include 1) charges to customers for services and 2) grants and contributions that are restricted to meeting operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported as general revenues.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the Government-wide financial statements. The focus of governmental and proprietary fund financial statements is on major funds. Major individual governmental funds and major individual proprietary funds are reported as separate columns in the fund financial statements, with non-major funds being aggregated and displayed in a single column. The General Fund is always a major fund.

Because of the basis of accounting and reporting differences, summary reconciliations to the Government-wide financial statements are presented at the end of each applicable fund financial statement.

C. Fund Accounting

The Town uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The Town employs the use of three categories of funds: governmental, proprietary, and fiduciary.

Governmental Fund Types

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and deferred outflows of resources, and liabilities and deferred inflows of resources, is reported as fund balance. The following are the Town's major funds:

General Fund – The general fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

Capital projects fund – This fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities. Capital outlays financed from the issuance of debt are accounted for in the capital projects fund.

Permanent Fund – This fund is used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs. A permanent fund would be used, for example, to account for the perpetual care endowment of a municipal cemetery.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Special Revenue Fund – This fund is used for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

D. Measurement Focus

Government-Wide Financial Statements:

The government-wide financial statements are prepared using the economic resources measurement focus. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of the Town are included on the Statement of Net Position.

Fund Financial Statements

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The fiduciary funds are reported using the economic resources measurement focus.

E. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements, proprietary and fiduciary funds are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue and in the presentation of expenses versus expenditures.

Revenues – Exchange and Non-Exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the Town, available means expected to be received within sixty days of year end.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Non-exchange transactions, in which the Town receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements, in which the Town must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Town on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at year end: property taxes, charges for services, and interest on investments.

Licenses and permits and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until received.

Grants and entitlements received before the eligibility requirements are met are recorded as advances from grantors. On governmental fund financial statements, property taxes receivable that will not be collected within the available period have been reported as deferred inflows of resources.

Expenses/Expenditures

On the accrual basis of accounting, expenses are recognized at the time they are incurred. The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization are not recognized in governmental funds.

F. Budgets and Budgetary Accounting

Formal budgetary accounting is employed as a management control for the general fund only. Annual operating budgets are adopted each fiscal year by the registered voters of the Town at their annual Town meeting. Budgets are established in accordance with generally accepted accounting principles. Budgetary control is exercised by department heads, town administration and the Select Board. All unencumbered budget appropriations lapse at the end of the year unless specifically designated by the Select Board or required by law.

G. Assets, Liabilities, Fund Equity, Revenue, Expenditures and Expenses

Cash and Cash Equivalents

Cash and cash equivalents include currency on hand, demand deposits with financial institutions, and other accounts with an original maturity of three months or less when purchased. Investments are recorded at fair market value.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Interfund Receivables and Payables

Short-term advances between funds are accounted for in the appropriate interfund receivable and payable accounts.

Compensated Absences

The Town recognizes accumulated personal leave compensation during the period in which the related liability is incurred. In compliance with Town personnel policies the liability for accrued compensated absences was \$30,870 as of December 31, 2024.

Capital Assets and Depreciation

Capital assets, which include property, plant, equipment and infrastructure assets (roads, bridges, sidewalks and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical costs or estimated historical cost if purchased or constructed. Donated capital assets are recorded at their acquisition value as of the date received. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant, and equipment are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings and Improvements	20-40
Infrastructure	40
Machinery and Equipment	10-20
Vehicles	10-20

Net Position and Fund Balances

Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances on any borrowings used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Unrestricted net position is the residual amount of the assets, deferred outflows of resources, liabilities and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted components of net position.

The Town’s policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

In the Fund financial statements, governmental funds report reservations of fund balances for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. These designations are categorized as follows:

Non-spendable – Funds that are not in spendable form, such as funds that are legally required to be maintained in tact (corpus of a permanent fund).

Restricted – Funds that are restricted for use by an external party, constitutional provision, or enabling legislation.

Committed – Funds that can only be used for specific purposes pursuant to constraints imposed by formal action of the governing body.

Assigned – Funds intended to be used for specific purposes set by the Select Board.

Unassigned – Funds available for any purpose.

When an expenditure is incurred for which both restricted and unrestricted fund balances are available, the Town considers restricted funds to have been spent first.

When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications can be used, committed amounts should be reduced first, followed by assigned amounts and then unassigned amounts.

Deferred Revenue

Deferred revenue arises when potential revenue does not meet both the “measurable” and “available” criteria for recognition in the current period. Deferred revenue arises when resources are received by the Town before the Town has legal claim to them. In subsequent periods, when both revenue recognition criteria are met or when the Town has a legal claim to the resources, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

Property Taxes

Property taxes for the current year were committed on August 5, 2024, on the assessed value listed as of April 1, 2024, for all real and personal property located in the Town. Payment of taxes was due, December 16, 2024 with interest at 8.5% on all tax bills unpaid as of the due date.

The Town is permitted by the laws of the State of Maine to levy taxes up to 105% of its net budgeted expenditures for the related fiscal period. The amount raised in excess of 100% is referred to as overlay, and amounted to \$54,606 for the year ended December 31, 2024.

Tax liens are placed on real property within twelve months following the tax commitment date if taxes are delinquent. The Town has the authority to foreclose on property eighteen months after the filing of the lien if tax liens and associated costs remain unpaid.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property taxes levied during the year were recorded as receivables at the time the levy was made. The receivables collected during the year and in the first sixty days following the end of the fiscal year have been recorded as revenues. The remaining receivables have been recorded as deferred revenues.

Risk Management

The Town pays insurance premiums to certain agencies to cover risks that may occur in normal operations. The Town purchases employee fidelity bond coverage. There have been no significant reductions in insurance coverage from the prior year. No settlements of claims have exceeded insurance coverage in the current year.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Estimates are used to determine depreciation expense. Actual results could differ from those estimates.

2. DEPOSITS AND INVESTMENTS

Typically, the Town invests funds in checking accounts, savings accounts, certificates of deposit, and U.S. government obligations (through an investment group owned by a financial institution). From time to time the Town's deposits and investments may be subject to risks, such as the following:

Custodial Credit Risk – Deposits - the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The Town uses only financial institutions that are insured by the FDIC or additional insurance. At December 31, 2024, cash deposits had a carrying value of \$3,653,477, all of which was covered by FDIC or collateralized.

Interest Rate Risk – The Town does not currently have a deposit policy for interest rate risk.

Credit Risk – The Town does not have a formal policy regarding credit risk. Maine statutes authorize the Town to invest in obligations of the U.S. Treasury, and U.S. Agencies and certain bonds, securities and real assets.

Custodial Credit Risk – Investments – the risk that, in the event of failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town does not have an investment policy. None of the Town's investments were subject to custodial credit risk.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

3. CAPITAL ASSETS

Governmental activities:	Balance 1/1/2024	Additions	Deletions	Balance 12/31/2024
Land & improvements	\$ 491,779	\$ -	\$ -	\$ 491,779
Buildings & improvements	678,504	-	-	678,504
Equipment	804,613	204,247	-	1,008,860
Vehicles	2,155,513	253,209	(36,500)	2,372,222
Infrastructure	1,063,814	310,747	-	1,374,561
Total capital assets	5,194,223	768,203	(36,500)	5,925,926
<i>Less accumulated depreciation</i>				
Vehicles	(1,221,621)	(130,600)	15,643	(1,336,578)
Buildings & improvements	(434,170)	(19,780)	-	(453,950)
Equipment	(335,147)	(52,370)	-	(387,517)
Infrastructure	(248,131)	(194,486)	-	(442,617)
Total accumulated depreciation	(2,239,069)	(397,236)	15,643	(2,620,662)
Governmental activities Capital assets, net	\$ 2,955,154	\$ 370,967	\$ (20,857)	\$ 3,305,264

Depreciation expense has not been charged as a direct expense for any department of the Town.

4. CONTINGENCIES

There may be various claims and suits pending against the Town, which arise in the normal course of the Town's activities. According to Town management, there are no matters that would result in adverse losses, claims, or assessments against the Town through the date of the audit report.

5. SUBSEQUENT EVENTS

Management has made an evaluation of subsequent events to and including the audit report date, which was the date the financial statements were available to be issued, and determined that any subsequent events that would require recognition or disclosure have been considered in the preparation of the financial statements.

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

6. INTERFUND BALANCES AND TRANSFERS

Interfund balances as of December 31, 2024 consisted of the following:

	<i>Due from:</i>	
	General Fund	Totals
<i>Due to:</i>		
Special Revenue – Community Day	\$ 898	\$ 898
Special Revenue – Eda’s Elf	7,602	7,602
Special Revenue – FD grant reserve	7,078	7,078
Special Revenue – Community resilience	13,379	13,379
Special Revenue – Broadband reserve	16,077	16,077
Capital Projects – Trail grants	263	263
Capital Projects – Town office equipment	73	73
Capital Projects – Town well reserve	10,628	10,628
Capital Projects – Cemetery maintenance	1,867	1,868
Capital Projects – Highway equipment	2,113	2,113
Capital Projects – Fire department capital	929	929
Capital Projects – FD apparatus reserve	296	296
	\$ 61,203	\$ 61,203

	<i>Transfer from:</i>	
	General Fund	Totals
<i>Transfer to:</i>		
Special Revenue – Broadband reserve	\$ 16,077	\$ 16,077
Capital Projects – Trail grants	100	100
Capital Projects – Cemetery maintenance	10,000	10,000
	\$ 26,177	\$ 26,177

7. LONG-TERM OBLIGATIONS

Long-term liability activity for the year ended December 31, 2024, was as follows:

Description	Balance 1/1/2024	Additions	(Reductions)	Balance 12/31/2024	Due within one year
Capital leases payable	\$ 43,928	\$ 200,000	\$ (114,762)	\$ 129,166	\$ 70,836
Total	\$ 43,928	\$ 200,000	\$ (114,762)	\$ 129,166	\$ 70,836

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

7. LONG-TERM OBLIGATIONS (CONTINUED)

Capital Lease Obligations

Capital lease obligations represent lease agreements entered into for the financing of equipment acquisitions. These contracts are subject to cancellation should funds not be appropriated to meet payment obligations. Amounts are annually budgeted in the applicable function.

The following are the individual capital lease obligations outstanding for governmental activities at December 31, 2024:

	<u>Interest Rate</u>	<u>Final Maturity Date</u>	<u>Balance at 12/31/2024</u>
Governmental activities:			
Plow truck	6.39%	2026	\$ 129,166
			<u>\$ 129,166</u>

Debt service requirements to retire capital lease obligations outstanding for governmental activities at December 31, 2023 are as follows:

<u>Year ending December 31,</u>	<u>Principal</u>	<u>Governmental Activities Interest</u>	<u>Total</u>
2025	\$ 70,836	\$ 8,254	\$ 79,090
2026	58,330	4,255	62,585
Total	<u>\$ 129,166</u>	<u>\$ 12,509</u>	<u>\$ 141,675</u>

8. FUND BALANCES

NON-SPENDABLE:

Permanent Funds

Roland & Noella Hemond	\$ 25,000
Herbert Shaw Fund	5,000
Minot Center Hill Expansion	10,280
Kurt Theriault Scholarship	11,000
Leonard Simeon Scholarship	10,000
Arthur Harris Scholarship	5,000
Cemetery trust fund	2,430
Cemetery interest	4,000
	<u>\$ 72,710</u>

RESTRICTED:

Special Revenue Funds

Impact fees – recreation	\$ 863
Community Day	898
Fire department grant	7,078
General assistance (Eda's Elf)	7,602
Community resilience	13,379
	<u>\$ 29,820</u>

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

8. FUND BALANCES (CONTINUED)

COMMITTED:

Special Revenue Funds

Broadband franchise fees	\$ 16,077	
		\$ 16,077

Capital Project Funds

Trail grants	\$ 263	
Town office equipment	73	
Town well reserve	10,628	
Cemetery maintenance reserve	1,867	
Highway equipment reserve	2,113	
Fire department capital equipment	929	
Fire department apparatus reserve	296	16,169
		\$ 32,246

ASSIGNED:

Permanent Funds

Roland & Noella Hemond	\$ 1,572	
Herbert Shaw Fund	18,993	
Minot Center Hill Expansion	7,340	
Kurt Theriault Scholarship	2,244	
Leonard Simeon Scholarship	1,322	
Arthur Harris Scholarship	674	
Cemetery trust fund	24,241	
Cemetery interest	2,805	59,192

General Fund

Paving roads reserve	\$ 104,165	
ARPA funds	14,680	
Recreation	4,800	
MSC reserve	100,000	
RSU carryover	86,994	
Conservation committee	100	310,740
		\$ 369,932

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

9. OPEB OBLIGATIONS

Plan Description

The Town provides health insurance to its employees through Maine Municipal Employees Health Trust (MMEHT). The Town does not provide postemployment or postretirement health benefits, but it is subject to an implicit benefit for its members in MMEHT.

Accounting Policies

The impact of experience gains or losses and assumption changes on the Total OPEB Liability (TOL) are recognized in the OPEB expense over the average expected remaining life of all active and inactive members of the Plan. As of the beginning of the measurement period, this average was 14 years.

The table below shows changes in the change in Net OPEB Liability during the 2024 measurement year:

	Net OPEB Liability (a)	Increase (Decrease) Plan Fiduciary Net Position (b)	Net OPEB Liability (a)–(b)
Balances 1/1/2023 (Reporting 12/31/2023)	\$ 49,767	\$ -	\$ 49,767
Changes for the year:			
Service cost	3,706	-	3,706
Interest	1,985	-	1,985
Changes of benefits	-	-	-
Differences between expected and actual experience	(6,254)	-	(6,254)
Changes of assumptions	18,089	-	18,089
Contributions – employer	-	243	(243)
Benefit payments	(243)	(243)	-
Net changes	17,283	-	17,283
Balances 1/1/2024 (Reporting 12/31/2024)	\$ 67,050	\$ -	\$ 67,050

The table below summarizes the current balances of deferred outflows and deferred inflows of resources along with the net recognition over the next 5 years, and thereafter:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 3,645	\$ 15,703
Changes in assumptions	28,480	7,732
Contributions subsequent to measurement date	150	-
Total	\$ 32,275	\$ 23,435

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

9. OPEB OBLIGATIONS (CONTINUED)

Amounts reported as deferred outflows and deferred inflows of resources will be recognized in OPEB expense as follows:

Year ended December 31:	
2025	827
2026	827
2027	822
2028	65
2029	493
Thereafter	5,656

As of January 1, 2024, the plan membership data is comprised of 7 active members with only an implicit benefit.

Key Economic Assumptions:

Measurement date: January 1, 2024

Discount rates: 3.26% per annum for year end 2024 reporting
3.72% per annum for year end 2023 reporting

Trend assumptions: *Pre-Medicare Medical* – Initial trend of 6.50% applied in FYE 2024 grading over 20 years to 3.81% per annum.

Pre-Medicare Drug – Initial trend of 11.82% applied in FYE 2024 grading over 20 years to 3.81% per annum.

Medicare Medical – Initial trend of 9.65% applied in FYE 2024 grading over 20 years to 3.81% per annum.

Medicare Drug – Initial trend of 11.15% applied in FYE 2024 grading over 20 years to 3.81% per annum.

Administrative and claims expense – 3% per annum.

Future Plan Changes

It is assumed that the current plan and cost-sharing structure remains in place for all future years.

Demographic Assumptions:

Retiree continuation: Retirees who are current Medicare participants – 100%
Retirees who are Pre-medicare, active participants – 75%
Spouses who are Pre-medicare, spouse is active participant – 50%

**TOWN OF MINOT, MAINE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

9. OPEB OBLIGATIONS (CONTINUED)

Rate of mortality: Based on 112.1% and 118.5% of the 2010 Public Plan General Benefits-Weighted Healthy Retiree Mortality Table, respectively, for males and females. The proposed rates are projected generationally using the RPEC_2020 model, with an ultimate rate of 1.00% for ages 80 and under, grading down to 0.05% at age 95, and further grading down to 0.00% at age 115, along with convergence to the ultimate rates in the year 2027. All other parameters used in the RPEC_2020 model are those include in the published MP-2020 scale. As prescribed by the Trust, mortality rates were taken from the assumptions for the Maine State Retirement Consolidated Plan for Participating Local Districts at June 30, 2021.

Marriage assumptions: A husband is assumed to be 3-years older than his wife.

Assumed rate of retirement:

For employees hired prior to July 1, 2014
Age 55-58 – 5%
Age 59-64 – 20%
Age 65-69 - 25%
Age 70+ - 100%
For employees hired after July 1, 2014
Age 55-63 – 5%
Age 64-69 – 20%
Age 70+ - 100%

Salary increases: 2.75% per year

Discount Rate

The discount rate used to measure the TOL was 3.26% based on a measurement date of January 1, 2024. This rate is assumed to be an index rate for 20-year, tax exempt general obligation municipal bonds with an average rating of AA/Aa or higher, for pay as you go plans.

The following table shows how the net OPEB liability as of December 31, 2024 would change if the discount rate used was one percentage point lower or one percentage point higher than the current rate. The current rate is 3.26%.

1% Decrease	Current Rate	1% Increase
2.26%	3.26%	4.26%
\$ 82,815	\$ 67,050	\$ 54,507

Changes in the healthcare trend affect the measurement of the TOL. Lower healthcare trend rates produce a lower TOL and higher healthcare trend rates produce a higher TOL. The table below shows the sensitivity of the TOL to the healthcare trend rates.

1% Decrease	Healthcare Trend Rates	1% Increase
\$ 51,712	\$ 67,050	\$ 87,927

A 1% decrease in the healthcare trend rate decreases the NOL by approximately 22.9%. A 1% increase in the healthcare trend rate increases the NOL by approximately 31.1%.

TOWN OF MINOT, MAINE
SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS
FOR THE YEAR ENDED DECEMBER 31, 2024

Schedules of Required Supplementary Information start with one year of information as of the implementation of GASB No. 75, but eventually will build up to 10 years of information. The schedule below shows changes in total OPEB liability and related ratios required by GASB No. 75.

	FYE 2024	FYE 2023	FYE 2022	FYE 2021	FYE 2020	FYE 2019	FYE 2018
Total OPEB Liability							
Service cost (BOY)	\$ 3,706	\$ 4,408	\$ 4,843	\$ 4,204	\$ 3,283	\$ 3,665	\$ 2,911
Interest (includes interest on service cost)	1,985	1,149	930	956	1,505	1,256	921
Changes of benefit terms	0	0	0	0	(517)	0	0
Differences between expected and actual experience	(6,254)	0	4,034	0	(16,961)	0	1,815
Changes of assumptions	18,089	(7,119)	2,585	3,175	10,018	(4,271)	5,790
Benefit payments, including refunds of member contributions	(243)	(95)	0	0	(87)	(84)	(1)
Net change in total OPEB liability	\$ 17,283	\$ (1,657)	\$ 12,392	\$ 8,335	\$ (2,759)	\$ 566	\$ 11,436
Total OPEB liability – beginning	\$ 49,767	\$ 51,424	\$ 39,032	\$ 30,697	\$ 33,456	\$ 32,890	\$ 21,454
Total OPEB liability – ending	\$ 67,050	\$ 49,767	\$ 51,424	\$ 39,032	\$ 30,697	\$ 33,456	\$ 32,890
Plan fiduciary net position							
Contributions – employer	243	95	0	0	87	84	1
Contributions – member	0	0	0	0	0	0	0
Net investment income	0	0	0	0	0	0	0
Benefit payments, including refunds of member contributions	(243)	(95)	0	0	(87)	(84)	(1)
Administrative expenses	0	0	0	0	0	0	0
Net change in plan fiduciary net position	0	0	0	0	0	0	0
Plan fiduciary net position – beginning	0	0	0	0	0	0	0
Plan fiduciary net position – ending	0	0	0	0	0	0	0
Net OPEB liability – endings	\$ 67,050	\$ 49,767	\$ 51,424	\$ 39,032	\$ 30,697	\$ 33,456	\$ 32,890
Plan fiduciary net position as a percentage of the total OPEB liability	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Covered employee payroll	\$ 368,506	\$ 315,968	\$ 315,968	\$ 338,270	\$ 283,819	\$ 283,819	\$ 283,819
Net OPEB liability as a percentage of covered employee payroll	18.2%	15.8%	16.3%	11.5%	9.1%	11.8%	11.6%

Town of Minot, Maine
General Fund
Budgetary Comparison Schedule
For the Year Ended December 31, 2024

	Budgeted Amounts		Actual Amounts	Variance with Final Budget- Positive (negative)
	Original	Final		
REVENUES:				
Property taxes	\$ 3,803,780	\$ 3,803,780	\$ 3,801,604	\$ (2,176)
Excise taxes	750,000	750,000	790,378	40,378
Intergovernmental revenue	573,958	573,958	616,999	43,042
Charges for services	-	-	19,827	19,827
Investment income	-	-	64,640	64,640
Interest and lien fees	-	-	9,958	9,958
Licenses and permits	-	-	23,601	23,601
Other revenues	-	16,077	21,275	5,198
<i>Total revenues</i>	5,127,738	5,143,815	5,348,283	204,468
EXPENDITURES:				
General government	705,083	705,183	652,563	52,620
Public safety	204,179	204,179	230,798	(26,619)
Sanitation	65,100	65,100	56,949	8,151
Public works	1,197,006	1,471,250	1,305,683	165,567
General assistance	2,000	2,000	4,235	(2,235)
Education	2,679,614	2,723,111	2,636,117	86,994
County tax	361,935	361,935	361,935	-
Debt service	46,363	46,363	46,363	-
Unclassified	28,344	58,672	139,192	(80,520)
<i>Total expenditures</i>	5,289,624	5,637,794	5,433,835	203,959
<i>Excess (deficiency) of revenues over (under) expenditures</i>			(85,552)	
OTHER FINANCING SOURCES (USES):				
Proceeds from issuance of capital lease	-	200,000	200,000	-
Operating transfers (out)	(10,000)	(26,077)	(26,177)	(100)
<i>Total other financing sources</i>	(10,000)	173,923	173,823	(100)
<i>Net changes in fund balances</i>			88,271	
FUND BALANCES - BEGINNING			3,434,717	
FUND BALANCES - ENDING			\$ 3,522,988	

Town of Minot, Maine
 Combining Balance Sheet - All Other Non-Major Governmental Funds
 December 31, 2024

	Special Revenue Fund	Capital Project Fund	Permanent Fund	Total Other Governmental Funds
ASSETS:				
Cash & cash equivalents	\$ 863	\$ -	\$ 131,902	\$ 132,765
Interfund receivables	45,034	16,168	-	61,203
TOTAL ASSETS	\$ 45,897	\$ 16,168	\$ 131,902	\$ 193,967
LIABILITIES AND FUND BALANCE:				
<i>Fund Balance:</i>				
Non-spendable				
Restricted:				
Impact fees - recreation	863	-	-	863
Community Day	898	-	-	898
Fire department grants	7,078	-	-	7,078
General assistance (Eda's Elf)	7,602	-	-	7,602
Community resilence grant	13,379	-	-	13,379
Committed:				
Broadband	16,077	-	-	16,077
Trail grants	-	263	-	263
Town office equipment	-	73	-	73
Town well reserve	-	10,628	-	10,628
Cemetery maint. reserve	-	1,868	-	1,868
Highway equipment reserve	-	2,113	-	2,113
Fire department capital equipment	-	929	-	929
Fire department apparatus reserve	-	296	-	296
Assigned - permanent funds (see footnotes)				
<i>Total fund balance</i>	45,897	16,168	131,902	193,967
TOTAL LIABILITIES AND FUND BALANCES	\$ 45,897	\$ 16,168	\$ 131,902	\$ 193,967

Town of Minot, Maine
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance
All Other Non-Major Governmental Funds
For the Year Ended December 31, 2024

	<i>Special Revenue Fund</i>	<i>Capital Project Fund</i>	<i>Permanent Fund</i>	<i>Total Other Governmental Funds</i>
REVENUES:				
Donations	\$ 3,896	\$ -	\$ -	\$ 3,896
Interest revenue	26	-	5,826	5,852
Other revenue	239,969	10,592	600	251,161
<i>Total revenues</i>	<u>243,891</u>	<u>10,592</u>	<u>6,426</u>	<u>260,909</u>
EXPENDITURES:				
Reserve expenditures	247,971	48,541	1,500	298,013
<i>Total expenditures</i>	<u>247,971</u>	<u>48,541</u>	<u>1,500</u>	<u>298,013</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(4,080)</u>	<u>(37,949)</u>	<u>4,926</u>	<u>(37,104)</u>
OTHER FINANCING SOURCES (USES) OF FUNDS:				
Transfers in	16,077	10,100	-	26,177
Transfers (out)	-	-	-	-
<i>Total other financing sources (uses)</i>	<u>16,077</u>	<u>10,100</u>	<u>-</u>	<u>26,177</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	<u>11,997</u>	<u>(27,849)</u>	<u>4,926</u>	<u>(10,926)</u>
FUND BALANCE - BEGINNING OF YEAR	33,900	44,018	126,976	204,894
FUND BALANCE - END OF YEAR	<u>\$ 45,897</u>	<u>\$ 16,168</u>	<u>\$ 131,902</u>	<u>\$ 193,967</u>

**Town of Minot, Maine
 Schedule of Property Valuation, Assessment and Appropriations
 For the Year Ended December 31, 2024**

<i>Assessed Valuation:</i>	
Real estate valuation	\$ 339,684,855
Personal property valuation	<u>1,461,350</u>
Total valuation	<u>341,146,205</u>
 <i>Tax Commitment:</i>	
Tax assessment at \$11.15 per thousand	<u>3,803,780</u>
 <i>Reconciliation of Commitment with Appropriation:</i>	
Current year tax commitment, as above	3,803,780
Transfers (net)	(10,000)
Estimated revenues	<u>1,550,450</u>
Appropriations per original budget	<u>5,344,230</u>
<i>Overlay</i>	<u>(54,606)</u>
TOTAL APPROPRIATIONS	<u><u>\$ 5,289,624</u></u>

DRAFT

Town of Minot, Maine
Schedule of Taxes and Tax Liens Receivable
December 31, 2024

<i>Taxes receivable</i>			
Real estate	\$	222,491	
Personal property		<u>1,593</u>	
			\$ 224,084
<i>Tax liens receivable</i>			
2022		2,141	
2023		<u>23,822</u>	
			<u>25,964</u>
TOTAL TAXES AND TAX LIENS RECEIVABLE	\$		<u><u>250,047</u></u>

DRAFT



Greater Androscoggin Humane Society

55 Strawberry Ave, Lewiston, ME 04240

Phone: 207.783.2311 Fax: 207.782.5521

Maine.org

BOARD OF DIRECTORS

Denise Ouellette
President

Diane Poirier
Vice-President

Joanne Lebel
Secretary

Etheridge Tate
Treasurer

Paul Brunetti

Linda Ann Hill

Donna Wallace

Clarissa Brawn

Candace Platz, DVM

EXECUTIVE DIRECTOR
Katie Lisnik

DEVELOPMENT DIRECTOR
Donna Richey

June 6, 2025

Town of Minot
329 Woodman Hill Rd.
Minot, ME 04258

Re: Animal Control Shelter Services

Please find enclosed the contract for our services from July 1, 2025 to June 30, 2026. Please sign and return one for our records.

I am the Executive Director here at GAHS and am very excited to work with you and your town residents to achieve even more for animals in need in our community. Our services are more in need than ever before and we are focusing on getting out into our contracted communities to assist families and strays to the best of our ability.

I am also including a service fee schedule for seized animals that are held at our facility. Seizures are not covered by our contract and will be housed as space permits. Charges for services will be as noted on the attached form. For seizures of multiple animals, we recommend reaching out to the state Animal Welfare Program as early as possible to see what assistance they can offer.

Please call or email if you have any questions.

Sincerely,

Katie Lisnik
Executive Director
207-783-2311 x 102
katie@gahumane.org

Enc.

follow us on
twitter
gahumane

JOIN US ON
facebook
gahumane

“Working toward a Humane Community since 1885”



STATE OF MAINE
 DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
 ANIMAL WELFARE PROGRAM
 28 STATE HOUSE STATION
 AUGUSTA, MAINE 04333-0028

JANET T. MILLS
 GOVERNOR

AMANDA E. BEAL
 COMMISSIONER

FEE REIMBURSEMENT FOR ANIMAL WELFARE SEIZED ANIMALS

COMPENSATION FOR ANIMALS HELD PENDING COURT DECISION

- Dogs and Cats- \$15/day
- Female dog and cat with a litter until the litter is weaned \$18/day
- Equines- \$20/day
- Livestock except for equines, fowl, and rabbits- \$5-\$20 a day, determined by the department based on the size of the animal
- Rabbits- \$2/day and birds including poultry \$1/day

COMPENSATION FOR MEDICAL

- DA2PPVL- \$15
- Canine DAPP-\$12
- Feline FVRCP-\$12
- Bordatella-\$12
- Rabies- \$10
- Fenbendazole(Panacur or Safeguard dewormer) \$8-\$15 depending on weight
- Capstar- \$8/dose
- Revolution- \$20-\$30/dose depending on size
- 4DX- \$30
- Feline triple test- \$30
- Snap Giardia- \$20
- Parvo test- \$20

VETERINARY EXAMS: \$100/hour for animals that warrant follow-up care from routine intake exams at the seizure site. The shelter will receive information for the animals for whom AWP would like additional veterinary care upon arrival at the shelter. If an animal develops an issue, according to standards of shelter medicine and care, that warrants a vet exam while the animal is being held, a vet exam will be obtained, and AWP veterinarian will be contacted with results for approval and input on treatment and a follow-up plan

RONDA STECIUK, DIRECTOR
 ANIMAL WELFARE PROGRAM
 90 BLOSSOM LANE, DEERING BUILDING



PHONE: (207) 287-3846
 FAX: (207) 624-5028
 WWW.MAINE.GOV/DACF

AGREEMENT FOR SERVICES

The Greater Androscoggin Humane Society, a charitable corporation organized under the laws of the State of Maine and having a place of business in Lewiston, Maine, hereinafter called the "Humane Society" and the Town of Minot, a municipal corporation organized under the laws of the State of Maine and situated in the County of Androscoggin and State of Maine, hereinafter called the "Town", agree as follows:

1. The Humane Society hereby grants a license to the Town for the term of this Agreement and for the purposes set forth in this Agreement to enter in and upon the Humane Society's premises at 55 Strawberry Ave, Lewiston, Maine.
2. The Humane Society premises will remain open to the public reasonable hours Monday through Sunday. The premises will be closed to the public on legal holidays.
3. A duly authorized representative of the Town ("Representative") will be furnished a key fob to the Humane Society's isolation area for the purposes of delivering animals during hours when the Humane Society is not open to the public. During hours when the Humane Society is open to the public, the Representative shall deliver animals to the front desk.
4. In the performance of this Agreement, the Town shall abide by the regulations of the Humane Society, and Maine state law, as they presently exist and as they may hereafter be amended.
5. The Town is obligated by law to pick up stray dogs. The Town shall also be responsible for picking up stray cats who are injured or ill. ("Stray cat" means a cat that is not under obvious control of an individual, which is reported as being at large for at least two days, and which appears not be properly cared for.)
6. The Humane Society shall hold a stray cat for a minimum of 48 hours, unless the animal is severely injured or sick and humane euthanasia is recommended by a veterinarian.
7. If an animal brought to the Humane Society by the Town is suspected to be infected with rabies, the Town shall be responsible for all veterinarian fees and for the cost of transporting laboratory specimens for testing. The Humane Society shall be responsible for euthanasia and cremating the animal.
8. As prescribed by 7 M.R.S.A. § 3948 the municipality is responsible for providing proper medical attention to any injured stray companion animal. The Humane Society will not accept any injured stray animal that has not received proper Veterinarian medical care. The Humane Society will refuse any injured stray animal that the Humane Society does not feel they can provide proper follow-up care for the animal. All medical expenses for any injured stray companion animal are the responsibility of the municipality until the Humane Society accepts the animal at which time the veterinary expenses will be the responsibility of the Humane Society as outlined in paragraph 9. At no time will the municipality drop off any injured stray companion animal to the Humane Society during closed hours unless prior arrangements have been made with the Humane Society representative.

9. During the six-day period prescribed by 7 M.R.S.A. § 3913, the Humane Society shall provide food, shelter and veterinary care for dogs brought by the Representative.
10. After the expiration of the six-day period prescribed by 7 M.R.S.A. § 3913, all dogs delivered to the Humane Society by the Town Representative shall become the property of the Humane Society. All cats shall become the property of the Humane Society 48 hours after their delivery to the Humane Society.
11. Domestic animals that are brought to the Humane Society by the Representative shall not then be removed from the Humane Society by a Town Representative other than upon the written authorization of the Humane Society.
12. The Town shall be responsible for notifying domestic animal owners of the impoundment of their animals. The Humane Society shall collect and retain such fees for impoundment and maintenance of the animal as are permitted by statute, regulation, or ordinance. The Town shall collect all fines imposed upon the animal's owner for violation of animal welfare offenses. The Humane Society shall release a domestic animal to its owner upon payment of all shelter fines and fees then due.
13. The Town shall indemnify and hold the Humane Society and its employees, directors and officers harmless from any and all liability incurred by the Humane Society to any person or entity arising out of its seizure, transportation, or maintenance of a dog during the six-day period prescribed by 7 M.R.S.A. § 3913.
14. The 7 M.R.S.A. § 3913 prescribed Humane Society contact person shall be available to the Town during regular business hours and at home on an emergency basis during non-business hours.
15. The Town shall pay the Humane Society a fee of \$1.45 per capita. The population of the Town shall be considered to be 2,766, which represents the 2020 census. The fee for the period from July 1, 2025, through June 30, 2026, shall be \$4011.00.
16. This Agreement shall remain in full force and effect from July 1, 2025 to June 30, 2026.

Town of Minot

Greater Androscoggin Humane Society

By: _____

By: Katie Lisnik

Its: _____

Its: Executive Director

Date: _____

Date: 6/6/25



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 June 9, 2025

Sara A. Farris
Sara A. Farris - Clerk

Hello Selectmen,

Updates:

Board of Appeals & Planning Board:

The Board is currently working on Ordinances to present at the next Town Meeting.

RSU 16 Meeting & Election

Election

Tuesday, June 10

Polls open 8 am to 8 pm

BALLOT 1 – Yellow - Budget Approval/Budget Process

BALLOT 2 – Salmon - Cost Sharing Question

Absentee Ballots were available up until June 5 at 6 pm.

2024 Taxes

30-Day Notices were mailed 6/6 to 56 accounts.

Liens will go to the Registry the week of 7/7

Inland Fisheries & Wildlife:

Boat Excise YTD: \$ 2,515.90

June IF&W

9 Boats

0 registered online

0 Snowmobiles

17 ATVs

1 Game Licenses

Vitals:

Birth Certificates – 18

Death Certificates - 5

Marriage Certificate – 11

Marriage Intentions/ Licenses - 2

Dogs:

2 dogs registered in June

Building/ Plumbing Permits for 2025:

Building Permits:

New Home	2
slab	1
Garage/ barn	5
Addition	3
Remodel	6
Shed	3
Porch/ deck	4
Pool	1
Solar Panels	7
Cell Tower Mods	1
Demo Permits	2
Camping Permits	1

Plumbing Permits:

Internal	8
Septic	3

Real Estate Taxes:

2023 taxes - \$ 18,373.07 for 11 accounts

2024 taxes - \$ 107,783.36 for 54 accounts

2025 prepayments – \$ 23,352.30 for 32 accounts

Total owed: \$ 126,156.43

- \$ 16,769.39

Personal Property Taxes:

2023 - \$ 942.52 on 2 accounts – AT&T Mobility, LLC & T-Mobile

2024 - \$ 195.99 on 1 account – AT&T Mobility, LLC

2025 prepayments - \$1.00 on 1 account

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	\$75,413.72	- \$ 1,075.26
MAY	\$74,257.14	\$83,538.89	\$85,602.45	+ \$2,063.56
JUNE	\$70,938.58	\$74,819.34	\$17,084.69	
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	\$347,795.01	



INTEROFFICE MEMO

To: Board of Selectmen

CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director

RE: Highway Department (05/26 – 06/08/2025)

We continue to ditch on Marston Hill Road.

The loader is all back together, and the company did a fantastic job.

Crack sealing is completed, and we were able to do a couple of extra roads and still stay within the budget the Board allowed. Thank you for approving this money as I feel this will help prolong the life of the roads.



Minot Fire-Rescue Department

329 Woodman Hill Road

Minot ME, 04258

Chief Corey Nugent – (207) 345-3305 – Minotfirechief@minotme.org



6/8/2025

Fire Department Update

Calls for Service: 5/26/2025 – 6/8/2025

Medical Calls: 13

Fire Calls: 2

Mutual Aid Calls: 0

I would like to express my gratitude for the opportunity to lead and advance our department. Over the past few weeks, I have been transitioning into my new role, reviewing our current systems and activities, meeting with department members, and evaluating our documentation, equipment, and needs. A few items I would like to pass on to the board:

- In collaboration with Ms. Loring, we have developed and applied for a grant through the State Farm Good Neighbor Firefighter Safety Program to acquire new Thermal Imaging Cameras, Gas Meters, and a Calibration Unit. Additionally, I am exploring further grants to meet the department's needs, with a focus on replacing Brush Truck 5 and upgrading radio equipment.
- As I have been reviewing our systems and processing information, I have noted many discrepancies in documentation with significant gaps in the system we are using. Consequently, I am working to acquire quotes for transitioning to a new 'All-in-one' system to provide better tracking and reporting of all calls, equipment, work orders, and scheduling.
- Effective Monday, June 16th, I will be re-opening the Perdiem Program. Our intent is to ensure that one member is available from 7am to 5pm, seven days a week. This program will be open to all active members of the department and will prioritize cross-trained FF/EMS personnel. In addition, I am working diligently to expand this program to allow for:
 - 2 Member to be on during these times, ensuring safety and adequate responses
 - Development of an On-Call based EMS program to ensure an EMS first responder is available from the hours of 5pm – 7am
- On June 6th, FF Hemond coordinated efforts from the Fire Department and attended a Community Field Day at Minot Consolidated School. Although I was unable to attend, I have heard great things about the turnout and the members' participation.
 - “If FF Hemond is available, please have her speak on behalf of this”
- Lastly, I would like to recognize Lieutenant Regan Cohen and congratulate him on acquiring his Basic EMT license. This is an outstanding achievement, and he will continue to be a valuable asset to our department.



City of Auburn, Maine

Office of the Mayor

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

June 5, 2025

Michael Malloy

President, Board of Trustees

Auburn Public Library

49 Spring St.

Auburn, ME 04210

Dear Mr. Malloy:

I am writing in follow up to the recent FY26 municipal budget discussions by the Auburn city council. As you are aware, developing the FY26 municipal budget was a difficult process given the current fiscal constraints faced by the city. These fiscal constraints are likely to continue into the near future.

As part of our budget development process, we spent considerable time reviewing the fees that are charged by the city to ensure that they align with the cost of providing the services rendered. As a result of this review, the city council agreed to adjust numerous fees so that the cost of services is being borne by the person or entity using the services and not by the property tax levy. Additionally, the issue of the city property tax levy being used to subsidize services provided to non-residents was discussed with a recognition that the city property tax levy cannot sustain such subsidization.

During this review, the fees charged by the Auburn Public Library were discussed. Specifically, the fees charged to contract municipalities and non-resident card holders for the use of the library. As the library is a separate entity, the city is not positioned to set fees for the use of the library by these users. However, as the city property tax levy is the single largest source of revenue for the library and provides funding for the majority of the library's annual budget, the city has an interest in ensuring that the fees charged to contract municipalities and non-resident card holders are commensurate with the cost of providing the services that they use.

To this end the city requests that the Auburn Public Library Board of Trustees undertake a review of these fees to determine if the fees are commensurate with the services used and, if not, that they adjust the fees. Further, the city requests that this review be completed, and a report of the findings, including the method used to calculate the fees and any proposed adjustments, be provided to the Auburn city manager no later than December 31, 2025. The city will utilize this information in the development of

the city's FY27 budget and may adjust the library's FY27 funding request based upon a determination as to whether the services provided to contract municipalities and non-resident users are being subsidized by the city property tax levy.

Please do not hesitate to contact me should the Board of Trustees have questions about this request.

Sincerely,

A handwritten signature in blue ink, consisting of several vertical strokes followed by a horizontal line that curves to the right.

Jeffrey Harmon

Mayor

Cc: Sharon Bergeron, Treasurer, Auburn Public Library Board of Trustees
Phil Crowell, Auburn City Manager
Rick Whiting, Auburn City Councilor

EXPENSE SUMMARY

WARRANT #12
June 9, 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	774.09	17,929.77	17,155.68
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	22.95	0.00	-22.95
0300 - LABOR	0.00	0.00	600.00	100.00	-500.00
0401 - TESTING	0.00	0.00	105.00	0.00	-105.00
7010 - PAYROLL TAX	0.00	0.00	46.14	7.69	-38.45
5000 - OFF SALARIES	473,120.00	0.00	209,334.51	23,796.10	287,581.59
1001 - CLK/TAX COLL	63,860.00	0.00	26,230.82	1,192.31	38,821.49
1002 - DEP CLERK	75,000.00	0.00	31,352.73	1,369.86	45,017.13
1003 - ADMINISTRAT	80,000.00	0.00	33,846.34	1,538.47	47,692.13
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	6,726.30	301.49	10,575.19
7020 - HLTH INSUR	202,950.00	0.00	95,889.38	11,740.85	118,801.47
7021 - VISION INS	0.00	0.00	712.81	743.85	31.04
7025 - DENTAL INSUR	6,160.00	0.00	6,127.70	3,052.37	3,084.67
7030 - SIMPLE IRA	12,000.00	0.00	5,772.95	859.58	7,086.63
7031 - MEPERS	8,000.00	0.00	0.00	0.00	8,000.00
7035 - AFLAC	0.00	0.00	206.04	290.88	84.84
7040 - UNEMPLOYMENT	0.00	0.00	0.00	237.00	237.00
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	18,654.39	848.53	39,344.14
0200 - TELEPHONE	750.00	0.00	311.17	0.00	438.83
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

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					
0208 - STAFF TRAING	750.00	0.00	200.00	0.00	550.00
0210 - MLG/EXP REIM	1,500.00	0.00	352.00	0.00	1,148.00
0213 - CONTRAC SVCS	5,000.00	0.00	1,927.00	0.00	3,073.00
1007 - CODE ENFORCE	45,000.00	0.00	14,731.60	787.95	31,056.35
7010 - PAYROLL TAX	3,500.00	0.00	1,132.62	60.58	2,427.96
5100 - T-O RESERVE					
0002 - (CARRY FWD)	0.00	0.00	0.00	73.03	73.03
5200 - TOWN INSUR					
0103 - PROP/CASULTY	64,600.00	0.00	22,320.81	1,025.73	43,304.92
0106 - WORKERS COMP	34,000.00	0.00	0.00	0.00	34,000.00
0303 - VOLUNTEER	23,000.00	0.00	17,840.90	0.00	5,159.10
0304 - FD INSURANCE	100.00	0.00	0.00	0.00	100.00
7041 - PFML	0.00	0.00	952.00	0.00	-952.00
7042 - PFML ACCRUAL	7,500.00	0.00	2,612.13	109.95	4,997.82
5300 - T-O MAINT					
0012 - DONATIONS	42,800.00	0.00	15,648.34	167.20	27,318.86
0200 - TELEPHONE	0.00	0.00	0.00	90.00	90.00
0201 - ELECTRICITY	2,500.00	0.00	1,218.02	0.00	1,281.98
0203 - FUEL & GAS	4,000.00	0.00	1,664.50	0.00	2,335.50
0204 - REPAIRS	6,000.00	0.00	2,633.10	0.00	3,366.90
0205 - SUPPLIES	2,500.00	0.00	1,050.01	0.00	1,449.99
0206 - JANITORIAL	2,500.00	0.00	1,050.01	0.00	1,449.99
0207 - DUES/SUBSCR	5,000.00	0.00	3,028.83	0.00	1,971.17
0208 - STAFF TRAING	8,800.00	0.00	3,050.00	0.00	5,750.00
0209 - POSTAGE	1,000.00	0.00	280.00	0.00	720.00
0212 - INSPECTIONS	2,000.00	0.00	432.70	0.00	1,567.30
0213 - CONTRAC SVCS	3,500.00	0.00	951.00	77.20	2,626.20
0218 - SOFTWARE LIC	1,500.00	0.00	0.00	0.00	1,500.00
0403 - SECURITY	6,000.00	0.00	963.19	0.00	5,036.81
7035 - AFLAC	0.00	0.00	154.32	0.00	-154.32
5350 - ELECT/MEET					
0198 - FOOD	0.00	0.00	149.95	0.00	-149.95
0205 - SUPPLIES	12,000.00	0.00	4,784.01	0.00	7,215.99
0209 - POSTAGE	400.00	0.00	33.38	0.00	366.62
0210 - MLG/EXP REIM	200.00	0.00	139.20	0.00	60.80
0213 - CONTRAC SVCS	1,200.00	0.00	0.00	0.00	1,200.00
0215 - EQUIPMENT	0.00	0.00	26.44	0.00	-26.44
0217 - ADVERTISING	4,850.00	0.00	4,018.26	0.00	831.74
1011 - ELEC CLERKS	1,000.00	0.00	0.00	0.00	1,000.00
1012 - MODERATOR	250.00	0.00	0.00	0.00	250.00

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
5350 - ELECT/MEET CONT'D					
7010 - PAYROLL TAX	300.00	0.00	5.48	0.00	294.52
5400 - CEMETERY MAI	10,000.00	0.00	5,045.85	9,667.55	14,621.70
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
0205 - SUPPLIES	0.00	0.00	494.40	0.00	-494.40
0213 - CONTRAC SVCS	0.00	0.00	820.45	0.00	-820.45
0218 - SOFTWARE LIC	0.00	0.00	385.00	0.00	-385.00
0501 - DEED TRANS	0.00	0.00	46.00	0.00	-46.00
7046 - PLOT SALES	0.00	0.00	3,300.00	7,800.00	4,500.00
5650 - REC MAINT	5,000.00	0.00	3,191.00	4,800.52	6,609.52
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	3,191.00	0.00	-3,191.00
6200 - COMMON RDS	352,000.00	0.00	69,433.67	346.25	282,912.58
0205 - SUPPLIES	6,000.00	0.00	3,067.62	346.25	3,278.63
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	22,150.50	0.00	167,849.50
0401 - TESTING	400.00	0.00	62.00	0.00	338.00
0404 - MATERIALS	60,000.00	0.00	37,915.15	0.00	22,084.85
0405 - TRUCKS- EQUI	20,000.00	0.00	4,085.00	0.00	15,915.00
7010 - PAYROLL TAX	14,600.00	0.00	1,569.40	0.00	13,030.60
6300 - PAVINGS RDS	334,804.00	0.00	17,485.05	104,165.18	421,484.13
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	17,485.05	0.00	7,514.95
6400 - WINTER RDS	397,100.00	0.00	228,922.54	5,092.26	173,269.72
0205 - SUPPLIES	15,000.00	0.00	11,539.08	0.00	3,460.92
0213 - CONTRAC SVCS	75,000.00	0.00	50,198.51	0.00	24,801.49
0300 - LABOR	160,000.00	0.00	101,891.82	4,753.51	62,861.69
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	7,379.59	338.75	5,459.16
6500 - HWY EQ REP.	105,000.00	0.00	43,495.54	352.80	61,857.26
0203 - FUEL & GAS	38,000.00	0.00	14,442.14	352.80	23,910.66
0204 - REPAIRS	50,000.00	0.00	19,456.62	0.00	30,543.38
0205 - SUPPLIES	9,000.00	0.00	7,118.25	0.00	1,881.75

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
6500 - HWY EQ REP. CONT'D					
0213 - CONTRAC SVCS	8,000.00	0.00	2,478.53	0.00	5,521.47
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	11,656.56	799.38	11,892.82
0200 - TELEPHONE	700.00	0.00	311.17	0.00	388.83
0201 - ELECTRICITY	4,500.00	0.00	2,584.60	799.38	2,714.78
0203 - FUEL & GAS	6,000.00	0.00	3,745.72	0.00	2,254.28
0204 - REPAIRS	6,400.00	0.00	2,955.89	0.00	3,444.11
0205 - SUPPLIES	3,000.00	0.00	1,178.68	0.00	1,821.32
0206 - JANITORIAL	1,200.00	0.00	500.00	0.00	700.00
0212 - INSPECTIONS	400.00	0.00	155.50	0.00	244.50
0213 - CONTRAC SVCS	550.00	0.00	225.00	0.00	325.00
7000 - SOLID WASTE	65,100.00	0.00	18,303.47	0.00	46,796.53
0205 - SUPPLIES	600.00	0.00	0.00	0.00	600.00
0213 - CONTRAC SVCS	62,000.00	0.00	18,078.47	0.00	43,921.53
0225 - ENVIRON HHW	2,500.00	0.00	225.00	0.00	2,275.00
7100 - COMM DAY RES	0.00	0.00	612.74	963.48	350.74
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
0198 - FOOD	0.00	0.00	52.79	0.00	-52.79
0205 - SUPPLIES	0.00	0.00	559.95	0.00	-559.95
7200 - GENL ASSIST	2,000.00	0.00	559.44	0.00	1,440.56
0001 - APPROPRIATED	2,000.00	0.00	0.00	0.00	2,000.00
0213 - CONTRAC SVCS	0.00	0.00	559.44	0.00	-559.44
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	1,465.50	0.00	1,534.50
0201 - ELECTRICITY	3,000.00	0.00	1,465.50	0.00	1,534.50
7700 - LEGAL FEES	10,000.00	0.00	233.00	0.00	9,767.00
0213 - CONTRAC SVCS	10,000.00	0.00	233.00	0.00	9,767.00
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

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
8000 - INTERDEPT CONT'D					
8000 - INTERDEPT	8,050.00	0.00	6,210.91	174.02	2,013.11
0205 - SUPPLIES	0.00	0.00	675.00	0.00	-675.00
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	3,728.13	174.02	1,445.89
0217 - ADVERTISING	1,500.00	0.00	479.78	0.00	1,020.22
0218 - SOFTWARE LIC	0.00	0.00	924.00	0.00	-924.00
0501 - DEED TRANS	300.00	0.00	141.00	0.00	159.00
0502 - LIENS	1,000.00	0.00	203.00	0.00	797.00
8025 - IT SERVICES	35,800.00	0.00	16,978.77	0.00	18,821.23
0199 - INTERNET	1,500.00	0.00	672.05	0.00	827.95
0200 - TELEPHONE	3,300.00	0.00	1,359.52	0.00	1,940.48
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	12,000.00	0.00	12,000.00
0218 - SOFTWARE LIC	3,000.00	0.00	2,947.20	0.00	52.80
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	1,300.66	0.00	3,549.34
0210 - MLG/EXP REIM	600.00	0.00	223.78	0.00	376.22
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	1,360,085.02	86,994.00	-1,273,091.02
0002 - (CARRY FWD)	0.00	0.00	0.00	86,994.00	86,994.00
0213 - CONTRAC SVCS	0.00	0.00	1,360,085.02	0.00	-1,360,085.02
9000 - MINOT FIRE	272,620.00	0.00	120,513.03	3,730.80	155,837.77
0012 - DONATIONS	0.00	0.00	425.00	425.00	0.00
0195 - EMPLOYEE APP	6,000.00	0.00	635.44	0.00	5,364.56
0196 - ONBOARDING	6,200.00	0.00	1,414.00	0.00	4,786.00
0197 - REIMBURS.	0.00	0.00	275.50	0.00	-275.50
0198 - FOOD	2,300.00	0.00	206.27	0.00	2,093.73
0200 - TELEPHONE	1,600.00	0.00	831.91	0.00	768.09
0201 - ELECTRICITY	5,000.00	0.00	2,843.27	0.00	2,156.73
0203 - FUEL & GAS	12,000.00	0.00	6,828.35	0.00	5,171.65
0204 - REPAIRS	13,000.00	0.00	18,833.85	1,386.72	-4,447.13
0205 - SUPPLIES	5,000.00	0.00	2,886.84	0.00	2,113.16
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

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
9000 - MINOT FIRE CONT'D					
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	4,415.30	0.00	-1,915.30
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	4,715.40	0.00	5,284.60
0224 - PPE EQUIP	20,000.00	0.00	21,363.89	0.00	-1,363.89
0226 - BLDING MAINT	2,500.00	0.00	3,076.90	0.00	-576.90
0301 - CALL MEMBER	22,000.00	0.00	8,808.73	0.00	13,191.27
0302 - PER DIEMS	45,500.00	0.00	9,887.28	613.50	36,226.22
0401 - TESTING	7,000.00	0.00	1,111.15	0.00	5,888.85
1014 - FIRE CHIEF	60,770.00	0.00	22,236.02	1,168.66	39,702.64
7010 - PAYROLL TAX	9,850.00	0.00	3,145.03	136.92	6,841.89
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
9950 - SELECTMEN AP					
	0.00	0.00	5,831.45	683.07	-5,148.38
0213 - CONTRAC SVCS	0.00	0.00	5,148.38	0.00	-5,148.38
9999 - HOLD ACCT	0.00	0.00	683.07	683.07	0.00
Final Totals	2,864,291.00	0.00	2,270,466.91	281,674.43	875,498.52