



Town of Minot Selectmen Epacket

April 13, 2026 at 6:30pm

Regular Meeting

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Town of Minot

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

Board of Selectmen
Minot Town Office
329 Woodman Hill Road
Monday, April 13, 2026
6:30 pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. Monday, March 30, 2026 Meeting
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. Old Business
 - a. Discussion of Current Library Service Agreement and Consideration of "Library Choice" Option/Policy for Residents
6. Executive Sessions
 - a. Executive Session pursuant to Title 1 MRSA §405(6)(a): Personnel Matter
 - b. Executive Session pursuant to Title 1 MRSA §405(6)(e): Discussion of Pending Land Use Matter Involving Legal
7. Department Head Updates
 - a. Clerk's Report
 - b. Highway Report
 - c. Fire Department Report
8. Town Administrator's Report
9. Selectmen Comment
10. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice
11. Next Meeting Dates
 - a. Tuesday, April 21, 2026 – Paving Bid Opening
 - b. Monday, April 27, 2026 – Regular Meeting
12. Adjournment



Town of Minot

329 Woodman Hill Rd.
Minot, ME 04258
207-345-3305
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Board of Selectmen Meeting
Minot Town Office
Monday, March 30th, 2026
6:30 pm
Minutes*

REGULAR MEETING

- Selectmen:** Lisa Cesare - Chair, Daniel Gilpatric– Vice Chair, Matthew Callahan, and Brittany Hemond
- Absent:** Dean Campbell
- Staff:** Danielle Loring (Administrator), Sara Farris (Clerk & Recording Secretary), and Corey Nugent (Minot Fire Rescue Chief)
- Public:** Angela Swenson – RSU 16 School Board Member

1. Call to Order

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

2. Pledge of Allegiance

Recited

3. Approval of Minutes

a. Monday, March 16th, 2026 – Regular Meeting

Danielle Loring provided the Selectmen with the minutes prepared by Sara Farris for consideration.

Motion: Matthew Callahan motioned to approve the meeting minutes from March 16th as written; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)
The Selectmen signed the Meeting Minutes.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

c. Consideration of Approval of December 2025 Check Reconciliation

Danielle Loring provided the Selectmen with the Payroll Expense Warrant, Treasurer's Warrant, and the December 2025 Check Reconciliation for consideration.

Motion: Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$34,628.14, the Treasurer's Warrant in the amount of \$73,031.10, and the December 2025 Check Reconciliation as presented; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

5. New Business

a. Discussion of Current Library Service Agreement and Consideration of "Library Choice" Option/ Policy for Residents

Danielle Loring provided the Selectmen with a letter from the Auburn Public Library (APL) breaking the agreement with the town of Minot. Lisa Cesare stated that she resigned from the APL Board as did Nicole Rancourt.

Danielle Loring provided the Selectmen with a draft policy for library choice for Minot residents as an alternate option for library services. Lisa Cesare would like the policy to include teachers at Minot Consolidated School (MCS) so they can receive a library card from the library of their choice. Danielle Loring asked if they Selectmen wanted to put a distance restriction on the library choice. They agreed that was a good idea and thought Turner, Poland, Mechanic Falls, Lewiston, and Auburn would be good options close to Minot. The Selectmen agreed to hold off on approving the library choice policy so more work can be done to fine tune it. There was some discussion regarding what can be done in the transition time, but no decision was made.

Lisa Cesare is looking for ways to keep the library school trips that take place about twice a year still going. There is a donation fund at APL that was created years ago and still has a balance of around \$900.00 in it for busing students to APL. Since this is a donation account Minot could possibly make a donation each year to keep this program from MCS going. Lisa has reached out to the Library Director for more information.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

Lisa Cesare stated that the APL budget was cut again at the last meeting. The Auburn Mayor is looking for the library to raise the non-resident library card fee to \$175.00.

b. Consideration and Approval of Town Office Boiler Replacement Bid

Danielle Loring provided the Selectmen with a bid from Agility HVAC and J Bryant Heating and Cooling. The quote from J Bryant was the quote used to build the budget, but Danielle is having a hard time getting the owner to respond. The quote from Agility is more than the amount approved at Town Meeting, but he can start the work soon. The quote from Agility was also received after the budget process was over.

Motion: Brittany Hemond motioned to accept the quote from Agility HVAC in the amount of \$17,884.30 and take the excess that was not budgeted from the Undesignated Fund to cover the full cost; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

c. Discussion of Updating General Assistance Ordinance from 2013 Edition to 2025

Danielle Loring explained that in order to make the change the Selectmen must hold a public hearing and then make the motion to accept. The Selectmen agreed that they would like to make the change and Danielle will schedule the public hearing and approval for the next Selectmen Meeting.

Danielle added that the General Assistance Audit from the State went well and that Jordan Boissonneault, Deputy GA Director, is doing a great job with General Assistance cases as they come in.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

d. Discussion Regarding 2026 Paving and Interlocal Agreement with Hebron

Danielle Loring provided the Selectmen with Interlocal Agreement for Paving Services with the Town of Hebron and the paving bid packet for review. She explained the agreement and what was expected of each party. The paving bid packet will include Jackass Annie Road, Prospect Avenue, Mountain Road, Butler Hill Road, Allen Road, and Hebron requested to add Sturdevant Hill Road in Hebron.

There was some concern regarding the Paving bids being due and reviewed at the April 13th Selectmen Meeting. The Selectmen agreed to have the bids be due on April 21st and hold a special meeting to review them at 6:30 pm on April 21st.

Motion: Matthew Callahan motioned to approve the Interlocal Paving Agreement with the town of Hebron, to have the paving bids due April 21st, and to hold a special meeting on April 21st at 6:30 pm to review the bids; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

Chair Cesare moved **10. Public Comment** up in the agenda as Angela Swenson was present. Angela Swenson updated the Selectmen regarding the RSU budget and ongoing projects as she is a RSU 16 School Board Member for Minot.

- The RSU Finance Committee is considering a bond instead of the master lease for the work at Minot Consolidated School (MCS). A bond would require a vote from the towns for approval, which the Finance Committee believes will give the voters more of a say. The communities will still have the opportunity to vote on the SRRF, which includes the MCS project, and the master lease process will save money in interest in the long run. There is a public forum on 4/28 to discuss the SRRF before the election in June. Danielle Loring asked if there is any way to film the forums so the town can share it and help get the information out to residents. Angela said that they do not have the technology to facilitate that and there was some discussion about other options.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

- The RSU is looking at other options instead of purchasing a modular to fulfil the FAPE regulations. They are looking to have a firm come in that will hopefully help the RSU find space in the buildings they already have. Danielle Loring asked if there has been any pushback from the RSU regarding this unfunded mandate. Angela stated that the RSU has sent letters voicing their concerns and some members of the RSU 16 School Board attended a meeting at the State House to voice their opinions and concerns.
- The RSU has a bid available to refinish the Bruce Whittier Middle School (BWMS) gymnasium floor. Danielle added that the bid information is linked on the town's website.
- The RSU now has an in-house CDL trainer that will help bring on trained bus drivers. They plan to create a contract that if the RSU pays for the training/ classes they must stay with the RSU for at least 2 years.
- Angela Swenson asked if the RSU and the Town Administrators/ Managers meet once a month anymore. Danielle Loring replied that they do not and she has not been asked. She believes there was a scheduling conflict that made it hard for the meetings to work.

Chair Cesare moved 6. Executive Sessions to the end of the meeting and continued to the Department Head Updates.

7. Department Head Updates

c. Fire Department Report Submitted and read by Fire Chief Corey Nugent

See the attached report for more information.

- Chief Corey Nugent provided the Selectmen with 2 quotes for light packages to outfit his personal truck. The more expensive quote includes rear facing lights. Chief Nugent intends to install the light package on his own once it is received. He is asking the Selectmen to use funds from the Undesignated Fund (UFB) and then reimburse the UFB when the reserve created from excise tax is available. He added that he has no problem paying for the light package on his own but figured he would ask the Selectmen for approval to use town funds.

Lisa Cesare asked if there were other vendors that would be less expensive and Chief Nugent replied that there are, but they would not be professional grade.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

Matthew Callahan asked if he received quotes from other companies for the work and Chief Nugent replied that he did but they were more expensive. No decision was made at this time and was discussed more in 6. Executive Session, a. .

- Brittany Hemond asked if there was anything in the works to bring back a fire department association for Minot. Chief Nugent replied that there is a fire department member that has taken it upon themselves to look in to creating bylaws and the association, but Chief Nugent is going to remain hands off except for possibly providing guidance on the bylaws if approached.

a. Clerks Report Submitted and read by Clerk Sara Farris

See the attached report for more information.

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

See the attached report for more information.

8. Town Administrator's Report Presented by Danielle Loring

- The Town Office Audit will take place in a few weeks, and Danielle is working with the vendor to prepare.
- The City of Auburn has paid their portion of the bill to Maine Waste to Energy (MW2E) so the work has been started on the equipment that was down. There is also money coming in now due to the equipment being up and running.

The tonnage fee for member municipalities is still moving to \$88.00 a ton. They are increasing non-member municipality fees to \$125.00 a ton to try and get more municipalities to join to receive the lower fee.

9. Selectmen Comment

None

Angela Swenson and Chief Nugent left the meeting so the Board could begin their Executive Sessions.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

6. Executive Sessions

a. Executive Session Pursuant to Title 1 MRSA §405(6)(e): Discussion of Pending Land Use Matter Involving Legal

Motion: Brittany Hemond made the motion to enter the Executive Session at 7:50 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

The Board, Town Administrator, and Town Clerk enter the executive session.

Motion: Brittany Hemond made the motion to exit the Executive Session at 8:00 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

Motion: Lisa Cesare motioned to authorize the town attorney to commence a land use enforcement action in the Maine District Court pursuant to Maine Public Rule of Civil Procedure 80K relating to land use violations at 17 Lover Road; second by Daniel Gilpatric

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

a. Executive Session Pursuant to Title 1 MRSA §405(6)(a): Personnel Matter

Motion: Brittany Hemond made the motion to enter the Executive Session at 8:01 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

The Board, Town Administrator, and Town Clerk enter the executive session.

Motion: Brittany Hemond made the motion to exit the Executive Session at 8:10 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

No decisions/ motions were required after exiting the Executive Session.

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

11. Next Meeting Dates

a. Monday, April 13, 2026 – Regular Meeting

Acknowledged

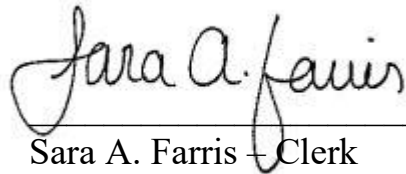
12. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 8:10 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0/1 absent)

The Board adjourned at 8:10 pm.



Sara A. Farris – Clerk
Recording Secretary

Lisa Cesare – Chair

Matthew Callahan

Daniel Gilpatric

Dean Campbell

Brittany Hemond – Vice Chair

** Written minutes serve as reference.

Board of Selectmen Meeting Minutes Dated March 30th 2026.

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

Town of Minot
Free Choice Library Access Policy

1. Purpose

The purpose of this policy is to provide residents of the Town of Minot with equitable access to public library services by allowing reimbursement of non-resident library membership fees at approved libraries that serve Minot residents.

This policy is intended to:

- Expand access to library materials, programming, and digital resources
- Support literacy, education, and lifelong learning
- Provide fiscal controls and transparency in the use of municipal funds

2. Authority

This policy is adopted by the Minot Board of Selectmen pursuant to its municipal authority under Title 30-A M.R.S. § 2636 and applicable provisions of Title 27 M.R.S. (Libraries).

3. Eligibility

To qualify for reimbursement under this policy, an applicant must:

- Be a legal resident of the Town of Minot
- Provide proof of residency (e.g., driver's license, tax bill, utility bill)
- Maintain primary residence in Minot during the reimbursement period
- Work for Minot Consolidated School (MCS)

4. Approved Libraries

Residents may select one (1) library per fiscal year from:

- Mechanic Falls Public Library
- Turner Public Library

The Town reserves the right to maintain a list of pre-approved libraries or require verification. Other libraries not on the list may be preapproved by the Town Administrator.

5. Reimbursement Structure

The Town of Minot will reimburse up to 100% of the standard non-resident membership fee, not to exceed \$100 per household per fiscal year.

- Limited to one membership per household per fiscal year
- Premium services are not eligible
- Multi-year memberships will be prorated

6. Application and Payment Process

Residents must obtain membership, submit an application with proof and receipt within 90 days. Payment will be issued via cash receiving, accounts payable or directly to the library.

7. Annual Appropriation and Program Limits

This program is subject to annual budget appropriation and processed first-come, first-served. No reimbursements after funds are exhausted.

8. Fraud and Misrepresentation

False information will require repayment and may result in ineligibility.

9. Administration

Administered by the Town Administrator/Treasurer, including verification, recordkeeping, and reporting.

10. Effective Date

This policy shall take effect on _____.

11. Review and Amendment

This policy may be amended and should be reviewed annually.

This Free Choice Library Access Policy was duly adopted by the Minot Board of Selectmen on _____.

Lisa Cesare, Chair, Board of Selectmen:

Brittany Hemond, Vice Chair, Board of Selectmen:

Matthew Callahan, Selectman:

Dean Campbell, Selectman:

Daniel Gilpatric, Selectman:

MEMORANDUM OF UNDERSTANDING

Between the Town of Minot and the Mechanic Falls Public Library

1. Parties

This Memorandum of Understanding (“MOU”) is entered into by and between the Town of Minot, Maine (“Town”) and the Mechanic Falls Public Library (“Library”).

2. Purpose

The purpose of this MOU is to provide residents of the Town of Minot with access to library services through a municipally funded non-resident membership arrangement.

3. Term

This MOU shall be effective on May 1, 2026 and remain in effect until terminated in accordance with this agreement. The Agreement shall be reviewed annually for budgeting and feasibility purposes.

4. Eligibility and Access

Each household residing in the Town of Minot shall be eligible for one (1) library card per family unit. The Library shall require proof of residency.

5. Services Provided

The Library agrees to issue non-resident cards, provide standard services, and maintain records of participating households.

6. Financial Terms

The Town agrees to pay the Library a per-household annual fee of \$15 for each eligible Minot household enrolled under this program.

7. Invoicing and Reporting

The Library shall submit monthly invoices including names, addresses, and enrollment dates. The Town will review and process payment through standard procedures.

8. Duplication and Controls

Only one membership per household per year will be funded. The Library will make reasonable efforts to prevent duplicate enrollments.

9. Appropriation Contingency

This agreement is subject to annual appropriation by the Town of Minot. The Town may suspend participation if funds are exhausted.

10. Termination

Either party may terminate with 30 days written notice or immediately for lack of appropriation or breach.

11. Liability

Each party is responsible for its own acts. Nothing waives protections under the Maine Tort Claims Act.

12. Independent Entities

This agreement does not create a partnership or employment relationship.

13. Records and Audit

The Library shall maintain records to support invoices. The Town may audit such records.

14. Amendments

This MOU may be amended only in writing signed by both parties.

15. Signatures

Town of Minot, Maine

By: _____

Name/Title: _____

Date: _____

Mechanic Falls Public Library

By: _____

Name/Title: _____

Date: _____

MEMORANDUM OF UNDERSTANDING

Between the Town of Minot and the Mechanic Falls Public Library

1. Parties

This Memorandum of Understanding (“MOU”) is entered into by and between the Town of Minot, Maine (“Town”) and the Turner Public Library (“Library”).

2. Purpose

This Agreement serves a public purpose by providing Town of Minot residents access to library services. Payments made are in exchange for services and are not charitable contributions.

3. Term

This MOU shall be effective on May 1, 2026 and remain in effect until terminated in accordance with this agreement. The Agreement shall be reviewed annually for budgeting and feasibility purposes.

4. Eligibility and Access

Each household residing in the Town of Minot shall be eligible for one (1) library card per family unit. The Library shall require proof of residency.

5. Services Provided

The Library agrees to issue non-resident cards, provide standard services, and maintain records of participating households.

6. Financial Terms

The Town agrees to pay the Library a per-household annual fee of \$20 for each eligible Minot household enrolled under this program.

7. Invoicing and Reporting

The Library shall submit monthly invoices including names, addresses, and enrollment dates. The Town will review and process payment through standard procedures.

8. Duplication and Controls

Only one membership per household per year will be funded. The Library will make reasonable efforts to prevent duplicate enrollments.

9. Appropriation Contingency

This agreement is subject to annual appropriation by the Town of Minot. The Town may suspend participation if funds are exhausted.

10. Termination

Either party may terminate with 30 days written notice or immediately for lack of appropriation or breach.

11. Liability

The Library shall indemnify, defend, and hold harmless the Town of Minot from all claims arising out of this Agreement except those caused by the Town. The Town retains all immunities under the Maine Tort Claims Act.

12. Independent Entities

This agreement does not create a partnership or employment relationship.

13. Records and Audit

The Library shall maintain records to support invoices. The Town may audit such records.

14. Compliance

Library shall maintain its status as a tax-exempt organization under Section 501(c)(3) (if applicable) and comply with all applicable laws

15. Amendments

This MOU may be amended only in writing signed by both parties.

16. Signatures

Town of Minot, Maine

By: _____

Name/Title: _____

Date: _____

Turner Public Library

By: _____

Name/Title: _____

Date: _____



Town Clerk's Report

All amounts as of April 13, 2026

A handwritten signature in cursive script that reads "Sara A. Farris".

Sara A. Farris - Clerk

Hello Selectmen,

Updates:

Board of Appeals & Planning Board:

The rental informational meeting went well. The Planning Board is looking to gather input from the Fire Chief and the CEO. They are also considering holding another information meeting and having the Chief and CEO attend.

RSU Election Dates

- Budget Community Meeting – 4/28 6 pm – PCS
- District Budget Meeting – 5/21 6 pm – PRHS
 - This is a Thursday so the Office will close at 5 pm to make sure staff is at the meeting on time to check in Minot residents.
- Election – 6/9 8am – 8pm – Town Office w/ State
 - There will be 2-3 yes/ no questions on the RSU Ballot
 - Budget
 - SRRF
 - Possible question to pay additional to complete the SRRF (Pending School Board vote on 3/9)

State Primary & RSU Election

Tuesday 6/9

8 am – 8 pm

Absentee Requests are available and the cutoff date is Thursday 6/4 at 6 pm. Ballots will be available by 5/9. I am expecting ballots and media for testing soon.

As previously discussed, the front office will be closed on election day.

New CVR

The new CVR is going well! We have processed new voter registrations and online absentee ballot requests. I think the system will be great once we get use to it.

MOSES (IF&EW) Training

I will be attending MOSES training on 4/23 in Auburn at City Hall. Alex and Jordan attended the training last year.

Inland Fisheries & Wildlife:

Boat Excise YTD: \$ 302.20
April 2026 IF&W
8 Boats
 4 registered online
0 Snowmobiles
0 ATV
4 Game Licenses
We should be getting ATV stickers in May.

Vitals:

Jan. 1 – June 31 2026

Birth Certificate Requests – 3
Death Certificate Requests - 1
Marriage Certificate Requests – 11
Marriage Intentions/ Licenses – 5
In office Marriages - 3

One Day Liquor Licenses

Dogs:

2 in April
\$ 25 late fee per dog started 2/1/2026

Building/ Plumbing Permits for 2026:

Building Permits:

New Home	
ADU	
Slab	
Garage/ barn	2
Addition	
Remodel	1
Shed	
Porch/ deck	
Pool	
Sign	
Solar Panels	2
Cell Tower Mods	1
Demo Permits	
Camping Permits	

Plumbing Permits:

Internal	2
Septic	2

Real Estate Taxes:

2024 taxes - \$ 25,776.21 for 15 accounts
2025 taxes - \$ 112,573.50 for 75 accounts
2026 prepayments – \$ 16,642.71 for 20 accounts
Total owed: \$ 138,349.71
- \$ 16,824.48

Personal Property Taxes:

2023 & 2024 - AT&T Mobility, LLC
2025 - \$300.87 on 3 accounts

Percentage of 2025 Paid

\$3,966,855.81 total Real Estate and Personal Property taxes billed.
Paid as of 4/13 \$ 3,856,632.65 = 97.2 %

Excise Tax:

<u>MONTH</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>+/-</u>
JAN.	\$46,666.44	\$54,107.78	\$61,001.62	+ \$6,893.84
FEB.	\$53,006.15	\$50,738.40	\$58,931.24	+ \$8,192.84
MARCH	\$57,687.68	\$64,847.97	\$83,690.40	+ \$18,842.43
APRIL	\$76,488.98	\$75,413.72	\$31,789.59	- \$43,624.13
MAY	\$83,538.89	\$85,602.45		
JUNE	\$74,819.34	\$78,023.22		
JULY	\$72,889.97	\$88,374.08		
AUG.	\$77,848.75	\$83,120.83		
SEPT.	\$64,758.99	\$62,822.43		
OCT.	\$72,613.20	\$70,881.27		
NOV.	\$50,078.07	\$52,373.72		
DEC.	\$56,600.45	\$47,131.25		
TOTAL	\$ 786,996.91	\$816,937.49	\$235,412.85	



INTEROFFICE MEMO

To: Board of Selectmen

CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director

RE: Highway Department (03/30– 04/12/2026)

We have been getting our summer equipment ready to go.

The boys have started sweeping roads, and we will be switching to our summer schedule next week. I will probably open the gates to the ballfields this week and look at maybe pulling road posters next week, if it dries out.



Minot Fire-Rescue Department

329 Woodman Hill Road

Minot ME, 04258

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



4/13/2026

Fire Department Update

Calls For Service 3/30/2026 – 04/12/2026

Medical Calls: 1

Fire Calls: 4

Mutual Aid Calls: 1

Repeater Update:

Temporary equipment is running optimally, has been operation now on our own frequency and operations are running smoother than before. Still awaiting repairs of our own equipment.

Grant Updates:

FEMA – Still No movement at this time.

Fire House Subs – Was not awarded for this quarter. Will continue to try with target of Extrication Tools.

Preparations for MMA, Stephen King, and FEMA are underway.

Station Updates:

Central Station – A lot of projects going on currently. Lighting has been replaced/moved for optimal lighting. Ceiling is being repaired as well as walls with fresh coats of paint being applied. These repairs and projects will continue for some time.

Orchard Station – Will be letting crews works with some spring cleaning, larger items will be moved to West Minot for the time being for adequate storage to open space in building.

West Minot – Storage at this time.

On-Going Projects:

EMS Equipment – Orders for EMS equipment has bene submitted still awaiting some items to come in. working with Tri County EMS to secure a contract with CMMC for medication moving forward, this will ensure all medications are consistent with EMS needs. We are also awaiting confirmation of a medical director. Once all equipment has arrived and been verified we will be upgrading licensing to permit to AEMT level.

Equipment: Working to order several items for equipment, this will aid is upgrading aged equipment, primary focus is Forestry tools, and several items for Engine 8 including tools, appliances, and fittings. These orders will likely take place in the next week.

Forestry Grant – Items are starting to arrive, working to build these into system and proceed with issuing to members.

EXPENSE SUMMARY

WARRANT #8
04/13/2026

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
2500 - AUDIT SERVIC	8,650.00	0.00	0.00	0.00	8,650.00
0213 - CONTRAC SVCS	8,650.00	0.00	0.00	0.00	8,650.00
2550 - ASSESSING	29,900.00	0.00	0.00	0.00	29,900.00
0213 - CONTRAC SVCS	29,400.00	0.00	0.00	0.00	29,400.00
0501 - DEED TRANS	500.00	0.00	0.00	0.00	500.00
3050 - SNOMBL REFD	0.00	0.00	1,304.14	1,304.14	0.00
0197 - REIMBURS.	0.00	0.00	1,304.14	1,304.14	0.00
3550 - EDA ELF RESE	0.00	0.00	2,895.70	7,625.21	4,729.51
0002 - (CARRY FWD)	0.00	0.00	0.00	7,623.19	7,623.19
0012 - DONATIONS	0.00	0.00	0.00	2.02	2.02
0205 - SUPPLIES	0.00	0.00	2,895.70	0.00	-2,895.70
4000 - AUB. PUB LIB	23,000.00	0.00	0.00	0.00	23,000.00
0213 - CONTRAC SVCS	23,000.00	0.00	0.00	0.00	23,000.00
4025 - TWNWELL RES	0.00	0.00	509.61	21,734.55	21,224.94
0002 - (CARRY FWD)	0.00	0.00	0.00	19,979.15	19,979.15
0197 - REIMBURS.	0.00	0.00	0.00	1,755.40	1,755.40
0300 - LABOR	0.00	0.00	450.00	0.00	-450.00
0401 - TESTING	0.00	0.00	25.00	0.00	-25.00
7010 - PAYROLL TAX	0.00	0.00	34.61	0.00	-34.61
5000 - OFF SALARIES	495,479.00	0.00	165,054.43	25,477.76	355,902.33
0203 - FUEL & GAS	0.00	0.00	111.05	0.00	-111.05
1001 - CLK/TAX COLL	67,053.00	0.00	16,775.89	0.00	50,277.11
1002 - DEP CLERK	80,000.00	0.00	20,052.53	0.00	59,947.47
1003 - ADMINISTRAT	83,500.00	0.00	21,517.32	0.00	61,982.68
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	18,000.00	0.00	4,235.19	0.00	13,764.81
7020 - HLTH INSUR	210,000.00	0.00	73,996.53	7,931.02	143,934.49
7021 - VISION INS	0.00	0.00	344.34	297.31	-47.03
7025 - DENTAL INSUR	6,776.00	0.00	4,871.12	2,275.90	4,180.78
7030 - RETIREMENT	20,000.00	0.00	7,192.25	0.00	12,807.75
7032 - RETIRE ACC	0.00	0.00	15,352.78	14,525.76	-827.02
7035 - AFLAC	0.00	0.00	442.68	447.77	5.09
7040 - UNEMPLOYMENT	2,000.00	0.00	162.75	0.00	1,837.25
5075 - CODE ENF/PLA	56,250.00	0.00	10,475.18	0.00	45,774.82
0200 - TELEPHONE	600.00	0.00	44.67	0.00	555.33
0205 - SUPPLIES	500.00	0.00	60.00	0.00	440.00
0207 - DUES/SUBSCR	150.00	0.00	0.00	0.00	150.00
0208 - STAFF TRAIING	500.00	0.00	55.00	0.00	445.00
0210 - MLG/EXP REIM	1,000.00	0.00	107.17	0.00	892.83

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					
0213 - CONTRAC SVCS	5,000.00	0.00	188.34	0.00	4,811.66
0217 - ADVERTISING	0.00	0.00	71.06	0.00	-71.06
1007 - CODE ENFORCE	45,000.00	0.00	9,238.68	0.00	35,761.32
7010 - PAYROLL TAX	3,500.00	0.00	710.26	0.00	2,789.74
5100 - T-O RESERVE					
0001 - APPROPRIATED	16,500.00	0.00	5,901.82	73.03	10,671.21
0002 - (CARRY FWD)	0.00	0.00	0.00	73.03	73.03
0213 - CONTRAC SVCS	0.00	0.00	5,901.82	0.00	-5,901.82
5200 - TOWN INSUR					
0103 - PROP/CASULTY	74,600.00	0.00	17,955.74	0.00	56,644.26
0106 - WORKERS COMP	37,500.00	0.00	0.00	0.00	37,500.00
0106 - WORKERS COMP	26,000.00	0.00	14,667.70	0.00	11,332.30
0303 - VOLUNTEER	100.00	0.00	0.00	0.00	100.00
0304 - FD INSURANCE	1,000.00	0.00	1,020.00	0.00	-20.00
7041 - PFML	10,000.00	0.00	2,268.04	0.00	7,731.96
5300 - T-O MAINT					
0200 - TELEPHONE	41,550.00	0.00	11,857.49	0.74	29,693.25
0200 - TELEPHONE	2,400.00	0.00	522.54	0.00	1,877.46
0201 - ELECTRICITY	4,500.00	0.00	1,233.90	0.00	3,266.10
0203 - FUEL & GAS	5,000.00	0.00	1,859.28	0.00	3,140.72
0204 - REPAIRS	2,500.00	0.00	0.00	0.00	2,500.00
0205 - SUPPLIES	5,000.00	0.00	2,847.51	0.00	2,152.49
0206 - JANITORIAL	10,000.00	0.00	2,440.00	0.00	7,560.00
0207 - DUES/SUBSCR	500.00	0.00	50.00	0.00	450.00
0208 - STAFF TRAING	750.00	0.00	650.00	0.00	100.00
0209 - POSTAGE	3,000.00	0.00	1,200.00	0.74	1,800.74
0210 - MLG/EXP REIM	0.00	0.00	106.24	0.00	-106.24
0212 - INSPECTIONS	1,500.00	0.00	85.00	0.00	1,415.00
0213 - CONTRAC SVCS	6,000.00	0.00	764.05	0.00	5,235.95
0403 - SECURITY	400.00	0.00	65.98	0.00	334.02
0409 - VEH MAINT	0.00	0.00	32.99	0.00	-32.99
5350 - ELECT/TAX					
0107 - TRIO	26,750.00	0.00	14,957.57	0.00	11,792.43
0107 - TRIO	12,000.00	0.00	10,999.33	0.00	1,000.67
0198 - FOOD	600.00	0.00	64.39	0.00	535.61
0205 - SUPPLIES	200.00	0.00	142.62	0.00	57.38
0207 - DUES/SUBSCR	0.00	0.00	165.00	0.00	-165.00
0213 - CONTRAC SVCS	4,950.00	0.00	2,791.73	0.00	2,158.27
0217 - ADVERTISING	250.00	0.00	0.00	0.00	250.00
0231 - TAX BILLING	2,250.00	0.00	0.00	0.00	2,250.00
0232 - ABSENTEE	1,200.00	0.00	0.00	0.00	1,200.00
0501 - DEED TRANS	0.00	0.00	154.50	0.00	-154.50
0502 - LIENS	1,000.00	0.00	75.00	0.00	925.00
1011 - ELEC CLERKS	3,700.00	0.00	315.00	0.00	3,385.00

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
5350 - ELECT/TAX CONT'D					
1012 - MODERATOR	300.00	0.00	250.00	0.00	50.00
7010 - PAYROLL TAX	300.00	0.00	0.00	0.00	300.00
5400 - CEM MAINT	10,000.00	0.00	3,462.50	13,044.20	19,581.70
0001 - APPROPRIATED	10,000.00	0.00	0.00	0.00	10,000.00
0002 - (CARRY FWD)	0.00	0.00	0.00	11,244.20	11,244.20
0197 - REIMBURS.	0.00	0.00	600.00	0.00	-600.00
0213 - CONTRAC SVCS	0.00	0.00	1,600.00	0.00	-1,600.00
0501 - DEED TRANS	0.00	0.00	62.50	0.00	-62.50
7046 - PLOT SALES	0.00	0.00	1,200.00	1,800.00	600.00
5650 - REC MAINT	5,000.00	0.00	5.81	4,236.55	9,230.74
0001 - APPROPRIATED	5,000.00	0.00	0.00	0.00	5,000.00
0002 - (CARRY FWD)	0.00	0.00	0.00	4,236.55	4,236.55
0213 - CONTRAC SVCS	0.00	0.00	5.81	0.00	-5.81
6200 - COMMON RDS	347,000.00	0.00	5,154.97	421.00	342,266.03
0205 - SUPPLIES	6,000.00	0.00	217.95	0.00	5,782.05
0207 - DUES/SUBSCR	0.00	0.00	1,337.00	421.00	-916.00
0208 - STAFF TRAIING	1,000.00	0.00	0.00	0.00	1,000.00
0213 - CONTRAC SVCS	60,000.00	0.00	850.00	0.00	59,150.00
0300 - LABOR	190,000.00	0.00	0.00	0.00	190,000.00
0401 - TESTING	400.00	0.00	0.00	0.00	400.00
0404 - MATERIALS	50,000.00	0.00	2,750.02	0.00	47,249.98
0405 - TRUCKS- EQUI	25,000.00	0.00	0.00	0.00	25,000.00
7010 - PAYROLL TAX	14,600.00	0.00	0.00	0.00	14,600.00
6300 - PAVINGS RDS	332,356.00	0.00	77,644.00	212,001.46	466,713.46
0001 - APPROPRIATED	332,356.00	0.00	0.00	0.00	332,356.00
0002 - (CARRY FWD)	0.00	0.00	0.00	56,713.46	56,713.46
0003 - LRAP	0.00	0.00	77,644.00	155,288.00	77,644.00
6400 - WINTER RDS	423,100.00	0.00	239,098.81	0.00	184,001.19
0205 - SUPPLIES	15,000.00	0.00	13,499.79	0.00	1,500.21
0213 - CONTRAC SVCS	85,000.00	0.00	36,227.50	0.00	48,772.50
0300 - LABOR	160,000.00	0.00	107,610.83	0.00	52,389.17
0404 - MATERIALS	8,600.00	0.00	0.00	0.00	8,600.00
0406 - SALT	82,000.00	0.00	73,860.54	0.00	8,139.46
0407 - SAND	60,000.00	0.00	0.00	0.00	60,000.00
7010 - PAYROLL TAX	12,500.00	0.00	7,900.15	0.00	4,599.85
6500 - HWY EQ REP.	105,000.00	0.00	15,314.35	0.00	89,685.65
0203 - FUEL & GAS	38,000.00	0.00	7,423.89	0.00	30,576.11
0204 - REPAIRS	50,000.00	0.00	6,063.03	0.00	43,936.97
0205 - SUPPLIES	9,000.00	0.00	1,427.43	0.00	7,572.57

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	400.00	0.00	7,600.00
6600 - HWAY CAP EQ	50,000.00	0.00	2,424.45	11,376.89	58,952.44
0002 - (CARRY FWD)	0.00	0.00	0.00	11,231.01	11,231.01
0197 - REIMBURS.	0.00	0.00	0.00	145.88	145.88
0204 - REPAIRS	0.00	0.00	2,424.45	0.00	-2,424.45
0215 - EQUIPMENT	50,000.00	0.00	0.00	0.00	50,000.00
6700 - TOWN GARAGE	22,750.00	0.00	8,581.24	195.04	14,363.80
0200 - TELEPHONE	700.00	0.00	152.39	0.00	547.61
0201 - ELECTRICITY	4,500.00	0.00	1,033.05	195.04	3,661.99
0203 - FUEL & GAS	6,000.00	0.00	5,780.03	0.00	219.97
0204 - REPAIRS	6,400.00	0.00	330.13	0.00	6,069.87
0205 - SUPPLIES	3,000.00	0.00	575.64	0.00	2,424.36
0206 - JANITORIAL	1,200.00	0.00	400.00	0.00	800.00
0212 - INSPECTIONS	400.00	0.00	112.00	0.00	288.00
0213 - CONTRAC SVCS	550.00	0.00	198.00	0.00	352.00
7000 - SOLID WASTE	90,100.00	0.00	14,641.46	10,631.68	86,090.22
0205 - SUPPLIES	600.00	0.00	0.00	0.00	600.00
0213 - CONTRAC SVCS	87,500.00	0.00	14,641.46	10,631.68	83,490.22
0225 - ENVIRON HHW	2,000.00	0.00	0.00	0.00	2,000.00
7100 - COMM DAY RES	0.00	0.00	0.00	93.26	93.26
0002 - (CARRY FWD)	0.00	0.00	0.00	78.26	78.26
0012 - DONATIONS	0.00	0.00	0.00	15.00	15.00
7200 - GENL ASSIST	2,000.00	0.00	0.00	0.00	2,000.00
0001 - APPROPRIATED	2,000.00	0.00	0.00	0.00	2,000.00
7300 - CONSER COMM	0.00	0.00	0.00	100.00	100.00
0002 - (CARRY FWD)	0.00	0.00	0.00	100.00	100.00
7400 - STREET LTS	3,000.00	0.00	783.61	0.00	2,216.39
0201 - ELECTRICITY	3,000.00	0.00	783.61	0.00	2,216.39
7700 - LEGAL FEES	10,000.00	0.00	3,032.66	0.00	6,967.34
0213 - CONTRAC SVCS	10,000.00	0.00	313.16	0.00	9,686.84
7054 - EASTON	0.00	0.00	385.00	0.00	-385.00
7056 - FERLAND	0.00	0.00	2,334.50	0.00	-2,334.50
7810 - MMA DUES	5,000.00	0.00	4,259.23	0.00	740.77
0207 - DUES/SUBSCR	5,000.00	0.00	4,259.23	0.00	740.77
7820 - AVCOG DUES	5,000.00	0.00	0.00	0.00	5,000.00
0207 - DUES/SUBSCR	5,000.00	0.00	0.00	0.00	5,000.00
7900 - COUNTY TAX	459,420.00	0.00	0.00	0.00	459,420.00

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	--- Y T D ---		UNEXPENDED BALANCE
			DEBITS	CREDITS	
7900 - COUNTY TAX CONT'D					
0001 - APPROPRIATED	459,420.00	0.00	0.00	0.00	459,420.00
8000 - INTERDEPT	6,750.00	0.00	3,607.86	0.00	3,142.14
0199 - INTERNET	0.00	0.00	127.70	0.00	-127.70
0205 - SUPPLIES	0.00	0.00	137.13	0.00	-137.13
0207 - DUES/SUBSCR	0.00	0.00	175.00	0.00	-175.00
0210 - MLG/EXP REIM	250.00	0.00	0.00	0.00	250.00
0213 - CONTRAC SVCS	5,000.00	0.00	2,868.03	0.00	2,131.97
0217 - ADVERTISING	1,500.00	0.00	300.00	0.00	1,200.00
8025 - IT SERVICES	35,800.00	0.00	13,538.52	0.00	22,261.48
0199 - INTERNET	1,500.00	0.00	253.24	0.00	1,246.76
0200 - TELEPHONE	3,300.00	0.00	814.60	0.00	2,485.40
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	10,142.65	0.00	13,857.35
0218 - SOFTWARE LIC	3,000.00	0.00	2,328.03	0.00	671.97
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	1,192.15	0.00	3,657.85
0210 - MLG/EXP REIM	600.00	0.00	115.27	0.00	484.73
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	1,004,295.00	0.00	-1,004,295.00
0213 - CONTRAC SVCS	0.00	0.00	1,004,295.00	0.00	-1,004,295.00
9000 - MINOT FIRE	320,124.00	0.00	134,009.15	0.00	186,114.85
0195 - EMPLOYEE APP	5,000.00	0.00	2,502.70	0.00	2,497.30
0196 - ONBOARDING	5,000.00	0.00	3,790.00	0.00	1,210.00
0198 - FOOD	0.00	0.00	88.23	0.00	-88.23
0200 - TELEPHONE	2,000.00	0.00	396.12	0.00	1,603.88
0201 - ELECTRICITY	6,000.00	0.00	2,073.32	0.00	3,926.68
0203 - FUEL & GAS	12,000.00	0.00	6,986.27	0.00	5,013.73
0205 - SUPPLIES	0.00	0.00	72.78	0.00	-72.78
0207 - DUES/SUBSCR	800.00	0.00	280.00	0.00	520.00
0208 - STAFF TRAING	16,000.00	0.00	3,540.00	0.00	12,460.00
0211 - MISC	0.00	0.00	76.98	0.00	-76.98
0213 - CONTRAC SVCS	1,000.00	0.00	0.00	0.00	1,000.00
0218 - SOFTWARE LIC	5,660.00	0.00	0.00	0.00	5,660.00
0219 - DISPATCHING	16,514.00	0.00	16,513.02	0.00	0.98
0221 - RESCUE SUPP	12,000.00	0.00	8,973.55	0.00	3,026.45
0223 - APP. SUPP.	15,000.00	0.00	3,313.39	0.00	11,686.61
0224 - PPE EQUIP	20,000.00	0.00	14,890.25	0.00	5,109.75

EXPENSE SUMMARY

ALL Departments
JANUARY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	---- Y T D ----		UNEXPENDED BALANCE
			DEBITS	CREDITS	
9000 - MINOT FIRE CONT'D					
0226 - BLDING MAINT	10,000.00	0.00	2,050.17	0.00	7,949.83
0301 - CALL MEMBER	24,000.00	0.00	17,046.87	0.00	6,953.13
0302 - PER DIEMS	72,500.00	0.00	23,118.80	0.00	49,381.20
0303 - VOLUNTEER	0.00	0.00	125.00	0.00	-125.00
0401 - TESTING	7,000.00	0.00	1,077.54	0.00	5,922.46
0409 - VEH MAINT	12,000.00	0.00	5,675.60	0.00	6,324.40
1014 - FIRE CHIEF	65,250.00	0.00	16,938.24	0.00	48,311.76
7010 - PAYROLL TAX	12,400.00	0.00	4,480.32	0.00	7,919.68
9001 - FD VEHICLE	40,393.00	0.00	40,393.00	0.00	0.00
0214 - PRINCIP PMTS	40,393.00	0.00	40,393.00	0.00	0.00
9002 - EMS EQUIP	13,500.00	0.00	0.00	0.00	13,500.00
0001 - APPROPRIATED	13,500.00	0.00	0.00	0.00	13,500.00
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	0.00	0.00	0.00	21,536.73	21,536.73
0002 - (CARRY FWD)	0.00	0.00	0.00	21,536.73	21,536.73
9300 - FD GRANT	0.00	0.00	0.00	6,401.45	6,401.45
0002 - (CARRY FWD)	0.00	0.00	0.00	6,401.45	6,401.45
9600 - DEBT SERVICE	70,840.00	0.00	70,310.28	0.00	529.72
0600 - INTEREST	8,255.00	0.00	4,223.22	0.00	4,031.78
0603 - 2024 PLOW TR	62,585.00	0.00	0.00	0.00	62,585.00
0608 - PRINCIPAL	0.00	0.00	66,087.06	0.00	-66,087.06
9925 - SCHOLARSHIPS	0.00	0.00	500.00	0.00	-500.00
0010 - KMTS	0.00	0.00	500.00	0.00	-500.00
Final Totals	3,138,762.00	0.00	1,873,160.73	337,182.88	1,602,784.15

Revenue Detail Report

ALL Accounts
JANUARY TO DECEMBER

ACCOUNT----- DATE	JRNL	DESC---	CURRENT BUDGET	NET	UNCOLLECTED BALANCE
1000 - TOWN OF MINOT			0.00	0.00	0.00
0025 - SUPPLEMENTAL TAXES			0.00	1,864.40	-1,864.40
0300 - STATE ME REV SHARING			0.00	72,263.38	-72,263.38
1000 - INTEREST/SWEEP			0.00	22,527.43	-22,527.43
1005 - INTEREST/TAXES			0.00	3,192.42	-3,192.42
1014 - LIEN COSTS			0.00	693.09	-693.09
1230 - BOAT EXCISE			0.00	233.80	-233.80
1240 - VEHICLE EXCISE			0.00	235,413.66	-235,413.66
1285 - TREE GROWTH/FARMLAND PENALTY			0.00	0.00	0.00
1290 - CABLE TV REVENUES			0.00	15,308.85	-15,308.85
1300 - CODE ENFORCEMENT FEES			0.00	1,544.99	-1,544.99
1590 - ANIMAL CONTROL LATE FEE			0.00	225.00	-225.00
1595 - ANIMAL CONTROL FEE			0.00	124.00	-124.00
1600 - AGENT FEE			0.00	5,327.40	-5,327.40
1995 - MMWAC			0.00	1,265.00	-1,265.00
		Department..	0.00	359,983.42	-359,983.42
Final Totals			0.00	359,983.42	-359,983.42