



Town of Minot Selectmen Epacket

July 24, 2023 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, July 24, 2023
Meeting at 6:30pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. July 10, 2023
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. Old Business
 - a. Continued Discussion Regarding ARPA Funds
6. New Business
 - a. Consideration of Approval for New Employee Appointments
 - b. Consideration of Approval of Funding for Water Filter Maintenance
 - c. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Discussion with Town Administrator Regarding Potential Land Use Matter
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. Monday, August 7, 2023
12. Adjournment



Town of Minot

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

Board of Selectmen Meeting

Minot Town Office
Monday, July 10th, 2023
6:30 pm
Minutes*

REGULAR MEETING

Selectmen: Chair Daniel Gilpatric, Brittany Hemond, William Perry, and Matthew Callahan

Via Zoom: Vice Chair Lisa Cesare

Staff: Danielle Loring (Administrator), Sara Farris (Clerk), and Dean Campbell (Fire Chief)

Public: None

1. Call to Order

Chair Daniel Gilpatric called the meeting to order at 6:30pm and a quorum was present.

2. Pledge of Allegiance

Recited

3. Approval of Minutes

a. Monday, June 26th, 2023

Motion: Brittany Hemond made a motion to approve the Minutes from Monday, June 26th, 2023; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0 roll call taken)

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Motion: Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$22,032.99 and the Treasurer's Warrant in the amount of \$399,999.87; second by Brittany Hemond.

Discussion: Danielle added that the Treasurers' Warrant includes the paying payment, RSU 16 payment, and property and casualty payment.

Vote: Unanimous Approval (5/0 roll call taken)

Chair Daniel Gilpatric moved items **5 New Business a. Review and Discussion of Fire Department CIP, 5 New Business b. Continued Discussion Regarding ARPA Funds, and 6 Department Head Updates c. Fire Department Report** up on the agenda as Chief Campbell was present. Items were not presented in order of the agenda.

- Dean asked Danielle if there was any new information regarding the dry hydrant on Fortin Dr. and Danielle answered that she hadn't heard anything, but she will reach out again.
- The Department has 3 new hires. Chief Campbell wants to focus on what applicants want to do for the Department and build on that. He believes that getting the word out in the community has really helped to bring new people.
- Chief Campbell provided the Selectmen with an Apparatus Replacement Schedule. He added that the current engines on the apparatuses were undersized and when new ones are purchased, they would look for more horsepower. When the vehicles are loaded with water, they are underpowered.
- Dean provided the Selectmen with a report regarding issues in each station and what replacements or renovations are needed for each. Dean is going to work on getting quotes for each station.
- Chief Campbell provided quotes to purchase a gear washer for Orchard Station. See attached for quote specifics from Daniels and Bergeron. Bergeron appears to be the lower quote and Dean added that the other Departments he has talked to are happy with the gear washer they purchased through Bergeron.
 - > The main goal of the washer is to remove the carcinogens, not get the gear clean.
 - > Getting the chemicals out of the gear will help it last longer.
 - > The washer uses 14 gallons of water per load and very mild soap.
 - > Each load can wash 2 sets of gear.

There was some concern about the chemicals going into the septic and the ground from the gear washer and that being harmful. Chief Campbell stated that it was more important to get the chemicals off the person because that is where they are harmful.

Danielle recommends using ARPA Funds for this purchase and for any needed plumbing and installation costs.

- Dean has created a training schedule with a particular focus each month. Schedule attached. Stephen French and Sharon Campbell took the “Train the Trainer” class to help with the trainings.

See attached report and other items for more information.

Chief Campbell asked if the Selectmen could enter an executive session as show on the agenda for the meeting.

5. New Business

c. Executive Session Pursuant to Title 1 MRSA §405 (6)(a): Discussion with Town Administrator and Fire Chief Regarding Personnel Matters

Motion: William Perry motioned to enter Executive Session at 7:03 pm;
second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0 roll call taken)
The Selectmen entered Executive Session

Motion: Matthew Callahan motioned to exit Executive Session at 7:19 pm;
second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0 roll call taken)
The Selectmen exited Executive Session

5. New Business

b. Continued Discussion Regarding ARPA Funds

Danielle has a few projects she suggests that ARPA Funds be used for. Some include cameras at the office, keyless door locks, Tough Books for the Fire Department, radios programmed for the Highway, internet service for the Highway Garage, to cover some of paving Hadfield Rd.

Danielle discussed the paving bond options through Androscoggin Bank with the selectmen. A decision was not made on what direction to go at this meeting. There will have to be further discussion and Danielle suggested possibly starting the budget season sooner than normal.

6. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

- Alex Richardson started today as our Deputy Clerk. She is asking a lot of great questions and really catching on quickly!
- 2022 Liens will be placed on July 20th to all unpaid 2022 taxes. As of today there are 37 unpaid accounts for a total of \$53,058.92.
- Excise tax for June of 2023 is down \$21,938.58 compared to June 2022.

See attached report for more information.

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

- The Crew has been cleaning culverts and ditching around Town.
- Did some work at Riverside Cemetery.

See attached report for more information.

7. Town Administrator's Report Presented by Danielle Loring

- Danielle explained that the Tax Stabilization Program is holding up the Town committing the 2023 taxes as it is still in the legislature. Some of the main concerns with the program are:
 1. Any improvement made to the property is not exempt from the law.
 2. There is not a system in place to track the tax amount from Town to Town if people move to or from Town.
 3. It could ultimately be an expanded Homestead Exemption or remain the Tax Stabilization Program with some changes.

All these concerns could cause additional abatements and supplements after tax commitment. Danielle said she is looking at the 1st week in August to commit taxes.

- The Office will have alternate hours on July 20th from 8am – 4pm instead of 10am - 6pm.
- Danielle has received comments from concerned residents regarding Maine Waste to Energy not providing sorted recycling for Auburn and Minot residents. Auburn residents now utilize the sort bins at Auburn Public Works but that is not a service provided to Minot residents. Danielle is in contact with Auburn Public Works and surrounding towns to see if Minot residents can utilize their recycling facilities.

8. Selectmen Comment

Selectmen Brittany Hemond updated the Selectmen and staff on the RSU 16 Futures Task Force.

9. Public Comment

None

10. Next Meeting Dates

a. Monday, July 24th, 2023

Date acknowledged.

11. Adjournment

Motion: Mathew Callahan made the motion to adjourn at 8:14 pm; second by William Perry.

Discussion: None

Vote: Unanimous Approval (5/0 roll call taken)

The board adjourned at 8:14 pm.

Sara A. Farris - Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

Highway

Hadfield Road Paving	\$25,000.00
Balance of bond	\$13,499.08
ARPA Request	\$11,500.92

Upgrading and repairing radios **\$1,200.00**

Department subtotal **\$12,700.92**

Fire Department

Handheld radios (6)	\$2,700.00
Extractor	\$13,000.00
SCBA Bottles (8)	\$8,800.00

Department subtotal **\$24,500.00**

Pending Quotes

Exhaust system

Heatpump for server/meeting rooms

IT Projects

(Rough estimates)

New Computer Equipment \$15,000.00

Tough books for FD

New workstations for Clerks

(Recycle existing to HW & Codes)

Outdoor cameras \$8,000.00

Digital Doorlocks \$5,500.00

Finish networking Projects \$5,000.00

*(Adding network to fire stations,
upgrading wireless access bridge,
adding external wifi to FD)*

Department subtotal **\$33,500.00**

TOTALS **\$70,700.92**

ARPA Balance **\$98,439.78**

CERTIFICATE OF APPOINTMENT
(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE
MUNICIPALITY OF MINOT

On July 24th, A.D. 2023
to Alexandria Richardson
of Oxford, in the County of Oxford
and State of Maine. There being a vacancy in the position of Deputy Tax Collector
the Selectmen of the Municipality of TOWN OF MINOT do in accordance with the
provisions of the laws of the State of Maine, hereby appoint you within and
for the Municipality of the TOWN OF MINOT, such appointment to be effective until
December 31st, 2023.

Given under our hand this 24th day of July, 2023.

_____)
_____)
_____)
_____)
_____)

Selectmen
of
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

July 24th 2023

Personally appeared the above named Alexandria Richardson
who has been duly appointed by the Selectmen as the Deputy Tax Collector
in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for
the term specified above according to law, before me.

_____, Notary Public
Sara A, Farris

**This Certificate and the Certificate of Oath shall be returned
to the Municipal Clerk for Filing.**

CERTIFICATE OF APPOINTMENT
(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE
MUNICIPALITY OF MINOT

On July 24th, A.D. 2023

to Alexandria Richardson

of Oxford, in the County of Oxford

and State of Maine. There being a vacancy in the position of Deputy Clerk

the Selectmen of the Municipality of TOWN OF MINOT do in accordance with the

provisions of the laws of the State of Maine, hereby appoint you within and

for the Municipality of the TOWN OF MINOT, such appointment to be effective until

December 31st, 2023.

Given under our hand this 24th day of July, 2023.

_____)
_____)
_____)
_____)
_____)

Selectmen
of
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

July 24th 2023

Personally appeared the above named Alexandria Richardson

who has been duly appointed by the Selectmen as the Deputy Clerk

in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for

the term specified above according to law, before me.

_____, Notary Public
Sara A. Farris

**This Certificate and the Certificate of Oath shall be returned
to the Municipal Clerk for Filing.**

CERTIFICATE OF APPOINTMENT
(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE
MUNICIPALITY OF MINOT

On July 24th, A.D. 2023.

to Alexandria Richardson

of Oxford, in the County of Oxford.

and State of Maine. There being a vacancy in the position of Deputy Voter Registrar

the Selectmen of the Municipality of TOWN OF MINOT do in accordance with the

provisions of the laws of the State of Maine, hereby appoint you within and

for the Municipality of the TOWN OF MINOT, such appointment to be effective until

December 31st, 2023.

Given under our hand this 24th day of July, 2023.

_____)
_____)
_____)
_____)
_____)

Selectmen
of
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

July 24th 2023

Personally appeared the above named Alexandria Richardson

who has been duly appointed by the Selectmen as the Deputy Voter Registrar

in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for

the term specified above according to law, before me.

_____, Notary Public
Sara A. Farris

**This Certificate and the Certificate of Oath shall be returned
to the Municipal Clerk for Filing.**



INTEROFFICE MEMO

Date: July 24, 2023

To: Board of Selectmen

From: Danielle Loring, Administrator

RE: Water filter

I have received the quote for the filter flush for the water tank. It comes to \$22,250 and there is currently \$17,764.33 in the account, which leaves a balance of \$4,485.67. However, when I started in 2018, Arlan had mentioned that the Well Account carryforward had not been included in the warrant in the amount of \$8,181.11. These monies currently reside in the Undesignated Fund Balance and could be used as an emergency expenditure and also leaves enough funds to pay Steve's stipend and test for the rest of the year.

A-Z Water Systems

PH 207-268-2987 • brian@a-zwatersystems.com

MAILING: 24 Freedom Drive, Standish 04084

PROPOSAL/CONTRACT

Date: 07/17/2023

For: Stephen French ~ Town Of Minot
329 Woodman Hill Rd.
Minot, ME

Description:

FL12-35 Gallon Water Pressure Tank \$1500.00.

16 Cubes Replacement Metsorb to treat Arsenic, Uranium and other hard metals \$20,000.00.

NOTE: If more then 16 Cubes is needed additional Metsorb will be \$1250.00 per cube.

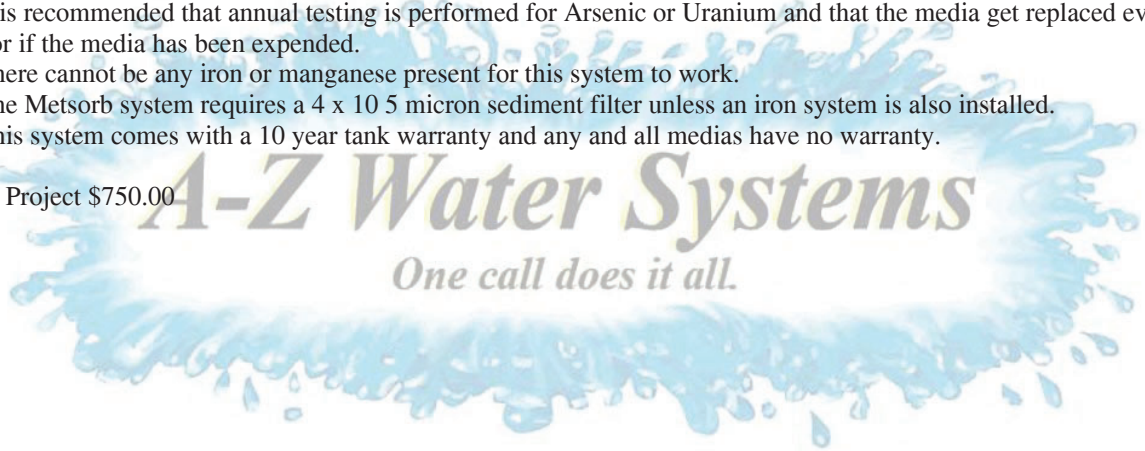
NOTE: It is recommended that annual testing is performed for Arsenic or Uranium and that the media get replaced every 2-4 years or if the media has been expended.

NOTE: There cannot be any iron or manganese present for this system to work.

NOTE: The Metsorb system requires a 4 x 10 5 micron sediment filter unless an iron system is also installed.

NOTE: This system comes with a 10 year tank warranty and any and all medias have no warranty.

Day Labor Project \$750.00



These systems also include:

- FL12-35 Gallon Water Pressure Tank
- 16 Cubes Replacement Metsorb Media
- Labor Rate (1 Tech)

Note: Re-testing is the customer's responsibility.

With the installation of this equipment it will bring your water within the parameters of the acceptable levels for the above mentioned Contaminants.

These Systems will be the installed by a Master Plumber as is required by Maine State Law

Affordable Water Treatment & Maine Radon Pro
 Is fully insured and all equipment will be installed by A.W.T
 Licensed Through the state of Maine:
 Master Plumbers
 Master Electricians
 MWaterborne Radon & Radon Air Registration #SMC419

Estimated Work Date: 2023

CONTRACT: 2023-13368-2573

Price: \$22250.00

Down Payment: -\$00.00

Balance: \$22250.00

WE PRICE MATCH-Send us a copy of a quote and we will match it.

We accept cash, check, or credit cards under \$2000.00

This Proposal is Good for 90 Days

A-Z Water Systems

PH 207-268-2987 • brian@a-zwatersystems.com

MAILING: 24 Freedom Drive, Standish 04084

PROPOSAL/CONTRACT

NOT-WITHSTANDING THE FOREGOING WARRANTY MANDATED BY MAINE LAW, EACH OF US AGREE THAT THE WARRANTIES AVAILABLE UNDER THIS CONTRACT SHALL BE LIMITED TO THE EXTENT OF THE FOLLOWING: Affordable Water Treatment will honor all warranties of performance stated in the area titled "Description" of this proposal for a period of 12 months provided the system is maintained. AWT warrants the system to be free from defects in workmanship or material for a period of 12 months from the date of install. Any discovered defect in workmanship or material shall be made known to AWT during the warranty period. The customer's remedy shall be for AWT to provide the necessary repairs at no cost to the customer.

WARRANTIES: See area titled "Description" of this proposal.

CUSTOMER RESPONSIBILITIES: It is the customer's responsibility to complete annual testing to ensure the equipment is working properly and removing contaminants as mentioned in the "Description" line of this proposal.

CHANGES IN WATER TEST RESULTS AFTER DATE OF INSTALL: Natural or industrial changes may occur overtime resulting in water supply changes. Such changes could result in the need to add or modify the treatment system. The cost of these modifications, should they be necessary, would be the responsibility of the system owner.

TANK CONDENSATION: Condensation may occur during certain times of the year. To reduce condensation insulating the tank is the responsibility of the system owner. Sweat Jackets are available at an extra cost. Call for details.

TRANSFERABILITY: The warranty described above is transferable to any new owners of the home if ownership of the home changes during the warranty period for the remainder of that warranty period.

CHANGE ORDERS: Any alteration or deviation arises concerning the provisions of this contract of the performance by the parties only upon the parties entering into a written change order. The form attached to this Contract must be signed by both parties.

RESOLUTION OF DISPUTES: If a dispute arises concerning the provisions of this contract of the performance by the parties, then the parties agree to settle this dispute by jointly paying for one of the following (Check One)

Binding arbitration as regulated by the Maine Uniform Arbitration Act, with the parties agreeing to accept as final, the arbitrator's decision.

Non-binding arbitration with the parties not to accept the arbitrator's decision and to seek satisfaction through other means, including a lawsuit.

Mediation with the parties agreeing to enter into good faith negotiations through a neutral mediator in order to attempt to resolve their differences.

LIMIT OF LIABILITY: Affordable Water Treatment, LLC is limited in liability to the amount of the installation cost. Affordable Water Treatment, LLC will provide services to reduce Contaminant levels in the home; however, adverse health effects are possible at any level of health related Contaminants. Affordable Water Treatment, LLC shall not be liable for any health effects from health related Contaminant exposure either before or after the equipment installation work performed under this agreement is provided.

COLLECTION FEES: The customer agrees to pay and be responsible for any and all costs associated with the collection of any amount due Affordable Water Treatment by the customer including any late fees, attorney fees, court costs, or collection service fees for the collection of amounts due.

CONTRACT ACCEPTANCE: I have read and understand the terms of this Contract. I agree to those terms and acknowledge receipt of a copy of document. I authorize Affordable Water Treatment to perform the work as specified and agree to pay any balance due as specified.



DocuSigned by:
Danielle Loring
9FBDD29C5122461...

Date: 7/18/2023

Acceptance of this proposal will make this become a CONTRACT. The above prices, specifications and conditions are satisfactory and are hereby accepted. A.W.T. would be authorized to do the work as specified. Payments will be made as outlined below.

Balance is due upon arrival to install systems. This proposal is good for 90 days.

Year End Detail Report

ALL Accounts
February to January

Account-----	Date	Jrnl	Desc---	Current Budget	Debits	Credits	Unexpended Balance
2500 - AUDIT				0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT				8,500.00	0.00	0.00	8,500.00
0213 - CONTRACTED SERVICES				0.00	7,278.00	0.00	-7,278.00
Department..				8,500.00	7,278.00	0.00	1,222.00
2550 - ASSESSING (OUTSIDE)				0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT				13,200.00	0.00	0.00	13,200.00
0213 - CONTRACTED SERVICES				0.00	13,200.00	0.00	-13,200.00
Department..				13,200.00	13,200.00	0.00	0.00
3050 - SNOWMOBILE REFUNDS				0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT				1,535.84	0.00	0.00	1,535.84
0213 - CONTRACTED SERVICES				0.00	1,535.84	0.00	-1,535.84
Department..				1,535.84	1,535.84	0.00	0.00
3550 - GEN ASST RESERVE DONAT				0.00	0.00	0.00	0.00
0002 - CARRIED FORWARD				4,417.51	0.00	0.00	4,417.51
0203 - FUEL & GAS				0.00	0.00	973.75	973.75
0205 - SUPPLIES				0.00	0.00	800.00	800.00
0211 - MISCELLANEOUS				0.00	400.00	0.00	-400.00
Department..				4,417.51	400.00	1,773.75	5,791.26
4000 - AUBURN PUBLIC LIBRARY				0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT				21,000.00	0.00	0.00	21,000.00
0213 - CONTRACTED SERVICES				0.00	21,000.00	0.00	-21,000.00
Department..				21,000.00	21,000.00	0.00	0.00
4025 - TOWN WELL RESERVE ACCT				0.00	0.00	0.00	0.00
0002 - CARRIED FORWARD				7,559.91	0.00	0.00	7,559.91
0213 - CONTRACTED SERVICES				0.00	1,623.50	2,336.50	713.00
7010 - PAYROLL TAXES				0.00	91.80	0.00	-91.80
Department..				7,559.91	1,715.30	2,336.50	8,181.11
4050 - SCHOOL BOOKS				0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT				2,000.00	0.00	0.00	2,000.00
0011 - NON PUBLIC SCHOOLS				0.00	2,000.00	0.00	-2,000.00
Department..				2,000.00	2,000.00	0.00	0.00
5000 - OFFICERS SALARIES				0.00	0.00	0.00	0.00
1000 - TREASURER				39,265.00	39,250.41	0.00	14.59
1001 - TOWN CLERK/TAX COLLE				28,790.00	28,061.89	0.00	728.11
1002 - DEPUTY CLERK				22,685.00	22,999.55	0.00	-314.55
1003 - ADMINISTRATOR/RD MAN				57,353.00	57,331.93	0.00	21.07
1004 - SELECTMEN				9,000.00	9,000.00	0.00	0.00
1005 - ASSESSORS				6,700.00	6,700.00	0.00	0.00
1006 - OVERSEER POOR				500.00	500.00	0.00	0.00
1007 - CODE ENFORCEMENT				9,000.00	7,832.00	0.00	1,168.00
1008 - HEALTH OFFICER				100.00	0.00	0.00	100.00
1009 - PLANNING BOARD SEC				400.00	400.00	0.00	0.00
1010 - REGISTRAR OF VOTERS				500.00	206.00	0.00	294.00
1011 - ELECTION CLERKS				1,500.00	723.78	0.00	776.22
1012 - MODERATOR				100.00	75.00	0.00	25.00
1014 - FIRE CHIEF				1,500.00	1,500.00	0.00	0.00

Account----- Date Jml Desc---	Current Budget	Debits	Credits	Unexpended Balance
2500 - AUDIT	0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT	8,000.00	0.00	0.00	8,000.00
0213 - CONTRACTED SERVICES	0.00	7,092.50	0.00	-7,092.50
Department..	8,000.00	7,092.50	0.00	907.50
2550 - ASSESSING (OUTSIDE)	0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT	13,200.00	0.00	0.00	13,200.00
0213 - CONTRACTED SERVICES	0.00	13,200.00	0.00	-13,200.00
Department..	13,200.00	13,200.00	0.00	0.00
3050 - SNOWMOBILE REFUNDS	0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT	1,112.16	0.00	0.00	1,112.16
0213 - CONTRACTED SERVICES	0.00	1,112.16	1,112.16	0.00
Department..	1,112.16	1,112.16	1,112.16	1,112.16
3550 - GEN ASST RESERVE DONAT	0.00	0.00	0.00	0.00
0002 - CARRIED FORWARD	7,357.53	0.00	0.00	7,357.53
0201 - ELECTRICITY	0.00	300.00	0.00	-300.00
0203 - FUEL & GAS	0.00	680.64	0.00	-680.64
0205 - SUPPLIES	0.00	200.00	675.00	475.00
0211 - MISC. EXP OR FOOD	0.00	164.00	0.00	-164.00
0213 - CONTRACTED SERVICES	0.00	0.00	0.00	0.00
Department..	7,357.53	1,344.64	675.00	6,687.89
4000 - AUBURN PUBLIC LIBRARY	0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT	22,000.00	0.00	0.00	22,000.00
0213 - CONTRACTED SERVICES	0.00	22,000.00	0.00	-22,000.00
Department..	22,000.00	22,000.00	0.00	0.00
4025 - TOWN WELL RESERVE ACCT	0.00	0.00	0.00	0.00
0002 - CARRIED FORWARD	207.60	0.00	0.00	207.60
0213 - CONTRACTED SERVICES	0.00	2,016.35	1,858.50	-157.85
7010 - PAYROLL TAXES	0.00	84.15	0.00	-84.15
Department..	207.60	2,100.50	1,858.50	-34.40
4050 - SCHOOL BOOKS	0.00	0.00	0.00	0.00
0001 - APPROPRIATED AMOUNT	2,000.00	0.00	0.00	2,000.00
0011 - NON PUBLIC SCHOOLS	0.00	2,000.00	0.00	-2,000.00
Department..	2,000.00	2,000.00	0.00	0.00
5000 - OFFICERS SALARIES	0.00	0.00	0.00	0.00
1000 - TREASURER	40,452.00	40,420.55	0.00	31.45
1001 - TOWN CLERK/TAX COLLE	27,846.00	29,020.91	0.00	-1,174.91
1002 - DEPUTY CLERK	23,868.00	24,756.29	0.00	-888.29
1003 - ADMINISTRATOR/RD MAN	52,460.00	53,139.81	0.00	-679.81
1004 - SELECTMEN	9,000.00	9,000.00	0.00	0.00
1005 - ASSESSORS	6,700.00	6,700.00	0.00	0.00
1006 - OVERSEER POOR	500.00	500.00	0.00	0.00
1007 - CODE ENFORCEMENT	9,000.00	8,752.00	0.00	248.00
1008 - HEALTH OFFICER	100.00	0.00	0.00	100.00
1009 - PLANNING BOARD SEC	600.00	500.00	0.00	100.00
1010 - REGISTRAR OF VOTERS	500.00	312.00	0.00	188.00
1011 - ELECTION CLERKS	1,000.00	985.53	0.00	14.47

Expense detail report

WARRANT #15

JULY 24, 2023

ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
2500 - AUDIT SERVIC				8,650.00	0.00	0.00	8,650.00
0213 - CONTRAC SVCS				8,650.00	7,985.00	0.00	665.00
		Department..		8,650.00	7,985.00	0.00	665.00
2550 - ASSESS CONTR				25,000.00	0.00	0.00	25,000.00
0002 - (CARRY FWD)				500.00	500.00	0.00	0.00
0213 - CONTRAC SVCS				25,000.00	2,000.00	0.00	23,000.00
		Department..		25,500.00	2,500.00	0.00	23,000.00
3050 - SNOMBL REFD				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				0.00	1,641.76	1,641.76	0.00
		Department..		0.00	1,641.76	1,641.76	0.00
3550 - EDA ELF RESE				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				5,415.39	0.00	0.00	5,415.39
0012 - DONATIONS				0.00	0.00	2,000.00	2,000.00
0198 - FOOD				0.00	844.00	0.00	-844.00
0203 - FUEL & GAS				0.00	0.00	200.00	200.00
0205 - SUPPLIES				0.00	328.80	0.00	-328.80
		Department..		5,415.39	1,172.80	2,200.00	6,442.59
4000 - AUB. PUB LIB				22,000.00	0.00	0.00	22,000.00
0213 - CONTRAC SVCS				22,000.00	0.00	0.00	22,000.00
		Department..		22,000.00	0.00	0.00	22,000.00
4025 - TWNWELL RES				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				11,998.95	0.00	0.00	11,998.95
0207 - DUES/SUBSCR				0.00	158.60	0.00	-158.60
0209 - POSTAGE				0.00	17.30	0.00	-17.30
0300 - LABOR				0.00	876.20	0.00	-876.20
0401 - TESTING				0.00	345.00	0.00	-345.00
0503 - FEES				0.00	0.00	7,237.15	7,237.15
7010 - PAYROLL TAX				0.00	74.67	0.00	-74.67
		Department..		11,998.95	1,471.77	7,237.15	17,764.33
5000 - OFF SALARIES				413,286.00	0.00	0.00	413,286.00
1000 - DEPUTYTREAS				40,225.00	20,332.54	0.00	19,892.46
1001 - CLK/TAX COLL				55,000.00	29,615.60	0.00	25,384.40
1002 - DEP CLERK				37,559.00	22,971.69	0.00	14,587.31

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ACCOUNT----- DATE	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
5000 - OFF SALARIES CONT'D							
1003 - ADMINISTRAT				72,842.00	39,222.68	0.00	33,619.32
1004 - SELECTMEN				8,000.00	0.00	0.00	8,000.00
1005 - ASSESSORS				150.00	0.00	0.00	150.00
1014 - FIRE CHIEF				0.00	2,400.00	0.00	-2,400.00
7010 - PAYROLL TAX				18,000.00	8,283.88	0.00	9,716.12
7020 - HLTH INSUR				165,000.00	110,078.51	10,741.31	65,662.80
7021 - VISION INS				0.00	733.85	663.52	-70.33
7025 - DENTAL INSUR				5,600.00	5,525.75	2,174.71	2,248.96
7030 - SIMPLE IRA				10,410.00	5,269.23	0.00	5,140.77
7035 - AFLAC				0.00	568.38	632.55	64.17
7040 - UNEMPLOYMENT				500.00	0.00	25.00	525.00
		Department..		413,286.00	245,002.11	14,237.09	182,520.98
5075 - CODE ENF/PLA							
0200 - TELEPHONE				56,150.00	0.00	0.00	56,150.00
0205 - SUPPLIES				0.00	320.37	0.00	-320.37
0207 - DUES/SUBSCR				500.00	17.04	0.00	482.96
0208 - STAFF TRAIING				150.00	0.00	0.00	150.00
0210 - MLG/EXP REIM				500.00	25.00	0.00	475.00
0213 - CONTRAC SVCS				500.00	25.00	0.00	475.00
0217 - ADVERTISING				1,500.00	636.23	0.00	863.77
1007 - CODE ENFORCE				5,000.00	0.00	0.00	5,000.00
1016 - ADDRESSING				0.00	355.74	150.00	-205.74
7010 - PAYROLL TAX				30,000.00	16,405.40	0.00	13,594.60
		Department..		15,000.00	100.00	0.00	14,900.00
		Department..		3,500.00	1,290.30	0.00	2,209.70
		Department..		56,150.00	19,150.08	150.00	37,149.92
5100 - T-O RESERVE							
0002 - (CARRY FWD)				0.00	0.00	0.00	0.00
		Department..		73.03	0.00	0.00	73.03
		Department..		73.03	0.00	0.00	73.03
5200 - TOWN INSUR							
0103 - PROP/CASULTY				53,550.00	0.00	0.00	53,550.00
0106 - WORKERS COMP				30,750.00	29,052.00	0.00	1,698.00
0301 - FIRE FIGHTER				22,100.00	22,084.00	0.00	16.00
0303 - VOLUNTEER				600.00	408.00	0.00	192.00
				100.00	58.00	0.00	42.00

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ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5200 - TOWN INSUR CONT'D							
		Department..		53,550.00	51,602.00	0.00	1,948.00
5300 - T-O MAINT				34,050.00	0.00	0.00	34,050.00
		0200 - TELEPHONE		1,550.00	1,126.98	0.00	423.02
		0201 - ELECTRICITY		5,000.00	2,333.63	259.49	2,925.86
		0203 - FUEL & GAS		6,000.00	3,214.53	0.00	2,785.47
		0204 - REPAIRS		2,500.00	1,425.42	0.00	1,074.58
		0205 - SUPPLIES		4,000.00	2,872.40	0.00	1,127.60
		0206 - JANITORIAL		3,000.00	1,575.00	0.00	1,425.00
		0207 - DUES/SUBSCR		1,500.00	491.05	0.00	1,008.95
		0208 - STAFF TRAIING		2,000.00	793.00	0.00	1,207.00
		0209 - POSTAGE		4,500.00	938.10	62.00	3,623.90
		0210 - MLG/EXP REIM		0.00	60.00	60.00	0.00
		0212 - INSPECTIONS		1,000.00	922.25	0.00	77.75
		0213 - CONTRAC SVCS		3,000.00	2,929.12	0.00	70.88
		Department..		34,050.00	18,681.48	381.49	15,750.01
5350 - ELECT/MEET				8,550.00	0.00	0.00	8,550.00
		0198 - FOOD		200.00	231.70	0.00	-31.70
		0205 - SUPPLIES		105.00	27.92	0.00	77.08
		0209 - POSTAGE		400.00	0.00	0.00	400.00
		0213 - CONTRAC SVCS		4,480.00	2,788.07	0.00	1,691.93
		0217 - ADVERTISING		200.00	0.00	0.00	200.00
		1011 - ELEC CLERKS		2,865.00	1,623.75	0.00	1,241.25
		1012 - MODERATOR		300.00	250.00	0.00	50.00
		Department..		8,550.00	4,921.44	0.00	3,628.56
5400 - CEMETERY MAI				5,000.00	0.00	0.00	5,000.00
		0001 - APPROPRIATED		5,000.00	0.00	0.00	5,000.00
		0002 - (CARRY FWD)		7,315.21	0.00	0.00	7,315.21
		0205 - SUPPLIES		0.00	146.00	0.00	-146.00
		0213 - CONTRAC SVCS		0.00	3,704.87	0.00	-3,704.87
		0501 - DEED TRANS		0.00	63.00	0.00	-63.00
		0503 - FEES		0.00	0.00	25.00	25.00
		7046 - PLOT SALES		0.00	1,500.00	3,000.00	1,500.00

Expense detail report

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ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5400 - CEMETERY MAI CONT'D							
		Department..		12,315.21	5,413.87	3,025.00	9,926.34
5650 - REC. DEPT RE							
				10,000.00	0.00	0.00	10,000.00
		0001 - APPROPRIATED		10,000.00	0.00	0.00	10,000.00
		0204 - REPAIRS		0.00	480.00	0.00	-480.00
		0213 - CONTRAC SVCS		0.00	90.00	0.00	-90.00
		Department..		10,000.00	570.00	0.00	9,430.00
5700 - ENRICHMENT							
				0.00	0.00	0.00	0.00
		0203 - FUEL & GAS		0.00	0.00	0.00	0.00
		Department..		0.00	0.00	0.00	0.00
6200 - COMMON RDS							
				255,500.00	0.00	0.00	255,500.00
		0205 - SUPPLIES		5,800.00	1,601.97	0.00	4,198.03
		0207 - DUES/SUBSCR		0.00	199.50	0.00	-199.50
		0208 - STAFF TRAING		1,000.00	25.00	0.00	975.00
		0212 - INSPECTIONS		0.00	510.50	0.00	-510.50
		0213 - CONTRAC SVCS		36,500.00	0.00	0.00	36,500.00
		0300 - LABOR		150,000.00	52,874.35	0.00	97,125.65
		0401 - TESTING		200.00	137.00	0.00	63.00
		0404 - MATERIALS		40,000.00	28,357.16	708.30	12,351.14
		0405 - TRUCKS- EQUI		10,000.00	2,592.75	0.00	7,407.25
		7010 - PAYROLL TAX		12,000.00	3,733.11	0.00	8,266.89
		Department..		255,500.00	90,031.34	708.30	166,176.96
6400 - WINTER RDS							
				345,000.00	0.00	0.00	345,000.00
		0205 - SUPPLIES		11,000.00	8,053.51	0.00	2,946.49
		0213 - CONTRAC SVCS		70,000.00	59,042.22	0.00	10,957.78
		0300 - LABOR		125,000.00	91,606.60	0.00	33,393.40
		0404 - MATERIALS		7,000.00	0.00	0.00	7,000.00
		0406 - SALT		82,000.00	65,761.33	0.00	16,238.67
		0407 - SAND		40,000.00	0.00	0.00	40,000.00
		7010 - PAYROLL TAX		10,000.00	6,648.32	0.00	3,351.68
		Department..		345,000.00	231,111.98	0.00	113,888.02
6500 - HWY EQ REP.							
				78,000.00	0.00	0.00	78,000.00
		0002 - (CARRY FWD)		0.00	0.00	0.00	0.00

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ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
6500 - HWY EQ REP. CONT'D							
0203 - FUEL & GAS				33,000.00	25,589.09	1,488.30	8,899.21
0204 - REPAIRS				31,000.00	12,779.55	66.97	18,287.42
0205 - SUPPLIES				9,000.00	7,410.36	0.00	1,589.64
0213 - CONTRAC SVCS				5,000.00	5,488.47	0.00	-488.47
		Department..		78,000.00	51,267.47	1,555.27	28,287.80
6600 - HWAY CAP EQ							
0002 - (CARRY FWD)				0.00	0.00	0.00	0.00
0204 - REPAIRS				0.00	0.00	250.00	250.00
		Department..		0.00	0.00	11,849.90	11,849.90
6678 - 2022 PLOW TR							
0002 - (CARRY FWD)				60,341.00	0.00	0.00	60,341.00
0214 - PRINCIP PMTS				60,341.00	51,216.62	0.00	9,124.38
		Department..		120,682.00	51,216.62	0.00	69,465.38
6700 - TOWN GARAGE							
0200 - TELEPHONE				15,400.00	0.00	0.00	15,400.00
0201 - ELECTRICITY				600.00	347.21	0.00	252.79
0203 - FUEL & GAS				3,500.00	2,429.79	1,310.24	2,380.45
0204 - REPAIRS				6,000.00	2,112.67	0.00	3,887.33
0205 - SUPPLIES				2,400.00	0.00	0.00	2,400.00
0206 - JANITORIAL				2,000.00	2,370.46	0.00	-370.46
0212 - INSPECTIONS				500.00	280.00	0.00	220.00
0213 - CONTRAC SVCS				400.00	0.00	0.00	400.00
		Department..		0.00	110.00	0.00	-110.00
		Department..		15,400.00	7,650.13	1,310.24	9,060.11
7000 - SOLID WASTE							
0205 - SUPPLIES				62,600.00	0.00	0.00	62,600.00
0213 - CONTRAC SVCS				600.00	560.12	0.00	39.88
		Department..		62,000.00	7,323.96	0.00	54,676.04
		Department..		62,600.00	7,884.08	0.00	54,715.92
7100 - COMM DAY RES							
0002 - (CARRY FWD)				0.00	0.00	0.00	0.00
0012 - DONATIONS				1,083.44	0.00	0.00	1,083.44
0198 - FOOD				0.00	0.00	80.00	80.00
0205 - SUPPLIES				0.00	160.25	0.00	-160.25
				0.00	433.74	0.00	-433.74

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ACCOUNT----- DATE	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
7100 - COMM DAY RES CONT'D							
		Department..		1,083.44	593.99	80.00	569.45
7200 - GENL ASSIST				2,000.00	0.00	0.00	2,000.00
0001 - APPROPRIATED				2,000.00	0.00	0.00	2,000.00
0198 - FOOD				0.00	326.00	0.00	-326.00
0201 - ELECTRICITY				0.00	757.00	0.00	-757.00
0213 - CONTRAC SVCS				0.00	1,191.13	833.79	-357.34
		Department..		2,000.00	2,274.13	833.79	559.66
7300 - CONSER COMM				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				100.00	0.00	0.00	100.00
		Department..		100.00	0.00	0.00	100.00
7400 - STREET LTS				3,000.00	0.00	0.00	3,000.00
0201 - ELECTRICITY				3,000.00	1,505.13	0.00	1,494.87
		Department..		3,000.00	1,505.13	0.00	1,494.87
7700 - LEGAL FEES				10,000.00	0.00	0.00	10,000.00
0213 - CONTRAC SVCS				10,000.00	3,738.50	0.00	6,261.50
7050 - BOOKER				0.00	20,669.65	0.00	-20,669.65
7051 - BISSONNETTE				0.00	2,183.96	4,500.00	2,316.04
		Department..		10,000.00	26,592.11	4,500.00	-12,092.11
7810 - MMA DUES				3,800.00	0.00	0.00	3,800.00
0207 - DUES/SUBSCR				3,800.00	3,742.00	0.00	58.00
		Department..		3,800.00	3,742.00	0.00	58.00
7820 - AVCOG DUES				3,959.00	0.00	0.00	3,959.00
0207 - DUES/SUBSCR				3,959.00	3,958.30	0.00	0.70
		Department..		3,959.00	3,958.30	0.00	0.70
7830 - BROADBAND				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				0.00	0.00	17,698.77	17,698.77
		Department..		0.00	0.00	17,698.77	17,698.77
7900 - COUNTY TAX				309,396.00	0.00	0.00	309,396.00
0213 - CONTRAC SVCS				309,396.00	0.00	0.00	309,396.00
		Department..		309,396.00	0.00	0.00	309,396.00
8000 - INTERDEPT				9,000.00	0.00	0.00	9,000.00
0196 - ONBOARDING				0.00	246.00	0.00	-246.00

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DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
8000 - INTERDEPT CONT'D							
0199		INTERNET		0.00	119.98	0.00	-119.98
0205		SUPPLIES		0.00	0.00	72.00	72.00
0207		DUES/SUBSCR		0.00	55.00	0.00	-55.00
0210		MLG/EXP REIM		1,500.00	288.58	0.00	1,211.42
0213		CONTRAC SVCS		4,500.00	3,987.75	612.92	1,125.17
0217		ADVERTISING		1,500.00	1,200.00	0.00	300.00
0401		TESTING		0.00	125.00	0.00	-125.00
0501		DEED TRANS		500.00	198.00	0.00	302.00
0502		LIENS		1,000.00	703.00	0.00	297.00
		Department..		9,000.00	6,923.31	684.92	2,761.61
8025 - IT SERVICES							
0002		(CARRY FWD)		22,292.00	0.00	0.00	22,292.00
0199		INTERNET		1,400.00	1,003.68	0.00	396.32
0200		TELEPHONE		3,500.00	1,629.63	0.00	1,870.37
0202		HARDWARE		5,000.00	27,240.19	0.00	-22,240.19
0205		SUPPLIES		2,000.00	1,448.73	0.00	551.27
0213		CONTRAC SVCS		5,000.00	2,800.00	0.00	2,200.00
0218		SOFTWARE LIC		4,500.00	2,063.90	0.00	2,436.10
		Department..		43,692.00	36,186.13	0.00	7,505.87
8026 - TRIO							
0213		CONTRAC SVCS		9,200.00	9,234.20	0.00	-34.20
		Department..		9,200.00	9,234.20	0.00	-34.20
8210 - HUMANE SOC							
0213		CONTRAC SVCS		3,928.00	3,928.00	0.00	0.00
		Department..		3,928.00	3,928.00	0.00	0.00
8220 - ANIMAL CTL							
0210		MLG/EXP REIM		600.00	214.17	0.00	385.83
0300		LABOR		3,000.00	1,500.00	0.00	1,500.00
7010		PAYROLL TAX		250.00	114.76	0.00	135.24
		Department..		3,850.00	1,828.93	0.00	2,021.07
8600 - EDUCATION							
0213		CONTRAC SVCS		0.00	1,350,875.12	0.00	-1,350,875.12

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ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
8600 - EDUCATION CONT'D							
		Department..		0.00	1,350,875.12	0.00	-1,350,875.12
9000 - MINOT FIRE							
				87,441.00	0.00	0.00	87,441.00
		0196 - ONBOARDING		0.00	1,463.00	0.00	-1,463.00
		0198 - FOOD		0.00	34.52	0.00	-34.52
		0200 - TELEPHONE		1,200.00	706.57	0.00	493.43
		0201 - ELECTRICITY		5,000.00	2,086.17	172.08	3,085.91
		0203 - FUEL & GAS		9,000.00	4,835.77	0.00	4,164.23
		0204 - REPAIRS		7,500.00	3,895.30	0.00	3,604.70
		0205 - SUPPLIES		2,500.00	116.83	0.00	2,383.17
		0207 - DUES/SUBSCR		500.00	225.00	0.00	275.00
		0208 - STAFF TRAING		1,200.00	412.00	0.00	788.00
		0210 - MLG/EXP REIM		200.00	0.00	0.00	200.00
		0212 - INSPECTIONS		650.00	965.19	0.00	-315.19
		0213 - CONTRAC SVCS		15,641.00	15,712.25	0.00	-71.25
		0221 - RESCUE SUPP		500.00	1,825.88	0.00	-1,325.88
		0222 - RESCUE TRNG		500.00	0.00	0.00	500.00
		0223 - SAFETY EQUIP		5,000.00	3,015.88	0.00	1,984.12
		0224 - SAFETY REQ		2,500.00	2,504.35	0.00	-4.35
		0301 - FIRE FIGHTER		15,000.00	5,437.05	0.00	9,562.95
		0302 - PER DIEMS		15,000.00	7,680.32	0.00	7,319.68
		0401 - TESTING		0.00	2,725.60	0.00	-2,725.60
		1014 - FIRE CHIEF		3,000.00	0.00	0.00	3,000.00
		7010 - PAYROLL TAX		2,550.00	1,187.11	0.00	1,362.89
		Department..		87,441.00	54,828.79	172.08	32,784.29
9200 - FIRE DEPT CP							
				0.00	0.00	0.00	0.00
		0002 - (CARRY FWD)		7,031.39	0.00	0.00	7,031.39
		Department..		7,031.39	0.00	0.00	7,031.39
9250 - FD APP RES							
				0.00	0.00	0.00	0.00
		0002 - (CARRY FWD)		10,000.00	0.00	0.00	10,000.00
		0223 - SAFETY EQUIP		0.00	3,450.00	0.00	-3,450.00
		Department..		10,000.00	3,450.00	0.00	6,550.00
9300 - GRANT							
				0.00	0.00	0.00	0.00

Expense detail report

ALL Accounts

ALL Months

ACCOUNT----- DATE	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
9300 - GRANT CONT'D							
0002 - (CARRY FWD)				7,077.92	0.00	0.00	7,077.92
		Department..		7,077.92	0.00	0.00	7,077.92
9600 - DEBT SERVICE							
0600 - INTEREST				5,649.00	0.00	0.00	5,649.00
0608 - PRINC PMTS B				336,202.00	0.00	0.00	336,202.00
		Department..		341,851.00	0.00	0.00	341,851.00
Final Totals				2,395,130.33	2,305,194.07	68,265.76	158,202.02



TOWN OF MINOT

329 Woodman Hill Road
Minot, Maine 04258-0329

Tel: 1-207-345-3305

Fax: 1-207-346-0924

Clerk's Report

July 24th, 2023

Hello Selectmen,

Updates:

Board of Appeals:

Nothing to report on.

Planning Board:

Nothing to report on.

Inland Fisheries & Wildlife:

Boat Excise YTD: \$3,154.30

14 Boats

6 done online.

0 Snowmobiles

29 ATVs

15 Game Licenses

The above amounts are as of 7/24/2023.

Vitals:

Vital orders as of 7/10

Birth Certificates- 18

Death Certificates- 6

Marriage Certificates- 10

Intentions- 7

Dogs:

2 for July so far

Building/ Plumbing Permits for 2023:

Building Permits: 34

Plumbing Permits: 15

Real Estate Taxes:

2021 taxes - \$15,496.98 for 11 accounts

2022 taxes - \$46,815.83 for 33 accounts

2022 30-Day Notices: June 20th- Done

2022 Liens: July 20th

Liens are being delivered to the Registry on 7/25 by Danielle. You will see the check for filing in the amount of \$627.00 in this W

arrant.

2023 pre-payments - \$26,988.35 for 54 accounts

Total owed: \$62,312.81

Total Owed: 7/10/2023: \$71,741.80

- \$9,428.99

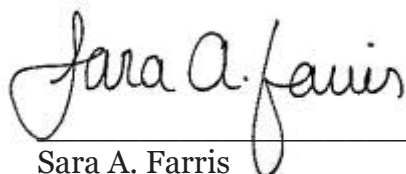
Personal Property Taxes:

2022 - \$18.61 on 1 account

Excise Tax:

<u>MONTH</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>+/-</u>
JAN.	\$51,264.36	\$43,055.03	\$50,306.29	+ \$7,251.26
FEB.	\$45,129.36	\$48,596.73	\$51,718.92	+ \$3,122.19
MARCH	\$75,065.57	\$56,912.29	\$62,362.95	+ \$5,450.66
APRIL	\$77,682.59	\$61,663.04	\$59,196.83	- \$2,466.21
MAY	\$67,323.14	\$64,848.92	\$74,257.14	+ \$9,408.22
JUNE	\$59,529.52	\$92,120.11	\$70,938.58	- \$21,938.58
JULY	\$73,304.01	\$63,394.65	\$41,894.02	- \$21,500.63
AUG.	\$77,159.71	\$65,209.36		
SEPT.	\$70,632.04	\$69,727.87		
OCT.	\$50,817.13	\$54,012.11		
NOV.	\$41,312.77	\$50,624.95		
DEC.	\$45,494.20	\$45,564.33		
TOTAL	\$ 734,714.40	\$ 715,729.39	\$ 360,418.50	

July Rapid Renewals: 34



Sara A. Farris

Clerk/ Tax Collector/ Voter Registrar



INTEROFFICE MEMO

To: Board of Selectmen
CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director
RE: Highway Department (7/10 – 7/23/2023)

We hauled some gravel on East Oxford Road and have had a few trees to clean up that fallen in the road. The grass is growing so good from all the rain that we could almost mow twice a week.

The new plow truck is finally built and waiting to be shipped. I have talked to Whited, and the plow gear is all at Vikings waiting to be installed. Vikings said as soon as the truck gets there, they are going to start on it. So I am keeping my fingers crossed that we will have it before snow flies.

I have also spoken to Lucas Striping, and he is still behind because of the rain but will get to us as soon as possible.



Minot Fire Department
P.O. Box 154
Minot, ME 04258



Dean Campbell
Fire Chief



To Selectmen:

Old business.

1. Dry hydrant repairs
 - A. HOA ponds code enforcement checking on deed covenants
 - B. Non-HOA ponds
 - C. Danielle has talked to the rep from Fortin
2. Watch desk construction complete waiting for wiring (7/26?)
3. New per Diem schedule
4. T5 replacement Budget \$73,000.00
5. Rescue tool scheduled for service
6. Holding off on garage door service

New business.

1. Stations are getting more organized
2. Delay starting junior program (need to finish SOP)
3. Started suppers before meetings and trainings
4. Facility upgrades will start putting budget together
5. BLS folder update started (safety committee?)
6. Inventoried spare gear
7. Looking to purchase radio pagers (on special \$335.00ea)
8. IT other stations
9. Looking to start budget projections for the rest of this year and next
10. NIMS training for new hires required for federal grants

Other issues

1. New hires
2. Starting Junior program
3. Future full-time help (working on job description)



INTEROFFICE MEMO

Date: July 24, 2023

To: Board of Selectmen

From: Danielle Loring, Administrator

RE: Administrator's Report

Tax Commitment – Schedule for August 7th

- Impacts of LD290
- General Guidance for draft rates

Employee Appreciation

- Setting the date/venue

Building Repairs

- Elevators

Other topics/updates:

- General Assistance
- Recycling
- EMA Hazard Mitigation

Article 10	Carry forward Reserve Account Balances:	\$144,954.23	
	Town Office Equipment Reserve Account (balance of \$)	73.03	
	Plow Truck Reserve (balance of \$)	60,341.00	
	Highway Capital Reserve Account (balance of \$)	\$11,599.90	
	General Assistance Donation Account (balance of \$)	\$5,541.39	
	Town Well Reserve Account (balance of \$)	\$11,998.95	
	Cemetery Reserve Account (balance of \$)	\$7,315.21	
	Minot Community Events Account (balance of \$)	\$1,083.44	
	FD Apparatus Reserve	\$10,000.00	
	FD Grant Reserve	\$7,077.92	
	FD Cap Equipment Reserve	\$7,031.39	
	IT Reserve	\$22,292.00	
	Conservation Committee Reserve (balance of \$)	\$100.00	
	Assessing Services Reserve (balance of \$)	\$500.00	
Article 10	Town Salaries and Benefits	\$413,286.00	
Article 11	Town Office Maintenance and Supplies	\$34,050.00	
Article 12	Interdepartment & IT Services	\$30,400.00	
Article 13	Town Garage & Equipment Repair	\$93,400.00	
Article 14	Plow Truck	\$60,341.00	
Article 15	Winter Roads Account	\$345,000.00	
Article 16	Common Roads Account	\$255,500.00	
Article 17	Minot Fire Dept. Including Rescue Division Account	\$87,441.00	
Article 18	Prinicple Payments & Interest (Debt Service)	\$341,851.00	
Article 19	Contract Assessing	\$25,000.00	
Article 20	Code Enforcement & Planning	\$56,150.00	
Article 21	Auditing	\$8,650.00	
Article 22	Legal Fees	\$10,000.00	
Article 23	County Tax	\$309,396.00	
Article 24	Solid Waste Disposal & Contracted Services	\$62,600.00	
Article 25	Street Lights and Traffic Light	\$3,000.00	
Article 26	Municipal Organizations & Contracts	\$20,887.00	
Article 27	Town Insurances	\$53,550.00	
Article 28	Auburn Public Library	\$22,000.00	
Article 29	Animal Control (Officer and Expenses)	\$3,850.00	
Article 30	General Assistance	\$2,000.00	
Article 31	Cable Franchise Fees	\$17,698.77	
Article 32	Snowmoblie Registration Refund	\$1,641.76	
Article 33	Elections & Town Meeting	\$8,550.00	
Article 34	Cemeteries	\$5,000.00	
Article 35	Recreation Field Maintenance	\$10,000.00	
Article 36	Charitable Organizations	\$0.00	
Article 37	BUDGET/ARTICLE SUBTOTAL	\$2,426,196.76	TRIO
Article 38		\$2,569,509.23	\$2,261,902.00
	Subtotal Municipal Appropriations	\$2,260,113.23	
	Minus Carry Forwards and Revenues	(\$162,653.00)	
	TOTAL Municipal Appropriations	\$2,097,460.23	
	County Tax	\$309,396.00	
	School: Jan. 1 thru June 31, 2023 (6 mo. @ \$190908.75)	\$1,145,452.50	
	School: July 1, 2021 thru Dec. 31, 2021 (6 mo. @ \$205422.58)	\$1,232,535.52	
	Estimated Total for Education	\$2,377,988.02	
	GRAND TOTAL of TAX APPROPRIATIONS	\$4,784,844.25	

Total for Education

REVENUES

Anticipated Excise Tax	\$710,000		
Estimated Revenue Share	\$168,160 FY 2022	Act	\$168,159.51
	\$172,463 FY 2023	Est 3/15	\$344,925.02
	\$340,622		

Other Revenues

Cable Franchise Funds

Excise Tax		\$710,000	
Carry Forwards		\$144,954.23	
LRAP	\$	64,380.00	
UFB	\$	150,000.00	
		\$1,069,334.23	

TRIO	\$	2,322,415.74
Carry Over	\$	144,954.23
Grant Match	\$	-
Cable Franch	\$	17,698.77
Snowmobile	\$	1,641.76
SubTot	\$	2,486,710.50
Munic Approp	\$	2,175,672.74

2023 MUNICIPAL TAX RATE CALCULATION FORM

Municipality: Minot

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

1.	Total taxable value of real estate	1	\$335,443,251 <small>(from page 1, line 6)</small>
2.	Total taxable value of personal property	2	\$1,262,610 <small>(from page 1, line 10)</small>
3.	Total taxable value of real estate and personal property (Line 1 plus line 2)	3	\$336,705,861 <small>(from page 1, line 11)</small>
4. a.	Total exempt value for all homestead exemptions granted	4a.	\$16,975,000 <small>(from Page 1, line 14f)</small>
	b. Homestead exemption reimbursement value	4b.	\$12,901,000
5. a.	Total exempt value of all BETE qualified property	5a.	\$1,064,370 <small>(from page 2, line 15c)</small>
	b. BETE exemption reimbursement value	5b.	\$532,185
6.	Total valuation base (Line 3 + line 4b + line 5b)	6	\$350,139,046

ASSESSMENTS

7.	County tax	7	\$309,396.00
8.	Municipal appropriation	8	\$2,097,460.23
9.	TIF financial plan amount	9	\$0 <small>(must match page 2, line 16c + 16d)</small>
10.	Local education appropriation	10	\$2,377,988.02
11.	Total appropriations (Add lines 7 through 10)	11	\$4,784,844.25

ALLOWABLE DEDUCTIONS

12.	Anticipated state municipal revenue sharing	12	\$325,000.00
13.	Other revenues: (All other revenues that have been formally appropriated to reduce the commitment such as excise tax revenue, T.G. reimbursement, renewable energy reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. (Do not include any homestead or BETE reimbursement))	13	\$1,069,334.23
14.	Total deductions (Line 12 plus line 13)	14	\$1,394,334.23
15.	Net to be raised by local property tax rate (Line 11 minus line 14)	15	\$3,390,510.02

	A		B	=	C	
16.	\$3,390,510.02 <small>(Amount from line 15)</small>	x	1.05	=	\$3,560,035.52	Maximum Allowable Tax
17.	\$3,390,510.02 <small>(Amount from line 15)</small>	÷	\$350,139,046 <small>(Amount from line 6)</small>	=	0.00968	Minimum Tax Rate
18.	\$3,560,035.52 <small>(Amount from line 16)</small>	÷	\$350,139,046 <small>(Amount from line 6)</small>	=	0.01017	Maximum Tax Rate
19.	\$336,705,861.00 <small>(Amount from line 3)</small>	x	0.00985 <small>(Selected Rate)</small>	=	\$3,316,552.73 <small>(Enter on page 1, line 13)</small>	Tax for Commitment
20.	\$3,390,510.02 <small>(Amount from line 15)</small>	x	0.05	=	\$169,525.50	Maximum Overlay
21.	\$12,901,000 <small>(Amount from line 4b.)</small>	x	0.00985 <small>(Selected Rate)</small>	=	\$127,074.85 <small>(Enter on line 8, Assessment Warrant)</small>	Homestead Reimbursement
22.	\$532,185 <small>(Amount from line 5b.)</small>	x	0.00985 <small>(Selected Rate)</small>	=	\$5,242.02 <small>(Enter on line 9, Assessment Warrant)</small>	BETE Reimbursement
23.	\$3,448,869.60 <small>(Line 19 plus lines 21 and 22)</small>	-	\$3,390,510.02 <small>(Amount from line 15)</small>	=	\$58,359.58 <small>(Enter on line 5, Assessment Warrant)</small>	Overlay

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.