



Town of Minot Selectmen Epacket

December 11, 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, December 11, 2023
Meeting at 6:30pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. November 27, 2023
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. Assessors' Business
 - a. Personal Property Abatement
 - i. Wayne Bridgham (Estate)
Administrative abatement because account should have been deleted.
 - b. Real Estate Abatement
 - i. Rodney & Pauline Gagnon
Map R13, Lot 029, Account # 363
Administrative abatement because lot is considered unbuildable
6. New Business
 - a. Community Resilience Forum – Zach Gosselin, AVCOG
 - b. Consideration of Approval of Auburn Public Library Revisions
 - c. Discussion of Criteria for RSU Strategic Planning Team Appointments
 - d. Consideration of Approval for FY2024 Budget Articles
 - e. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Discussion with Town Administrator Regarding Ongoing Land Use Matters
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, December 26, 2023 (Changed due to holiday)
12. Adjournment



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Board of Selectmen Meeting
Minot Town Office
Monday, November 27th, 2023
6:30 pm
Minutes*

REGULAR MEETING

- Selectmen:** Vice Chair Lisa Cesare, William Perry, and Brittany Hemond
- Absent:** Chair Daniel Gilpatric and Matthew Callahan
- Staff:** Danielle Loring (Administrator), Sara Farris (Clerk & Recording Secretary), and Dean Campbell (Fire Chief)
- Public:** Jason Simard (resident & Consultant)

1. Call to Order

Vice Chair Lisa Cesare called the meeting to order at 6:30pm and a quorum was present.

2. Pledge of Allegiance

Recited

3. Approval of Minutes

a. Monday, November 27th, 2023 – Regular Meeting

Motion: Brittany Hemond made a motion to approve the meeting minutes from November 13th, 2023; second by William Perry.

Discussion: None

Vote: Unanimous Approval (3/0/ 2 absent from meeting)

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

Board of Selectmen Meeting Minutes Dated November 27th 2023.

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

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Motion: Brittany Hemond motioned to accept the Payroll Expense Warrant in the amount of \$22,221.38 and the Treasurer's Warrant in the amount of \$67,924.75; second by William Perry.

Discussion: None

Vote: Unanimous Approval (3/0/ 2 absent from meeting)

5. New Business

a. Discussion with Consultant Regarding Security Project – Jason Simard

Mr. Simard was present to discuss exactly what the Selectmen and staff had as a vision for the project. Danielle opened the discussion by reiterating the discussions from the previous meetings and stating that the options were to revamp the current layout of the front office area or to change the layout by shifting the office over and creating a wall with a door limiting access to the back offices. Mr. Simard explained that various levels of protection were available from the vendor he spoke with and that there would be various costs associated with each level. A rough estimate for the project would be anywhere from \$75,000 - \$100,000. The Selectmen present agreed that improvements are needed but maybe not to the full extent to help reduce costs. The Selectmen, Mr. Simard, Danielle, and Sara looked over the front office area to help generate ideas and see what options were available with the space. Some items discussed were:

- Replacing the front entrance doors and the door in the Code Office.
- Adding a wall with a buzzer double door to separate the front and back offices, shifting the counter over.
- Redoing the floor tile at the front counter.
- Redoing the counter in the front office and adding power to the counter.
- Adding an ADA push button door system at the front entrance.

There was some concern as to where the front office would be located while the work was being completed and when the project would most likely start. After some discussion it seems the best option would be to move them to the Meeting Room. Danielle would discuss it with Woodbury Consulting and see if that is possible. Mr. Simard stated that his plan would be to start late March/ early April.

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Board of Selectmen Meeting Minutes Dated November 27th 2023.

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Vice Chair Lisa Cesare moved **6. Department Head Updates C. Fire Department Report** up in the meeting while Sara Farris and Mr. Simard were looking over the front office project more.

See attached report for more information as some of the conversation was missed by Mrs. Farris.

The Selectmen that were present agreed that Mr. Campbell could move forward with purchasing the storage container.

Motion: Brittany Hemond motioned to allow Mr. Campbell to purchase the storage container for the Fire Department in the amount of \$2,500; second by William Perry.

Discussion: None

Vote: Unanimous Approval (3/0/ 2 absent from meeting)

Mr. Campbell has decided to assign Fire Department members to each Station instead of having per diems to complete each station's tasks due to staffing issues.

6. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

- The solar arm project will be up for approval at the December Planning Board Meeting.
- Due to multiple elections in March, Absentee Ballot issuance could be a little hectic, but Sara is confident that the girls will do great.
- 2 properties are in jeopardy of Foreclosure.
- Excise tax for November is down but could be on track by the end of the month.

See attached report for more information.

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

- The new plow truck is set to be delivered this week.
- Shoulders installed on Hadfield Rd. and some culverts cleared.

See attached report for more information.

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Board of Selectmen Meeting Minutes Dated November 27th 2023.

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

5. New Business

b. Review and Recommendations for FY2024 Budget

Moved to the December 11th Selectmen Meeting when all members can be present.

c. Executive Session pursuant to Title 1 MRSA §405 (6)(a) Discussion with Town Administrator Regarding Ongoing Land Use Matter

Motion: William Perry motioned to enter Executive Session at 7:40pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (3/0/ 2 absent from meeting)
The Selectmen enter the Executive Session.

Motion: William Perry motioned to exit Executive Session at 7:54pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (3/0/ 2 absent from meeting)

7. Town Administrator's Report Presented by Danielle Loring

Regarding the 2024 Budget, insurance rates have increased 4.25%, assessing increased, and other items that were padded in the budget will need to stay that way due to increases.

8. Selectmen Comment

None

9. Public Comment

None

10. Next Meeting Dates

a. Monday, December 11th, 2023 – Regular Meeting

Date acknowledged.

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

Board of Selectmen Meeting Minutes Dated November 27th 2023.

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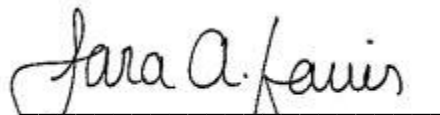
11. Adjournment

Motion: Brittany Hemond made the motion to adjourn at 8:09 pm; second by William Perry.

Discussion: None

Vote: Unanimous Approval (3/0/ 2 absent from meeting)

The board adjourned at 8:09 pm.



Sara A. Farris – Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

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 November 27th 2023.

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

John E. O'Donnell & Associates
632 Bald Hill Road
New Gloucester, Maine 04260

12/11/2023

TAX ABATEMENT

Bridgham, Wayne S
83 Solitude Acres Road
Oxford, ME 04270

Account:PP 19

Dear Bridgham, Wayne S,

The Town of Minot has reviewed the 2023 assessed value of your Minot property. As a result of our review we have granted an abatement on Minot account # PP 19

The reason(s) for the abatement are:

The equipment was not in use as of 4/1/2023. The revised valuation and tax and the original valuation and tax are displayed in the table below.

2023		2023 Revised	
Mil Rate	.01	Mil Rate	.01
Personal Total	3,000	Personal Total	0
Personal Tax	\$ 30.00	Personal Tax	\$ 0.00

We, the Minot Board of Assessors, have approved a tax abatement for 3,000 in valuation and \$30.00 in tax dollars on personal property.

Please contact our Assessors' Agent, John E. O'Donnell & Associates, if you have any question or concerns regarding this matter @ 207-926-4044. This notice is given as notice of final decision of the Minot Assessors

Sincerely,

_____ Date _____
_____ Date _____
_____ Date _____

John E. O'Donnell & Associates
632 Bald Hill Road
New Gloucester, Maine 04260

12/11/2023

TAX ABATEMENT

Gagnon, Rodney R & Pauline O
504 Turner Street
Auburn, ME 04210

Account:RE 363 Map/Lot: R13-029

Dear Gagnon, Rodney R & Pauline O,

The Town of Minot has reviewed the 2023 assessed value of your Minot property. As a result of our review we have granted an abatement on Minot map lot R13-029.

The reason(s) for the abatement are:

The lot was revalued to reflect that it is unbuildable. The revised valuation and tax and the original valuation and tax are displayed in the table below.

2023		2023 Revised	
Land	\$38,430	Land	\$6,930
Bldg	\$ 0	Bldg	\$ 0
Exempt	\$ 0	Exempt	\$ 0
Real Total	\$38,430	Real Total	\$6,930
Mil Rate	.01	Mil Rate	.01
Total Real Tax	\$ 384.30	Total Real Tax	\$ 69.30

We, the Minot Board of Assessors, have approved a tax abatement for 31,500 in valuation and \$315.00 in tax dollars on real estate.

Please contact our Assessors' Agent, John E. O'Donnell & Associates, if you have any question or concerns regarding this matter @ 207-926-4044. This notice is given as notice of final decision of the Minot Assessors.

Sincerely,

_____ Date _____

_____ Date _____

_____ Date _____



CADmaster
Septic Designs

586 Park Avenue - Auburn, Maine 04210
cell - 207-240-5567
e-mail - gsb@cadmasterr.com

October 11, 2023

Mr. Rodney R. Gagnon
504 Turner Street
Auburn, Maine 04210

RE: Preliminary Soils Investigation Report
Brighton Hill Road - Minot, Maine

Dear Mr. Gagnon:

At your request, a preliminary Site/Soils Investigations was performed on a parcel of land located on the Brighton Hill Road in the Town of Minot. The parcel is delineated on the Town of Minot's assessing Tax Map R13, and being Lot 29, and is listed as being 1.95 acres, more or less. The current owner is listed as Rodney R. & Pauline O. Gagnon (deed reference Book 10728, Page 44).

The purpose of the preliminary investigation was to determine suitability for an on-site Subsurface Waste Water Disposal System to accommodate a single-family residential structure on the lot in accordance with the current *Maine Subsurface Waste Water Disposal Rules* (SWWDR), dated September 23, 2023, and as amended.

Date of Investigation: June 29, 2023

Method of Investigation: Hand Auger Borings

Method of Ground Control: Test borings were located in relationship to boundary information shown on the above referenced Tax Map and property corners (iron rods and stone walls) observed during the on-site investigation.

Findings: The site is, for the most part, a previously utilized logging yard for a logging operation on property to the rear of this lot. There are a few remaining mixed hardwood and softwood trees left, as well as a significant area of open wetlands and exposed ledge on the lot as well. There is also a stream which crosses this property near the rear of the lot.

Multiple test boring results for this lot, as tested, indicate the underlying Parent Material to be of a "Lodgment Basal Glacial Till" type material, and designated as 3E/AI soils with exposed bedrock or shallow to bedrock encountered (in the open areas of this lot), as defined in the current SWWDR referred to above, with the most limiting factor being the Seasonal High Water Table at the surface (standing water) to 5 to 6 inches below the surface, or bedrock.

It should also be noted that at some point in the past a cross culvert under the Brighton Hill Road has diverted storm water runoff onto this lot as well as the road side ditch being filled in to create an access point onto this lot.

Pit depths were limited to twelve (12) inches below the Seasonal Water or bedrock.

Recommendations: It is my recommendation that, based upon results of the multiple test pits evaluated and site conditions observed, there is no suitable soils and or sufficient area for new Single Family Residential Structures on any portion of this lot.

I trust the enclosed information will satisfy your immediate needs. Should you have any questions, feel free to give me a call.

Should you have any questions, feel free to give me a call.

Respectfully yours,
CADmaster Septic Designs



George S. Bouchles, LSE 338, CSI 13

MONDAY DEC 11 @6:30PM

329 WOODMAN HILL RD, MINOT

COMMUNITY RESILIENCE WORKSHOP

We need to hear from you, Minot!

Through grants and direct support to municipalities, the Community Resilience Partnership assists communities to reduce carbon emissions, transition to clean energy, and become more resilient to climate change.

Looking for your input:

- What are two things Minot is doing well?
- What two areas that could be improved in the short-term?
- What should the town be addressing in the long-term?
- What specific 3 to 5 actions are priorities for Minot?

Agenda:

- Welcome & Introductions
- What is Maine's Community Resilience Partnership?
- Review Minot Community Resilience Self-Evaluation
- Establish a list of community priorities.





Town of Minot

329 Woodman Hill Road
Minot, Maine 04258
(207) 345-3305
(207) 346-0924 Fax
www.MinotME.org

April 18, 2023

Brian Ambrette
Senior Climate Resilience Coordinator
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, ME 04333

Dear Mr. Ambrette,

The Town of Minot supports the application AVCOG is proposing for the Community Resilience Partnership Service Provider Grant. We have been a member of AVCOG for many years and have relied on them to help us develop our Comprehensive Plan, assistance with Shoreland Zoning and Subdivisions, coordination of joint bids for various products as well as training.

The Town of Minot has a Population of about 2766 residents, but we do not have a formal planning department although the Town has begun discussions on how to reduce energy. We are also exploring ways to reduce our energy use further by converting some of our heating systems and lighting but do not have the in-house expertise to move forward.

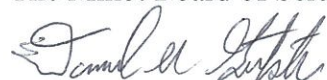
We feel that the working with AVCOG could help us to become resilient and better prepared for the future by helping us to assess our critical infrastructure, understand our communities needs and develop plans to address climate change and severe weather conditions. Having this information can assist in creating plans and allocating resources towards cost effective strategies to reduce any negative impacts to community members while also engaging them in the potential of programs like this.

Climate resilience is not something the Town has explored specifically, but we are enthusiastic about the assistance AVCOG could provide us with this grant. We are hopeful that AVCOG will be considered for the Community Resilience Partnership Service Provider Grant and look forward to working with them on possible efficiencies in the Town of Minot.


Thank you for your time and consideration.

Respectfully,

The Minot Board of Selectmen


Daniel Gilpatric, Chair


Matthew Callahan


Lisa Cesare, Vice Chair


Brittany Hemond


William Perry

Community Resilience Partnership

List of Community Actions

Revised April 2023

See Instructions on Introduction tab below.

✓	Strategy Areas & Actions (mark Column A as complete, in progress, future priority, etc.)	What Minot Has Done
Strategy Area A: Embrace the Future of Transportation		
Accelerate the Transition to Electric Vehicles (EVs)		
	<p>Note: A maximum of \$7,500 of a Community Action Grant may be applied to the purchase of an electric vehicle for municipal or tribal fleets (Action A1). Eligible vehicles for Action A1 include light-duty, medium-duty, and heavy-duty on-road electric vehicles as well as electric riding mowers and electric outboard engines that are part of a municipal fleet, all subject to the maximum award amount. Where applicable, Efficiency Maine’s electric vehicle rebate (Action A1) or EV charging rebate (Action A2) must be included in the applicant’s project budget.</p>	
A1	Purchase or lease electric vehicles for municipal or tribal government-owned vehicle fleets.	
A2	Install EV chargers in public parking areas.	
A3	Adopt ordinances to encourage EV charging infrastructure, including at multifamily dwellings, businesses, and public parking areas.	
A4	Adopt an anti-idling ordinance.	
Improve Mobility and Reduce Vehicle Miles Traveled (VMT)		
A5	Implement strategies that increase public transit ridership and alternative transportation modes, including bike and walking infrastructure.	
A6	Implement strategies that encourage municipal/tribal employees to commute via carpools, public transit, bike/walk, or other alternatives to single-occupancy vehicles.	

	A7	Adopt a telework policy for municipal/tribal government staff positions that can work remotely some days per week.	
	A8	Adopt land use and development policies in plans and codes that reduce the need for driving (e.g. locating schools, workplaces, and shopping near where people live; encouraging density of development near housing and transportation).	Minot does have Village zoning that promotes increased density through smaller lot sizes and road frontage and these zones are located in the area where schools and businesses are located.
	A9	Adopt a Complete Streets policy which addresses safety, bike/pedestrian uses, and transit.	
	A10	Adopt a broadband plan that reduces the need to drive by increasing access to high speed internet for underserved residents to support telecommuting, access to remote education and telehealth.	Minot established a Broadband Committee in 2019 and hired a consultant to conduct a feasibility study to identify ISPs and strategies for expanding broadband in Minot. Since then, Minot has worked with two vendors to expand broadband services to the majority of the town (both coaxil & fiber)

Strategy Area B: Modernize Maine's Buildings		
Transition to Cleaner Heating and Cooling, and Efficient Appliances in Municipal/Tribal Buildings		
		Note: Energy efficiency projects (Actions B1-B5) such as heat pumps, VRF systems, LED lighting upgrades, water heaters, etc. must be eligible for Efficiency Maine's incentives. The applicant's project budget must include applicable Efficiency Maine rebates or incentives.
B1	Adopt and execute a plan for energy efficiency and building envelope weatherization improvements for municipal/tribal buildings. Collaborate with local school district for school building improvements.	
B2	Upgrade to energy efficient interior lighting in municipal/tribal buildings.	Utilized a Efficiency Maine grant to upgrade fixtures to LEDs
B3	Upgrade to energy efficient appliances in municipal/tribal buildings.	Worked with Efficiency Maine to install heat pumps and industrial fans in municipal buildings
B4	Install a heat pump system or VRF system for heating/cooling and heat pump water heating in municipal/tribal buildings.	Have heat pumps in Highway Department and server closets.
B5	Upgrade streetlights and exterior lighting for municipally/tribally-owned facilities with energy efficient LED lighting (and minimize light pollution with downlighting where possible).	Worked with CMP to convert eligible streetlights to LEDs or higher efficiency options
B6	Adjust procurement policies to prioritize climate-friendly Maine forest products (e.g. mass timber, wood-fiber insulation) in construction projects.	
Advance the Design and Construction of New Buildings		
B7	Adopt the energy efficiency stretch building code (currently IECC 2021).	
B8	Require EV charging readiness and solar energy readiness for all new construction.	
B9	Support regular professional development for code enforcement officers, especially Efficiency Maine's code trainings.	Minot has not adopted to the IECC but has voluntarily adopted MUBC and CEO receives regular trainings

	B10	Adopt C-PACE ordinance for commercial property owners to install renewable energy systems, energy efficiency measures, and EV charging infrastructure (pending state program launch).	In 2012, Minot adopted the model PACE ordinance but has not made any changes since
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Strategy Area C: Reduce Emissions through Clean Energy Innovation			
Reduce Greenhouse Gas (GHG) Emissions			
	C1	Conduct a baseline for energy useage by municipal/tribal government including electricity, heating and transportation fuels, and other energy sources.	
	C2	Identify and track a simplified set of emissions indicators for community emissions reduction (e.g. number of EVs registered in the community, number of homes with solar panels, number of heat pump rebates from Efficiency Maine).	
	C3	Adopt a resolution setting targets and a plan for reducing emissions and advancing clean energy from municipal/tribal operations that align with the state's targets.	
Advance Clean Energy Adoption			
	C4	Adopt a renewable energy ordinance(s) that allows, enables, or encourages community-appropriate renewable energy and energy storage installations.	Minot adopted a Solae Energy Ordinance to allow both large scale farms and smaller residential installations
	C5	Adopt a streamlined permitting process for small-scale renewable energy installations.	Minot only requires a building permit for residential installations
Transition to Clean Energy			
	C6	Enter into a long-term service contract or power purchase agreement (PPA) or adopt a clean power purchase policy to ensure increasing local government energy supplies come from renewable energy.	Minot has a power purchase agreement with Solar on Earth through PowerMarket and utilizes SmartEnergy for out market rate purchase
	C7	Install a renewable energy project (solar, wind, geothermal, anaerobic digestion, etc.) on municipal/tribal property (e.g. school rooftop, wellhead protection area, landfill, brownfield site, etc.).	

Strategy Area D: Grow Jobs and Protect Natural Resource Industries			
Support Maine's Natural Resource Economy			
	D1	Adopt policies that enable, support, or incentivize local food production and consumption, including community gardens.	In 2020, Minot adopted a Food Sovereignty Ordinance and Minot's Comp Plan focuses on support agriculture
	D2	Adjust procurement policies to prioritize climate-friendly Maine forest products (e.g. mass timber, wood-fiber insulation) in construction projects.	
Support Clean Energy Jobs and Businesses			
	D3	Assess the suitability of privately-owned brownfield and disturbed/contaminated sites for clean energy projects and encourage project development.	
	D4	Establish incentives for clean energy industry or businesses to locate in community.	
	D5	Encourage and support clean energy industries in economic development plans.	

Strategy Area E: Protect the Environment & Promote Natural Climate Solutions

Protect Natural and Working Lands and Waters		
E1	Set targets for increasing green space and tree planting to increase shade and water access in public spaces and carbon sequestration.	Minot has a robust history of increasing access to green spaces and passive recreation including ball fields and walking trails
E2	Incorporate a goal into conservation plans of conserving 30% of land in the community by 2030 (including undeveloped town property), with a priority on addressing conservation gaps related to high biodiversity areas, undeveloped blocks, and land and water connectivity.	
E3	Create or update a watershed plan to identify flooding and water quality priorities and adaptation options.	Interested in completing
E4	Develop a natural resource and habitat inventory that includes climate stressors and impacts.	Interested in completing
E5	Conserve, revegetate and reconnect floodplains and buffers in riparian areas.	
E6	Preserve climate-threatened natural areas such as wetlands, riparian areas, and headwater streams through zoning or other regulations.	
E7	Implement a source water protection program.	
E8	Adopt policies that prioritize natural, nature-based or ecologically enhanced shoreline protection for coastlines, rivers, and lakes.	
E9	Identify and protect sites for living shorelines and saltmarsh migration areas.	N/A
E10	Identify and protect open space in the floodplain to increase flood buffers and community resilience.	

Strategy Area F: Build Healthy & Resilient Communities		
Plan for Community Resilience		
F1	Conduct a community vulnerability assessment that identifies climate risks and vulnerable populations and includes a review of existing plans and policies. Adopt a climate resilience plan that describes high priority strategies for reducing risk and vulnerabilities (may be a standalone plan or included in a comprehensive plan).	Interested in completing, especially in regard to the water table and its impact on both access to water for development, agriculture and fire prevention (fire ponds)
F2	Update the local or county EMA hazard mitigation plan to address changing/future conditions and identify specific strategies to reduce vulnerability and increase resilience to climate change impacts.	Pending
F3	Develop or enhance early warning systems and community evacuation plans.	
F4	Develop a storm debris management plan.	Interested in doing
Reduce Flood Risk		
F5	Complete the Maine Flood Resilience Checklist.	
F6	Participate in the National Flood Insurance Program (NFIP).	Completed
F7	Enroll in the NFIP's Community Rating System (CRS) at Class 9 or better, reducing flood insurance premiums for community residents.	?
F8	Achieve CRS Class 6 or better, maximizing flood insurance savings for community residents.	?
F9	Map sea level rise projections in the local or county EMA hazard mitigation plan.	N/A
F10	Require consideration of sea level rise projections and impacts in planning and permitting coastal development.	N/A
F11	Adopt freeboard requirements in the special flood hazard area and higher freeboard critical infrastructure and long-lifespan assets.	
F12	Adopt a low-impact design (LID) standard for stormwater management.	

Strengthen Public Health		
F13	Identify and plan to reduce public health threats in the community that are exacerbated by climate change.	Interested in completing
F14	Develop and implement an extreme temperatures emergency plan, including strategies that increase use of cooling centers by residents.	Interested in completing
F15	Establish a peer-to-peer program for checking in on vulnerable community members during extreme heat or cold events.	Interested in completing
F16	Increase community-level resilience to mosquito-borne diseases by implementing vector controls to decrease mosquito habitat.	
F17	Implement school-based programs to educate students about prevention of mosquito- and tick-borne diseases.	

Strategy Area G: Invest in Climate-Ready Infrastructure			
Assess climate vulnerability of infrastructure			
	G1	Conduct a vulnerability assessment for critical community infrastructure that includes: 1) the climate hazards to which infrastructure assets are exposed and how the intensity and likelihood will change over time; 2) the susceptibility to damage or failure given location, design, age, condition, and state of repair; and 3) the consequences that impairment or failure of the infrastructure will have on the community.	Interested in completing
	G2	Develop a Capital Investment Plan that a) identifies vulnerable municipal/tribal facilities and assets, and b) prioritizes resilience in improvements and/or new construction.	Interested in completing
Utilize climate-ready standards, designs, and practices to improve infrastructure			
	G3	Improve and protect drinking water, wastewater treatment, and stormwater facilities to reduce physical damage and sustain function during extreme weather events.	Interested in competing. All Minot residents have private septic and wells
	G4	Adopt a policy that prioritizes green infrastructure to manage stormwater in developed areas.	
	G5	Adopt DEP's Stream Smart Crossing Guidelines as standard practice for culvert and bridge improvements. Identify vulnerable crossings and apply for DEP improvement funds.	
	G6	Assess wastewater treatment facilities for clean energy potential (solar, anaerobic digester, etc.).	

Strategy Area H: Engage Maine People			
	H1	Establish or recognize an official committee of community stakeholders.	Minot has engaged residents involved in Selectboard, Planning Board and various community boards/committees
Increase public awareness of climate change impacts and opportunities to take action			
	H2	Create a climate change education, outreach, and engagement program, focusing on mitigation and adaptation for residents and businesses.	Interested in completing
	H3	Amplify public health advisories for climate-related health and weather events, such as air quality advisories, extreme heat or cold events, extreme storms, power outages, waterborne disease outbreaks, harmful algal blooms, vectorborne disease trends, etc.	Interested in completing
	H4	Engage youth in resilience, clean energy, and energy use reduction.	Interested in completing
	H5	Engage populations that are vulnerable to climate impacts in resilience, clean energy, and GHG emissions reduction.	Interested in completing
Engage the business community and recognize climate leadership			
	H6	Create and support an energy reduction campaign or challenge among businesses.	
	H7	Initiate a community bulk purchasing program with a vendor, or vendors, to provide low cost equipment such as heat pumps and solar for interested residents and businesses.	
		Note: Bulk purchasing (Action H7): Grant funds may not be used to purchase or subsidize equipment or services for residential or commercial properties, but may be used for program design and capacity building .	



Events, Workshops, and Funding for Communities and Service Providers

Bi-monthly newsletter/email/outreach content for you to glean from. Take from this whatever is useful to you and your community (or communities). Use it in your own newsletters and outreach content or for your own benefit in the work you do.

VERSION: 12-8-23

 = NEW CONTENT


 = Closing soon

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Community Resilience Partnership Updates

Service Provider Grants

- Grants to service provider organizations to assist communities to prepare for and enroll in the Community Resilience Partnership and then apply for grant funds to undertake priority projects.
- [Register](#) for the Informational Webinar: December 20, 10:00am
- Application Deadline: February 2, 2024
- [View the Program Statement and Application Form](#)

Community Action Grants (up to \$50,000)

- Enables eligible communities to implement projects that reduce energy use and costs, transition to clean energy, and make communities in Maine more resilient to climate change.
- This round of Community Action Grants (CAG) is open to enrolled communities that have not yet received a Community Action Grant award. The next round of Community Action Grants in the fall of 2024 will open to all enrolled communities.
- [Register](#) for the Informational Webinar: December 20, 11:00am
- Application Deadline: March 29, 2024
- [View the Program Statement and Application Form](#)

Energy Efficiency Priorities Grants (up to \$100,000)

- This is a special, one-time grant offering through the Community Resilience Partnership to distribute federal funds to disadvantaged communities for projects that improve energy efficiency and implement clean energy systems.
- GOPIF anticipates making 10 awards of approximately \$100,000 each to eligible communities through a competitive Request for Applications (RFA) process. To be eligible, communities must be enrolled in the Partnership AND be designated as "disadvantaged" by the federal EPA CEJST tool. See RFA for full eligibility requirements.
- [Join Informational Webinar](#): December 20, 1:30pm
- Application Deadline: February 16, 2024
- [View the RFA](#) and Application Form

Agriculture

Business Planning for Producers (Technical Assistance Grant)

Target Applicant: Agricultural producers

Designed to equip participants with the knowledge and skills to start, adapt, and maintain a profitable land or sea-based business. Ten-week online course will help participants evaluate their business's potential and understand the core concepts of business planning including: market research, marketing, funding, financial record keeping and sustainability. Successful completion of the course qualifies participants for the USDA Farm Service Agency Borrower Training Credit. [LEARN MORE](#)

Efficiency Maine Municipal and Nonprofit Incentives

Thermal Energy Investment Program

Target Applicant: Businesses, municipalities, educational institutions, and nonprofit entities

Incentives for the installation of new thermal energy derived projects. A thermal energy derived project is defined as; a project that produces thermal energy and thermal renewable energy credits including but not limited to, (1) conversion of fossil fuel-fired boilers to wood-fueled boilers or boilers using biofuels derived from wood, and (2) installation of new wood-fueled boilers or boilers using biofuels derived from wood. Cost share required. [LEARN MORE](#)

Energy Storage System Projects

Target Applicant: All demand metered customers (commercial, nonprofits, institutions and government)

Performance based incentives for the deployment of energy storage systems during summer peak demand conditions. [LEARN MORE](#)

Custom Electric Projects

Target Applicant: Businesses, municipalities, educational institutions, and nonprofit entities

Funding for electrical energy efficiency projects including process improvements, HVAC controls, installation of VFDs on motors, chiller and refrigeration enhancements, and pump upgrades. [LEARN MORE](#)

Custom Distributed Generation Projects

Target Applicant: Businesses, municipalities, educational institutions, and nonprofit entities

Funding for distributed generation projects – behind-the-meter generation projects that reduce the consumption of grid-supplied electricity and meet Efficiency Maine’s cost-benefit analysis. Combined heat & power (CHP) projects are the most common type of distributed generation project completed through this program. [LEARN MORE](#)

Custom Thermal Projects

Target Applicant: Businesses, municipalities, educational institutions, and nonprofit entities

Funding for a variety of thermal energy efficiency projects that involve a measure (or set of measures) that reduces the consumption of natural gas, oil, biomass, and other fuels. Awarded projects have included heat recovery measures, boiler upgrades and controls, and HVAC controls. [LEARN MORE](#)

Energy

Clean Energy Spark! Grants

Target Applicant: Working waterfront businesses

The Spark! Clean Energy Program at the Island Institute is currently funding working waterfront energy projects that improve energy efficiency, support the switch to renewable energy, and/or reduce consumption of fossil fuels. Applicants can receive up to \$4,000 per fiscal year. For profit

businesses must provide matching funds for applications. (E.g. If a project cost is \$5,000 Spark! would fund up to \$2,500.) Examples of projects include the installation of EV charging stations, heat pumps or mini-splits, or solar arrays, and the purchase of electric boat motors. [LEARN MORE](#) and [APPLY](#) For assistance, contact Kate Klibansky at the Island Institute, Kklibansky@islandinstitute.org.

Federal Solar Tax Credits for Businesses, Nonprofits, and Municipal and Tribal Governments

Target Applicant: Businesses, nonprofits, and municipal and tribal governments

There are two federal tax credits available for businesses and other entities like nonprofits and local and tribal governments that purchase solar energy systems: The investment tax credit (ITC) is a tax credit that reduces the federal income tax liability for a percentage of the cost of a solar system that is installed during the tax year. The production tax credit (PTC) is a per kilowatt-hour (kWh) tax credit for electricity generated by solar and other qualifying technologies for the first 10 years of a system's operation. It reduces the federal income tax liability and is adjusted annually for inflation. Organizations that don't pay federal taxes, like non-profits or local governments, can take advantage of the tax credits through either direct pay or a transfer of credit [LEARN MORE](#).

Rural Energy for America Program Renewable Energy Systems & Energy Efficiency Improvement Guaranteed Loans & Grants in Maine

Target Applicant: Rural small businesses and agricultural producers

This program provides guaranteed loan financing and grant funding to agricultural producers and rural small businesses for renewable energy systems or to make energy efficiency improvements. Agricultural producers may also apply for new energy efficient equipment and new system loans for agricultural production and processing. [LEARN MORE](#) or connect with your Regional Planning Organization or contact [Brian Wilson](#), Maine program contact.

Low-Cost Solar Loans for Businesses

Target Applicant: Small businesses with priority given to BIPOC-, women-, or immigrant-owned

Coastal Enterprises, Inc. (CEI) is offering 2.75-3.5% interest loans for small businesses looking to install solar panels at their business. Funds are limited and priority will be given to businesses that are BIPOC-, women-, or immigrant-owned. Based on demand, loans may be capped in size. [LEARN MORE](#)

Coming Later this Year or Early Next Year

Grants for Energy Improvements at Public School Facilities

Target Applicant: K-12 Public Schools

The Renew America's Schools Grant funds clean energy improvements at K-12 public schools. Funds can cover Energy efficiency (envelope, HVAC, lighting, controls, etc.), ventilation, renewable energy, alternative vehicles, and alternative fuel vehicle infrastructure improvements. The first round of the program has closed, but another round is expected later in 2023 or early 2024. Start planning now! [LEARN MORE](#)

Clean Energy Projects on Former Mine Land – Technical Assistance Grants

Target Audience: Communities and organizations interested in pursuing clean energy projects on current and former mine land

On behalf of the U.S. Department of Energy, National Renewable Energy Laboratory (NREL) is providing technical assistance to communities and organizations interested in pursuing clean energy projects on current and former mine land. Applications are accepted on a rolling basis. For questions contact CEML.TA@nrel.gov. [LEARN MORE](#).

Coming Later this Year

Grid Resilience and Innovation Partnerships (GRIP) Program

Target Applicant: Various – state, municipal, tribal and private non-profit and for-profit entities

This program is designed to enhance grid flexibility and improve the resilience of the power system against growing threats of extreme weather and climate change and to accelerate the deployment of transformative projects that will help to ensure the reliability of the power sector's infrastructure, so all American communities have access to affordable, reliable, clean electricity anytime, anywhere. Three different programs for private and public entities. Next round of funding opens later this year. [LEARN MORE HERE](#) or contact Allie Rand in the Governor's Energy Office Allie.Rand@maine.gov

Energy Audit and Renewable Energy Development Assistance Grants (REDA)

Target Applicant: State and local governments, federally-recognized tribes, land-grant college or university or other institutions of higher education, rural electric cooperatives.

Funding for conducting and promoting energy audits, technical assistance, and site assessments. Grant period for this year has closed but will reopen later in 2023. [LEARN MORE HERE](#) or contact [Brian Wilson](#), Maine program contact.

Environmental Justice

Maine Secures \$3.07M for Tree Stewardship and Grants in Underserved Communities

Augusta, Maine – The Maine Department of Agriculture, Conservation and Forestry (DACF) announced the award of over \$3 million from the U.S. Department of Agriculture (USDA) to support urban and community forestry projects and workforce development initiatives. This funding is part of President Biden's [Investing in America agenda](#) to advance environmental justice, generate economic opportunity, and build a clean energy economy nationwide. The grants are made possible by investments from President Biden's [Inflation Reduction Act](#), the largest climate investment in history

Infrastructure

USDA Community Facilities (CF) Direct Loan Program

Target Applicant: Municipal and Tribal Governments with no more than 20,000 residents

The CF Direct Loan Program provides affordable funding to develop essential community facilities. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community. It must carry out a function customarily provided by a local unit of government. The facility must be located in a rural area and primarily serve rural residents. Funding in the form of grants and low interest loans is available for rural areas including cities, villages, townships, and towns including Federally recognized Tribal lands with no more than 20,000 residents. Contact your Regional Planning Office for more information. [LEARN MORE](#)

Inflation Reduction Act (IRA) and Bipartisan Infrastructure Law (BIL) Funding

The **Inflation Reduction Act (IRA)** has 18 different funding programs, 11 of which are directed to local governments. These programs will fund implementation of energy efficiency efforts,

GHG reduction strategies, and coastal resilience projects. Most of the programs have special provisions for low-income and disadvantaged communities. Go to the State's new website for **Bipartisan Infrastructure Law (BIL) funding opportunities** to learn more. [VIEW THE SITE](#) The Maine Municipal Association (MMA) is launching a series of workshops to help municipal officials, community leaders, and service providers learn more about BIL and IRA funding. View the workshops [listed in this document](#) or [DOWNLOAD THE WORKSHOP LIST](#)

Land Conservation & Management

Community Forest and Open Space Conservation Program Jan 12, 2024

The U.S. Department of Agriculture (USDA), Forest Service, State, Private & Tribal Forestry, is requesting applications for the Community Forest and Open Space Conservation Program (Community Forest Program or CFP). CFP is a competitive grant program that provides financial assistance to Indian Tribes, local governments, and qualified conservation non-profit organizations to establish community forests through the fee simple acquisition of private forest land.

The purpose of the program is to establish community forests by protecting forestland from conversion to non-forest uses and provide community benefits including public recreation, environmental and economic benefits, and forest-based educational programs. Public access is required for all projects.

To apply, interested local government and nonprofit applicants must submit applications to the State Forester where the property is located. Tribal applicants must submit applications to equivalent Tribal government officials. All applications must be received by State Foresters or Tribal governments by **January 12th, 2024**. [Community Forest Program website](#)

Community Heart & Soul Seed Grants

Target Applicant: Small city and town resident-driven groups in partnership with their municipality or local community organization

The Community Heart & Soul Seed Grant Program provides \$10,000 in funding for resident-driven groups in small cities and towns to start the Community Heart & Soul planning model. Community Heart & Soul is a resident-driven process that engages the entire population of a town in identifying what they love most about their community, what future they want for it, and how to achieve it. Grant funding requires a \$10,000 cash match from the participating municipality or a partnering organization.

[LEARN MORE](#)

Sustainable Waste Management

Waste Diversion Grants

Target Applicant: Municipalities, regional associations, and businesses

Grant for the creation, implementation, or enhancement of initiatives, programs, or projects that aim to divert more solid waste from being disposed of. All interested municipalities, regional associations and Maine businesses are encouraged to apply. Awards for accepted proposals range from \$1,000 - \$40,000 (\$125,000 total).

Proposals should:

- take advantage of regional economies of scale
- specify reuse and repair infrastructure and program development
- increase organics management and recycling infrastructure in underserved areas of the state
- promote waste reduction through reuse, repair and sharing economy initiatives
- address a statewide need, and/or expand the types of materials managed through composting and recycling. [LEARN MORE](#). Application deadline is October 18.

Greenhouse Plastic Recycling Program

Target Applicant: Agricultural producers, anyone with large quantities of LDPE#4 to recycle

This statewide agricultural plastic collection program administered through the Maine Organic Farmers and Gardeners Association (MOFGA) is now accepting bundles of low-density polyethylene (LDPE#4) clear film used to cover greenhouses, high tunnels and other agricultural structures. Also accepted are white overwintering LDPE#4 film. [LEARN MORE](#)

Small Community Grant Program Replacing Malfunctioning Septic Systems

Target Applicant: Small city and town resident-driven groups in partnership with their municipality or local community organization

This program provides grants to municipalities to help replace septic systems that are polluting a waterbody or causing a public nuisance. An existent pollution problem must be documented to qualify for funding. Grants can be used to fund from 25% to 100% of the design and construction costs, depending upon the property owners' income and the property's use. The municipality receives the grant as a reimbursement for eligible costs of the replacement septic system after substantial completion of the construction. When funds are available, grants are awarded based on the financial need of the property owner, as well as the negative environmental impacts of a system. The program prioritizes and awards funding to replace systems which are: (1) Contaminating a public drinking water supply, (2) polluting a shell fishing area, (3) discharging into a body of water, or (4) creating a public nuisance condition. The Department of Environmental Protection (DEP) grants are not available to provide septic systems for new

homes or for the replacement of a septic system that was constructed after July 1, 1974, and was not constructed in compliance with the Maine Subsurface Wastewater Disposal Rules at that time. Grant applications must be submitted by the municipality in which the property owner resides. Residential owners may qualify for the grant program if their federal taxable income for the previous year was \$40,000 or less. For those who are not required to file Federal taxes, a [Statement of Non-filing](#) can be completed.

Commercial establishments may qualify if their gross profit for the previous year was \$100,000 or less. A sliding-scale determines an eligible applicant's grant percentage based on income (or profit) from the most recent fiscal year. Applicants are not eligible for grant assistance if their income exceeds these figures and are required to provide evidence that they meet the requirements. Participants in the program are also required to grant an easement to the town allowing construction and inspection of the system.

Transportation

Maine DOT Workforce Transportation Funding Opportunity

Target Applicant: Employers or groups of employers, municipalities, non-profit organizations, human service organizations, and public/private transportation providers

The Workforce Transportation Pilot program, an initiative of Governor Mills' Maine Jobs & Recovery Plan, to pursue and develop transportation solutions that connect workers with employers across Maine. The \$5M program will provide competitive grants of up to \$750,000 to local and regional partnerships to pilot ways to connect workers and employers through ridesharing, vanpools, and other subsidized transit options. [LEARN MORE](#)

Maine DOT Village Partnership Initiative

Target Applicant: Municipalities and Tribal Governments of communities where the village or downtown is located on a state or state aid road / highway

The Village Partnership Initiative is designed to be available to all willing communities that have or can agree upon a local vision. Village projects can vary from small, spot improvements to large, once-in-a-lifetime investments if we can successfully partner to access federal discretionary funds. Working with other agencies, these communities should have access to broadband, as good internet connections are as important as physical connections are today. [LEARN MORE](#)

Maine DOT Municipal Partnership Initiative

Target Applicant: Municipalities and Tribal Governments of communities where the village or downtown is located on a state or state aid road / highway

MaineDOT’s Municipal Partnership Initiative is intended to be a streamlined program to address municipal requests that deal with transportation infrastructure issues on state and state aid highways, encourage economic opportunities, and make improvements to infrastructure to increase its life or correct safety deficiencies. [LEARN MORE](#).

RFP EM-011-2023: DC Fast Charging Stations – Maine Phase 5

The Efficiency Maine Trust (the Trust) seeks qualified bidders to install and operate DC Fast Chargers (DCFC) for electric vehicles (EVs) along select “Alternative Fuel Corridors” in Maine. The target areas particular to this RFP are located on US Route 1 and Interstate 95. consistent with the **Maine Plan for EV Infrastructure Deployment** published by the Maine Department of Transportation (MaineDOT) in July 2022. The Trust will accept bids that propose to serve only one location as well as bids proposing to serve multiple locations. [Learn more](#)

Low or No Emission and Grants for Buses and Bus Facilities

The purpose of the Low-No Program is to support the transition of the nation’s transit fleet to the lowest polluting and most energy efficient transit vehicles. The Low-No Program provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses, including acquisition, construction, and leasing of required supporting facilities. The purpose of the Buses and Bus Facilities Competitive Program is to assist in the financing of buses and bus facilities capital projects, including replacing, rehabilitating, purchasing or leasing buses or related equipment, and rehabilitating, purchasing, constructing or leasing bus-related facilities. To [LEARN MORE](#) about this opportunity and eligibility, please contact [Sara Mills-Knapp](#) or [Jon Gagne](#) at [Maine Clean Communities](#).

Maine DOT Municipal Partnership Initiative

MaineDOT’s Municipal Partnership Initiative is intended to be a streamlined program to address municipal requests that deal with transportation infrastructure issues on state and state aid highways, encourage economic opportunities, and make improvements to infrastructure to increase its life or correct safety deficiencies. [LEARN MORE](#)

Communications

Let's Talk Broadband

Join an open hour session to chat all things broadband every Friday at 11AM. We welcome anyone interested in broadband or wanting to know more. [Click here to register](#)

EDA Announces Notice of Funding Opportunity for Regions Impacted by Natural Disasters

EDA is now accepting applications through the [FY2023 Disaster Supplemental Funding Notice of Funding Opportunity](#). The awards are designed to support those regions impacted by Hurricanes Ian and Fiona, wildfires, flooding and other natural disasters (2021-2022). The awards made under this NOFO are designed to address economic challenges in those areas where a Presidential declaration of a major disaster has been issued. Funding will help communities devise and implement long-term economic recovery strategies through a variety of construction and non-construction projects. Eligible applicants include Tribal nations, non-profit organizations, colleges and universities, district organizations of an [Economic Development District \(EDD\)](#), and state, county or city subdivisions engaged in economic or infrastructure activities. Individuals and for-profit entities are not eligible for funding under this NOFO. For more information, visit EDA's [Disaster Recovery Program](#).

Wastewater Treatment Facility Climate Adaptation Planning Grants and Fiscal Sustainability Planning Grants

Target Applicant: Municipalities and quasi-municipal corporations

The Maine Clean Water State Revolving Fund provides \$50,000 grants to municipalities and quasi-municipal corporations (i.e. village corporations, sanitary, sewer & utility districts, etc.) for wastewater Fiscal Sustainability Plans (FSP) – asset management plans with a water component. Matching funds are required. Climate Adaptation Planning funds up to \$25,000 are also available to assess a wastewater system’s resilience to climate hazards are also available without required matching funds. FMI contact Brandy Piers, Engineering Services Manager: brandy.m.piers@maine.gov or (207) 287-6093 [LEARN MORE](#)

Small Public Water System Emerging Contaminant Grants

Target Applicant: All community public water systems (except those regulated by the Public Utilities Commission), and all non-transient, non-community (NTNC) water systems

Maine Center for Disease Control and Prevention Division of Environmental and Community Health is offering grant funding for up to \$60,000 for small public water systems projects to mitigate PFAS contamination. Grants are up to \$50,000 with additional \$10,000 available for engineering fees. This grant is offered on a rolling basis. If PFAS contamination is a concern for your community, contact Bill Dawson at Maine Department of Health and Human Services to discuss your project: William.Dawson@maine.gov or (207) 287-6196

[LEARN MORE](#)

Innovative Wastewater Systems to People in Underserved Rural Areas

Target Applicant: Small city and town resident-driven groups in partnership with their municipality or local community organization

U.S. Department of Agriculture (USDA) Rural Development is offering grants to regional consortiums to find innovative solutions to longstanding wastewater issues in underserved rural areas. The funding is being made available under the Technical Assistance and Construction for Innovative Regional Wastewater Treatment Solutions Grant Pilot Program. The program awards grants to regional consortiums that coordinate with universities, academic health and research institutes, or economic development entities to solve untreated raw sewage issues with innovative technologies. The grants may be used to study, design, or construct regional wastewater systems for historically impoverished communities that have had difficulty installing traditional treatment systems due to soil conditions. For more information, read full [Stakeholder Announcement](#)

EVENTS and WORKSHOPS

Community Resilience Partnership Building Stronger Communities Online Learning Series

Target Audience: Community leaders and volunteers serving communities enrolled in the Community Resilience Partnership, those currently enrolling, and those interested in enrolling

Building Stronger Communities Learning Opportunities are designed for community members and leaders of municipalities already enrolled in the Community Resilience Partnership, those currently enrolling, as well as those interested in enrolling. The ongoing series covers a variety of topics, including specific guidance and funding opportunities for sea level rise, electrification, efficiencies, renewable energy, planning, stormwater management, green infrastructure, transportation, and more. The series highlights the successes and challenges of town-specific projects and provides a wide range of resources and tools to help enrolled and enrolling towns to build stronger communities.

Past Topics and Recordings

- Sea Level Rise From Understanding to Action, November 21, 2022
- Introducing the Community Resilience Partnership, December 13, 2022
- Climate Change From Understanding to Action, December 29, 2022
- Funding Projects into the Future, January 10
- \$125,000 Community Action Grants for Regional Projects, January 31 Efficiency Maine Incentives and Services for Municipal Energy Upgrades, February 14
- Landfill Solar, March 9
- Building Stronger Communities – Municipal Broadband and Digital Equity, March 13
- Launching and Funding Transportation Projects with the Maine Department of Transportation, March 21
- Municipal EV Development, April 11
- Municipal Energy Generation, April 26
- Municipal Solar Site Planning & Ordinance Development, May 3
- [VIEW RECORDINGS OF PAST PRESENTATIONS HERE](#)

- The next round of Building Stronger Communities Online Learning Series will be launched in September, 2023.

Opportunity to provide Feedback – Maine Climate Resilience Hub Survey

Target Audience: Anyone involved or interested in climate/resilience planning in Maine – volunteer committee members, municipal staff, organizations providing technical support to towns, etc.

The Maine Department of Agriculture, Conservation, and Forestry’s Bureau of Resource Information and Land Use Planning is developing an interactive, online tool that is based on the Climate Adaptation and Resilience Outcomes Tool (CAROT), in partnership with The Nature Conservancy. Take a 5-minute anonymous survey to help design this interactive, online tool to help communities develop implementation metrics for climate planning.

[COMPLETE THE SURVEY](#)

Local Leads the Way

Target Audience: Community members, community leaders Online

First Monday of each month, 4:00 PM

A Climate to Thrive (ACTT)

Local Leads the Way was developed and is hosted by [A Climate to Thrive \(ACCT\)](#). This monthly zoom gathering provides support to communities throughout the state who are engaged in community-driven, solutions-focused climate action. Local Leads the Way hosts monthly meetings open to anyone involved in or contemplating community-driven climate action. Through these meetings, participants share resources, build networks of support, participate in trainings, collaborate, and reduce duplication of effort. [LEARN MORE](#) and [REGISTER](#) to attend.

Federal Solar Tax Credits for Businesses, Nonprofits, and Municipal and Tribal Governments

There are two federal tax credits available for businesses and other entities like nonprofits and local and tribal governments that purchase solar energy systems: The investment tax credit (ITC) is a tax credit that reduces the federal income tax liability for a percentage of the cost of a solar system that is installed during the tax year. The production tax credit (PTC) is a per kilowatt-hour (kWh) tax credit for electricity generated by solar and other qualifying technologies for the first 10 years of a system’s operation. It reduces the federal income tax liability and is adjusted annually for inflation. Organizations that don’t pay federal taxes, like non-profits or local governments, can take advantage of the tax credits through either direct pay or a transfer of credit. [LEARN MORE](#)

LIBRARY SERVICES AGREEMENT

THIS AGREEMENT, dated as of ~~March 2, 2019~~ [DATE], by and between TOWN OF MINOT, a Maine municipality ("Minot") and AUBURN PUBLIC LIBRARY, a Maine nonprofit corporation ("APL")

WITNESSETH THAT

WHEREAS, Minot wants to ~~continue to~~ provide its residents with access to a full-service public library, and

WHEREAS, APL is willing to ~~continue to~~ provide to residents of the Town of Minot access to its full-service public library; and

WHEREAS, Minot submits an Annual Town Meeting Warrant Article to determine if the residents of Minot will continue to financially support its purchase of library contract services from APL,

NOW THEREFORE, Minot and APL, in consideration of the mutual promises contained in this Agreement, agree as follows:

1. Definitions

- a. "Board of Selectmen" means the elected town officers of Minot or their designee.
- b. "full-service public library" means a library providing a full range of library services, including those services generally provided by APL to residents of the City of Auburn as well as those services specifically provided for in this Agreement;
- c. "resident" means a person residing in Minot, as residency as generally defined by the laws of the State of Maine.
- ~~e.~~ d. "representative" means any resident, town official or staff member as appointed by the Board of Selectmen.

2. APL's Obligations

~~If Minot's residents vote to continue to purchase library services from APL,~~ APL shall provide Minot residents with full access to all ~~of the following~~ services offered and furnished to the City of Auburn cardholders in addition to:

- a. Monthly mobile library visits to the Town Office:

[Type here]

b. At least two visits per fiscal year to Minot Consolidated School (MCS) for programming

c. At least one program per fiscal year targeted to Minot residents

~~a. borrowing privileges for individual users;~~

~~b. interlibrary loan services from national sources;~~

~~e. reference services;~~

~~d. access to Internet terminals and computers;~~

~~e. programs for children, teens and adults;~~

~~f. full access to all APL facilities in accordance with APL procedures applied on a nondiscriminatory basis;~~

~~g. acknowledgment on its website and in any appropriate printed publications of the role of APL as Minot's full-service public library.~~

3. Minot Obligations

~~If Minot's residents vote to purchase library services from APL,~~ Minot shall continue to provide the following to APL:

- a. inclusion of information about APL in any informational materials it may provide to residents;
- b. acknowledgment on its website and in any appropriate printed publications of the role of APL as Minot's full-service public library.

4. Representation for Minot in APL and APL in Minot

~~If Minot's residents vote to continue to purchase library services from APL,~~

- a. APL shall continue to provide Minot with representation as follows:
 - i. APL has amended its Bylaws at its 2008 Annual Meeting to provide that Minot's Selectmen may, during the term of this Agreement or its extension, appoint 2 its representative(s) to act as a voting member(s) of the APL Board of Trustees;
 - ii. APL shall additionally continue to include as a member of its Board of Trustees any person from the Town of Minot elected by the incorporators of APL;

[Type here]

- iii Minot may appoint one or more Minot residents to be members of the APL ~~Long-Range Planning~~ Steering Committee, and may provide additional input from residents for long-range planning purposes, including conducting an annual planning forum for residents. ~~;~~ ~~and~~

~~b. Minot shall provide APL with representation as follows:~~

- ~~i. If Minot establishes a Library Committee, the Board of Selectmen shall appoint the APL Library Director or the Director's designee to said committee; and~~
- ~~ii. If Minot establishes a Library Committee, the Board of Selectmen shall appoint as a member of said committee a member of the APL Board of Trustees who is a Minot resident.~~

5. Financial Matters

If Minot's residents vote to continue to purchase library services from APL,

a. *APL's Obligations*

- i APL will pursue actively sources of income (grants, gifts, endowment income, and income from other municipalities) in addition to municipal income from Minot to ensure the continuity and growth of a program of comprehensive library services;
- ii APL will provide all requested information relevant to Minot's budget process, including statistics as available from APL's management system, on library usage by residents, in accordance with APL's budget process deadlines;
- iii APL will provide Minot with a copy of the Review of Financial Statements conducted annually or annual audit;
- iv APL will assume all capital costs for the APL facilities; and
- v APL will assume responsibility for direct and indirect maintenance costs of the library facilities.

b. *Minot Obligation*

- i The Board of Selectmen shall place ~~on the~~ yearly Warrant Article of its 2019 in its Annual Town Meeting a vote for the Town's appropriation of \$22,000.00 for the purchase from APL of library services for its fiscal year ~~January 1, 2019 – December 31, 2019.~~
- ii Minot shall pay to APL the annual sum of \$22,000.00 in consideration of APL's providing library services to Minot residents, to be paid on April 1, ~~2019.~~

[Type here]

6. Term

The term of this Agreement, as it relates to APL's provision of library services to Minot, shall be one (1) year, beginning on the first day of Minot's fiscal year following an affirmative vote at Annual Town Meeting for the warrant to appropriate funds to pay APL as provided in Paragraph 5(b) above.

7. Amendment.

This Agreement may be extended, renewed, terminated or amended only by written agreement properly signed by both parties.

8. Benefit

This Agreement shall bind and benefit the parties, and their respective successors and assigns.

IN WITNESS WHEREOF, the parties have signed and sealed this Agreement as of the date first stated above.

TOWN OF MINOT

[NAME] Selectman, Chair

[NAME] Selectman, Vice Chair

[NAME], Selectman

[NAME], Selectman

[NAME], Selectman

AUBURN PUBLIC LIBRARY

[NAME], APL Director



MEMORANDUM

Date: December 11, 2023
To: Board of Selectmen

From: Danielle Loring, Town Administrator
RE: FY2024 Budget Request

Please see the memo dated December 7, 2023 for a complete list of changes presented to the Budget Committee since the last budget meeting in October. The following items were recommended by the Budget Committee:

General Obligation (GO) Bond:

Recommended removing due to interest.

6679 – 2024 Tandem Plow Truck:

- Chose to recommend financing for four (4) years but increasing the payments to go toward the principle and reduce final payment and total interest paid.

Based on the Budget Committee's recommendations, the potential increase was reduced to \$303,080, or 15.5% of the previous budget.

Committee Request Worksheet
Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 2500 AUDIT SERVIC					
0213 CONTRAC SVCS	8,650.00	8,650.00	8,650.00	8,650.00	
AUDIT SERVIC	8,650.00	8,650.00	8,650.00	8,650.00	ART 28
Dept: 2550 ASSESS CONTR					
0213 CONTRAC SVCS	25,000.00	27,500.00	27,400.00	27,400.00	
Increase in service contract					
ASSESS CONTR	25,000.00	27,500.00	27,400.00	27,400.00	ART 26
Dept: 4000 AUB. PUB LIB					
0213 CONTRAC SVCS	22,000.00	22,000.00	22,000.00	22,000.00	
AUB. PUB LIB	22,000.00	22,000.00	22,000.00	22,000.00	ART 35
Dept: 5000 OFF SALARIES					
1000 DEPUTYTREAS	40,225.00	0.00	0.00	0.00	
Position eliminated due to restructuring					
1001 CLK/TAX COLL	55,000.00	56,375.00	56,375.00	56,375.00	
1002 DEP CLERK	37,559.00	75,000.00	75,000.00	75,000.00	
Now includes two deputy clerks position and provides funds for professional development increases.					
1003 ADMINISTRAT	72,842.00	76,000.00	76,000.00	76,000.00	
1004 SELECTMEN	8,000.00	8,000.00	8,000.00	8,000.00	
1005 ASSESSORS	150.00	150.00	150.00	150.00	
7010 PAYROLL TAX	18,000.00	17,000.00	17,000.00	17,000.00	
7020 HLTH INSUR	165,000.00	181,500.00	170,000.00	170,000.00	
4.25% Increase					
7025 DENTAL INSUR	5,600.00	5,600.00	5,600.00	5,600.00	
0% increase					
7030 SIMPLE IRA	10,410.00	10,410.00	10,410.00	10,410.00	
No suggested increase					
7040 UNEMPLOYMENT	500.00	2,000.00	2,000.00	2,000.00	
Placeholder					
OFF SALARIES	413,286.00	432,035.00	420,535.00	420,535.00	ART 13
Dept: 5075 CODE ENF/PLA					
0200 TELEPHONE	0.00	700.00	700.00	700.00	
Cellphone moved from acct 5300					
0205 SUPPLIES	500.00	500.00	500.00	500.00	
0207 DUES/SUBSCR	150.00	150.00	150.00	150.00	
0208 STAFF TRAING	500.00	750.00	750.00	750.00	
0210 MLG/EXP REIM	1,500.00	1,500.00	1,500.00	1,500.00	
0213 CONTRAC SVCS	5,000.00	5,000.00	5,000.00	5,000.00	
Contract Planner					

Committee Request Worksheet
Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 5075 CODE ENF/PLA CONT'D					
1007 CODE ENFORCE	30,000.00	45,000.00	45,000.00	45,000.00	
Increasing wages to allow for increase in summer hours.					
1016 ADDRESSING	15,000.00	0.00	0.00	0.00	
Eliminating position and tasks spread out over existing staff					
7010 PAYROLL TAX	3,500.00	3,500.00	3,500.00	3,500.00	
CODE ENF/PLA	56,150.00	57,100.00	57,100.00	57,100.00	ART 27
Dept: 5200 TOWN INSUR					
0103 PROP/CASULTY	30,750.00	32,250.00	32,250.00	32,250.00	
Estimated 5 percent increase. Submitted a claim this year due to storm damage at ball fields, so may impact premiums					
0106 WORKERS COMP	22,100.00	25,000.00	25,000.00	25,000.00	
Placeholder. Potential increase due to additional staff and wage increases					
0301 FIRE FIGHTER	600.00	600.00	600.00	600.00	
Increase due to actual numbers					
0303 VOLUNTEER	100.00	100.00	100.00	100.00	
Insurance for volunteer Town positions					
TOWN INSUR	53,550.00	57,950.00	57,950.00	57,950.00	ART 34
Dept: 5300 T-O MAINT					
0200 TELEPHONE	1,550.00	2,500.00	2,500.00	2,500.00	
Landline and cellphones (moved Code cell but added line for Clerk)					
0201 ELECTRICITY	5,000.00	5,000.00	5,000.00	5,000.00	
0203 FUEL & GAS	6,000.00	6,000.00	6,000.00	6,000.00	
0204 REPAIRS	2,500.00	2,500.00	2,500.00	2,500.00	
0205 SUPPLIES	4,000.00	4,000.00	4,000.00	4,000.00	
0206 JANITORIAL	3,000.00	3,500.00	3,500.00	3,500.00	
Contractor increase					
0207 DUES/SUBSCR	1,500.00	1,000.00	1,000.00	1,000.00	
0208 STAFF TRAIING	2,000.00	2,000.00	2,000.00	2,000.00	
0209 POSTAGE	4,500.00	3,000.00	3,000.00	3,000.00	
Moved funds to elections for absentee ballots					
0212 INSPECTIONS	1,000.00	1,500.00	1,500.00	1,500.00	
0213 CONTRAC SVCS	3,000.00	4,000.00	4,000.00	4,000.00	
Copier & postage machine leases and maintenance agreements					
T-O MAINT	34,050.00	35,000.00	35,000.00	35,000.00	ART 14

Committee Request Worksheet
Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 5350 ELECT/MEET					
0198 FOOD	200.00	300.00	300.00	300.00	
0205 SUPPLIES	105.00	100.00	100.00	100.00	
0209 POSTAGE	400.00	1,500.00	1,500.00	1,500.00	
Absentee ballots					
0213 CONTRAC SVCS	4,480.00	3,250.00	3,250.00	3,250.00	
750 TM Sound & Gym Rental					
2500 Town Reports					
0215 OFF EQUIP	0.00	700.00	700.00	700.00	
Tabulator Coding					
0217 ADVERTISING	200.00	200.00	200.00	200.00	
1011 ELEC CLERKS	2,865.00	5,650.00	5,650.00	5,650.00	
Increase due to potential that Town will not be reimbursed for RSU special referendum (could be reduced based on RSU's decision on MCS)					
1012 MODERATOR	300.00	300.00	300.00	300.00	
ELECT/MEET	8,550.00	12,000.00	12,000.00	12,000.00	ART 40
Dept: 5400 CEMETERY MAI					
0001 APPROPRIATED	5,000.00	10,000.00	10,000.00	10,000.00	
Increase due to oigoing expansion and repair projects					
CEMETERY MAI	5,000.00	10,000.00	10,000.00	10,000.00	ART 41
Dept: 5650 REC. DEPT RE					
0001 APPROPRIATED	10,000.00	5,000.00	5,000.00	5,000.00	
Decrease due to carryforward request.					
REC. DEPT RE	10,000.00	5,000.00	5,000.00	5,000.00	ART 42
Dept: 6200 COMMON RDS					
0205 SUPPLIES	5,800.00	5,800.00	5,800.00	5,800.00	
Uniforms					
0208 STAFF TRAING	1,000.00	1,000.00	1,000.00	1,000.00	
0213 CONTRAC SVCS	36,500.00	40,000.00	40,000.00	40,000.00	
Striping, roadside mowing, and tree work.					
0300 LABOR	150,000.00	175,000.00	175,000.00	175,000.00	
0401 TESTING	200.00	400.00	400.00	400.00	
0404 MATERIALS	40,000.00	40,000.00	40,000.00	40,000.00	
0405 TRUCKS- EQUI	10,000.00	13,500.00	13,500.00	13,500.00	
Excavator for road work scheduled for Shaw Hill Road					
7010 PAYROLL TAX	12,000.00	12,500.00	12,500.00	12,500.00	
COMMON RDS	255,500.00	288,200.00	288,200.00	288,200.00	ART 22

Committee Request Worksheet Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 6300 PAVINGS RDS					
0213 CONTRAC SVCS	0.00	0.00	310,756.00	310,756.00	
0404 MATERIALS	0.00	0.00	25,000.00	25,000.00	
PAVINGS RDS	0.00	0.00	335,756.00	335,756.00	ART 18
Dept: 6400 WINTER RDS					
0205 SUPPLIES	11,000.00	15,000.00	15,000.00	15,000.00	
Increase for cutting edges					
0213 CONTRAC SVCS	70,000.00	70,000.00	70,000.00	70,000.00	
0300 LABOR	125,000.00	150,000.00	150,000.00	150,000.00	
Increase due to cost of living increase					
0404 MATERIALS	7,000.00	8,600.00	8,600.00	8,600.00	
Tarp for sand pile					
0406 SALT	82,000.00	82,000.00	82,000.00	82,000.00	
Estimating @ \$80/ton.					
0407 SAND	40,000.00	44,000.00	44,000.00	44,000.00	
Estimating @ \$11/ cu. yd					
7010 PAYROLL TAX	10,000.00	11,500.00	11,500.00	11,500.00	
WINTER RDS	345,000.00	381,100.00	381,100.00	381,100.00	ART 21
Dept: 6500 HWY EQ REP.					
0203 FUEL & GAS	33,000.00	38,000.00	38,000.00	38,000.00	
Diesel and gas for equipment					
0204 REPAIRS	31,000.00	31,000.00	33,000.00	33,000.00	
Increase in repairs from grader and stacker					
0205 SUPPLIES	9,000.00	9,000.00	9,000.00	9,000.00	
0213 CONTRAC SVCS	5,000.00	6,000.00	6,000.00	6,000.00	
Increase in truck repairs by dealer due to pricing					
HWY EQ REP.	78,000.00	84,000.00	86,000.00	86,000.00	ART 16
Dept: 6670 2024 PICK-UP					
0214 PRINCIP PMTS	0.00	0.00	10,000.00	10,000.00	
2024 PICK-UP	0.00	0.00	10,000.00	10,000.00	ART 20
Dept: 6678 2022 PLOW TR					
0214 PRINCIP PMTS	60,341.00	0.00	0.00	0.00	
Now included in debt service.					
2022 PLOW TR	60,341.00	0.00	0.00	0.00	Moved to debt service (9600)
Dept: 6679 2024 PLOW TR					
0214 PRINCIP PMTS	0.00	0.00	89,000.00	70,000.00	
Budget committee is recommending to finance truck for 4 years and to raise additional funds to reduce the interest					ART 19

Art 16
86,000 (6500)
16,950 (6700)
102,950

Committee Request Worksheet Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 6679 2024 PLOW TR					
and the amount owed on the final payment					
2024 PLOW TR	0.00	0.00	89,000.00	70,000.00	ART 19
Dept: 6700 TOWN GARAGE					
0200 TELEPHONE	600.00	650.00	650.00	650.00	
Cellphone only					
0201 ELECTRICITY	3,500.00	4,000.00	4,000.00	4,000.00	
0203 FUEL & GAS	6,000.00	6,000.00	6,000.00	6,000.00	
0204 REPAIRS	2,400.00	2,400.00	2,400.00	2,400.00	
0205 SUPPLIES	2,000.00	3,000.00	3,000.00	3,000.00	
0206 JANITORIAL	500.00	500.00	500.00	500.00	
0212 INSPECTIONS	400.00	400.00	400.00	400.00	
Fire extinguisher inspections					
TOWN GARAGE	15,400.00	16,950.00	16,950.00	16,950.00	ART 16
Dept: 7000 SOLID WASTE					
0205 SUPPLIES	600.00	600.00	600.00	600.00	
Dump Stickers					
0213 CONTRAC SVCS	62,000.00	62,000.00	62,000.00	62,000.00	
Increase in tonnage					
0225 ENVIRON HHW	0.00	2,500.00	2,500.00	2,500.00	
SOLID WASTE	62,600.00	65,100.00	65,100.00	65,100.00	ART 31
Dept: 7200 GENL ASSIST					
0001 APPROPRIATED	2,000.00	2,000.00	2,000.00	2,000.00	
GENL ASSIST	2,000.00	2,000.00	2,000.00	2,000.00	ART 37
Dept: 7400 STREET LTS					
0201 ELECTRICITY	3,000.00	3,000.00	3,000.00	3,000.00	
Increase due to market rate					
STREET LTS	3,000.00	3,000.00	3,000.00	3,000.00	ART 32
Dept: 7700 LEGAL FEES					
0213 CONTRAC SVCS	10,000.00	10,000.00	10,000.00	10,000.00	
Ongoing legal matters & bond counsel					
LEGAL FEES	10,000.00	10,000.00	10,000.00	10,000.00	ART 29
Dept: 7810 MMA DUES					
0207 DUES/SUBSCR	3,800.00	4,000.00	4,000.00	4,000.00	
Estimated increase					
MMA DUES	3,800.00	4,000.00	4,000.00	4,000.00	ART 33
Dept: 7820 AVCOG DUES					
0207 DUES/SUBSCR	3,959.00	3,959.00	4,200.00	4,200.00	ART 33

Art 33:	4,000 (7810)
	4,200 (7820)
	10,020 (8026)
	3,928 (8210)
	22,148.00

Committee Request Worksheet Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 7820 AVCOG DUES					
Actual amount					
AVCOG DUES	3,959.00	3,959.00	4,200.00	4,200.00	
Dept: 8000 INTERDEPT					
0210 MLG/EXP REIM	1,500.00	1,000.00	1,000.00	1,000.00	
0213 CONTRAC SVCS	4,500.00	5,000.00	5,000.00	5,000.00	
Payroll fees for all town departments					
0217 ADVERTISING	1,500.00	2,500.00	2,500.00	2,500.00	
MCN & PH advertising					
0501 DEED TRANS	500.00	500.00	500.00	500.00	
0502 LIENS	1,000.00	1,000.00	1,000.00	1,000.00	
INTERDEPT	9,000.00	10,000.00	10,000.00	10,000.00	ART 15
Dept: 8025 IT SERVICES					
0199 INTERNET	1,400.00	1,500.00	1,500.00	1,500.00	
Could increase more if we move to fiber services					
0200 TELEPHONE	3,500.00	3,300.00	3,300.00	3,300.00	
VOIP					
0202 HARDWARE	5,000.00	2,000.00	2,000.00	2,000.00	
0205 SUPPLIES	2,000.00	2,000.00	2,000.00	2,000.00	
0213 CONTRAC SVCS	5,000.00	15,000.00	15,000.00	15,000.00	
Moving to monthly contract model for maintenance and scheduled upgrades. Projects would be additional					
0218 SOFTWARE LIC	4,500.00	6,000.00	6,000.00	6,000.00	
Back up services, Microsoft 365, website, licensing					
IT SERVICES	21,400.00	29,800.00	29,800.00	29,800.00	ART 15
Dept: 8026 TRIO					
0213 CONTRAC SVCS	9,200.00	10,500.00	10,020.00	10,020.00	
Actual increase					
TRIO	9,200.00	10,500.00	10,020.00	10,020.00	ART 33
Dept: 8210 HUMANE SOC					
0213 CONTRAC SVCS	3,928.00	3,928.00	3,928.00	3,928.00	
HUMANE SOC	3,928.00	3,928.00	3,928.00	3,928.00	ART 33
Dept: 8220 ANIMAL CTL					
0210 MLG/EXP REIM	600.00	600.00	600.00	600.00	
0300 LABOR	3,000.00	3,000.00	3,000.00	3,000.00	
7010 PAYROLL TAX	250.00	250.00	250.00	250.00	
ANIMAL CTL	3,850.00	3,850.00	3,850.00	3,850.00	ART 36

Art 15:
10,000 (8000)
29,800 (8025)
39,800

Committee Request Worksheet
Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 9000 MINOT FIRE					
0196 ONBOARDING	0.00	5,000.00	5,000.00	5,000.00	
0198 FOOD	0.00	4,500.00	4,500.00	4,500.00	
0200 TELEPHONE	1,200.00	1,200.00	1,200.00	1,200.00	
Landline and cellphone					
0201 ELECTRICITY	5,000.00	5,000.00	5,000.00	5,000.00	
0203 FUEL & GAS	9,000.00	10,000.00	10,000.00	10,000.00	
0204 REPAIRS	7,500.00	10,500.00	10,500.00	10,500.00	
0205 SUPPLIES	2,500.00	2,500.00	2,500.00	2,500.00	
0207 DUES/SUBSCR	500.00	500.00	500.00	500.00	
0208 STAFF TRAINING	1,200.00	3,500.00	3,500.00	3,500.00	
0210 MLG/EXP REIM	200.00	200.00	200.00	200.00	
0212 INSPECTIONS	650.00	1,000.00	1,000.00	1,000.00	
0213 CONTRAC SVCS	15,641.00	2,500.00	2,500.00	2,500.00	
Moved PSAP to 0219 and removed Life Flight					
0219 DISPATCHING	0.00	16,779.00	16,779.00	16,779.00	
0221 RESCUE SUPP	500.00	2,500.00	2,500.00	2,500.00	
0222 RESCUE TRNG	500.00	0.00	0.00	0.00	
0223 APP. SUPP.	5,000.00	7,500.00	7,500.00	7,500.00	
0224 PPE EQUIP	2,500.00	10,000.00	10,000.00	10,000.00	
0226 BLDING MAINT	0.00	2,500.00	2,500.00	2,500.00	
0301 FIRE FIGHTER	15,000.00	20,000.00	20,000.00	20,000.00	
0302 PER DIEMS	15,000.00	20,000.00	20,000.00	20,000.00	
0401 TESTING	0.00	7,000.00	7,000.00	7,000.00	
1014 FIRE CHIEF	3,000.00	0.00	0.00	0.00	
7010 PAYROLL TAX	2,550.00	3,060.00	3,060.00	3,060.00	
MINOT FIRE	87,441.00	135,739.00	135,739.00	135,739.00	ART 23
Dept: 9001 FIRE CHIEF					
1014 FIRE CHIEF	0.00	60,000.00	60,000.00	60,000.00	
Increase due to proposed fulltime position. Actual salary will depend on experience and negotiation with potential new hire.					
7010 PAYROLL TAX	0.00	4,590.00	4,590.00	4,590.00	
7020 HLTH INSUR	0.00	15,750.00	14,500.00	14,500.00	
FIRE CHIEF	0.00	80,340.00	79,090.00	79,090.00	ART 24
Dept: 9600 DEBT SERVICE					
0600 INTEREST	5,649.00	2,435.00	2,435.00	2,435.00	
0602 2023 PLOW TR	0.00	48,783.00	48,783.00	48,783.00	
0608 PRINC PMTS B	336,202.00	410,000.00	0.00	0.00	

Committee Request Worksheet
Expense

Account	2023 Budget	2024 Initial	2024 Manager	2024 Committee	
Dept: 9600 DEBT SERVICE CONT'D					
New 1.5mil bond to include paving, Highway Pick up, and new dump truck - NO LONGER FEASIBLE Annual payments are \$565,219					
DEBT SERVICE	341,851.00	461,218.00	51,218.00	51,218.00	ART 25
Expense Totals:	1,952,506.00	2,260,919.00	2,274,586.00	2,255,586.00	=\$303,080 (+15.5%)

Town Meeting Warrant

To Danielle E. Loring, a Constable in the Town of Minot in the County of Androscoggin.

Greetings:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of said Town of Minot, qualified by law to vote in town affairs, to meet at the Minot Town Office, in said Town on **Friday, March 1, 2024 at three forty-five o'clock (3:45) in the afternoon, then and there to act upon Article 1 by secret ballot and by secret ballot on Article 2 as set below, the polling hours therefore to be from four o'clock (4) in the afternoon until eight o'clock (8) in the evening.** The Registrar will be in session at the Minot Town Office at three o'clock in the afternoon (3:00pm), of said meeting day for the purpose of correcting the list of voters.

And to notify and warn said inhabitants to meet at the Minot Consolidated School, in said Town on **Saturday, March 2, 2024 at nine (9) o'clock in the morning,** The Registrar will be in session at the Minot Consolidated School, Minot at eight o'clock in the morning (8:00am) on Saturday, March 2, 2024, of said meeting day for the purpose of correcting the list of voters. Said inhabitants to meet then and there to act on Article 3 through the completion of the Warrant as legally posted, to wit:

- Article 1.** To elect by written ballot a **Moderator by Secret Ballot** to preside at said meeting and give him/her power to appoint tellers.
- Article 2.** To elect by secret ballot **two (2) Selectmen** for a term of three (3) years and to elect **two (2) members** of the **Superintending School Committee** for a term of three (3) years.
- Article 3.** To hear and act on the **report of the Town Officers and acceptance of the Town Report.**
- Article 4.** To elect one (1) **Assessor** for a **three (3) year term.**

Article 5. To see what action the Town will take in regard to setting the **salaries of Selectmen, Assessors, and Overseer of the Poor.** Recommendations are as follows:

	<u>Amount Requested</u>	<u>Budget Committee Recommends</u>
Selectmen	\$1,500.00 each	\$1,500.00 each
Chairman of Selectmen	\$ 500.00	\$ 500.00
Three Assessors	\$ 50.00 each	\$ 50.00 each
Chairman of Overseer of Poor	\$ n/a	\$ n/a

Article 6. To see if the Town will vote to adopt amendments to **Chapter 2: Building Standards** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through March 4, 2023, by adding the underlined language and deleting the strikethrough type as shown.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board	Article 6
The Board of Selectmen	Article 6

Article 7. To see if the Town will vote to adopt amendments to **Chapter 4, Section 501.10: Accessory Dwelling Units** of the Land Use Code of the Town of Minot as adopted March 3, 2006 and amended through March 4, 2023, by adding the underlined language and deleting the strikethrough type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board	Article 7
The Board of Selectmen	Article 7

Article 8. To see if the Town will vote to adopt amendments to **Chapter 4, Section 601: Change of Use** of the Land Use Code of the Town of Minot as adopted March 3, 2006 and amended through March 4, 2023, by adding the underlined language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board	Article 8
The Board of Selectmen	Article 8

Article 9. To see if the Town will vote to adopt amendments to **Cemetery Ordinance** of Minot as adopted March 6, 2010 and amended through March 9, 2020, by adding the underlined language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Article 9
The Board of Selectmen Article 9

Article 10. To see if the Town of Minot will vote to carry forward the unexpended balances in the following **Reserve Accounts** and to authorize the Selectmen to expend funds from these **Reserve Accounts** for the purposes for which they were established:

- Town Office Equipment Reserve Account**, balance of \$
- Highway Capital Equipment Reserve Account**, balance of \$
- Plow Truck Reserve**, balance of \$
- General Assistance Donation (Eda’s Elf Fund) Reserve Account**, balance of \$
- Town Well Reserve Account**, balance of \$
- Cemetery Reserve Account**, balance of \$
- Minot Community Events Reserve**, balance of \$
- Fire Department Apparatus Reserve**, balance of \$
- Fire Department Grant Reserve**, balance of \$
- Fire Department Capital Equipment Reserve**, balance of \$
- Conservation Committee Reserve**, balance of **\$100.00**
- Broadband Reserve**, balance of \$
- Recreational Field Maintenance Reserve**, balance of \$

Selectmen Recommend to carry forward all balances by a vote of X yes X no
Budget Committee Recommends to carry forward all balances by a vote of X yes X no

Article 11. To see if the Town will vote to establish a **Minot Consolidated School Reserve** account in the amount of **\$100,000 fund from the Undesignated Fund Balance**. The purpose of the account would be to fund legal fees, operational costs, or contract for consultants in the event that the Regional School Unit (RSU) Board of Directors (otherwise known as School Board Members) votes to close the building.

Selectmen Recommend to ... by a vote of X yes X no
Budget Committee Recommends **creating a Minot Consolidated School (MCS) Reserve in the amount of \$100,000 funded from the Undesignated Fund Balance** by a vote of 4 yes 0 no

Article 12. To see if the Town will vote via paper ballot to exceed the **property tax levy limit of \$1,479,239** established for the Town of Minot by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

Article 13. To authorize the Selectmen to appoint and set salaries for any necessary Town Officials that are not elected); and to see what sum the Town will vote to raise and appropriate for **Town Salaries and Benefits.** (\$413,286.00 in 2023, expended \$)

Selectmen Recommend	\$	vote:	X yes	X no
Budget Committee Recommends	\$420,535.00	vote:	4 yes	0 no

Article 14. To see what sum the Town will vote to raise and appropriate for **Town Office Maintenance and Supplies** (\$34,050.00 in 2023, expended \$)

Selectmen Recommend	\$	vote:	X yes	X no
Budget Committee Recommends	\$35,000.00	vote:	4 yes	0 no

Article 15. To see what sum the Town will vote to raise and appropriate for **Interdepartment & IT Services** for the ensuing year:

Mileage Reimbursement
Contract services (payroll, tax billing, trash removal...etc.)
Advertising
Deed and Lien services
Annual Software Licensing
Hardware Upgrades
Network Security

(\$30,400.00 in 2023, expended \$)

Selectmen Recommend	\$	vote:	X yes	X no
Budget Committee Recommends	\$39,800.00	vote:	4 yes	0 no

Article 16. To see what sum the Town will vote to raise and appropriate for **Operating Costs of the Town Garage and Equipment Repair.** (\$93,400.00 in 2023, expended \$)

Selectmen Recommend	\$	vote:	X yes	X no
Budget Committee Recommends	\$1102,950.00	vote:	4 yes	0 no

Article 32. To see what sum the Town will vote to raise and appropriate for **Street Lights.** (\$3,000.00 in 2023, expended \$)

Selectmen Recommend	\$	vote: X yes X no
Budget Committee Recommends	\$3,000.00	vote: 4 yes 0 no

Article 33. To see what sum the Town will vote to raise and appropriate for **Municipal Organizations and Contracts.** (\$20,887.00 in 2023, expended \$)

Maine Municipal Association (MMA)	\$ 4,000
Androscoggin Valley Council of Governments (AVCOG)	\$ 4,200
Greater Androscoggin Humane Society (GAHS)	\$ 3,928
TRIO	\$10,020

Selectmen Recommend	\$	vote: X yes X no
Budget Committee Recommends	\$22,148.00	vote: 4 yes 0 no

Article 34. To see what sum the Town will vote to raise and appropriate for **Town Insurance.** (\$53,550.00 in 2023, expended \$)

Selectmen Recommend	\$	vote: X yes X no
Budget Committee Recommends	\$57,950.00	vote: 4 yes 0 no

Article 35. To see what sum the Town will vote to raise and appropriate for **Library Services** with the Auburn Public Library. (\$22,000.00 in 2023, expended \$)

Selectmen Recommend	\$	vote: X yes X no
Budget Committee Recommends	\$22,000.00	vote: X yes X no

Article 36. To see what sum the Town will vote to raise and appropriate for the **Animal Control Officer.** (\$3,850.00 in 2023, expended \$)

Selectmen Recommend	\$	vote: X yes X no
Budget Committee Recommends	\$3,850.00	vote: X yes X no

Article 37. To see what sum the Town will vote to raise and appropriate for **General Assistance** (Health and Welfare). (Raised \$2,000.00 in 2023, expended \$)

Selectmen Recommend	\$	vote: X yes X no
Budget Committee Recommends	\$2,000.00	vote: 4 yes 0 no

Article 38. To see what action the Town wishes to take regarding the **cable franchise agreement fees** received annually from the Charter/Spectrum. Selectmen request **2024 revenues** be used for the purposes of broadband expansion. (\$ in 2024)

Selectmen Recommend **designating the 2024 cable franchise agreement fees for broadband expansion.**

vote: X yes X no

Budget Committee Recommends **designating the 2024 cable franchise agreement fees for broadband expansion.**

vote: 4 yes 0 no

Article 39. To see what action the Town wishes to take regarding the **snowmobile registration refund** received annually from the Maine Department of Inland Fisheries and Wildlife. (Minot Moonshiners request **2024 snowmobile registration reimbursement** be donated to their club for trail maintenance. (\$ in 2024)

Selectmen Recommend the donation of **the 2024 snowmobile registration reimbursement**

vote: X yes X no

Budget Committee Recommends the donation of **the 2024 snowmobile registration reimbursement**

vote: 4 yes 0 no

Article 40. To see what sum the Town will vote to raise and appropriate for **Elections and Annual Town Meeting.** (\$8,550.00 in 2023, expended \$)

Selectmen Recommend \$ vote: X yes X no

Budget Committee Recommends **\$12,000.00** vote: 4 yes 0 no

Article 41. To see what sum the Town will vote to raise and appropriate for the funding care and maintenance of **Minot's Cemeteries.** (\$5,000.00 in 2023, expended \$)

Selectmen Recommend \$ vote: X yes X no

Budget Committee Recommends **\$10,000.00** vote: 4 yes 0 no

Article 42. To see what sum the Town will vote to raise and appropriate for the funding **Recreational Field Maintenance.** (\$10,000.00 in 2023, expended \$)

Selectmen Recommend \$ vote: X yes X no

Budget Committee Recommends **\$5,000.00** vote: 4 yes 0 no

Article 43. To see what sum the Town will vote to raise and appropriate to be donated to **Charitable Organizations.** (\$0.00 raised in 2023)

Requests:

Androscoggin Home Healthcare & Hospice	\$
LifeFlight	\$691.50
SafeVoices	<i>Unspecified Request</i>
Seniors Plus	\$500.00
Maine Public	\$100.00
Community Concepts	\$
Tri- County Mental Health Services	\$
Community Health and Counseling Services	\$

TOTAL: \$

Selectmen make	vote: X yes X no
Budget Committee Recommends \$0.00	vote: 4 yes 0 no

Article 44. Shall the Town vote to accept the **categories of funds** listed here as provided by the Maine State Legislature (Categories), and further authorize the Town to expend any such funds (Selectmen so recommend): American Rescue Plan Act (ARPA) Funds; Municipal Revenue Sharing; Local Roads Assistance Program; State Aid to Education; Public Library Aid Per Capita; Civil Emergency (FEMA) Funds; Snowmobile Registration Money; Tree Growth Reimbursement; General Assistance Reimbursement; Veteran’s Exemption and Homestead Exemption Reimbursement; and State and Federal Grants or other funds.

Article 45. To see what action the Town wishes to take to establish a **due date for payment for the 2024 property taxes** and to set the interest rate applied to delinquent accounts.

Selectmen and Budget Committee Recommends **December 2024** with interest charged thereafter at the State maximum rate of **%**

2023 was December 15 2023 with 8% interest

Article 46. To see what action the Town wishes to take to establish an **overpayment interest rate.**

Selectmen recommend a rate 4 percentage points less than the delinquent rate as allowed by State law for overpayments resulting from abatements not pre-payment of taxes.

Article 47. To see if the Town will vote to give the **Selectmen** the **authority** to use whatever sum they deem advisable from surplus to **lower the 2024 tax rate.** (Selectmen so recommend).

Article 48. To see if the Town will give the **Selectmen** the authority to **estimate the Excise Tax Revenue** and use the same to **lower the 2024 tax rate** (Selectmen so recommend).

- Article 49.** To see if the Town will vote to authorize the Selectmen to **spend an amount not to exceed 25% of the budgeted amount in each category of the 2025 annual budget** during the period of **January 1, 2025 through the 2025 Annual Town Meeting.**
- Article 50.** To see what action the Town wishes to take regarding authorizing the **Tax Collector** to **collect interest and costs** before applying funds to the principal of the oldest outstanding tax assessment. (Selectmen so recommend).
- Article 51.** To see if the Town will vote to authorize the **Selectmen to overdraft accounts** with **uncontrollable expenditures** when necessary and such overdraft will come out of the Undesignated Fund Balance.
- Article 52.** To see if the Town will vote **to authorize the Town Treasurer**, with approval of the **Selectmen, to sell and dispose of any real estate acquired by the Town** for non-payment of taxes thereon, on such terms as they deem advisable and in the best interest of the Town and execute quitclaim deeds without covenant for any such property. Except that the Selectmen shall use the special sale process required by Title 36 MRS § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).
- Article 53.** To see if the Town will vote **to authorize the Selectmen to procure a temporary loan or loans** in anticipation of taxes, for the purpose of paying obligations of the Town, such loan or loans to be paid during the ensuing year out of money raised during the ensuing year by taxes.
- Article 54.** To see if the Town will vote to authorize the **Selectmen and Town Treasurer** to sell and assign **unmatured tax liens** for not less than the unpaid interest and costs.

To transact any business that may legally come before this meeting.

X

Daniel Gilpatric, Chairman

X

Lisa Cesare, Vice Chairman

X

Matthew Callahan

X

Brittany Hemond

X

William Perry

A true copy of the Warrant

Attest:

Sara Farris, Town Clerk
Town of Minot

CONSTABLE'S RETURN

County of Androscoggin, ss

By virtue of the within warrant to me directed, I have warned and notified the inhabitants of the Town of Minot to assemble at the time and place and for the purpose therein named, by having posted attested copies of the Warrant at the Minot Town Office, Minot Post Office and the Minot Consolidated School, the same being public and conspicuous places within the said Town of Minot the 24th day of February in the year of our Lord two thousand and twenty-three, the same being at least seven days before the appointed time for said meeting.

Dated at Minot this 24th day of February, two thousand and twenty-three.

Attest: _____

X

Danielle E. Loring, Constable



TOWN OF MINOT

329 Woodman Hill Road
Minot, Maine 04258-0329

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

Clerk's Report

December 11th, 2023

Hello Selectmen,

Updates:

Board of Appeals & Planning Board:

808 Main Street is on the agenda for January.

The solar farm is pending. They pulled themselves off the December agenda and must submit items to be considered for the January agenda.

The BOA will have their annual business meeting in December. Jordan will oversee this board and will work with Danielle to get it situated.

Foreclosed Properties

We currently have 2 properties in jeopardy of Foreclosure. I sent out 45-Day Notice letters on 11/9

Christner/ McCarver Brighton Hill Rd. Land & Building

Making payments but still owes over \$1,000.00

Raubeson Woodman Hill Rd. Land & Building

Working with Community Concepts to possibly cover all back taxes.

Exemptions for 100% Disabled Veterans

The State has changed the law for 100% disabled veterans again regarding registrations. Some key points are...

> Veterans that are compensated at 100% are now able to be exempt on any registration they have their name on. That could mean multiple regs.

> They do not need to be the titled owner, as long as they are on the reg.

> They can be excise exempt with any plate they want.

> If the plate is not a DV or VX plate they have to pay the registration fees.

This could cost us major in excise if the word gets around.

March Elections

We have had 3 Primary absentee requests and 2 municipal requests.

As people are requesting the primary absentee we are asking if they would like the municipal one as well.

Nomination Papers

Everyone who is up has taken out papers at this time. We had someone take out papers for the School Board, but they are more interested in the new RSU committee position.

Available 11/22/2023 and due back 1/2/2024

Selectmen – Lisa & Matt, both 3-year terms

RSU – Mike Downing & Angela Swenson, both 3-year terms

Assessor at Town Meeting - Brittany

Inland Fisheries & Wildlife:

Boat Excise YTD: \$3,456.70

0 Boat

0 done online.

11 Snowmobiles

1 ATV

7 Game Licenses

2024 Boat Registrations and Game Licenses are available December 1st.

The above amounts are as of 12/11/2023.

Vitals:

Vital Requests as of 12/11

Reported to State semi-annually.

Birth Certificates- 11

Death Certificates- 4

Marriage Certificates- 13

Intentions- 11

Dogs:

33 dog registrations for December so far.

3 done online.

Building/ Plumbing Permits for 2023:

Building Permits: 59

Plumbing Permits: 37

Real Estate Taxes:

2021 taxes - \$ 2,855.54 for 2 accounts

11/9/2023 — 45 Day Notices (Should be the 10th but that is Veteran's Day.)

12/26/2023 — 2021 Taxes Foreclose (Should be the 25th but that is Christmas.)

2022 taxes - \$ 24,951.91 for 17 accounts

2023 taxes - \$ 600,734.57 for 320 accounts

2024 pre-payments - \$ 2,138.61 for 11 accounts

Total owed: \$ 628,542.02

- \$ 1,964,565.47

Most mortgage companies paid last week, and we are still receiving some this week.

I will be turning the online tax payment system off after the 15th.

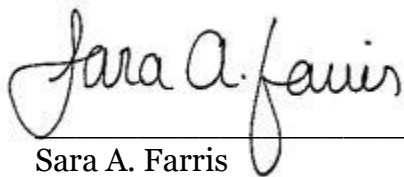
Personal Property Taxes:

2023 - \$2,130.70 on 8 accounts

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	\$57,419.67	- \$5,974.98
AUG.	\$77,159.71	\$65,209.36	\$79,431.44	+ \$14,222.08
SEPT.	\$70,632.04	\$69,727.87	\$66,921.22	- \$2,806.65
OCT.	\$50,817.13	\$54,012.11	\$67,752.92	+ \$13,740.81
NOV.	\$41,312.77	\$50,624.95	\$52,230.54	+ \$1,605.59
DEC.	\$45,494.20	\$45,564.33	\$18,272.47	
TOTAL	\$ 734,714.40	\$ 715,719.57	\$ 710,808.97	- \$4,910.60

We ended up being up for November!



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 (11/17 – 12/09/2023)

We finally took delivery of the new plow truck and had a snowstorm the next day. Low and behold, the clutch fan broke, and the truck was not able to finish the storm. Whited has since been to our shop and has replaced it and it is now up and running.

We are cleaning up some trees and brush that fell during the wet storm that we got last week and keeping an eye on flooding and wind damage for this storm.



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. Highland pond needs cleaning.
2. Waiting for electrician to disconnect wiring at old watch desk, wire new gear washer, and power to server.
3. Plumber to bring water supply to the gear washer this week.
4. Storage container ordered.
5. T5 replacement?
6. EMT school Ongoing.
7. Working on BLS folder and reviewing SDS
8. Tree clearing at Orchard.
9. Orchard station IT completion

New business.

1. 2024 Budget Questions
2. Eda's Elf's
3. Trucks needing inspections.
4. Proposed changes to per diem program

Minot
12:34 PM

Expense detail report

WARRANT 25

12/11/2023

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	8,210.00	0.00	440.00
		Department..		8,650.00	8,210.00	0.00	440.00
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	25,000.00	0.00	0.00
		Department..		25,500.00	25,500.00	0.00	0.00
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	3,622.00	3,622.00
0198 - FOOD				0.00	1,014.95	0.00	-1,014.95
0203 - FUEL & GAS				0.00	0.00	300.00	300.00
0205 - SUPPLIES				0.00	328.80	0.00	-328.80
		Department..		5,415.39	1,343.75	3,922.00	7,993.64
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
0204 - REPAIRS				0.00	22,660.00	0.00	-22,660.00
0207 - DUES/SUBSCR				0.00	158.60	0.00	-158.60
0209 - POSTAGE				0.00	39.25	0.00	-39.25
0210 - MLG/EXP REIM				0.00	60.09	0.00	-60.09
0300 - LABOR				0.00	1,476.20	376.20	-1,100.00
0401 - TESTING				0.00	585.00	660.58	75.58
0503 - FEES				0.00	0.00	8,030.56	8,030.56
7010 - PAYROLL TAX				0.00	120.57	0.00	-120.57
		Department..		11,998.95	25,099.71	9,067.34	-4,033.42
5000 - OFF SALARIES				413,286.00	0.00	0.00	413,286.00
1000 - DEPUTYTREAS				40,225.00	21,890.18	0.00	18,334.82

Expense detail report

ALL Accounts
ALL Months

ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5000 - OFF SALARIES CONT'D							
1001 - CLK/TAX COLL				55,000.00	50,769.60	0.00	4,230.40
1002 - DEP CLERK				37,559.00	43,101.76	0.00	-5,542.76
1003 - ADMINISTRAT				72,842.00	67,785.45	0.00	5,056.55
1004 - SELECTMEN				8,000.00	8,000.00	0.00	0.00
1005 - ASSESSORS				150.00	150.00	0.00	0.00
1014 - FIRE CHIEF				0.00	2,400.00	0.00	-2,400.00
7010 - PAYROLL TAX				18,000.00	14,210.84	0.00	3,789.16
7020 - HLTH INSUR				165,000.00	165,944.34	18,957.49	18,013.15
7021 - VISION INS				0.00	1,166.70	1,137.72	-28.98
7025 - DENTAL INSUR				5,600.00	8,932.90	4,339.24	1,006.34
7030 - SIMPLE IRA				10,410.00	8,688.58	0.00	1,721.42
7035 - AFLAC				0.00	848.10	893.31	45.21
7040 - UNEMPLOYMENT				500.00	0.00	25.00	525.00
		Department..		413,286.00	393,888.45	25,352.76	44,750.31
5075 - CODE ENF/PLA							
0200 - TELEPHONE				56,150.00	0.00	0.00	56,150.00
0205 - SUPPLIES				0.00	595.62	0.00	-595.62
0207 - DUES/SUBSCR				500.00	283.12	0.00	216.88
0208 - STAFF TRAIING				150.00	0.00	0.00	150.00
0210 - MLG/EXP REIM				500.00	695.00	0.00	-195.00
0213 - CONTRAC SVCS				1,500.00	1,272.66	0.00	227.34
0217 - ADVERTISING				5,000.00	0.00	330.00	5,330.00
1007 - CODE ENFORCE				0.00	485.31	150.00	-335.31
1016 - ADDRESSING				30,000.00	29,600.89	807.73	1,206.84
1017 - LEGAL				15,000.00	100.00	0.00	14,900.00
7010 - PAYROLL TAX				0.00	3,547.50	0.00	-3,547.50
		Department..		56,150.00	39,012.28	1,287.73	18,425.45
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
				30,750.00	29,052.00	0.00	1,698.00

Expense detail report

ALL Accounts

ALL Months

ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5200 - TOWN INSUR CONT'D							
		0106 - WORKERS COMP		22,100.00	22,084.00	2,339.00	2,355.00
		0301 - FIRE FIGHTER		600.00	408.00	0.00	192.00
		0303 - VOLUNTEER		100.00	58.00	0.00	42.00
		Department..		53,550.00	51,602.00	2,339.00	4,287.00
5300 - T-O MAINT				34,050.00	0.00	0.00	34,050.00
		0198 - FOOD		0.00	673.57	0.00	-673.57
		0200 - TELEPHONE		1,550.00	2,081.77	0.00	-531.77
		0201 - ELECTRICITY		5,000.00	4,042.15	259.49	1,217.34
		0203 - FUEL & GAS		6,000.00	3,888.70	0.00	2,111.30
		0204 - REPAIRS		2,500.00	2,745.32	0.00	-245.32
		0205 - SUPPLIES		4,000.00	4,520.79	0.00	-520.79
		0206 - JANITORIAL		3,000.00	2,700.00	0.00	300.00
		0207 - DUES/SUBSCR		1,500.00	491.05	0.00	1,008.95
		0208 - STAFF TRAING		2,000.00	1,226.00	0.00	774.00
		0209 - POSTAGE		4,500.00	3,042.21	330.32	1,788.11
		0210 - MLG/EXP REIM		0.00	60.00	60.00	0.00
		0212 - INSPECTIONS		1,000.00	1,137.25	0.00	-137.25
		0213 - CONTRAC SVCS		3,000.00	3,948.12	0.00	-948.12
		0218 - SOFTWARE LIC		0.00	162.00	0.00	-162.00
		Department..		34,050.00	30,718.93	649.81	3,980.88
5350 - ELECT/MEET				8,550.00	0.00	0.00	8,550.00
		0198 - FOOD		200.00	315.14	0.00	-115.14
		0205 - SUPPLIES		105.00	27.92	0.00	77.08
		0209 - POSTAGE		400.00	56.07	0.00	343.93
		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	2,392.50	0.00	472.50
		1012 - MODERATOR		300.00	250.00	0.00	50.00
		Department..		8,550.00	5,829.70	0.00	2,720.30
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

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ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5400 - CEMETERY MAI CONT'D							
0197		REIMBURS.		0.00	102.60	0.00	-102.60
0205		SUPPLIES		0.00	146.00	0.00	-146.00
0207		DUES/SUBSCR		0.00	100.00	0.00	-100.00
0208		STAFF TRAIING		0.00	570.00	0.00	-570.00
0213		CONTRAC SVCS		0.00	4,904.87	0.00	-4,904.87
0501		DEED TRANS		0.00	210.00	0.00	-210.00
0503		FEEES		0.00	0.00	25.00	25.00
7046		PLOT SALES		0.00	5,300.00	10,000.00	4,700.00
		Department..		12,315.21	11,333.47	10,025.00	11,006.74
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	4,261.50	0.00	-4,261.50
0213		CONTRAC SVCS		0.00	295.50	0.00	-295.50
		Department..		10,000.00	4,557.00	0.00	5,443.00
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	3,357.84	0.00	2,442.16
0207		DUES/SUBSCR		0.00	199.50	0.00	-199.50
0208		STAFF TRAIING		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	26,046.00	0.00	10,454.00
0300		LABOR		150,000.00	135,321.22	0.00	14,678.78
0401		TESTING		200.00	261.00	0.00	-61.00
0404		MATERIALS		40,000.00	40,462.50	2,562.60	2,100.10
0405		TRUCKS- EQUI		10,000.00	7,174.70	0.00	2,825.30
7010		PAYROLL TAX		12,000.00	9,560.66	0.00	2,439.34
		Department..		255,500.00	222,918.92	2,562.60	35,143.68
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	64,179.99	0.00	5,820.01

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6400 - WINTER RDS CONT'D							
0300 - LABOR				125,000.00	91,606.60	0.00	33,393.40
0404 - MATERIALS				7,000.00	7,519.55	0.00	-519.55
0406 - SALT				82,000.00	88,385.32	0.00	-6,385.32
0407 - SAND				40,000.00	30,770.00	0.00	9,230.00
7010 - PAYROLL TAX				10,000.00	6,648.32	0.00	3,351.68
		Department..		345,000.00	297,163.29	0.00	47,836.71
6500 - HWY EQ REP.							
0002 - (CARRY FWD)				0.00	0.00	0.00	0.00
0203 - FUEL & GAS				33,000.00	31,408.21	1,488.30	3,080.09
0204 - REPAIRS				31,000.00	27,738.22	66.97	3,328.75
0205 - SUPPLIES				9,000.00	8,908.09	0.00	91.91
0213 - CONTRAC SVCS				5,000.00	6,501.38	0.00	-1,501.38
0404 - MATERIALS				0.00	0.00	0.00	0.00
		Department..		78,000.00	74,555.90	1,555.27	4,999.37
6600 - HWAY CAP EQ							
0002 - (CARRY FWD)				0.00	0.00	0.00	0.00
0204 - REPAIRS				11,725.90	0.00	11,599.90	23,325.80
		Department..		0.00	0.00	250.00	250.00
		Department..		11,725.90	0.00	11,849.90	23,575.80
6678 - 2022 PLOW TR							
0002 - (CARRY FWD)				60,341.00	0.00	0.00	60,341.00
0205 - SUPPLIES				60,341.00	0.00	0.00	60,341.00
0213 - CONTRAC SVCS				0.00	503.18	0.00	-503.18
0214 - PRINCIP PMTS				0.00	162,844.00	99,999.00	-62,845.00
		Department..		60,341.00	51,216.62	0.00	9,124.38
		Department..		120,682.00	214,563.80	99,999.00	6,117.20
6700 - TOWN GARAGE							
0200 - TELEPHONE				15,400.00	0.00	0.00	15,400.00
0201 - ELECTRICITY				600.00	608.42	0.00	-8.42
0203 - FUEL & GAS				3,500.00	3,719.45	1,398.40	1,178.95
0204 - REPAIRS				6,000.00	2,532.79	0.00	3,467.21
0205 - SUPPLIES				2,400.00	566.60	0.00	1,833.40
0206 - JANITORIAL				2,000.00	3,893.05	0.00	-1,893.05
0212 - INSPECTIONS				500.00	480.00	0.00	20.00
				400.00	0.00	0.00	400.00

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6700 - TOWN GARAGE CONT'D							
0213 - CONTRAC SVCS				0.00	335.00	0.00	-335.00
		Department..		15,400.00	12,135.31	1,398.40	4,663.09
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
0213 - CONTRAC SVCS				62,000.00	43,990.51	0.00	18,009.49
0225 - ENVIRON HHW				0.00	297.00	0.00	-297.00
7051 - BISSONNETTE				0.00	0.00	0.00	0.00
		Department..		62,600.00	44,847.63	0.00	17,752.37
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	190.00	190.00
0205 - SUPPLIES				0.00	160.25	0.00	-160.25
		Department..		1,083.44	593.99	190.00	679.45
7200 - GENL ASSIST							
0001 - APPROPRIATED				2,000.00	0.00	0.00	2,000.00
0197 - REIMBURS.				0.00	0.00	1,960.71	1,960.71
0198 - FOOD				0.00	1,302.00	0.00	-1,302.00
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	3,250.13	2,794.50	1,544.37
7300 - CONSER COMM							
0002 - (CARRY FWD)				0.00	0.00	0.00	0.00
		Department..		100.00	0.00	0.00	100.00
		Department..		100.00	0.00	0.00	100.00
7400 - STREET LTS							
0201 - ELECTRICITY				3,000.00	0.00	0.00	3,000.00
		Department..		3,000.00	2,857.56	0.00	142.44
		Department..		3,000.00	2,857.56	0.00	142.44
7700 - LEGAL FEES							
0213 - CONTRAC SVCS				10,000.00	0.00	0.00	10,000.00
7050 - BOOKER				10,000.00	4,453.50	0.00	5,546.50
7051 - BISSONNETTE				0.00	20,669.65	0.00	-20,669.65
		Department..		0.00	2,684.81	4,500.00	1,815.19
		Department..		10,000.00	27,807.96	4,500.00	-13,307.96

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7810 - MMA DUES CONT'D							
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
0213 - CONTRAC SVCS				0.00	568.75	0.00	-568.75
		Department..		0.00	568.75	17,698.77	17,130.02
7900 - COUNTY TAX				309,396.00	0.00	0.00	309,396.00
0213 - CONTRAC SVCS				309,396.00	309,396.00	0.00	0.00
		Department..		309,396.00	309,396.00	0.00	0.00
7950 - OVERLAY				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				61,388.74	0.00	0.00	61,388.74
0900 - ABATEMENTS				0.00	99.67	0.00	-99.67
		Department..		61,388.74	99.67	0.00	61,289.07
8000 - INTERDEPT				9,000.00	0.00	0.00	9,000.00
0196 - ONBOARDING				0.00	246.00	0.00	-246.00
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	333.00	0.00	-333.00
0210 - MLG/EXP REIM				1,500.00	634.87	0.00	865.13
0213 - CONTRAC SVCS				4,500.00	6,280.05	612.92	-1,167.13
0217 - ADVERTISING				1,500.00	1,245.52	0.00	254.48
0401 - TESTING				0.00	125.00	0.00	-125.00
0501 - DEED TRANS				500.00	281.00	0.00	219.00
0502 - LIENS				1,000.00	1,102.00	0.00	-102.00
		Department..		9,000.00	10,367.42	684.92	-682.50
8025 - IT SERVICES				21,400.00	0.00	0.00	21,400.00
0002 - (CARRY FWD)				22,292.00	0.00	0.00	22,292.00
0199 - INTERNET				1,400.00	1,219.72	0.00	180.28

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8025 - IT SERVICES CONT'D							
0200 - TELEPHONE				3,500.00	3,000.74	0.00	499.26
0202 - HARDWARE				5,000.00	29,762.14	0.00	-24,762.14
0205 - SUPPLIES				2,000.00	3,386.86	555.80	-831.06
0213 - CONTRAC SVCS				5,000.00	5,905.00	0.00	-905.00
0218 - SOFTWARE LIC				4,500.00	4,233.90	0.00	266.10
		Department..		43,692.00	47,508.36	555.80	-3,260.56
8026 - TRIO							
				9,200.00	0.00	0.00	9,200.00
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							
				3,928.00	0.00	0.00	3,928.00
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							
				3,850.00	0.00	0.00	3,850.00
0210 - MLG/EXP REIM				600.00	735.54	0.00	-135.54
0300 - LABOR				3,000.00	2,250.00	0.00	750.00
7010 - PAYROLL TAX				250.00	172.14	0.00	77.86
		Department..		3,850.00	3,157.68	0.00	692.32
8600 - EDUCATION							
				0.00	0.00	0.00	0.00
0213 - CONTRAC SVCS				2,377,988.02	2,377,988.02	0.00	0.00
		Department..		2,377,988.02	2,377,988.02	0.00	0.00
9000 - MINOT FIRE							
				87,441.00	0.00	0.00	87,441.00
0196 - ONBOARDING				0.00	5,834.00	0.00	-5,834.00
0198 - FOOD				0.00	800.75	0.00	-800.75
0200 - TELEPHONE				1,200.00	1,265.30	0.00	-65.30
0201 - ELECTRICITY				5,000.00	4,165.70	172.08	1,006.38
0203 - FUEL & GAS				9,000.00	6,474.83	0.00	2,525.17
0204 - REPAIRS				7,500.00	13,063.90	0.00	-5,563.90
0205 - SUPPLIES				2,500.00	2,203.69	0.00	296.31
0207 - DUES/SUBSCR				500.00	225.00	0.00	275.00
0208 - STAFF TRAIING				1,200.00	412.00	0.00	788.00
0210 - MLG/EXP REIM				200.00	170.07	0.00	29.93
0212 - INSPECTIONS				650.00	1,120.79	0.00	-470.79

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DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
9000 - MINOT FIRE CONT'D							
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 - APP. SUPP.				5,000.00	3,638.88	0.00	1,361.12
0224 - PPE EQUIP				2,500.00	11,396.49	0.00	-8,896.49
0301 - FIRE FIGHTER				15,000.00	9,781.72	0.00	5,218.28
0302 - PER DIEMS				15,000.00	20,444.13	0.00	-5,444.13
0401 - TESTING				0.00	3,968.10	0.00	-3,968.10
0503 - FEES				0.00	0.00	100.00	100.00
1014 - FIRE CHIEF				3,000.00	3,000.00	0.00	0.00
7010 - PAYROLL TAX				2,550.00	2,696.78	0.00	-146.78
		Department..		87,441.00	108,200.26	272.08	-20,487.18
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
0204 - REPAIRS				0.00	6,029.42	0.00	-6,029.42
0223 - APP. SUPP.				0.00	3,450.00	0.00	-3,450.00
		Department..		10,000.00	9,479.42	0.00	520.58
9300 - GRANT							
				0.00	0.00	0.00	0.00
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							
				341,851.00	0.00	0.00	341,851.00
0208 - STAFF TRAING				0.00	335,236.04	0.00	-335,236.04
0600 - INTEREST				5,649.00	6,277.05	0.00	-628.05
0608 - PRINC PMTS B				336,202.00	0.00	0.00	336,202.00
		Department..		341,851.00	341,513.09	0.00	337.91
9900 - ARPA							
				0.00	0.00	0.00	0.00
0202 - HARDWARE				0.00	30,200.00	0.00	-30,200.00
0213 - CONTRAC SVCS				0.00	13,476.22	0.00	-13,476.22
0224 - PPE EQUIP				0.00	28,000.00	0.00	-28,000.00

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9900 - ARPA CONT'D							
		Department..		0.00	71,676.22	0.00	-71,676.22
Final Totals				4,846,232.99	4,800,248.93	198,346.64	244,330.70