



# Town of Minot Selectmen Epacket

February 20, 2024 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](http://www.minotme.org)

Board of Selectmen  
Minot Town Office  
329 Woodman Hill Road  
Tuesday, February 20, 2024  
Meeting at 6:30pm  
Agenda\*

## REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
  - a. February 5, 2024
4. Warrants
  - a. Payroll Expense Warrant
  - b. Treasurer's Warrant
5. New Business
  - a. Consideration of Approval for Appointment of RSU Budget Representative
  - b. Consideration of Approval for Appointments – William Wallace & Michael Theriault – Planning Board Members
  - c. Reviewing Full Time Fire Chief Position
  - d. Consideration of Plow Truck & ¾-ton Pick Truck Bids
  - e. Review of Town Meeting Articles, Town Meeting Script, and Certification of Ordinance Text
6. Department Head Updates
  - a. Clerk's Report
  - b. Highway Report
  - c. Fire Department Report
7. Town Administrator's Report
8. Selectmen Comment
9. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice
10. Next Meeting Dates
  - a. Monday, March 4, 2024
11. Adjournment



# Town of Minot

329 Woodman Hill Rd.  
Minot, ME 04258  
207-345-3305  
[www.minotme.org](http://www.minotme.org)

Board of Selectmen Meeting  
Minot Town Office  
Monday, February 5<sup>th</sup>, 2024  
6:30 pm  
Minutes\*

## REGULAR MEETING

**Selectmen:** Chair Daniel Gilpatric, Vice Chair Lisa Cesare, Matthew Callahan, William Perry, and Brittany Hemond  
**Staff:** Sara Farris (Clerk & Recording Secretary) and Dean Campbell (Fire Chief)  
**Absent:** Danielle Loring (Town Administrator)  
**Public:** None

### 1. Call to Order

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

### 2. Pledge of Allegiance

Recited

### 3. Approval of Minutes

#### a. Monday, January 22<sup>nd</sup>, 2024 – Regular Meeting

**Motion:** Brittany Hemond made a motion to approve the meeting minutes from January 22<sup>nd</sup>, 2024 as written; second by Lisa Cesare.

**Discussion:** None

**Vote:** Unanimous Approval (5/0)

The Selectmen signed the January 22<sup>nd</sup>, 2024 Selectmen Meeting minutes.

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

Board of Selectmen Meeting Minutes Dated February 5<sup>th</sup> 2024.

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

#### **4. Warrants**

##### **a. Payroll Expense Warrant**

##### **b. Treasurer's Warrant**

Motion: Lisa Cesare motioned to accept the Payroll Expense Warrant in the amount of \$25,747.53 and the Treasurer's Warrant in the amount of \$70,170.81; second by William Perry.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the Payroll Expense and Treasurer's Warrants.

Chair Gilpatric moved **7. Department Head Updates, c. Fire Department Report** up in the meeting as Chief Dean Campbell was present.

- Going to work with Danielle regarding the HOA fire pond issue.
- The washer/ extractor is fully installed and programmed.
- EMT school is still ongoing.
- The BLS binder is almost complete.
- Still looking into getting trees cleared at Orchard Station.
- The IT work at Orchard Station is set to be finished in the next week.
- Dean provided the Selectmen with some information regarding the full time Fire Chief position for review before the meeting on the 20<sup>th</sup>.
- Dean said he has still not heard back from the solar farm project. Sara added that the application may be tabled at the 2/6 Planning Board Meeting.

*See attached report for more information.*

The Selectmen thanked Chief Campbell for his time, and he left the meeting.

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

Board of Selectmen Meeting Minutes Dated February 5<sup>th</sup> 2024.

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

**5. Assessors Business**

- a. Jacqueline Lothrop**  
**16 Butler Hill Rd.**  
**Map U01, Lot 031**  
**\$ 2,820.40**

Sara explained that Mrs. Lothrop requested to remove her land from tree growth and the penalty was required.

Motion Lisa Cesare motioned to accept the tree growth penalty for Mrs. Lothrop in the amount of \$2,820.40; second by William Perry

Discussion: None

Vote: Unanimous Approval (5/0)

The Assessors approved and signed the Tree Growth Penalty paperwork as presented.

**6. New Business**

- a. Consideration of Approval for Quit Claim Deed for:**  
**James McCarver and Onie Christner**  
**551 Brighton Hill Rd.**  
**Map R14, Lot 021**

Motion Lisa Cesare motioned to approve the Quit Claim Deed for Mr. McCarver and Mrs. Christner for property located at 551 Brighton Hill Rd.; second by William Perry.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the Quit Claim Deed as presented.

- b. Consideration of Appointment – Jordan De Vito - Deputy General Assistance Director**
- c. Consideration of Appointment – Sharon Campbell - Election Clerk**

Motion Lisa Cesare motioned to appoint Jordan De Vito as Deputy General Assistance Director and Sharon Campbell as an Election Clerk as presented; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the appointment paperwork.

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

Board of Selectmen Meeting Minutes Dated February 5<sup>th</sup> 2024.

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

## **7. Department Head Updates**

### **a. Clerks Report submitted and read by Clerk Sara Farris**

- Working on getting FOAA Training completed for required staff.
- The Town Office will be open February 6<sup>th</sup> and 7<sup>th</sup> from 1-4 pm only for Title 30-A Town Meetings and Elections training. Alex, Jordan, and Sara all need this training.
- Getting prepared for the March Elections. Sara is going to have Jordan and Alex fill the roles of Voter Registrar and Teller at Town Meeting, so they be involved with the process.
- Excise was low for January 2024 compared to January 2023.  
*See attached report for more information.*

### **b. Highway Report Submitted by Highway Supervisor Scott Parker and read by Clerk Sara Farris.**

- The DPF filter on the scheduled to be traded truck is no longer fixable so a new one had to be ordered.  
*See attached report for more information.*

## **8. Town Administrator's Report Submitted by Danielle Loring and read by Sara Farris**

- Town Reports are available!
- The MDOT grant application for Bucknam Bridge Road has been submitted.
- Charter/ Spectrum has agreed to build out the remaining portions of Town, but it could take up to a year to complete.
- The RFB for the plow truck and pickup have been posted and are due back 2/16.
- Review of the Town Meeting Warrant articles at the 2/20 Selectmen Meeting.

*See attached report for more information.*

## **9. Selectmen Comment**

There was some discussion regarding where information is posted and made available to residents by the Town. The Selectmen agreed to have staff continue to post as the normally do and as required by State Law.

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

Board of Selectmen Meeting Minutes Dated February 5<sup>th</sup> 2024.

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

**10. Public Comment**

None

**11. Next Meeting Dates**

**a. Tuesday, February 20<sup>th</sup>, 2024 – Regular Meeting**

Date acknowledged.

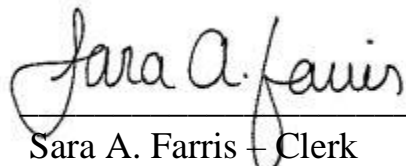
**12. Adjournment**

Motion: Matthew Callahan made the motion to adjourn at 7:04 pm; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 7:04 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 February 5<sup>th</sup> 2024.

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

CERTIFICATE OF APPOINTMENT

(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On February 20th, A.D. 2024.

To \_\_\_\_\_

of Minot, in the County of Androscoggin.

and State of Maine. There being a vacancy in the position of RSU 16 Budget Committee Member

the Selectmen of the Municipality of Town Of Minot do in

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

for the Municipality of the Town Of Minot, such appointment to be effective until

February 28<sup>th</sup> 2025 (1 year).

Given under our hand this 20th day of February, 2024.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COUNTY OF ANDROSCOGGIN, ss.

February 20<sup>th</sup> 2024

Personally appeared the above named \_\_\_\_\_

who has been duly appointed by the Selectmen as a RSU 16 Budget Committee Member

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

the term specified above according to law, before me.

\_\_\_\_\_, Notary Public  
Sara A. Farris

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

CERTIFICATE OF APPOINTMENT

(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On February 20th, A.D. 2024.

To William Wallace

of Minot, in the County of Androscoggin.

and State of Maine. There being a vacancy in the position of Planning Board Member

the Selectmen of the Municipality of Town Of Minot do in

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

for the Municipality of the Town Of Minot, such appointment to be effective until

December 31, 2027.

Given under our hand this 20th day of February, 2024.

\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)

Selectmen  
of  
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

February 20<sup>th</sup> 2024

Personally appeared the above named William Wallace

who has been duly appointed by the Selectmen as a Planning Board Member

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

the term specified above according to law, before me.

\_\_\_\_\_, Notary Public  
Alexandria Richardson

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

CERTIFICATE OF APPOINTMENT

(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On February 20th, A.D. 2024.

To Michael Theriault

of Minot, in the County of Androscoggin.

and State of Maine. There being a vacancy in the position of Planning Board Member

the Selectmen of the Municipality of Town Of Minot do in

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

for the Municipality of the Town Of Minot, such appointment to be effective until

December 31, 2027.

Given under our hand this 20th day of February, 2024.

\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)

Selectmen  
of  
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

February 20<sup>th</sup> 2024

Personally appeared the above named Michael Theriault

who has been duly appointed by the Selectmen as a Planning Board Member

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

the term specified above according to law, before me.

\_\_\_\_\_, Notary Public  
Alexandria Richardson

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



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



Dean Campbell  
Fire Chief

Dale Doughty, EMT  
Deputy Chief



**Full Time Fire Department Position/Chief Job Description**

**The ideal candidate should have the following minimum qualifications**

1. Fire Fighter 1 and 2
2. Maine basic EMT license
3. 10 Years' experience.
4. Experience on a volunteer fire service
5. Experience as a department officer.

**Other preferred qualifications**

1. Fire science degree
2. Fire officer 1

**Work responsibilities**

1. Respond to all calls while on duty and whenever available.
2. Available to work 40+hr per week.
3. Monthly apparatus checks
4. Monthly equipment checks.
5. Develop and run training.
6. Monthly safety checks of all town buildings and the school.
7. Keep BLS checks, SDS books, and trainings up to date.
8. Grant writing
9. Cleaning and maintenance of all department buildings and equipment
10. Any other duties assigned by the chief.
11. Work towards becoming fire chief.
12. Willing to take on other town tasks (code officer)
13. Recruiting and retention of members

---

## **Fire Chief**

### Nature of Work:

This is responsible administrative and supervisory work in the direction of the firefighting and fire prevention activities of the Fire Department.

Employee of this class has direct responsibility for the efficient operation of the Fire Department. Work involves the maintenance of all department equipment and property, the prevention and extinguishment of fire, the protection of life and property, and the removal of fire hazards within the Town. The Chief is the superior officer within the department and has the authority to assume command at fire scenes. Work is reviewed through discussions of problems and policies under the supervision of the Town Administrator.

### Essential Duties and Responsibilities:

#### Examples of Work (Illustrative Only):

Directs maintenance, repair, improvement and replacement of firefighting equipment, and all other property of the Department.

Oversees the training or ensures the training of personnel in firefighting methods and use of equipment.

Responds to and takes command of fire-related emergencies.

Serves as first responder in emergency rescue situations.

Prepares and administers the department budget, including the approval of all expenditures.

Supervises the administrative details of the department, including requisition of materials, supplies, and equipment and maintains adequate records and reports.

Directs and performs fire prevention activities such as inspections, issuance of fire permits, alarm maintenance, and fire investigations in cooperation with State and local authorities.

Responsible for fire prevention activities in the schools.

Responsible for the operation and maintenance of the Fire Department.

Prepares and administers Standard Operating Procedures and Policies for the department.

Performs related work as required.

### Requirements of Work:

Extensive knowledge and experience in firefighting equipment, methods and techniques, hydraulics, and fire prevention methods.

Thorough knowledge of the rules and regulations of the department and fire prevention codes and ordinances.

Thorough knowledge of the street system and geography of the Town.

Thorough knowledge of the water supply and hydrant system of the Town.

Ability to effectively direct, with good judgment, the operations and activities of personnel and equipment under emergency conditions.

Ability to effectively work with, and maintain good working relationships with, other municipal officials, State and federal authorities and the general public.

Training and Experience Required:

Progressively responsible firefighting experience, including supervisory and administrative responsibilities; high school graduation supplemented by specialized instruction in fire prevention and firefighting; or any equivalent combination of experience and training.

Necessary Special Requirements:

Must possess valid appropriate State of Maine motor vehicle operator's license.

Must maintain E.M.T. license.

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## **Fire Chief**

### Nature of Work:

This is responsible administrative and supervisory work in the direction of the fire fighting and fire prevention activities of the Fire Department.

Employee of this class is responsible for the efficient operation of the Fire Department, including other Town Stations. Work involves the maintenance of all department equipment and property, the prevention and extinguishment of fire, and the protection of life and property within the area serviced by the departments as specified in the departmental plans. The Chief is the superior officer within the department, and assumes command at fire scenes unless the authority is delegated to a subordinate officer. Work is reviewed through discussion of problems, policies and results achieved.

### Essential Duties and Responsibilities:

#### Examples of Work (Illustrative Only)

Directs maintenance, repair, improvement and replacement of firefighting equipment, the Fire Stations, and all other property of the Department.

Directs or oversees the training or ensures the training of personnel in firefighting methods and use of equipment.

Responds to and takes command of fire-related emergencies.

Prepares and administers the department budget.

Supervises the administrative details of the department, including requisition of materials, supplies, and equipment and maintains adequate records and reports.

Directs or delegates to a subordinate, fire prevention activities such as inspections, issuance of fire permits, alarm maintenance, and fire investigations in cooperation with State and local authorities.

Prepares and administers Standard Operating Procedures and Policies for the department.

Performs related work as required.

### Requirements of Work:

Extensive knowledge and experience in firefighting equipment, methods and techniques, hydraulics, and fire prevention methods.

Thorough knowledge of the rules and regulations of the department, and fire prevention codes and ordinances.

Thorough knowledge of the street system and geography of the Town.

Thorough knowledge of the water supply and hydrant system of the Town.

Ability to effectively direct, with good judgement, the operations and activities of personnel and equipment under emergency conditions.

Ability to effectively work with, and maintain good working relationships with, other Town officials and the members of the department.

Ability to establish and maintain effective working relationships with other municipal officials, State and federal authorities and the general public.

**Training and Experience Required:**

Progressively responsible firefighting experience, including supervisory and administrative responsibilities; high school graduation supplemented by specialized instruction in fire prevention and firefighting; or any equivalent combination of experience and training.

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## **Fire Chief**

### Nature of Work:

Responsible for the management and overall operation of the municipal fire department.

Supervision Received: Works under the general direction of the Town Manager.

Supervision Exercised: Responsible for the direct and indirect supervision of all members of the municipal and volunteer fire departments, in all facets of fire prevention, suppression and enforcement activities.

### Essential Duties and Responsibilities:

#### Communication (4):

Position requires extensive communication with members of the department, board of selectmen, other municipal employees, the general public, and other fire service professionals. Applies significant communication versatility ranging from one on one collaboration to large group presentation skills. Chooses and designs processes for effective information flow and sharing.

Directs the activities of fire fighting personnel routinely and at fire and accident scenes.

Responds to inquiries from members of the public in areas of fire prevention, code enforcement and inspections..

Directs and assists in departmental training.

#### Knowledge Required (3):

Requires extensive knowledge of the practices and procedures of fire prevention and suppression gained through experience and training to deal with a variety of issues and problems. Further investigation and analysis or development of an analytical approach is required. Solid knowledge of the organization and its policies and procedures is necessary. Specific knowledge requirements include:

Fire prevention and suppression.

Departmental administration and operation.

Supervisory and management responsibilities.

Role of department in operation of municipal government.

#### Leadership/Teamwork (3):

Position makes significant individual contribution to that department, and requires extensive coordination with other departments both within and outside the municipality. Selects and develops employees through effective interaction, clarification of goals and objectives, and providing clear and effective feedback. As a department head, serves as a member of the Town's management team.

#### Complexity/Planning (3):

Employee is responsible for the full range of operations of the municipal fire department. Work includes highly technical areas of safety and operations, as well as the coordination of a large staff and other departments. Achievement of departmental goals is the responsibility of the Fire Chief. Must be aware of the technical, legal and administrative facets of the position. A significant amount of problem solving and policy development is required.

Shares in the development of departmental and organizational short and long range plans.

#### Decision Making (4):

Position requires both operational level decision making skills as well as tactical and strategic planning skills. Is in command of emergency situations, requiring decisions be made with speed and accuracy. Requires conceptual problem solving with uncertain input. Multi functional, highly complex decision making impacts entire department and the organization as a whole.

Responsible for decisions regarding how department will meet the needs of the community.

Responsible for budget preparation and administration.

Responsible for operation and maintenance of department equipment and building facilities.

#### Relationships (4):

Position requires frequent contact with a wide range of individuals and groups, including citizens, business community, tourists, other fire professionals and all parts of town government. Responsible for assisting the Board of Selectmen in the identification and development of policies and procedures. Nature of contact may range widely, from providing information and training to situations of requiring the Fire Chief to exercise direct authority. Pays a resource role for other municipal employees within the Town, and to other professionals in the field.

#### Training and Experience Required:

College degree in Fire Science preferred.

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## **Fire Chief**

### Nature of Work:

This is responsible administrative and supervisory work in the direction of the fire fighting and fire prevention activities of the \_\_\_\_\_ Fire Department, including its volunteer members.

Employee of this class is responsible for the efficient operation of the Fire Department. Work involves the maintenance of all department equipment and property, the prevention and extinguishment of fire, and the protection of life and property within the area serviced by the departments. The Chief is the superior officer within the department, and assumes command at fire scenes unless the authority is delegated to a subordinate officer. Work is performed under the general direction of the Town Manager.

### Essential Duties and Responsibilities:

#### Examples of Work (Illustrative Only):

Directs maintenance, repair, improvement and replacement of firefighting equipment, the Fire Station, and all other property of the Department.

Directs or oversees the training or ensures the training of personnel in firefighting methods and use of equipment.

Responds to and takes command of fire-related emergencies.

Prepares and administers the department budget.

Supervises the administrative details of the department, including requisition of materials, supplies, and equipment and maintains adequate records and reports.

Interviews applicants for appointment and conducts or participates in other phases of the selection process.

Directs or delegates to a subordinate, fire prevention activities such as inspections, issuance of fire permits, alarm maintenance, and fire investigations in cooperation with State and local authorities.

Directs fire prevention activities, inspections and all fire investigations.

Prepares and administers Standard Operating Procedures and Policies for the department.

Prepares monthly and annual reports of departmental operations and activities.

Performs related work as required.

### Requirements of Work:

Extensive knowledge and experience in firefighting equipment, methods and techniques, hydraulics, and fire prevention methods.

Thorough knowledge of the rules and regulations of the department, and fire prevention codes and ordinances.

Thorough knowledge of the street system and geography of the Town.

Thorough knowledge of the water supply and hydrant system of the Town.

Ability to effectively direct, with good judgement, the operations and activities of personnel and equipment under emergency conditions.

Ability to effectively work with, and maintain good working relationships with, other Town officials and the members of the department.

Ability to establish and maintain effective working relationships with other municipal officials, State and federal authorities and the general public.

**Training and Experience Required:**

Progressively responsible firefighting experience, including supervisory and administrative responsibilities; high school graduation supplemented by specialized instruction in fire prevention and firefighting; or any equivalent combination of experience and training.

---

## **Fire Chief**

### Nature of Work:

This is responsible administrative and supervisory work in the direction of the firefighting, fire prevention, and rescue activities of the \_\_\_\_\_ Volunteer Fire Department.

Employee of this class has direct responsibility for the efficient operation of the Fire Department. Work involves the maintenance of all department equipment and property, the prevention and extinguishment of fire, the protection of life and property, and the removal of fire hazards within the Town. The Chief is the superior officer within the department and has the authority to assume command at fire scenes. Work is reviewed through discussions of problems and policies under the supervision of the Town Manager.

### Essential Duties and Responsibilities:

#### Examples of Work (Illustrative Only):

Directs maintenance, repair, improvement and replacement of firefighting equipment, and all other property of the Department.

Investigates or participates in the investigation of all fires.

Oversees the training or ensures the training of personnel in firefighting methods and use of equipment.

Responds to and takes command of fire-related emergencies.

Prepares and administers the department budget, including the approval of all expenditures.

Supervises the administrative details of the department, including requisition of materials, supplies, and equipment and maintains adequate records and reports.

Directs and performs fire prevention activities such as inspections, issuance of fire permits, alarm maintenance, and fire investigations in cooperation with State and local authorities.

Responsible for fire prevention activities in the schools.

Responsible for the operation and maintenance of the Public Safety Building.

Inspects all proposed build-up and development prior to Planning Board and Board of Appeals involvement.

Performs related work as required.

### Requirements of Work:

Extensive knowledge and experience in firefighting equipment, methods and techniques, hydraulics, and fire prevention methods.

Thorough knowledge of the rules and regulations of the department and fire prevention codes and ordinances.

Thorough knowledge of the street system and geography of the Town.

Thorough knowledge of the water supply and hydrant system of the Town.

Ability to effectively direct, with good judgment, the operations and activities of personnel and equipment under emergency conditions.

Ability to effectively work with, and maintain good working relationships with, other municipal officials, State and federal authorities and the general public.

Training and Experience Required:

Progressively responsible firefighting experience, including supervisory and administrative responsibilities; high school graduation supplemented by specialized instruction in fire prevention and firefighting; or any equivalent combination of experience and training.

Vendor	Make	Model	Year	Trade	Truck \$	Gear \$	Total	Delivery	w/ trade	trade w/ warranty	Comments
Whited	Peterbilt	548 370 HP	2025	65000	140,691.00	103,863.00	244,554.00	Chassis July 2024	179,554.00	185,676.00	
Whited	Peterbilt	548 370 HP	2025	65000	140,691.00	116,483.00	257,174.00	Chassis July 2024	192,174.00	198,296.00	Stainless Steel
Whited	Peterbilt	548 370 HP	2025	65000	140,691.00	110,056.00	250,747.00	Chassis July 2024	185,747.00	191,869.00	Everest
Whited	Peterbilt	548 370 HP	2025	65000	140,691.00	134,346.00	275,037.00	Chassis July 2024	210,037.00	216,159.00	Stainless Steel Everest
Whited	Peterbilt	548 370 HP	2025	65000	140,691.00	111,665.50	252,356.00	Chassis July 2024	187,356.00	193,478.00	Tenco
O'Connor	Western Star	47X 370 HP	2025	34,000.00	\$143,960	120,555.00	264,515.00	Chassis Q4	226,443.00	230,515.00	VC Stainless Steel
O'Connor	Western Star	47X 370 HP	2025	34,000.00	\$143,960	107,935.00	251,895.00	Chassis Q4	213,823.00	217,895.00	VC Steel
O'Connor	Western Star	47X 370 HP	2025	34,000.00	\$143,960	138,418.00	282,378.00	Chassis Q4	244,306.00	248,378.00	HPF MG SS
O'Connor	Western Star	47X 370 HP	2025	34,000.00	\$143,960	114,128.00	258,088.00	Chassis Q4	220,016.00	224,088.00	HPF MG S
O'Connor	Western Star	47X 370 HP	2025	34,000.00	\$143,960	115,737.00	259,697.00	Chassis Q4	221,625.00	225,697.00	HPF Tenco S
O'Connor	Western Star	47X 430 HP	2025	34,000.00			242,086.00	Chassis Q4	276,086.00	280,619.00	VC Stainless Steel
O'Connor	Western Star	47X 430 HP	2025	34,000.00			229,466.00	Chassis Q4	263,466.00	267,999.00	VC Steel
O'Connor	Western Star	47X 430 HP	2025	34,000.00			259,949.00	Chassis Q4	293,949.00	298,482.00	HPF MG SS
O'Connor	Western Star	47X 430 HP	2025	34,000.00			236,268.00	Chassis Q4	270,268.00	274,801.00	HPF MG S
O'Connor	Western Star	47X 430 HP	2025	34,000.00			237,268.00	Chassis Q4	271,268.00	275,801.00	HPF Tenco S
Alliance Trucks	International	HX520 SFA	2025	22000	\$157,600	110,056.00	267,656.00	Oct/Nov 2024	245,656.00	255,981.00	
Alliance Trucks	International	HX520 SFA	2025	22000	\$157,600	111,665.50	269,265.50	Oct/Nov 2024	247,265.50	257,590.50	
Freightliner	Western Star	47X	2025	7500			260,792.00	Chassis Q3	253,292.00	261,185.00	
Freightliner	Western Star	47X	2025	7500			262,402.00	Chassis Q3	254,902.00	262,795.00	
HP Fairfield	Western Star	47X	2024	0			314,440.00		314,440.00	No Warranty	Truck is on the lot
HPF MG Gear											
HPF Tenco											
Viking Cives											

201,676.00  
214,296.00

**Elected Request Worksheet**  
**Expense**

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
<b>Dept: 2500 AUDIT SERVIC</b>					
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 27
<b>Dept: 2550 ASSESS CONTR</b>					
0213 CONTRAC SVCS	27,500.00	27,400.00	27,400.00	27,400.00	
Increase in service contract					
ASSESS CONTR	27,500.00	27,400.00	27,400.00	27,400.00	ART 25
<b>Dept: 4000 AUB. PUB LIB</b>					
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 34
<b>Dept: 5000 OFF SALARIES</b>					
1000 DEPUTYTREAS	0.00	0.00	0.00	0.00	
Position eliminated due to restructuring					
1001 CLK/TAX COLL	56,375.00	56,375.00	56,375.00	56,375.00	
1002 DEP CLERK	75,000.00	75,000.00	75,000.00	75,000.00	
Now includes two deputy clerks position and provides funds for professional development increases.					
1003 ADMINISTRAT	76,000.00	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	17,000.00	17,000.00	17,000.00	17,000.00	
7020 HLTH INSUR	181,500.00	170,000.00	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	2,000.00	2,000.00	2,000.00	2,000.00	
Placeholder					
OFF SALARIES	432,035.00	420,535.00	420,535.00	420,535.00	ART 13
<b>Dept: 5075 CODE ENF/PLA</b>					
0200 TELEPHONE	700.00	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	750.00	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					

**Elected Request Worksheet**  
**Expense**

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
<b>Dept: 5075 CODE ENF/PLA CONT'D</b>					
1007 CODE ENFORCE	45,000.00	45,000.00	45,000.00	45,000.00	
Increasing wages to allow for increase in summer hours.					
1016 ADDRESSING	0.00	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	57,100.00	57,100.00	57,100.00	57,100.00	ART 26
<b>Dept: 5200 TOWN INSUR</b>					
0103 PROP/CASULTY	32,250.00	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	25,000.00	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	57,950.00	57,950.00	57,950.00	57,950.00	ART 33
<b>Dept: 5300 T-O MAINT</b>					
0200 TELEPHONE	2,500.00	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	3,500.00	3,500.00	3,500.00	3,500.00	
Contractor increase					
0207 DUES/SUBSCR	1,000.00	1,000.00	1,000.00	1,000.00	
0208 STAFF TRAING	2,000.00	2,000.00	2,000.00	2,000.00	
0209 POSTAGE	3,000.00	3,000.00	3,000.00	3,000.00	
Moved funds to elections for absentee ballots					
0212 INSPECTIONS	1,500.00	1,500.00	1,500.00	1,500.00	
0213 CONTRAC SVCS	4,000.00	4,000.00	4,000.00	4,000.00	
Copier & postage machine leases and maintenance agreements					
T-O MAINT	35,000.00	35,000.00	35,000.00	35,000.00	ART 14

**Elected Request Worksheet**  
**Expense**

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
<b>Dept: 5350 ELECT/MEET</b>					
0198 FOOD	300.00	300.00	300.00	300.00	
0205 SUPPLIES	100.00	100.00	100.00	100.00	
0209 POSTAGE Absentee ballots	1,500.00	1,500.00	1,500.00	1,500.00	
0213 CONTRAC SVCS 750 TM Sound & Gym Rental 2500 Town Reports	3,250.00	3,250.00	3,250.00	3,250.00	
0215 OFF EQUIP Tabulator Coding	700.00	700.00	700.00	700.00	
0217 ADVERTISING	200.00	200.00	200.00	200.00	
1011 ELEC CLERKS Increase due to potential that Town will not be reimbursed for RSU special referendum (could be reduced based on RSU's decision on the bond)	5,650.00	5,650.00	5,650.00	5,650.00	
1012 MODERATOR	300.00	300.00	300.00	300.00	
ELECT/MEET	12,000.00	12,000.00	12,000.00	12,000.00	ART 39
<b>Dept: 5400 CEMETERY MAI</b>					
0001 APPROPRIATED Increase due to oigoing expainsion and repair projects	10,000.00	10,000.00	10,000.00	10,000.00	
CEMETERY MAI	10,000.00	10,000.00	10,000.00	10,000.00	ART 40
<b>Dept: 5650 REC. DEPT RE</b>					
0001 APPROPRIATED Decrease due to carryforward request.	5,000.00	5,000.00	5,000.00	5,000.00	
REC. DEPT RE	5,000.00	5,000.00	5,000.00	5,000.00	ART 41
<b>Dept: 6200 COMMON RDS</b>					
0205 SUPPLIES Uniforms	5,800.00	5,800.00	5,800.00	5,800.00	
0208 STAFF TRAING	1,000.00	1,000.00	1,000.00	1,000.00	
0213 CONTRAC SVCS Striping, roadside mowing, and tree work.	40,000.00	40,000.00	40,000.00	40,000.00	
0300 LABOR	175,000.00	175,000.00	175,000.00	175,000.00	
0401 TESTING	400.00	400.00	400.00	400.00	
0404 MATERIALS	40,000.00	40,000.00	40,000.00	40,000.00	
0405 TRUCKS- EQUI Excavator for road work scheduled for Shaw Hill Road	13,500.00	13,500.00	13,500.00	13,500.00	
7010 PAYROLL TAX	12,500.00	12,500.00	12,500.00	12,500.00	
COMMON RDS	288,200.00	288,200.00	288,200.00	288,200.00	ART 21

**Elected Request Worksheet**  
**Expense**

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
<b>Dept: 6300 PAVINGS RDS</b>					
0213 CONTRAC SVCS	0.00	310,756.00	310,756.00	310,756.00	
0404 MATERIALS	0.00	25,000.00	25,000.00	25,000.00	
PAVINGS RDS	0.00	335,756.00	335,756.00	335,756.00	ART 17
<b>Dept: 6400 WINTER RDS</b>					
0205 SUPPLIES	15,000.00	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	150,000.00	150,000.00	150,000.00	150,000.00	
Increase due to cost of living increase					
0404 MATERIALS	8,600.00	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	44,000.00	44,000.00	44,000.00	44,000.00	
Estimating @ \$11/ cu. yd					
7010 PAYROLL TAX	11,500.00	11,500.00	11,500.00	11,500.00	
WINTER RDS	381,100.00	381,100.00	381,100.00	381,100.00	ART 20
<b>Dept: 6500 HWY EQ REP.</b>					
0203 FUEL & GAS	38,000.00	38,000.00	38,000.00	38,000.00	
Diesel and gas for equipment					
0204 REPAIRS	31,000.00	33,000.00	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	6,000.00	6,000.00	6,000.00	6,000.00	
Increase in truck repairs by dealer due to pricing					
HWY EQ REP.	<b>Art 16</b> 86,000 (6500) 16,950 (6700) <b>102,950</b>	86,000.00	86,000.00	86,000.00	ART 16
<b>Dept: 6670 2024 PICK-UP</b>					
0214 PRINCIP PMTS	0.00	10,000.00	10,000.00	10,000.00	
2024 PICK-UP	0.00	10,000.00	10,000.00	10,000.00	ART 19
<b>Dept: 6678 2022 PLOW TR</b>					
0214 PRINCIP PMTS	0.00	0.00	0.00	0.00	
Now included in debt service.					
2022 PLOW TR	Moved to debt service (9600)	0.00	0.00	0.00	
<b>Dept: 6679 2024 PLOW TR</b>					
0214 PRINCIP PMTS	0.00	89,000.00	70,000.00	90,000.00	ART 18
Budget committee is recommending to finance truck for 4 years and to raise additional funds to reduce the interest					

## Elected Request Worksheet Expense

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
Dept: 6679 2024 PLOW TR and the amount owed on the final payment					
2024 PLOW TR	0.00	89,000.00	70,000.00 <small>Financing at 4 years</small>	90,000.00 <small>Financing at 3 years</small>	ART 18
Dept: 6700 TOWN GARAGE					
0200 TELEPHONE Cellphone only	650.00	650.00	650.00	650.00	
0201 ELECTRICITY	4,000.00	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	3,000.00	3,000.00	3,000.00	3,000.00	
0206 JANITORIAL	500.00	500.00	500.00	500.00	
0212 INSPECTIONS Fire extinguisher inspections	400.00	400.00	400.00	400.00	
TOWN GARAGE	16,950.00	16,950.00	16,950.00	16,950.00	ART 16
Dept: 7000 SOLID WASTE					
0205 SUPPLIES Dump Stickers	600.00	600.00	600.00	600.00	
0213 CONTRAC SVCS Increase in tonnage	62,000.00	62,000.00	62,000.00	62,000.00	
0225 ENVIRON HHW	2,500.00	2,500.00	2,500.00	2,500.00	
SOLID WASTE	65,100.00	65,100.00	65,100.00	65,100.00	ART 30
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 36
Dept: 7400 STREET LTS					
0201 ELECTRICITY Increase due to market rate	3,000.00	3,000.00	3,000.00	3,000.00	
STREET LTS	3,000.00	3,000.00	3,000.00	3,000.00	ART 31
Dept: 7700 LEGAL FEES					
0213 CONTRAC SVCS Ongoing legal matters & bond counsel	10,000.00	10,000.00	10,000.00	10,000.00	
LEGAL FEES	10,000.00	10,000.00	10,000.00	10,000.00	ART 28
Dept: 7810 MMA DUES					
0207 DUES/SUBSCR Estimated increase	4,000.00	4,000.00	4,000.00	4,000.00	
MMA DUES	4,000 (7810) 4,200 (7820) 10,020 (8026) 3,928 (8210) <b>22,148.00</b>	4,000.00	4,000.00	4,000.00	ART 32
Dept: 7820 AVCOG DUES					
0207 DUES/SUBSCR	3,959.00	4,200.00	4,200.00	4,200.00	ART 32

**Elected Request Worksheet**  
**Expense**

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
<b>Dept: 7820 AVCOG DUES</b>					
Actual amount					
AVCOG DUES	3,959.00	4,200.00	4,200.00	4,200.00	
<b>Dept: 8000 INTERDEPT</b>					
0210 MLG/EXP REIM	1,000.00	1,000.00	1,000.00	1,000.00	
0213 CONTRAC SVCS	5,000.00	5,000.00	5,000.00	5,000.00	
Payroll fees for all town departments					
0217 ADVERTISING	2,500.00	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	10,000.00	10,000.00	10,000.00	10,000.00	ART 15
<b>Dept: 8025 IT SERVICES</b>					
0199 INTERNET	1,500.00	1,500.00	1,500.00	1,500.00	
Could increase more if we move to fiber services					
0200 TELEPHONE	3,300.00	3,300.00	3,300.00	3,300.00	
VOIP	10,000 (8000)				Art 15:
0202 HARDWARE	2,000.00	2,000.00	2,000.00	2,000.00	29,800 (8025)
0205 SUPPLIES	2,000.00	2,000.00	2,000.00	2,000.00	39,800
0213 CONTRAC SVCS	15,000.00	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	6,000.00	6,000.00	6,000.00	6,000.00	
Back up services, Microsoft 365, website, licensing					
IT SERVICES	29,800.00	29,800.00	29,800.00	29,800.00	ART 15
<b>Dept: 8026 TRIO</b>					
0213 CONTRAC SVCS	10,500.00	10,020.00	10,020.00	10,020.00	
Actual increase					
TRIO	10,500.00	10,020.00	10,020.00	10,020.00	ART 32
<b>Dept: 8210 HUMANE SOC</b>					
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 32
<b>Dept: 8220 ANIMAL CTL</b>					
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 35

**Elected Request Worksheet**  
**Expense**

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
<b>Dept: 9000 MINOT FIRE</b>					
0196 ONBOARDING	5,000.00	5,000.00	5,000.00	5,000.00	
0198 FOOD	4,500.00	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	10,000.00	10,000.00	10,000.00	10,000.00	
0204 REPAIRS	10,500.00	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	3,500.00	3,500.00	3,500.00	3,500.00	
0210 MLG/EXP REIM	200.00	200.00	200.00	200.00	
0212 INSPECTIONS	1,000.00	1,000.00	1,000.00	1,000.00	
0213 CONTRAC SVCS	2,500.00	2,500.00	2,500.00	2,500.00	
Moved PSAP to 0219 and removed Life Flight					
0219 DISPATCHING	16,779.00	16,779.00	16,779.00	16,779.00	
0221 RESCUE SUPP	2,500.00	2,500.00	2,500.00	2,500.00	
0222 RESCUE TRNG	0.00	0.00	0.00	0.00	
0223 APP. SUPP.	7,500.00	7,500.00	7,500.00	7,500.00	
0224 PPE EQUIP	10,000.00	10,000.00	10,000.00	10,000.00	
0226 BLDING MAINT	2,500.00	2,500.00	2,500.00	2,500.00	
0301 FIRE FIGHTER	20,000.00	20,000.00	20,000.00	20,000.00	
0302 PER DIEMS	20,000.00	20,000.00	20,000.00	20,000.00	
0401 TESTING	7,000.00	7,000.00	7,000.00	7,000.00	
1014 FIRE CHIEF	0.00	0.00	0.00	0.00	
7010 PAYROLL TAX	3,060.00	3,060.00	3,060.00	3,060.00	
MINOT FIRE	135,739.00	135,739.00	135,739.00	135,739.00	ART 22
<b>Dept: 9001 FIRE CHIEF</b>					
1014 FIRE CHIEF	60,000.00	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	4,590.00	4,590.00	4,590.00	4,590.00	
7020 HLTH INSUR	15,750.00	14,500.00	14,500.00	14,500.00	
FIRE CHIEF	80,340.00	79,090.00	79,090.00	79,090.00	ART 23
<b>Dept: 9600 DEBT SERVICE</b>					
0600 INTEREST	2,435.00	2,435.00	2,435.00	2,435.00	
0602 2023 PLOW TR	48,783.00	48,783.00	48,783.00	48,783.00	
0608 PRINC PMTS B	410,000.00	0.00	0.00	0.00	

**Elected Request Worksheet**  
**Expense**

Account	2024 Initial	2024 Manager	2024 Committee	2024 Elected	
<b>Dept: 9600 DEBT SERVICE CONT'D</b>					
New 1.5mil bond to include paving, Highway Pick up, and new dump truck - NO LONGER FEASIBLE Annual payments are \$565,219					
DEBT SERVICE	461,218.00	51,218.00	51,218.00	51,218.00	ART 24
<b>Expense Totals:</b>	<b>2,260,919.00</b>	<b>2,274,586.00</b>	<b>2,255,586.00</b>	<b>2,275,586.00</b>	

Previous Year's Budget TOTAL:  
\$1,952,506.00

Percentage Increase for BC Recommendations:  
\$303,080 (15.5%)

Percentage Increase for SB Increases:  
\$323,080 (16.5%)

\*County Taxes not available as of 02/20/2024

Pledge of Allegiance with the assembly.

**CANDACE GILPATRIC (*Moderator on 3/1/24 Election night*)** swears in **RANDALL GREENWOOD** as Moderator

**RANDALL GREENWOOD** swears in his Tellers

*I will have oath sheets prepared for all of this and tellers already chosen  
Alexandria Richardson and Jordan De Vito.*

**RANDALL NOW TAKES OVER THE MEETING**

*Please take this slot to introduce yourself if you would like.*

**RANDALL** Read the results of the March 1<sup>st</sup>, 2024 Town Election and swear in the newly elected officials

2 Selectmen – 3-year term

2 RSU 16 School Board Members – 3-year term

*I will have the results for you and oath sheets with names and term info.*

**Dedications and special presentations done by the Selectmen.**

**SELECTMEN ?? (Not sure who is announcing)** announces and presents the Town Report Dedication.

*David Gilpatric – Surprise to his family!*

**SELECTMEN ?? (Not sure who is announcing)** announces and presents the Spirit of America Award.

*Town of Minot Cemetery Committee*

**SELECTMEN ??** Honorable Mention to *Randy Rackliffe* for creating the Boston Post Cane case.

**SELECTMEN ??** Vote regarding the *Name or Plow Truck Contest*.

We asked students at MCS to help name our new plow truck. The Selectmen narrowed down the 5 submissions to their 2 favorites for residents to vote on at Town Meeting. The chosen name will be displayed on the truck.

- SNOWADACTYL
- FROSTBITE

Other honorable mentions were Plowabunga, Ricky Bobby, and Blowy Bob.

The Selectmen would like to thank Mrs. Jamo's Pre K Class, Mrs. Bruce's 1st Grade Class, Mrs. Levesque's 1st Grade Class, Ms. Welch's 6th Grade Class, and Mrs. Gagnon's 3rd Grade Class for their great submissions.

**RANDALL** Asks residents to please vote the ballot they were provided.

*Residents will be given a ballot as they check in, but more will be available if they don't have one. The Tellers will assist in collecting the ballots, counting the vote, and giving the results to Mr. Greenwood.*

**RANDALL** There are a few rules I would like to address before we start:

1. If you wish to speak, please state your name.
2. When making a motion Please repeat the article. An example would be "I make a motion to raise and appropriate 287,400.00 for county taxes".
3. When voting on an article please do so by raising your orange card.
4. A paper ballot can be request on any Article
5. Discussion will only be based on the articles published in the warrant.

**RANDALL** There must be a motion made to allow all non-residents to speak on Town affairs. This allows our Town Administrator and other town employees to speak that are not residents

*Motion and 2<sup>nd</sup> must be made to allow all non-residents to speak.*

*Continue to Article 3 and so on through the warrant.*

*Read the article and the selectmen/ budget committee recommendations only. Extra financial info is not needed. I will go through your copy and take all the extra stuff out.*

TR PAGE 130

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.

TR PAGE 131

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:

Amount Requested Budget Committee Recommends

Selectmen \$1,500.00 each

Chairman of Selectmen \$ 500.00

Three Assessors \$ 50.00 each

Chairman of Overseer of Poor \$ n/a

*Please mention that the proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles starting on page 142.*

## 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.

The Planning Board and the Board of Selectmen Recommend 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.

The Planning Board and the Board of Selectmen Recommend 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.

The Planning Board and the Board of Selectmen Recommend Article 8

## TR PAGE 132

## 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.

The Cemetery Committee Recommends Article 9

The Planning Board Recommends Article 9

The Selectmen Recommend 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 .....	\$73.03
Highway Capital Equipment Reserve Account, balance of .....	\$23,575.80
General Assistance Donation (Eda's Elf Fund) Reserve Account, balance of .....	\$8,160.59
Town Well Reserve Account, balance of .....	\$4,147.69
Cemetery Reserve Account, balance of .....	\$11,006.74
Minot Community Events Reserve, balance of .....	\$694.45
Fire Department Apparatus Reserve, balance of .....	\$520.58
Fire Department Grant Reserve, balance of .....	\$7,077.92
Fire Department Capital Equipment Reserve, balance of .....	\$4,531.39
Conservation Committee Reserve, balance of .....	\$100.00
Broadband Reserve, balance of .....	\$17,130.02
Recreational Field Maintenance Reserve, balance of .....	\$3,143.00

Selectmen and Budget Committee recommend carrying forward all balances

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 and Budget Committee recommend creating a Minot Consolidated School (MCS) Reserve in the amount of \$100,000 funded from the Undesignated Fund Balance.

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.

*Motion and second to proceed to the vote.*

*Everyone should have received a paper ballot labeled "Article 11" and a pencil when they checked in. If not, they can be provided a ballot and pencil at the check in table now.*

*Please allow residents time to vote and return their ballots to the ballot box.*

*The Tellers will count up the ballots and provide you with the tally on a sheet of paper.*

*Please announce the totals and whether the motion passes or fails.*

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.

Selectmen and Budget Committee Recommend \$420,535.00

Article 14.

To see what sum the Town will vote to raise and appropriate for Town Office Maintenance and Supplies

Selectmen and Budget Committee Recommend \$35,000.00

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

Selectmen and Budget Committee Recommend \$39,800.00

Article 16.

To see what sum the Town will vote to raise and appropriate for Operating Costs of the Town Garage and Equipment Repair.

Selectmen and Budget Committee Recommend \$102,950.00

TR PAGE 134

Article 17.

To see what sum the Town will vote to raise and appropriate for Paving and Patching Roads for the ensuing year.

Selectmen and Budget Committee Recommend to appropriate a total of \$410,000, raise \$335,756 and use \$74,224 from LRAP

Article 18.

To see if the Town will vote to raise an amount not to exceed \$250,000 to replace Highway Department 2012 Peterbilt Plow Truck

Selectmen Recommend that the new plow truck be financed for a term of three (3) years at a commercially reasonable rate of interest and to appropriate an amount not to exceed 90,000 for initial payment in 2024.

Budget Committee Recommends that the new plow truck be financed for a term of four (4) years at a commercially reasonable rate of interest and to appropriate an amount not to exceed 70,000 for initial payment in 2024.

Article 19.

To see if the Town will vote to raise an amount estimated to be \$65,000 to replace Highway Department 2020 Dodge RAM Pick-Up Truck.

Selectmen and Budget Committee recommend using the existing truck as a trade (\$30,000), \$25,000 from the Highway Equipment Reserve, and appropriating an amount not to exceed \$10,000 for the ¾ ton pick up truck purchase.

Article 20.

To see what sum the Town will vote to raise and appropriate for Winter Roads for the ensuing year

Selectmen and Budget Committee Recommend \$381,100.00

Article 21.

To see what sum the Town will vote to raise and appropriate for the Maintenance of Common Roads, Culverts, Bridges and Bushes for the ensuing year.

Selectmen and Budget Committee Recommend \$288,200.00

Article 22.

To see what sum the Town will vote to raise and appropriate for the Minot Municipal Fire Department including the Rescue Division for the ensuing year

Selectmen and Budget Committee Recommend \$135,739.00

Article 23.

To see what sum the Town will vote to raise and appropriate to create the new position of Full-time Fire Chief for the ensuing year.

Selectmen and Budget Committee recommend appropriating funds to create a new Full-time Fire Chief position and to raise \$79,090.00 for salary and benefits

Article 24.

To see what sum the Town will vote to raise and appropriate for Principal Payments and Interest.

2023 Plow Truck (2 of 2):

Principal: \$43,928.41

Interest: \$2,434.24

Selectmen and Budget Committee Recommend \$46,363.00

Article 25.

To see what sum the Town will vote to raise and appropriate for Contract Assessing & GIS Services.

Selectmen Budget Committee Recommend \$27,400.00

Article 26.

To see what sum the Town will vote to raise and appropriate for the Code Enforcement and Planning for the ensuing year.

Selectmen and Budget Committee Recommend \$57,100.00

Article 27.

To see what sum the Town will vote to raise and appropriate for the Annual Audit of the Town books and officer's accounts.

Selectmen and Budget Committee Recommend \$8,650.00

TR PAGE 136

Article 28.

To see what sum the Town will vote to raise and appropriate for Legal Fees for the ensuing year.

Selectmen and Budget Committee Recommends \$10,000.00

Article 29.

To see what sum the Town will vote to raise and appropriate for the County Tax set by Androscoggin County.

Selectmen and Budget Committee Recommend \$344,729.00

*This is an estimated amount. Staff should have a for sure number by the Meeting.*

Article 30.

To see what sum the Town will vote to raise and appropriate for Solid Waste Disposal & Contract Services.

Selectmen and Budget Committee Recommend \$65,100.00

Article 31.

To see what sum the Town will vote to raise and appropriate for Street Lights.

Selectmen and Budget Committee Recommend \$3,000.00

Article 32.

To see what sum the Town will vote to raise and appropriate for Municipal Organizations and Contracts.

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 and Budget Committee Recommend

\$22,148.00

Article 33.

To see what sum the Town will vote to raise and appropriate for Town Insurance.

Selectmen and Budget Committee Recommend \$57,950.00

TR PAGE 137

Article 34.

To see what sum the Town will vote to raise and appropriate for Library Services with the Auburn Public Library.

Selectmen and Budget Committee Recommend \$22,000.00

Article 35.

To see what sum the Town will vote to raise and appropriate for the Animal Control Officer.

Selectmen and Budget Committee Recommend \$3,850.00

Article 36.

To see what sum the Town will vote to raise and appropriate for General Assistance (Health and Welfare).

Selectmen and Budget Committee Recommends \$2,000.00

Article 37.

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.

*Amount received as \$16,681.03*

Selectmen and Budget Committee recommend designating the 2024 cable franchise agreement fees for broadband expansion.

Article 38.

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.

*Amount received was \$1,343.86*

Selectmen and Budget Committee recommend the donation of the 2024 snowmobile registration reimbursement to the Minot Moonshiners for trail maintenance

TR PAGE 138

Article 39.

To see what sum the Town will vote to raise and appropriate for Elections and Annual Town Meeting.

Selectmen and Budget Committee Recommend \$12,000.00

Article 40.

To see what sum the Town will vote to raise and appropriate for the funding care and maintenance of Minot’s Cemeteries.

Selectmen recommend \$10,000.00 3 yes 1 no

Budget Committee recommends 10,000.00

Article 41.

To see what sum the Town will vote to raise and appropriate for the funding Recreational Field Maintenance.

Selectmen and Budget Committee Recommend \$5,000.00

Article 42.

To see what sum the Town will vote to raise and appropriate to be donated to Charitable Organizations.

Requests:

LifeFlight.....	\$ 691.50
SafeVoices .....	\$ unspecified request
Seniors Plus .....	\$ 500
Maine Public .....	\$ 100
TOTAL: .....	\$1,291.50

Selectmen recommend \$0.00

Budget Committee Recommends \$0.00

Article 43.

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 44.

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 16, 2024, with interest charged thereafter at the State maximum rate of 8.5%

Article 45.

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 46.

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 47.

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 48.

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 49.

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 50.

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 51.

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).

TR PAGE 140

Article 52.

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 53.

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.

*END OF ARTICLES*

*Motion needed to adjourn the meeting.*



# TOWN OF MINOT

329 Woodman Hill Road  
Minot, Maine 04258-0329

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

## Municipal Officers' Certification of Official Text of a Proposed Ordinance [30-A M.R.S. § 3002(2)]

To Sara A. Farris, the Town Clerk of the Town of Minot:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of amendments to the Land Use Code and ordinances as follows which is to be presented to the voters for their consideration on March 2 , 2024.

- Amendment to Chapter 2: Building Standards of the Land Use Code
- Amendment to Chapter 4, Section 501.10: Accessory Dwelling Units of the Land Use Code
- Amendment to Chapter 4 Section 601: Change of Use of the Land Use Code
- Amendments to the Cemetery Ordinance

Pursuant to 30-A M.R.S. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Dated: February 20, 2024.

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Town of Minot Selectmen

[Notes: This form should be executed, and the ordinance and the form delivered to the Clerk, not less than seven days before the day of voting. See 30-A M.R.S. § 3002(2).  
When voting is to be by secret ballot, municipal officers should endeavor to certify the ordinance text not later than the 60th day before the meeting. See 30-A M.R.S. § 2528(5). This would mean that all developmental hearings on the ordinance will have to be held before the 60th day before election day. By law, no ordinance of any municipality subject to this subsection may be held invalid due to the municipality's failure to comply with this subsection unless the plaintiff is harmed or prejudiced by that failure. 30-A M.R.S. § 3002(2)(A).]



# TOWN OF MINOT

329 Woodman Hill Road  
Minot, Maine 04258-0329

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

## **Clerk's Report**

February 20, 2024

Hello Selectmen,

### **Updates:**

#### Board of Appeals & Planning Board:

Alex & the Planning Board

The solar farm is at a standstill pending the cluster study.

Jordan and the Board of Appeals

Possible appeal for the solar project.

I am working with Jordan and Alex to have both Boards complete their Freedom of Access (FOAA) training.

#### March Elections

We have 25 Primary absentee requests and 16 municipal requests for the March Elections so far.

I am predicting that there will be a lot of confusion regarding the semi-open primaries and who is eligible for what ballot. I am making cheat sheet binders for my ballot clerks for easy access to answers.

I will begin setup after tonight's meeting. I am requesting that we have the Selectmen Meeting on March 4 in the basement.

3/1

absentee request deadline – 2/27 @ 4pm

3/5

In person voter registration only starting 2/14

Party enrollment change deadline – 2/16

absentee request deadline – 2/29 @ 6pm

#### Online Voter Registration

Beginning January 30, 2024 Maine residents can register to vote online at the State of Maine's website. The link is on our website.

### Ongoing Absentee Requests

Beginning February 1, 2024, voters who will be at least 65 years of age by the next election or who self-identify as a voter with a disability (or who meet both conditions) can submit a written application to request ongoing absentee voter status. This means that after submitting the application, the voter does not need to submit an application for each election; instead, the voter will automatically receive an absentee ballot for each ensuing statewide election, municipal election and any other election for which the voter is entitled to vote.

The law further provides that the voter's ongoing absentee voter status may only be terminated by the Clerk or the Secretary of State upon:

- (1) The written request of the voter
- (2) The death or disqualification of the voter
- (3) The cancellation of the voter's registration record in the central voter registration system
- (4) The return of an absentee ballot as undeliverable
- (5) The failure of the voter to vote by absentee ballot for a general election
- (6) The designation of the voter's status as inactive in the central voter registration system

### **Inland Fisheries & Wildlife:**

Boat Excise YTD: \$89.00

3 Boats

0 done online.

18 Snowmobiles

1 ATVs

4 Game Licenses

*The above amounts are as of 2/20/2024.*

### **Vitals:**

Vital Requests as of 2/5

Reported to State semi-annually.

Birth Certificates- 4

Death Certificates- 3

Marriage Certificate- 2

Intentions- 1

### **Dogs:**

6 dog registrations for February so far.

\$25 late fees started 2/1

### **Building/ Plumbing Permits for 2024:**

Building Permits: 8

Plumbing Permits: 5

### **Real Estate Taxes:**

2022 taxes - \$ 21,417.22 for 15 accounts

2023 taxes - \$ 183,711.96 for 96 accounts

2024 pre-payments - \$ 6,737.71 for 20 accounts

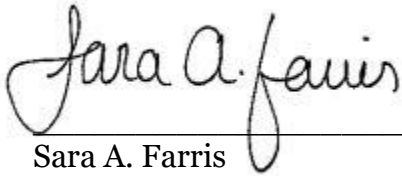
Total owed: \$ 205,129.18

**Personal Property Taxes:**

2023 - \$964.96 on 4 accounts

**Excise Tax:**

<b><u>MONTH</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>+/-</u></b>
JAN.	\$43,055.03	\$50,306.29	\$46,666.44	- \$3,639.85
FEB.	\$48,596.73	\$51,718.92	\$29,959.87	
MARCH	\$56,912.29	\$62,362.95		
APRIL	\$61,663.04	\$59,196.83		
MAY	\$64,848.92	\$74,257.14		
JUNE	\$92,120.11	\$70,938.58		
JULY	\$63,394.65	\$57,419.67		
AUG.	\$65,209.36	\$79,431.44		
SEPT.	\$69,727.87	\$66,921.22		
OCT.	\$54,012.11	\$67,752.92		
NOV.	\$50,624.95	\$52,230.54		
DEC.	\$45,564.33	\$43,334.63		
<b>TOTAL</b>	<b>\$ 715,719.57</b>	<b>\$ 735,871.13</b>		



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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 (02/04 – 02/19/2024)

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We have had a very expensive last two weeks with repairs on the truck that is scheduled to be traded.

The DPF filter had to be replaced for \$10,000.00 and that was not budgeted for needed repairs as we were trying to get by in hopes it would last but it didn't. We have been working on the grader antifreezes leaking out of the overflow and, after talking to dealer, we changed the water pump but now it is leaking again and has no heat. I have talked to the mechanic that we have had work for us about a head gasket or radiator issue, and he feels that the radiator is bad. I have called John Deere, and a new radiator is \$5,000.00. All of that said it is going to be hard to stay within budget this year in repairs as the loader needs new pins and bushings in the bucket.



**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. EMT school Ongoing.
3. Working on BLS folder and reviewing SDS
4. Tree clearing at Orchard.
5. Orchard station IT completion
6. Full time position job description and duties.
7. New member BLS training ongoing.

New business.

1. Woodman hill rd. fire
2. Conversation with Sun/Journal concerning ballistic vests.
3. Engine 1 flat tire

## Expense detail report

ALL Accounts

ALL Months

ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
3050 - SNOMBL REFD				0.00	0.00	0.00	0.00
<b>0001 - APPROPRIATED</b>				<b>0.00</b>	<b>0.00</b>	<b>1,343.86</b>	<b>1,343.86</b>
		<b>Department..</b>		<b>0.00</b>	<b>0.00</b>	<b>1,343.86</b>	<b>1,343.86</b>
3550 - EDA ELF RESE				0.00	0.00	0.00	0.00
<b>0198 - FOOD</b>				<b>0.00</b>	<b>1,283.85</b>	<b>0.00</b>	<b>-1,283.85</b>
<b>0205 - SUPPLIES</b>				<b>0.00</b>	<b>425.80</b>	<b>0.00</b>	<b>-425.80</b>
		<b>Department..</b>		<b>0.00</b>	<b>1,709.65</b>	<b>0.00</b>	<b>-1,709.65</b>
4025 - TWNWELL RES				0.00	0.00	0.00	0.00
<b>0401 - TESTING</b>				<b>0.00</b>	<b>25.00</b>	<b>0.00</b>	<b>-25.00</b>
<b>7010 - PAYROLL TAX</b>				<b>0.00</b>	<b>7.65</b>	<b>0.00</b>	<b>-7.65</b>
		<b>Department..</b>		<b>0.00</b>	<b>32.65</b>	<b>0.00</b>	<b>-32.65</b>
5000 - OFF SALARIES				0.00	0.00	0.00	0.00
<b>1001 - CLK/TAX COLL</b>				<b>0.00</b>	<b>6,504.84</b>	<b>0.00</b>	<b>-6,504.84</b>
<b>1002 - DEP CLERK</b>				<b>0.00</b>	<b>7,645.46</b>	<b>0.00</b>	<b>-7,645.46</b>
<b>1003 - ADMINISTRAT</b>				<b>0.00</b>	<b>8,769.24</b>	<b>0.00</b>	<b>-8,769.24</b>
<b>7010 - PAYROLL TAX</b>				<b>0.00</b>	<b>1,666.50</b>	<b>0.00</b>	<b>-1,666.50</b>
<b>7020 - HLTH INSUR</b>				<b>0.00</b>	<b>43,085.46</b>	<b>3,338.17</b>	<b>-39,747.29</b>
<b>7021 - VISION INS</b>				<b>0.00</b>	<b>331.83</b>	<b>178.78</b>	<b>-153.05</b>
<b>7025 - DENTAL INSUR</b>				<b>0.00</b>	<b>2,749.32</b>	<b>863.10</b>	<b>-1,886.22</b>
<b>7030 - SIMPLE IRA</b>				<b>0.00</b>	<b>1,072.74</b>	<b>0.00</b>	<b>-1,072.74</b>
<b>7035 - AFLAC</b>				<b>0.00</b>	<b>48.48</b>	<b>84.84</b>	<b>36.36</b>
<b>7040 - UNEMPLOYMENT</b>				<b>0.00</b>	<b>0.00</b>	<b>179.00</b>	<b>179.00</b>
		<b>Department..</b>		<b>0.00</b>	<b>71,873.87</b>	<b>4,643.89</b>	<b>-67,229.98</b>
5075 - CODE ENF/PLA				0.00	0.00	0.00	0.00
<b>0200 - TELEPHONE</b>				<b>0.00</b>	<b>63.25</b>	<b>0.00</b>	<b>-63.25</b>
<b>0208 - STAFF TRAIING</b>				<b>0.00</b>	<b>90.00</b>	<b>0.00</b>	<b>-90.00</b>
<b>0210 - MLG/EXP REIM</b>				<b>0.00</b>	<b>99.18</b>	<b>0.00</b>	<b>-99.18</b>
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>142.50</b>	<b>0.00</b>	<b>-142.50</b>
<b>1007 - CODE ENFORCE</b>				<b>0.00</b>	<b>2,651.28</b>	<b>0.00</b>	<b>-2,651.28</b>
<b>1016 - ADDRESSING</b>				<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>-100.00</b>
<b>7010 - PAYROLL TAX</b>				<b>0.00</b>	<b>202.83</b>	<b>0.00</b>	<b>-202.83</b>
		<b>Department..</b>		<b>0.00</b>	<b>3,349.04</b>	<b>0.00</b>	<b>-3,349.04</b>
5200 - TOWN INSUR				0.00	0.00	0.00	0.00

### Expense detail report

ALL Accounts  
ALL Months

ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5200 - TOWN INSUR CONT'D							
		<b>0106 - WORKERS COMP</b>		0.00	10,430.20	0.00	-10,430.20
		Department..		0.00	10,430.20	0.00	-10,430.20
5300 - T-O MAINT							
		<b>0200 - TELEPHONE</b>		0.00	278.61	0.00	-278.61
		<b>0201 - ELECTRICITY</b>		0.00	469.43	0.00	-469.43
		<b>0203 - FUEL &amp; GAS</b>		0.00	1,084.32	0.00	-1,084.32
		<b>0205 - SUPPLIES</b>		0.00	2,098.15	0.00	-2,098.15
		<b>0207 - DUES/SUBSCR</b>		0.00	259.00	0.00	-259.00
		<b>0208 - STAFF TRAING</b>		0.00	180.00	0.00	-180.00
		<b>0209 - POSTAGE</b>		0.00	343.66	6.03	-337.63
		<b>0213 - CONTRAC SVCS</b>		0.00	149.00	0.00	-149.00
		Department..		0.00	4,862.17	6.03	-4,856.14
5350 - ELECT/MEET							
		<b>0213 - CONTRAC SVCS</b>		0.00	2,052.40	0.00	-2,052.40
		Department..		0.00	2,052.40	0.00	-2,052.40
6200 - COMMON RDS							
		<b>0205 - SUPPLIES</b>		0.00	172.76	0.00	-172.76
		<b>0300 - LABOR</b>		0.00	15,347.46	15,347.46	0.00
		<b>7010 - PAYROLL TAX</b>		0.00	1,124.55	1,124.55	0.00
		Department..		0.00	16,644.77	16,472.01	-172.76
6400 - WINTER RDS							
		<b>0205 - SUPPLIES</b>		0.00	9,409.42	0.00	-9,409.42
		<b>0213 - CONTRAC SVCS</b>		0.00	22,678.20	0.00	-22,678.20
		<b>0300 - LABOR</b>		0.00	37,565.35	0.00	-37,565.35
		<b>0406 - SALT</b>		0.00	44,325.93	0.00	-44,325.93
		<b>7010 - PAYROLL TAX</b>		0.00	2,725.16	0.00	-2,725.16
		Department..		0.00	116,704.06	0.00	-116,704.06
6500 - HWY EQ REP.							
		<b>0203 - FUEL &amp; GAS</b>		0.00	8,679.38	0.00	-8,679.38
		<b>0204 - REPAIRS</b>		0.00	22,793.71	0.00	-22,793.71
		<b>0205 - SUPPLIES</b>		0.00	2,975.11	0.00	-2,975.11
		<b>0213 - CONTRAC SVCS</b>		0.00	1,669.91	0.00	-1,669.91

### Expense detail report

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ACCOUNT-----				CURRENT		UNEXPENDED	
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
6500 - HWY EQ REP. CONT'D							
		<b>Department..</b>		<b>0.00</b>	<b>36,118.11</b>	<b>0.00</b>	<b>-36,118.11</b>
6700 - TOWN GARAGE				0.00	0.00	0.00	0.00
<b>0200 - TELEPHONE</b>				<b>0.00</b>	<b>61.54</b>	<b>0.00</b>	<b>-61.54</b>
<b>0201 - ELECTRICITY</b>				<b>0.00</b>	<b>457.06</b>	<b>0.00</b>	<b>-457.06</b>
<b>0203 - FUEL &amp; GAS</b>				<b>0.00</b>	<b>1,009.84</b>	<b>0.00</b>	<b>-1,009.84</b>
<b>0205 - SUPPLIES</b>				<b>0.00</b>	<b>609.71</b>	<b>0.00</b>	<b>-609.71</b>
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>45.00</b>	<b>0.00</b>	<b>-45.00</b>
		<b>Department..</b>		<b>0.00</b>	<b>2,183.15</b>	<b>0.00</b>	<b>-2,183.15</b>
7000 - SOLID WASTE				0.00	0.00	0.00	0.00
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>4,580.22</b>	<b>0.00</b>	<b>-4,580.22</b>
		<b>Department..</b>		<b>0.00</b>	<b>4,580.22</b>	<b>0.00</b>	<b>-4,580.22</b>
7400 - STREET LTS				0.00	0.00	0.00	0.00
<b>0201 - ELECTRICITY</b>				<b>0.00</b>	<b>283.33</b>	<b>0.00</b>	<b>-283.33</b>
		<b>Department..</b>		<b>0.00</b>	<b>283.33</b>	<b>0.00</b>	<b>-283.33</b>
7700 - LEGAL FEES				0.00	0.00	0.00	0.00
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>55.00</b>	<b>0.00</b>	<b>-55.00</b>
		<b>Department..</b>		<b>0.00</b>	<b>55.00</b>	<b>0.00</b>	<b>-55.00</b>
7830 - BROADBAND				0.00	0.00	0.00	0.00
<b>0001 - APPROPRIATED</b>				<b>0.00</b>	<b>0.00</b>	<b>16,681.03</b>	<b>16,681.03</b>
		<b>Department..</b>		<b>0.00</b>	<b>0.00</b>	<b>16,681.03</b>	<b>16,681.03</b>
7950 - OVERLAY				0.00	0.00	0.00	0.00
<b>0900 - ABATEMENTS</b>				<b>0.00</b>	<b>115.00</b>	<b>0.00</b>	<b>-115.00</b>
		<b>Department..</b>		<b>0.00</b>	<b>115.00</b>	<b>0.00</b>	<b>-115.00</b>
8000 - INTERDEPT				0.00	0.00	0.00	0.00
<b>0207 - DUES/SUBSCR</b>				<b>0.00</b>	<b>55.00</b>	<b>0.00</b>	<b>-55.00</b>
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>790.97</b>	<b>0.00</b>	<b>-790.97</b>
<b>0217 - ADVERTISING</b>				<b>0.00</b>	<b>123.34</b>	<b>0.00</b>	<b>-123.34</b>
<b>0501 - DEED TRANS</b>				<b>0.00</b>	<b>11.00</b>	<b>0.00</b>	<b>-11.00</b>
<b>0502 - LIENS</b>				<b>0.00</b>	<b>32.00</b>	<b>0.00</b>	<b>-32.00</b>
		<b>Department..</b>		<b>0.00</b>	<b>1,012.31</b>	<b>0.00</b>	<b>-1,012.31</b>
8025 - IT SERVICES				0.00	0.00	0.00	0.00
<b>0199 - INTERNET</b>				<b>0.00</b>	<b>243.96</b>	<b>0.00</b>	<b>-243.96</b>

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ACCOUNT----- DATE	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
<b>8025 - IT SERVICES CONT'D</b>							
<b>0200 - TELEPHONE</b>				<b>0.00</b>	<b>544.52</b>	<b>0.00</b>	<b>-544.52</b>
<b>0202 - HARDWARE</b>				<b>0.00</b>	<b>882.28</b>	<b>0.00</b>	<b>-882.28</b>
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>720.00</b>	<b>0.00</b>	<b>-720.00</b>
<b>0218 - SOFTWARE LIC</b>				<b>0.00</b>	<b>439.20</b>	<b>0.00</b>	<b>-439.20</b>
		<b>Department..</b>		<b>0.00</b>	<b>2,829.96</b>	<b>0.00</b>	<b>-2,829.96</b>
<b>8026 - TRIO</b>							
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>10,019.11</b>	<b>0.00</b>	<b>-10,019.11</b>
		<b>Department..</b>		<b>0.00</b>	<b>10,019.11</b>	<b>0.00</b>	<b>-10,019.11</b>
<b>8220 - ANIMAL CTL</b>							
<b>0210 - MLG/EXP REIM</b>				<b>0.00</b>	<b>76.64</b>	<b>0.00</b>	<b>-76.64</b>
		<b>Department..</b>		<b>0.00</b>	<b>76.64</b>	<b>0.00</b>	<b>-76.64</b>
<b>8600 - EDUCATION</b>							
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>410,845.16</b>	<b>0.00</b>	<b>-410,845.16</b>
		<b>Department..</b>		<b>0.00</b>	<b>410,845.16</b>	<b>0.00</b>	<b>-410,845.16</b>
<b>9000 - MINOT FIRE</b>							
<b>0196 - ONBOARDING</b>				<b>0.00</b>	<b>781.00</b>	<b>0.00</b>	<b>-781.00</b>
<b>0200 - TELEPHONE</b>				<b>0.00</b>	<b>184.46</b>	<b>0.00</b>	<b>-184.46</b>
<b>0201 - ELECTRICITY</b>				<b>0.00</b>	<b>585.76</b>	<b>0.00</b>	<b>-585.76</b>
<b>0203 - FUEL &amp; GAS</b>				<b>0.00</b>	<b>1,859.91</b>	<b>0.00</b>	<b>-1,859.91</b>
<b>0204 - REPAIRS</b>				<b>0.00</b>	<b>287.50</b>	<b>0.00</b>	<b>-287.50</b>
<b>0205 - SUPPLIES</b>				<b>0.00</b>	<b>138.97</b>	<b>0.00</b>	<b>-138.97</b>
<b>0207 - DUES/SUBSCR</b>				<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>-200.00</b>
<b>0224 - PPE EQUIP</b>				<b>0.00</b>	<b>1,073.42</b>	<b>0.00</b>	<b>-1,073.42</b>
<b>0301 - FIRE FIGHTER</b>				<b>0.00</b>	<b>320.40</b>	<b>0.00</b>	<b>-320.40</b>
<b>0302 - PER DIEMS</b>				<b>0.00</b>	<b>3,329.56</b>	<b>0.00</b>	<b>-3,329.56</b>
<b>0401 - TESTING</b>				<b>0.00</b>	<b>155.60</b>	<b>0.00</b>	<b>-155.60</b>
<b>7010 - PAYROLL TAX</b>				<b>0.00</b>	<b>279.21</b>	<b>0.00</b>	<b>-279.21</b>
		<b>Department..</b>		<b>0.00</b>	<b>9,195.79</b>	<b>0.00</b>	<b>-9,195.79</b>
<b>9600 - DEBT SERVICE</b>							
<b>0197 - REIMBURS.</b>				<b>0.00</b>	<b>0.00</b>	<b>293.17</b>	<b>293.17</b>
<b>0214 - PRINCIP PMTS</b>				<b>0.00</b>	<b>43,928.41</b>	<b>0.00</b>	<b>-43,928.41</b>
<b>0600 - INTEREST</b>				<b>0.00</b>	<b>2,434.24</b>	<b>0.00</b>	<b>-2,434.24</b>

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ACCOUNT----- DATE	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
9600 - DEBT SERVICE CONT'D							
		<b>Department..</b>		<b>0.00</b>	<b>46,362.65</b>	<b>293.17</b>	<b>-46,069.48</b>
9900 - ARPA							
		<b>0213 - CONTRAC SVCS</b>		<b>0.00</b>	<b>5,410.00</b>	<b>0.00</b>	<b>-5,410.00</b>
		<b>Department..</b>		<b>0.00</b>	<b>5,410.00</b>	<b>0.00</b>	<b>-5,410.00</b>
<b>Final Totals</b>				<b>0.00</b>	<b>756,745.24</b>	<b>39,439.99</b>	<b>-717,305.25</b>