



# Town of Minot Selectmen Epacket

April 1, 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  
Monday, April 1, 2024  
Meeting at 6:30pm  
Agenda\*

## REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
  - a. March 18, 2024
4. Warrants
  - a. Payroll Expense Warrant
  - b. Treasurer's Warrant
  - c. Review and Consideration of February Check Reconciliation for Approval
5. Public Hearing
  - a. Consideration of Acceptance of 2023 MMA Model GA Ordinance
6. Assessors Business
  - a. Michael Lyle  
R08-045  
Tree Growth Penalty \$531.20  
Removing 1 acre from Tree Growth to build on in the future.
  - b. Michael Hricko  
R16-023  
Tree Growth Penalty \$2,398.56  
Removing 3.80 acres
7. Old Business
  - a. Discussion of Security Upgrades as well as ADA Enhancements
8. Department Head Updates
  - a. Clerk's Report
  - b. Highway Report
  - c. Fire Department Report
9. Town Administrator's Report
10. Selectmen Comment
11. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice
12. Next Meeting Dates
  - a. Monday, April 15, 2024
13. Adjournment



# Town of Minot

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

Board of Selectmen Meeting  
Minot Town Office  
Monday, March 18, 2024  
6:30 pm  
Minutes\*

## REGULAR MEETING

**Selectmen:** Chair Daniel Gilpatric, Vice Chair Lisa Cesare, and Matthew Callahan.

**Absent:** Brittany Hemond and William Perry

**Staff:** Sara Farris (Clerk & Recording Secretary), Dean Campbell (Fire Chief), and Danielle Loring (Town Administrator)

**Public:** Stephen French

### 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, March 4, 2024 – Regular Meeting

**Motion:** Matthew Callahan made a motion to approve the meeting minutes from March 4, 2024 as written; second Lisa Cesare.

**Discussion:** None

**Vote:** Unanimous Approval (3/0)

The Selectmen signed the March 4, 2024 Selectmen Meeting minutes.

*Intentionally left blank*

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

Board of Selectmen Meeting Minutes Dated March 18<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**

##### **c. Review and Consideration of January's Check Reconciliation**

Motion: Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$25,118.68 and the Treasurer's Warrant in the amount of \$347,250.70; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (3/0)

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

Motion: Matthew Callahan motioned to accept January's Check Reconciliation as presented, second by Lisa Cesare

Discussion: None

Vote: Unanimous Approval (3/0)

Chair Gilpatric moved **6. Department Head Updates, c. Fire Department Report** up in the meeting as Chief Dean Campbell was present.

- Dean is going to talk with CEO Scott McElravy regarding the Highland Dr. fire pond as it needs to be cleaned and he needs to figure out who is responsible.
- Dean and Daniel Gilpatric are going to walk around Orchard Station at some point to see about tree cutting/ clearing.
- Dean is working on BLS training for new members.
- Fire Attack School starts mid-April and there are 4 members attending.
- Some of the older members of the Department must complete respiratory clearance again.
- The Office has received 4 applications for the full-time Fire Chief position.
- There have been some boiler issues at Central Station that should be repaired on Monday.
- 8 calls in the past 2 weeks.

*See attached report for calls and for more information.*

The Selectmen thanked Chief Campbell for his time.

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Board of Selectmen Meeting Minutes Dated March 18<sup>th</sup> 2024.

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

Chair Gilpatric moved **9. Public Comment** up in the meeting as Stephen French was present.

Mr. French voiced his concern regarding over drafting accounts, specifically Legal Fees (Article 28 page 136) and the Fire Department (Article 22 page 135) articles in the Budget as presented in the Town Report. He is not upset about the money being spent but wants to make sure the Selectmen are following the correct protocol. The Selectmen agreed that due to articles 48 and 50 on page 139 of the Town Report and approved at Town Meeting, they can overdraft for “uncontrollable expenditures” and no more than 25%. Danielle Loring added that the only specific accounts that are different are Winter Roads (Article 20 page 134) and General Assistance (Article 36 page 137) and they are on allowed 15%. The Selectmen and Danielle agreed that Danielle would talk with Legal and confirm that articles 48 and 50 cover the overdrafts on the 2 accounts in question.

*Intentionally left blank*

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Board of Selectmen Meeting Minutes Dated March 18<sup>th</sup> 2024.

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

## 5. New Business

### a. Review and Adoption of Paperwork for Plow Truck Closing

Danielle explained that the closing paperwork as presented is needed because any lease purchase over \$100,000.00 requires legal opinion.

Motion: Matthew Callahan motioned to approve the “Certificate of Clerk” as presented stating:

(1) That a Capital Acquisition Project (the "Project") consisting of the Lease of a new plow truck with associated equipment and accessories, is hereby approved; and

(2) That the financing for the Project in the principal amount of up to \$200,000 is awarded to Androscoggin Bank at an interest rate of 6.39%; and

(3) That the Town Administrator, Treasurer or Clerk are authorized to execute the Municipal Lease Purchase Agreement, Lease Number 5324000479, and all other documents reasonably necessary to accomplish the purpose of this vote, as the documents may require;

(4) That the Select Board hereby confirms its determination that the term of the Lease does not exceed 120% of the economic life of the Project.

(5) That said Lease is hereby designated a “bank qualified tax-exempt obligation” of the Town for the 2024 calendar year under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended

And that this vote has not been amended or rescinded and remains in full force and effect; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (3/0)

Chair Gilpatric, Danielle Loring, and Sara Farris signed and sealed the paperwork as required and presented.

*Intentionally left blank*

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Board of Selectmen Meeting Minutes Dated March 18<sup>th</sup> 2024.

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

**b. Consideration of Approval for Public Safety Answering Point (PSAP) Agreement with Androscoggin County Dispatch**

Danielle Loring provided the Selectman with a copy of the agreement to review and approve.

Motion: Lisa Cesare motioned to accept and approve the Public Safety Answering Point (PSAP) Agreement with Androscoggin County Dispatch as presented, second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (3/0)  
The Selectmen signed the Agreement.

**c. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Discussion with Town Administrator and Clerk Potential Legal Matters**

Motion: Lisa Cesare motioned to enter Executive Session at 6:47 pm, second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (3/0)  
Dean Campbell and Stephen French left the meeting. The Selectmen, Danielle Loring, and Sara Farris entered the Executive Session.

Motion: Lisa Cesare motioned to exit Executive Session at 7:28 pm, second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (3/0)  
No decisions or votes were required after the Executive Session.

**6. Department Head Updates**

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

- The Board of Appeals and the Planning Board held their training on March 12.  
4/1 Planning Board Meeting/ Public Hearing  
Hemond – proposed use of existing garage for small auto repair shop. 411 Millett is in Res. District.  
Washburn – application to demolish existing garage and replace it with a new one. The garage is in Res. District I.
- Sara reached out to Mr. Sanders, Superintendent of RSU 16, regarding the Master Lease Purchase Agreement for the HVAC needs of the 3 Elementary

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Board of Selectmen Meeting Minutes Dated March 18<sup>th</sup> 2024.

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Schools approved by the School Board at their March 11 meeting to see if that required a vote of the Towns. Mr. Sanders replied that it did not but there would be a bond question with the Budget Validation Election in June pertaining to accepting money from the Maine Department of Education as part of the School Revolving Renovation Funds that the district was awarded. He stated that the School Board will vote on the wording for the Warrant and for the Bond at their April 8th meeting and if anything changes, he will reach out to Sara as soon as possible.

There was various discussion regarding the RSU budget and the HVAC project.

*See attached report for more information.*

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

- The grader tested fine but may need repairs in the future and Scott has sent the head out to be tested.
- The new plow truck has been ordered from Whited and the pickup should be in next week.

*See attached report for more information.*

**7. Town Administrator's Report**

None

**8. Selectmen Comment**

None

**10. Next Meeting Dates**

**a. Monday, April 1, 2024 – Regular Meeting**

Date acknowledged.

*Intentionally left blank*

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Board of Selectmen Meeting Minutes Dated March 18<sup>th</sup> 2024.

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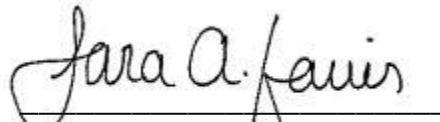
## 11. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 7:47 pm; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (3/0)

The board adjourned at 7:47 pm.

  
Sara A. Farris – Clerk  
Recording Secretary

\_\_\_\_\_  
Daniel Gilpartic – Chair

\_\_\_\_\_  
Matthew Callahan

\_\_\_\_\_  
Lisa Cesare – Vice Chair

\_\_\_\_\_  
William Perry

\_\_\_\_\_  
Brittany Hemond

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Board of Selectmen Meeting Minutes Dated March 18<sup>th</sup> 2024.

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*[For use when adopting a new version of the GA ordinance or amending the body of the ordinance – not solely adoption of updated appendices]*

## **MUNICIPALITY OF MINOT GENERAL ASSISTANCE ORDINANCE**

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of **Minot**, after notice and hearing, hereby enact the attached General Assistance Ordinance with appendices in its entirety. This Ordinance shall supercede and replace all previous Ordinance versions. A copy of this Ordinance will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and shall be available for public inspection at the municipal office along with a copy of 22 M.R.S. chapter 1161.

Signed this **1ST** day of **APRIL, 2024**, by the municipal officers:

Daniel Gilpatric, Chair

\_\_\_\_\_  
(Signature)

Lisa Cesare, Vice Chair

\_\_\_\_\_  
(Signature)

Brittany Hemond, Selectman

\_\_\_\_\_  
(Signature)

Matthew Callahan, Selectman

\_\_\_\_\_  
(Signature)

William Perry, Selectman

\_\_\_\_\_  
(Signature)

[Send a copy of the enactment page and ordinance to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

# TOWN OF MINOT

## ASSESSORS' CERTIFICATION OF SUPPLEMENTAL ASSESSMENT

WE HEREBY CERTIFY, THAT THE PAGES HEREIN, NUMBERED FROM 1 TO 1  
INCLUSIVE, CONTAIN A LIST AND VALUATION OF ESTATES REAL AND PERSONAL,  
LIABLE TO TAXATION IN THE MUNICIPALITY OF MINOT FOR STATE, COUNTY,  
DISTRICT AND MUNICIPAL TAXES FOR THE YEAR A.D. 2023 AS EXISTED ON THE  
FIRST DAY OF APRIL OF THE SAID YEAR.

IN WITNESS THEREOF, WE HAVE HEREUNTO SET OUR HANDS AT MINOT, THIS 1ST  
DAY OF APRIL 2024.

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ASSESSORS OF MINOT, MAINE

# Town of Minot

## CERTIFICATE OF SUPPLEMENTAL COMMITMENT

TO SARA FARRIS, THE COLLECTOR OF THE MUNICIPALITY OF MINOT, AFORESAID.

HEREWITH ARE COMMITTED TO YOU TRUE LIST OF THE ASSESSMENTS OF THE ESTATES OF THE PERSONS WHEREIN NAMED: YOU ARE TO LEVY AND COLLECT THE SAME, OF EACH ONE HIS RESPECTIVE AMOUNT, THEREIN SET DOWN, OF THE SUM TOTAL OF \$ 531.20 (BEING THE AMOUNT OF THE LIST HEREIN), ACCORDING TO THE TENOR OF THE FOREGOING WARRANT.

GIVEN UNDER OUR HANDS THIS 1ST DAY OF APRIL, 2024.

YOU ARE TO PAY TO DANIELLE LORING, THE TREASURER OF YOUR MUNICIPALITY, OR TO THEIR SUCCESSOR IN OFFICE, THE TAXES HEREIN COMMITTED, PAYING ON THE LAST DAY OF EACH MONTH ALL MONEY COLLECTED BY YOU, AND YOU ARE TO COMPLETE AND MAKE AN ACCOUNT OF YOUR COLLECTION OF THE WHOLE SUM ON OR BEFORE DECEMBER 31, 2025.

IN CASE OF NEGLECT OF ANY PERSON TO PAY THE SUM REQUIRED BY SAID LIST UNTIL AFTER MAY 31, 2024; YOU WILL ADD INTEREST TO SO MUCH THEREOF AS TO REMAINS UNPAID AT A RATE OF 8% PERCENT PER ANNUM, COMMENCING JUNE 1, 2024 TO THE PAYMENT, AND COLLECT THE SAME WITH THE TAX REMAINING UNPAID.

GIVEN UNDER OUR HANDS AS PROVIDED BY LEGAL VOTE OF THE MUNICIPALITY AND WARRANTS RECEIVED PURSUANT TO THE LAWS OF THE STATE OF MAINE, THIS 1ST DAY OF FEBRUARY, 2024.

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ASSESSORS OF MINOT, MAINE

**Maine Tree Growth Withdrawal Penalty Calculation**

Date 3/19/2024

Town Minot

Map R08

Lot 045

SubLot

Type

Owner LYLE, MICHAEL R

Year First Classified: 1977

Person Requesting Calculation Town

**Withdrawal Penalty = ([Fair Market Value] - [Tree Growth Value]) X [Penalty %].**

Fair Market Value \$3,000.00

**Classified Acreage X Annual Tree Growth Rates = Tree Growth Value**

Softwood: <u>0.00</u>	acres	x	<u>\$421.00</u>	/ acre	=	<u>\$0.00</u>
Mixed wood: <u>0.00</u>	acres	x	<u>\$436.00</u>	/ acre	=	<u>\$0.00</u>
Hardwood: <u>1.00</u>	acres	x	<u>\$344.00</u>	/ acre	=	<u>\$344.00</u>
Total Withdrawn: <u>1.00</u>	acres		<b>Tree Growth Value:</b>			<b><u>\$344.00</u></b>
			Difference:			<u>\$2,656.00</u>
			Penalty Percent*:			<u>20.00%</u>
			Withdrawal Penalty:			<b><u>\$531.20</u></b>

Calculated By: denisb

Expiration Date for Calculation: 4/1/2024

Actual Withdrawal Date: \_\_\_\_\_

Penalty Paid (Amount): \_\_\_\_\_

\* Penalty % is based on # of years in Tree Growth

# TOWN OF MINOT

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LIABLE TO TAXATION IN THE MUNICIPALITY OF MINOT FOR STATE, COUNTY,  
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FIRST DAY OF APRIL OF THE SAID YEAR.

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DAY OF APRIL 2024.

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ASSESSORS OF MINOT, MAINE

# Town of Minot

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HEREWITH ARE COMMITTED TO YOU TRUE LIST OF THE ASSESSMENTS OF THE ESTATES OF THE PERSONS WHEREIN NAMED: YOU ARE TO LEVY AND COLLECT THE SAME, OF EACH ONE HIS RESPECTIVE AMOUNT, THEREIN SET DOWN, OF THE SUM TOTAL OF \$ 2,398.56 (BEING THE AMOUNT OF THE LIST HEREIN), ACCORDING TO THE TENOR OF THE FOREGOING WARRANT.

GIVEN UNDER OUR HANDS THIS 1ST DAY OF APRIL, 2024.

YOU ARE TO PAY TO DANIELLE LORING, THE TREASURER OF YOUR MUNICIPALITY, OR TO THEIR SUCCESSOR IN OFFICE, THE TAXES HEREIN COMMITTED, PAYING ON THE LAST DAY OF EACH MONTH ALL MONEY COLLECTED BY YOU, AND YOU ARE TO COMPLETE AND MAKE AN ACCOUNT OF YOUR COLLECTION OF THE WHOLE SUM ON OR BEFORE DECEMBER 31, 2025.

IN CASE OF NEGLECT OF ANY PERSON TO PAY THE SUM REQUIRED BY SAID LIST UNTIL AFTER MAY 31, 2024; YOU WILL ADD INTEREST TO SO MUCH THEREOF AS TO REMAINS UNPAID AT A RATE OF 8% PERCENT PER ANNUM, COMMENCING JUNE 1, 2024 TO THE PAYMENT, AND COLLECT THE SAME WITH THE TAX REMAINING UNPAID.

GIVEN UNDER OUR HANDS AS PROVIDED BY LEGAL VOTE OF THE MUNICIPALITY AND WARRANTS RECEIVED PURSUANT TO THE LAWS OF THE STATE OF MAINE, THIS 1ST DAY OF FEBRUARY, 2024.

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ASSESSORS OF MINOT, MAINE

**Maine Tree Growth Withdrawal Penalty Calculation**

Date 1/18/2024

Town Minot

Map R16

Lot 023

SubLot

Type

Owner HRICKO, MICHAEL J

Year First Classified: 1981

Person Requesting Calculation Owner

**Withdrawal Penalty = ((Fair Market Value] - [Tree Growth Value]) X [Penalty %].**

Fair Market Value \$13,300.00

**Classified Acreage X Annual Tree Growth Rates = Tree Growth Value**

Softwood: <u>0.00</u>	acres	x	<u>\$421.00</u>	/ acre	=	<u>\$0.00</u>
Mixed wood: <u>0.00</u>	acres	x	<u>\$436.00</u>	/ acre	=	<u>\$0.00</u>
Hardwood: <u>3.80</u>	acres	x	<u>\$344.00</u>	/ acre	=	<u>\$1,307.20</u>
Total Withdrawn: <u>3.80</u>	acres		<b>Tree Growth Value:</b>			<b><u>\$1,307.20</u></b>
			Difference:			<u>\$11,992.80</u>
			Penalty Percent*:			<u>20.00%</u>
			Withdrawal Penalty:			<b><u>\$2,398.56</u></b>

Calculated By: denisb

Expiration Date for Calculation: 4/1/2024

Actual Withdrawal Date: \_\_\_\_\_

Penalty Paid (Amount): \_\_\_\_\_

\* Penalty % is based on # of years in Tree Growth



# TOWN OF MINOT

329 Woodman Hill Road  
Minot, Maine 04258-0329

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

## Clerk's Report

April 1, 2024

*Sara A. Farris*  
Sara A. Farris - Clerk

Hello Selectmen,

### Updates:

#### Board of Appeals & Planning Board:

4/2 Planning Board Meeting – NOT a Public Hearing as I listed last meeting.

Jordan will be taking over the Meeting for Alex.

Hemond – proposed use of existing garage for small auto repair shop. 411 Millett is in Res. District.

Washburn – application to demolish existing garage on Woodman Hill Rd. and replace it with a new one. The garage is in Res. District I.

#### June State Primary, RSU Budget, and RSU potential Bond Election

6/11/2024

8am - 8pm

Absentee Requests are available.

I sent out letters to Election Clerks regarding availability last week.

Working to get the RSU absentee and regular ballots created. I will not be able to meet ES&S deadline of 4/5 because the RSU will not have the bond question for the School Revolving Renovation Funds until their 4/8 meeting. I'm hoping I can have the wording by the 9<sup>th</sup>.

#### March Presidential Primary Election

Waiting for the State to activate Voter Participation so I can start working on that.

#### 2024 Taxes

I have been working with Denis to process deeds through 4/1, apply exemptions, and collect Personal Property paperwork. O'Donnell's is going to start on field work based on the building and plumbing permits received soon.

### Inland Fisheries & Wildlife:

Boat Excise YTD: \$213.20

7 Boats

2 done online.

1 Snowmobile

0 ATVs

1 Game Licenses

*The above amounts are as of 3/29/2024 for March.*

**Vitals:**

Vital Requests as of 4/1  
Reported to State semi-annually.  
Birth Certificates-10  
Death Certificates- 3  
Marriage Certificate- 2  
Intentions- 1

**Dogs:**

no dog registrations in April so far.  
5 done in March.  
\$25 late fees started 2/1.

**Building/ Plumbing Permits for 2024:**

Building Permits: 18  
Plumbing Permits: 14

**Real Estate Taxes:**

2022 taxes - \$ 19,650.67 for 14 accounts  
• Foreclosure 1/27/2025  
2023 taxes - \$ 133,112.02 for 75 accounts  
• 30-Day Notices mailed 7/1/2024  
• Liened 7/31/2024 10 days to file at the Registry.  
2024 pre-payments - \$ 12,732.50 for 24 accounts  
Total owed: \$ 152,762.69  
- \$ 4,892.52

**Personal Property Taxes:**

2023 - \$973.62 on 4 account

**Excise Tax:**

<u>MONTH</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>+/-</u>
JAN.	\$43,055.03	\$50,306.29	\$46,666.44	- \$ 3,639.85
FEB.	\$48,596.73	\$51,718.92	\$53,006.15	+ \$ 1,287.23
MARCH	\$56,912.29	\$62,362.95	\$55,929.21	- \$ 6,433.74
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		
TOTAL	\$ 715,719.57	\$ 735,871.13		

Excise ended up coming in higher for February, but it looks like it will be under quite a bit for March. There will still be Rapid Renewals coming in for 3/28-31.



## INTEROFFICE MEMO

To: Board of Selectmen

CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director

RE: Highway Department (03/19– 03/31/2024)

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I got the grader head back from the shop and it tested fine. I had them flatten it out to replace the gasket. In all the repairs came to under \$2,000 versus \$5,000 to get it up and running because we did it in house. We are currently testing it and making sure it is ready for the next storm.

Danielle and I met with FEMA last week to review the December 2023 storm with them. We are in good shape for reimbursement funds (~\$27,000). We also qualify for additional grants to improve Bucknam Bridge Road after the scoping project through MDOT is completed as well as adding concrete wingwalls on Shaw Hill Road as mitigation projects.

The new pick up should be ready to pick up tomorrow morning, and we'll head over to Lee Tomorrow to turn in the RAM and get the GMC.

Mother nature cannot make up her mind and looks like we are going to get dumped on Wednesday through Friday with a variable mix of wintery nonsense. We'll do our best to stay on top of it.



**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.
  - C. Spoke with representative from Fortin construction about getting pond cleaned.
2. EMT school Ongoing should be done mid-May.
3. Tree clearing at Orchard.
4. Full time position job description and duties.
5. New member BLS training ongoing.
6. Detergent feed system hopefully being installed on gear washer this week.
7. Full time position has received 6 applications.

New business.

1. Fit testing started for 2024.
2. Fire attack school starting 4/16 looks like 2 to 3 going.
3. One of the members is working on a grant for new mobile and portable radios. Current mobile radios in apparatus are over 20 years old.
4. Responded to the following calls in the last 2 weeks.
  - 3/22 Mutual aid to Turner Fire
  - 3/26 Mutual aid Poland Fire
  - 3/28 Mutual aid Mc Falls fire
  - 3/30 Tree on wires 155 Woodman hill
  - 3/30 Tree on wires Shaw Hill
  - 3/30 Mutual aid Turner Fire



## INTEROFFICE MEMO

**Date:** April 1, 2024

**To:** Board of Selectmen

**From:** Danielle Loring, Administrator

**RE:** Administrator's Report

---

Current topics for discussion:

- FEMA Update
  - December 2023 Storm (\$27,000)
  - Mitigation Projects
- Community Resilience Partnership Grant Submitted (\$50,000)
- This week's weather
- Eclipse
- Overdraft Update
- Nuisance dog update

# Expense detail report

WARRANT #7

04/01/2024

ACCOUNT-----	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
2500 - AUDIT SERVIC				8,650.00	0.00	0.00	8,650.00
<b>0213 - CONTRAC SVCS</b>				<b>8,650.00</b>	<b>160.00</b>	<b>0.00</b>	<b>8,490.00</b>
		Department..		<b>8,650.00</b>	<b>160.00</b>	<b>0.00</b>	<b>8,490.00</b>
2550 - ASSESS CONTR				27,400.00	0.00	0.00	27,400.00
<b>0213 - CONTRAC SVCS</b>				<b>27,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>27,400.00</b>
		Department..		<b>27,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>27,400.00</b>
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>
		Department..		<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>0002 - (CARRY FWD)</b>				<b>8,160.59</b>	<b>0.00</b>	<b>0.00</b>	<b>8,160.59</b>
<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>
		Department..		<b>8,160.59</b>	<b>1,709.65</b>	<b>0.00</b>	<b>6,450.94</b>
4000 - AUB. PUB LIB				22,000.00	0.00	0.00	22,000.00
<b>0213 - CONTRAC SVCS</b>				<b>22,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,000.00</b>
		Department..		<b>22,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,000.00</b>
4025 - TOWNWELL RES				0.00	0.00	0.00	0.00
<b>0002 - (CARRY FWD)</b>				<b>4,147.69</b>	<b>0.00</b>	<b>0.00</b>	<b>4,147.69</b>
<b>0300 - LABOR</b>				<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>-100.00</b>
<b>0401 - TESTING</b>				<b>0.00</b>	<b>50.00</b>	<b>0.00</b>	<b>-50.00</b>
<b>7010 - PAYROLL TAX</b>				<b>0.00</b>	<b>15.30</b>	<b>0.00</b>	<b>-15.30</b>
		Department..		<b>4,147.69</b>	<b>165.30</b>	<b>0.00</b>	<b>3,982.39</b>
5000 - OFF SALARIES				435,035.00	0.00	0.00	435,035.00
<b>1001 - CLK/TAX COLL</b>				<b>56,375.00</b>	<b>13,009.68</b>	<b>0.00</b>	<b>43,365.32</b>
<b>1002 - DEP CLERK</b>				<b>75,000.00</b>	<b>15,463.01</b>	<b>0.00</b>	<b>59,536.99</b>
<b>1003 - ADMINSTRAT</b>				<b>76,000.00</b>	<b>17,538.48</b>	<b>0.00</b>	<b>58,461.52</b>
<b>1004 - SELECTMEN</b>				<b>8,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,000.00</b>
<b>1005 - ASSESSORS</b>				<b>150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150.00</b>
<b>7010 - PAYROLL TAX</b>				<b>17,000.00</b>	<b>3,351.33</b>	<b>0.00</b>	<b>13,648.67</b>
<b>7020 - HLTH INSUR</b>				<b>184,500.00</b>	<b>57,908.84</b>	<b>6,216.13</b>	<b>132,807.29</b>
<b>7021 - VISION INS</b>				<b>0.00</b>	<b>442.44</b>	<b>332.02</b>	<b>-110.42</b>
<b>7025 - DENTAL INSUR</b>				<b>5,600.00</b>	<b>3,665.76</b>	<b>1,602.90</b>	<b>3,537.14</b>

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5000 - OFF SALARIES CONT'D							
7030 - SIMPLE IRA				10,410.00	2,150.38	0.00	8,259.62
7035 - AFLAC				0.00	145.44	157.56	12.12
7040 - UNEMPLOYMENT				2,000.00	0.00	179.00	2,179.00
		Department..		435,035.00	113,675.36	8,487.61	329,847.25
5075 - CODE ENF/PLA				57,100.00	0.00	0.00	57,100.00
0200 - TELEPHONE				700.00	188.32	0.00	511.68
0205 - SUPPLIES				500.00	0.00	0.00	500.00
0207 - DUES/SUBSCR				150.00	0.00	0.00	150.00
0208 - STAFF TRAING				750.00	145.00	0.00	605.00
0210 - MLG/EXP REIM				1,500.00	333.35	0.00	1,166.65
0213 - CONTRAC SVCS				5,000.00	232.50	0.00	4,767.50
1007 - CODE ENFORCE				45,000.00	5,512.88	0.00	39,487.12
1016 - ADDRESSING				0.00	100.00	0.00	-100.00
7010 - PAYROLL TAX				3,500.00	421.75	0.00	3,078.25
		Department..		57,100.00	6,933.80	0.00	50,166.20
5100 - T-O RESERVE				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				73.03	0.00	0.00	73.03
		Department..		73.03	0.00	0.00	73.03
5200 - TOWN INSUR				57,950.00	0.00	0.00	57,950.00
0103 - PROP/CASULTY				32,250.00	0.00	0.00	32,250.00
0106 - WORKERS COMP				25,000.00	10,430.20	0.00	14,569.80
0301 - FIRE FIGHTER				600.00	0.00	0.00	600.00
0303 - VOLUNTEER				100.00	0.00	0.00	100.00
		Department..		57,950.00	10,430.20	0.00	47,519.80
5300 - T-O MAINT				35,000.00	0.00	0.00	35,000.00
0200 - TELEPHONE				2,500.00	605.25	0.00	1,894.75
0201 - ELECTRICITY				5,000.00	1,094.56	0.00	3,905.44
0203 - FUEL & GAS				6,000.00	1,084.32	0.00	4,915.68
0204 - REPAIRS				2,500.00	0.00	0.00	2,500.00
0205 - SUPPLIES				4,000.00	2,748.20	0.00	1,251.80
0206 - JANITORIAL				3,500.00	0.00	0.00	3,500.00
0207 - DUES/SUBSCR				1,000.00	259.00	0.00	741.00

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5300 - T-O MAINT CONT'D							
0208 - STAFF TRAINING				2,000.00	290.00	0.00	1,710.00
0209 - POSTAGE				3,000.00	643.66	156.67	2,513.01
0212 - INSPECTIONS				1,500.00	0.00	0.00	1,500.00
0213 - CONTRAC SVCS				4,000.00	795.90	0.00	3,204.10
0401 - TESTING				0.00	159.20	0.00	-159.20
Department..							
5350 - ELECT/MEET				12,000.00	0.00	0.00	12,000.00
0198 - FOOD				300.00	100.46	0.00	199.54
0205 - SUPPLIES				100.00	0.00	0.00	100.00
0209 - POSTAGE				1,500.00	0.00	0.00	1,500.00
0213 - CONTRAC SVCS				3,250.00	2,918.45	0.00	331.55
0215 - OFF EQUIP				700.00	0.00	0.00	700.00
0217 - ADVERTISING				200.00	0.00	0.00	200.00
1011 - ELEC CLERKS				5,650.00	1,042.50	0.00	4,607.50
1012 - MODERATOR				300.00	250.00	0.00	50.00
Department..							
5400 - CEMETERY MAI				10,000.00	0.00	0.00	10,000.00
0001 - APPROPRIATED				10,000.00	0.00	0.00	10,000.00
0002 - (CARRY FWD)				11,006.74	0.00	0.00	11,006.74
0213 - CONTRAC SVCS				0.00	5,300.00	0.00	-5,300.00
Department..							
5650 - REC. DEPT RE				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)				3,143.00	0.00	0.00	3,143.00
0197 - REIMBURS.				0.00	0.00	5,081.50	5,081.50
Department..							
6200 - COMMON RDS				288,200.00	0.00	0.00	288,200.00
0205 - SUPPLIES				5,800.00	337.91	0.00	5,462.09
0208 - STAFF TRAINING				1,000.00	0.00	0.00	1,000.00
0213 - CONTRAC SVCS				40,000.00	0.00	0.00	40,000.00
0300 - LABOR				175,000.00	15,347.46	15,347.46	175,000.00
0401 - TESTING				400.00	0.00	0.00	400.00

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6200 - COMMON RDS CONT'D							
0404 - MATERIALS				40,000.00	1,954.60	0.00	38,045.40
0405 - TRUCKS- EQUI				13,500.00	0.00	0.00	13,500.00
7010 - PAYROLL TAX				12,500.00	1,124.55	1,124.55	12,500.00
		Department..		288,200.00	18,764.52	16,472.01	285,907.49
6300 - PAVINGS RDS				335,756.00	0.00	0.00	335,756.00
0002 - (CARRY FWD)				74,244.00	0.00	0.00	74,244.00
0213 - CONTRAC SVCS				310,756.00	0.00	0.00	310,756.00
0404 - MATERIALS				25,000.00	0.00	0.00	25,000.00
		Department..		410,000.00	0.00	0.00	410,000.00
6400 - WINTER RDS				381,100.00	0.00	0.00	381,100.00
0205 - SUPPLIES				15,000.00	9,965.43	0.00	5,034.57
0213 - CONTRAC SVCS				70,000.00	29,229.84	0.00	40,770.16
0300 - LABOR				150,000.00	68,629.93	0.00	81,370.07
0404 - MATERIALS				8,600.00	0.00	0.00	8,600.00
0406 - SALT				82,000.00	49,662.02	0.00	32,337.98
0407 - SAND				44,000.00	0.00	0.00	44,000.00
7010 - PAYROLL TAX				11,500.00	4,953.01	0.00	6,546.99
		Department..		381,100.00	162,440.23	0.00	218,659.77
6500 - HWY EQ REP.				86,000.00	0.00	0.00	86,000.00
0203 - FUEL & GAS				38,000.00	8,679.38	0.00	29,320.62
0204 - REPAIRS				33,000.00	34,013.75	0.00	-1,013.75
0205 - SUPPLIES				9,000.00	3,505.94	0.00	5,494.06
0213 - CONTRAC SVCS				6,000.00	2,074.91	0.00	3,925.09
0406 - SALT				0.00	4,764.73	0.00	-4,764.73
		Department..		86,000.00	53,038.71	0.00	32,961.29
6600 - HWAY CAP EQ				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				23,575.80	0.00	0.00	23,575.80
0213 - CONTRAC SVCS				0.00	0.00	261.17	261.17
0214 - PRINCIP PMTS				0.00	20,809.20	0.00	-20,809.20
		Department..		23,575.80	20,809.20	261.17	3,027.77
6670 - 2024 PICK-UP				15,000.00	0.00	0.00	15,000.00
0214 - PRINCIP PMTS				15,000.00	15,000.00	0.00	0.00

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6670 - 2024 PICK-UP CONT'D							
<b>Department..</b>				<b>15,000.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>
6679 - 2024 PLOW TR				71,000.00	0.00	0.00	71,000.00
<b>0214 - PRINCIP PMTS</b>				<b>71,000.00</b>	<b>70,836.04</b>	<b>0.00</b>	<b>163.96</b>
<b>Department..</b>				<b>71,000.00</b>	<b>70,836.04</b>	<b>0.00</b>	<b>163.96</b>
6700 - TOWN GARAGE				16,950.00	0.00	0.00	16,950.00
<b>0200 - TELEPHONE</b>				<b>650.00</b>	<b>174.61</b>	<b>0.00</b>	<b>475.39</b>
<b>0201 - ELECTRICITY</b>				<b>4,000.00</b>	<b>1,397.11</b>	<b>0.00</b>	<b>2,602.89</b>
<b>0203 - FUEL &amp; GAS</b>				<b>6,000.00</b>	<b>1,009.84</b>	<b>0.00</b>	<b>4,990.16</b>
<b>0204 - REPAIRS</b>				<b>2,400.00</b>	<b>913.57</b>	<b>0.00</b>	<b>1,486.43</b>
<b>0205 - SUPPLIES</b>				<b>3,000.00</b>	<b>1,250.46</b>	<b>0.00</b>	<b>1,749.54</b>
<b>0206 - JANITORIAL</b>				<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
<b>0212 - INSPECTIONS</b>				<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400.00</b>
<b>0213 - CONTRAC SVCS</b>				<b>0.00</b>	<b>90.00</b>	<b>0.00</b>	<b>-90.00</b>
<b>0401 - TESTING</b>				<b>0.00</b>	<b>376.15</b>	<b>0.00</b>	<b>-376.15</b>
<b>Department..</b>				<b>16,950.00</b>	<b>5,211.74</b>	<b>0.00</b>	<b>11,738.26</b>
7000 - SOLID WASTE				65,100.00	0.00	0.00	65,100.00
<b>0205 - SUPPLIES</b>				<b>600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>600.00</b>
<b>0213 - CONTRAC SVCS</b>				<b>62,000.00</b>	<b>8,522.88</b>	<b>0.00</b>	<b>53,477.12</b>
<b>0225 - ENVIRON HHW</b>				<b>2,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,500.00</b>
<b>Department..</b>				<b>65,100.00</b>	<b>8,522.88</b>	<b>0.00</b>	<b>56,577.12</b>
7100 - COMM DAY RES				0.00	0.00	0.00	0.00
<b>0002 - (CARRY FWD)</b>				<b>694.45</b>	<b>0.00</b>	<b>0.00</b>	<b>694.45</b>
<b>0012 - DONATIONS</b>				<b>0.00</b>	<b>0.00</b>	<b>20.00</b>	<b>20.00</b>
<b>Department..</b>				<b>694.45</b>	<b>0.00</b>	<b>20.00</b>	<b>714.45</b>
7200 - GENL ASSIST				2,000.00	0.00	0.00	2,000.00
<b>0001 - APPROPRIATED</b>				<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>
<b>Department..</b>				<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>
7300 - CONSER COMM				0.00	0.00	0.00	0.00
<b>0002 - (CARRY FWD)</b>				<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Department..</b>				<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
7400 - STREET LTS				3,000.00	0.00	0.00	3,000.00
<b>0201 - ELECTRICITY</b>				<b>3,000.00</b>	<b>887.33</b>	<b>0.00</b>	<b>2,112.67</b>

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ACCOUNT-----	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
7400 - STREET LTS CONT'D							
		Department..		3,000.00	887.33	0.00	2,112.67
7700 - LEGAL FEES				10,000.00	0.00	0.00	10,000.00
0213 - CONTRAC SVCS		Department..		10,000.00	55.00	0.00	9,945.00
				10,000.00	55.00	0.00	9,945.00
7810 - MMA DUES				4,000.00	0.00	0.00	4,000.00
0207 - DUES/SUBSCR		Department..		4,000.00	0.00	0.00	4,000.00
				4,000.00	0.00	0.00	4,000.00
7820 - AVCOG DUES				4,200.00	0.00	0.00	4,200.00
0207 - DUES/SUBSCR		Department..		4,200.00	0.00	0.00	4,200.00
				4,200.00	0.00	0.00	4,200.00
7830 - BROADBAND				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				0.00	0.00	16,681.03	16,681.03
0002 - (CARRY FWD)				17,130.02	0.00	0.00	17,130.02
		Department..		17,130.02	0.00	16,681.03	33,811.05
7900 - COUNTY TAX				361,935.00	0.00	0.00	361,935.00
0213 - CONTRAC SVCS		Department..		361,935.00	0.00	0.00	361,935.00
				361,935.00	0.00	0.00	361,935.00
7950 - OVERLAY				0.00	0.00	0.00	0.00
0900 - ABATEMENTS				0.00	115.00	0.00	-115.00
		Department..		0.00	115.00	0.00	-115.00
8000 - INTERDEPT				10,000.00	0.00	0.00	10,000.00
0207 - DUES/SUBSCR				0.00	55.00	0.00	-55.00
0210 - MLG/EXP REIM				1,000.00	12.06	0.00	987.94
0213 - CONTRAC SVCS				5,000.00	1,401.58	0.00	3,598.42
0217 - ADVERTISING				2,500.00	123.34	0.00	2,376.66
0500 - PLAN BOARD				0.00	0.00	75.00	75.00
0501 - DEED TRANS				500.00	39.00	0.00	461.00
0502 - LIENS				1,000.00	51.00	0.00	949.00
		Department..		10,000.00	1,681.98	75.00	8,393.02
8025 - IT SERVICES				29,800.00	0.00	0.00	29,800.00
0199 - INTERNET				1,500.00	370.64	0.00	1,129.36
0200 - TELEPHONE				3,300.00	816.66	0.00	2,483.34

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8025 - IT SERVICES CONT'D								
0202 - HARDWARE					2,000.00	905.27	0.00	1,094.73
0205 - SUPPLIES					2,000.00	0.00	0.00	2,000.00
0213 - CONTRAC SVCS					15,000.00	1,512.00	0.00	13,488.00
0218 - SOFTWARE LIC					6,000.00	601.20	0.00	5,398.80
			Department..		29,800.00	4,205.77	0.00	25,594.23
					10,020.00	0.00	0.00	10,020.00
0213 - CONTRAC SVCS					10,020.00	10,019.11	0.00	0.89
			Department..		10,020.00	10,019.11	0.00	0.89
					3,928.00	0.00	0.00	3,928.00
8210 - HUMANE SOC					3,928.00	0.00	0.00	3,928.00
0213 - CONTRAC SVCS					3,928.00	0.00	0.00	3,928.00
			Department..		3,928.00	0.00	0.00	3,928.00
					3,850.00	0.00	0.00	3,850.00
8220 - ANIMAL CTL					3,850.00	0.00	0.00	3,850.00
0210 - MLG/EXP REIM					600.00	191.92	0.00	408.08
0300 - LABOR					3,000.00	750.00	0.00	2,250.00
7010 - PAYROLL TAX					250.00	57.38	0.00	192.62
			Department..		3,850.00	999.30	0.00	2,850.70
					0.00	0.00	0.00	0.00
8600 - EDUCATION					0.00	616,267.74	0.00	-616,267.74
0213 - CONTRAC SVCS					0.00	616,267.74	0.00	-616,267.74
			Department..		0.00	616,267.74	0.00	-616,267.74
					200,329.00	0.00	0.00	200,329.00
9000 - MINOT FIRE					200,329.00	0.00	0.00	200,329.00
0196 - ONBOARDING					5,000.00	3,285.00	0.00	1,715.00
0198 - FOOD					4,500.00	163.08	0.00	4,336.92
0200 - TELEPHONE					1,200.00	347.85	0.00	852.15
0201 - ELECTRICITY					5,000.00	1,673.43	0.00	3,326.57
0203 - FUEL & GAS					10,000.00	1,982.64	0.00	8,017.36
0204 - REPAIRS					10,500.00	6,071.37	0.00	4,428.63
0205 - SUPPLIES					2,500.00	468.32	0.00	2,031.68
0207 - DUES/SUBSCR					500.00	200.00	0.00	300.00
0208 - STAFF TRAING					3,500.00	1,125.00	0.00	2,375.00
0210 - MLG/EXP REIM					200.00	0.00	0.00	200.00
0212 - INSPECTIONS					1,000.00	0.00	0.00	1,000.00
0213 - CONTRAC SVCS					2,500.00	100.00	0.00	2,400.00

### Expense detail report

ALL Accounts  
ALL Months

ACCOUNT-----	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
9000 - MINOT FIRE CONT'D							
0219 - DISPATCHING				16,779.00	15,904.50	0.00	874.50
0221 - RESCUE SUPP				2,500.00	0.00	0.00	2,500.00
0223 - APP. SUPP.				7,500.00	94.70	0.00	7,405.30
0224 - PPE EQUIP				10,000.00	1,926.76	0.00	8,073.24
0226 - BLDING MAINT				2,500.00	0.00	0.00	2,500.00
0301 - FIRE FIGHTER				20,000.00	320.40	0.00	19,679.60
0302 - PER DIEMS				20,000.00	7,290.30	0.00	12,709.70
0401 - TESTING				7,000.00	674.60	0.00	6,325.40
1014 - FIRE CHIEF				60,000.00	0.00	0.00	60,000.00
7010 - PAYROLL TAX				7,650.00	582.24	0.00	7,067.76
		Department..		200,329.00	42,210.19	0.00	158,118.81
9200 - FIRE DEPT CP				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				4,531.39	0.00	0.00	4,531.39
		Department..		4,531.39	0.00	0.00	4,531.39
9250 - FD APP RES				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				520.58	0.00	0.00	520.58
		Department..		520.58	0.00	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
9400 - FEMA				0.00	0.00	0.00	0.00
0213 - CONTRAC SVCS				0.00	750.00	0.00	-750.00
		Department..		0.00	750.00	0.00	-750.00
9600 - DEBT SERVICE				46,363.00	0.00	0.00	46,363.00
0197 - REIMBURS.				0.00	0.00	293.17	293.17
0214 - PRINCIP PMTS				0.00	43,928.41	0.00	-43,928.41
0600 - INTEREST				2,435.00	2,434.24	0.00	0.76
0602 - 2023 PLOW TR				43,928.00	0.00	0.00	43,928.00
		Department..		46,363.00	46,362.65	293.17	293.52
9900 - ARPA				0.00	0.00	0.00	0.00
0213 - CONTRAC SVCS				0.00	5,410.00	0.00	-5,410.00
		Department..		0.00	5,410.00	0.00	-5,410.00

### Expense detail report

ALL Accounts  
ALL Months

ACCOUNT-----	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
Final Totals CONT'D				2,773,071.21	1,233,953.20	48,872.02	1,587,990.03
<b>Final Totals</b>							