



Town of Minot Selectmen Epacket
September 30, 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

Board of Selectmen
Minot Town Office
329 Woodman Hill Road
Monday, September 30, 2024
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. Tuesday, September 16, 2024
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. Public Hearing
 - a. Consideration of Approval for 2024-25 General Assistance Maximums
6. New Business
 - a. Consideration of Appointment of Budget Committee Members
 - b. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Personnel Matter Discussion with Town Administrator and Fire Chief
 - c. Executive Session pursuant to Title 1 MRSA §405 (6)(e): Discussion of Ongoing Legal Matters
 - d. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Town Administrator's Annual Review
7. Old Business (Pending Matters)
 - a. Consideration and Review of Revised Planning Board Bylaws (Section 2 Paragraph G)
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. Tuesday, October 15, 2024 – Regular Meeting (Changed due to holiday)
13. Adjournment



Town of Minot

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

Board of Selectmen Meeting
Minot Town Office
Monday, September 16, 2024
6:30 pm
Minutes*

REGULAR MEETING

Selectmen: Chair Daniel Gilpatric (Assessor), Vice Chair Lisa Cesare (Assessor), William Perry, and Brittany Hemond (Assessor)

Absent: Matthew Callahan

Staff: Danielle Loring (Town Administrator), Jeffrey Burt (Fire Chief), and Sara Farris (Clerk & Recording Secretary),

Public: Angela Swenson
Michael Downing
Both Minot residents and RSU 16 School Board Members

1. Call to Order

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

2. Pledge of Allegiance

Recited.

3. Approval of Minutes

a. Tuesday, September 3, 2024 – Regular Meeting

Motion: Brittany Hemond made a motion to approve the meeting minutes from September 3, 2024 as written; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

The Selectmen signed the September 3, 2024 Selectmen Meeting minutes.

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

c. Review and Consideration of July & August Check Reconciliation

Motion: Brittany Hemond motioned to accept the Payroll Expense Warrant in the amount of \$23,576.45 and the Treasurer's Warrant in the amount of \$277,027.79; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

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

Motion: Brittany Hemond motioned to accept the July & August Check Reconciliation as presented; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

Chair Gilpatric moved **7. Department Head Updates, c. Fire Department Report** up in the agenda as Chief Burt was present. See attached report provided by Chief Burt for more information regarding the Fire Department within the last 2 weeks and ongoing projects/ business.

- Chief Burt is looking to partner with local Fire Departments to possibly get a deal when ordering new member gear in bulk to help save money. Turn out gear is around \$5,000.00 through Globe but alternatives could be looked at. Willaim Perry asked if there were grants available to cover the costs and Chief Burt said there were some he could look in to.
- Chief Burt provided the Selectmen with a quote fixing the winch on the forestry truck.
- Chief Burt said that people are continuing to join the department, and that mutual aid is even directing possible members to come check out Minot.
- Regarding the Per Diem pay scale, Danielle has reviewed the proposed amounts with Chief Burt and she believes they are reasonable and responsible. The new scale will be put in place for the last quarter of 2024 to try it out and possible performance-based increases in the future.
- The Chief will continue to work on retaining coverage on his days off (Friday, Saturday, and Sunday).

Board of Selectmen Meeting Minutes Dated September 16, 2024.

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

Chair Gilpatric moved **10. Public Comment** up in the agenda as Angela Swenson and Michael Downing, who are Minot members on the RSU 16 School Board, were present.

Angela stated that she and Michael have been wanting to attend a Selectmen Meeting for a while now but with all the School Board Meetings taking place on the same dates as the Selectmen Meetings, it is hard to attend. She added that they were there to listen. The RSU 16 Budget was discussed as well as the meeting with the Town Managers, Administrators, and Clerks of Minot, Poland, and Mechanic Falls regarding what their position is if Budget 3.0 fails on 9/17.

5. Assessors Business

a. Timepayment Corp

PP Account #65

Equipment removed prior to 4/1

b. Connie & Glenn King

RE Account # 1541

Map R07 Lot 086-F

Adjusted to reflect development restrictions.

Danielle gave the Selectmen an overview of each abatement and Sara provided them with the abatement paperwork.

Motion: Lisa Cesare motioned to accept abatement for Timepayment Corp in the amount of \$42.93 as presented; second by William Perry.

Discussion: None

Vote: Unanimous Approval (4/0)

Motion: Lisa Cesare motioned to accept abatement for Connie and Glenn King in the amount of \$340.07 as presented; second by William Perry.

Discussion: None

Vote: Unanimous Approval (4/0)

The 3 Assessors signed the abatements as presented.

6. New Business

a. Consideration and Discussion of the FY2025 Budgetary Goals

Danielle provided the Selectmen with a memo regarding budgets for each Department including Highway, Fire, Elections, and overall Town and staff costs and she reviewed it with them. See attached Memo for more information.

Highway

- Lisa Cesare asked if a bond for paving would be an option this year and Danielle answered that the interest rates are still high so she wouldn't recommend it.
- William Perry asked what roads would require crack sealing. Danielle answered that Millett and Pottle Hill were a few but it would be about 5 miles of roads in Minot. Crack sealing extends the life of the road for about 5 years if done before too much damage is done. The Town would hire a company to complete the crack sealing as Highway has never done it on their own.

Fire

- Lisa Cesare asked Chief Burt if he had a cap for the current year's budget as he has about \$48,000.00 left as of 9/16. There was various discussion but the final answer was that it would be hard to cap the budget at this time, but the department will remain fiscally responsible and do it's best to not go over.

There was some discussion regarding personnel and planning for the future.

7. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

See attached report for more information.

- The Selectmen agreed to close the front office on 11/5 for the Presidential Election and to open late on 11/6 if staff must stay late and hand count RSU budget ballots. Sara added that her 2 Deputies will act as voter registrars at the front counter and that she would be there to help and fill in where needed.
- Sara mailed out reminder letters to residents with unpaid 2022 taxes.

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

See attached report for more information.

- Highway staff from the Town of Raymond was supposed to complete roadside mowing last week but they came back today to finish up. Today may be his last day in Town.
- KB Tree Service will be working on Jeffrey Road to cut trees back to help eliminate storm issues this winter.

8. Town Administrator's Report given by Danielle Loring, Administrator

- Danielle has started working on budgets with department heads.
- LPC has started up and Danielle is on subcommittee regarding GA and housing, unfunded mandates, and PFAS. She is also going to advocate to bring the stop gap for education funding.

9. Selectmen Comment

None

10. Next Meeting Dates

a. Monday, September 30, 2024 – Regular Meeting

Date acknowledged.

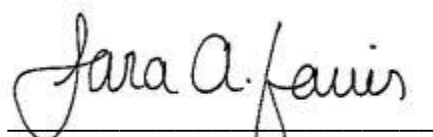
11. Adjournment

Motion: William Perry made the motion to adjourn at 8:17 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

The board adjourned at 8:17 pm.



Sara A. Farris – Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

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

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On September 30th, A.D. 2024

To Susan Spencer

of Minot, in the County of Androscoggin

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

December 31st, 2027

Given under our hand this 30th day of September, 2024

Selectmen
of
TOWN OF MINOT

COUNTY OF ANDROSCOGGIN, ss.

September 30th 2024

Personally appeared the above named Susan Spencer

who has been duly appointed by the Selectmen as a 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 September 30th, A.D. 2024

To Donald Dubuc

of Minot, in the County of Androscoggin

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

December 31st, 2027

Given under our hand this 30th day of September, 2024

_____)
_____)
_____)
_____)
_____)

Selectmen

of

TOWN OF MINOT

COUNTY OF ANDROSCOGGIN, ss.

September 30th 2024

Personally appeared the above named Donald Dubuc

who has been duly appointed by the Selectmen as a 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 September 30th, A.D. 2024.

To Kristin Carlton

of Minot, in the County of Androscoggin.

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

December 31st, 2027.

Given under our hand this 30th day of September, 2024.

_____)
_____)
_____)
_____)
_____)

Selectmen
of
TOWN OF MINOT

COUNTY OF ANDROSCOGGIN, ss.

September 30th 2024

Personally appeared the above named Kristin Carlton

who has been duly appointed by the Selectmen as a 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.**

TOWN OF MINOT PLANNING BOARD BYLAWS

SECTION 1 - PURPOSE

The purpose of these bylaws is to establish guidelines and operational procedures for the Minot Planning Board (hereafter MPB).

SECTION 2 - ORGANIZATION AND AUTHORITY

- A. The MPB serves expressly by appointment of the Minot Board of Selectmen.
- B. The MPB shall be constituted of five (5) regular members and two (2) alternate members. Regular members shall serve staggered terms of three (3) years while alternate members shall serve staggered terms of two (2) years. A quorum shall be no less than three (3) eligible members; the Chairman shall vote only to make quorum or to break a tie vote.
- C. The MPB shall have a Chairman and a Vice-Chairman, elected by the MPB annually at the January meeting.
- D. The Chairman shall conduct meetings, schedule events and generally oversee the functioning of the MPB. The Chairman shall take responsibility for any additional duties assigned by the Minot Board of Selectmen.
- E. The Vice-Chairman shall assume the duties of the Chairman in their absence. The Vice-Chairman shall take responsibility for any additional duties assigned by the Chairman.
- F. The MPB shall have an assigned Secretary provided by the Town of Minot. The Secretary shall record meeting minutes, receive applications, conduct correspondence, and serve as a conduit between the public and the MPB. The Secretary, in coordination with the Chairman, shall prepare meeting agendas and ensure all materials and information needed by the MPB are made available.
- G. As needed and prudent, the MPB may request and rely upon guidance (i.e. information, opinion or law) from outside counsel, e.g., the Town of Minot's legal counsel, the Androscoggin Valley Council of Governments, the Maine Municipal Association.

SECTION 3 - MEETINGS

- A. **Regular** meetings of the MPB shall be held at 6:30 p.m. on the first Tuesday of each month, as practicable and required. If a public hearing is scheduled, the public hearing shall convene at 6:00 p.m., with the regular meeting to follow.
- B. **Special** meetings may be called by the Chairman or requested by (and by majority vote of) the MPB. Special meetings will be supplemental to regular meetings but will function similarly.

- C. **Workshops** may be convened at the Chairman's discretion. Subject matter for workshops may include, but not be limited to, training, ordinance review, research or other matters beyond the scope of a regular meeting.
- D. **Site walks** shall be scheduled by the Chairman as needed for application evaluation.
- E. **Executive sessions** may be called by majority vote if a quorum is present. If an executive session is called, the public shall be barred from the proceedings and the Town's legal counsel shall be present. The Chairman shall allow only the subject matter initiating the executive session to be discussed. The motion to go into executive session must indicate, by express wording, the purpose behind the motion. Acceptable purposes are as follows:
 - 1.) Privileged discussions concerning appointments, employment, compensation, evaluations, disciplines, resignations/terminations, legal issues (e.g. complaints, charges, investigations) or any other such confidential topics as may occur.
 - 2.) Private discussions between the MPB and its legal counsel as regards legal rights, obligations/duties and/or litigation.

Once in executive session, no minutes shall be recorded, nor final decisions made or voted on. Final decisions shall only be made in regular meetings where a public record will be available.

SECTION 4 - CONDUCT OF MEETINGS

A. General

- 1.) The Chairman shall call the meeting to order at the prescribed time. If a quorum is present, the Chairman shall call for the approval of the minutes from the preceding meeting and then proceed with the meeting's agenda. If a quorum is not present, the Chairman shall so state for the record and entertain a motion to adjourn the meeting.
- 2.) The Chairman shall declare all votes. Should any member doubt a vote, the Chairman shall declare a recount without debate. The Secretary shall record all votes.
- 3.) Conduct of MPB meetings shall be guided by Maine State Statutes, Minot Town Ordinances and Robert's Rules of Order.
- 4.) Prior to any vote taken by the MPB, it is incumbent upon each voting member to declare potential conflicts of interest with respect to that item. A member with a potential conflict may voluntarily recuse themselves and join the audience, physically removing themselves from the table. Should a conflict of interest be acknowledged or alleged, and the board member(s) fail(s) to voluntarily recuse themselves, a majority vote shall be taken to determine whether a conflict exists. If recused member(s) negate quorum, no vote shall be held on the item until such

time as quorum is again present. Regardless of voluntary or involuntary recusal, the presumed member(s) shall not vote nor influence the vote in any way.

- 5.) Applicant presentations shall not exceed fifteen (15) minutes in length. The Chairman may, at their discretion, grant an extension of time.
- 6.) In the interest of expediency, items before the MPB may only be tabled two (2) times. Any item appearing on the agenda a third time shall be deemed, without a vote, “inactive” and the stakeholder(s) so notified. Inactive items may be revived with a new request when the condition(s) which caused the initial tabling motion have been addressed. Applicants have one (1) year from the date of the inactive classification in which to revive their submission before all fees are forfeited and a completely new application is required for consideration.
- 7.) Regardless of type, no meeting shall continue past 10:00 p.m. By a majority vote of the board, a meeting may be extended past 10:00 p.m. **only** to close open items and begin adjournment. Under no circumstances shall the extension exceed thirty (30) minutes.

B. Decorum and Order

The Chairman shall preserve and maintain decorum throughout the meeting, deciding questions of order and procedure. If members of the public are present, they shall conduct themselves appropriately or be asked to leave by the Chairman. During regular meetings (as distinct from public hearings) public participation is solely at the Chairman’s discretion.

C. Public Comment

- 1.) Public hearings are the forum for public participation. Anyone wishing to address the MPB shall first be recognized by the Chairman and will be given three (3) minutes to express their view(s); additional time may be given at the Chairman’s discretion. The speaker should state their name and when speaking, use an audible voice for the record. The Chairman may decline to recognize anyone who has previously spoken on the same issue. Once the Chairman gavels public comment closed, no member of the public shall be allowed to address the MPB. However, public comment may be reopened at the Chairman’s discretion.
- 2.) During regular or special meetings, members of the public may submit, in writing, questions or comments they wish the MPB to address or comment on. While the public is always welcome to all but executive sessions, public participation is solely at the discretion of the Chairman.
- 3.) Members of the public are welcome to observe the MPB workshops, but interactive participation is strictly limited to advanced submission of written questions or comments; no public comment will be allowed.
- 4.) Members of the public are also welcome to join the MPB during site walks, however they will only be allowed to ask questions by permission of the Chairman and will

only address members of the MPB, not the stakeholder(s) of the project. Questions should be limited to the physical characteristics of the site; more substantive questions should be reserved for the public hearing where a record will be made. Members of the public shall remain with the MPB while on private property.

SECTION 5 – VACATION OF OFFICE

- A. **By Design** – Members wishing to resign from the MPB should, whenever possible, give written notice to the Minot Board of Selectmen and the MPB Chairman.
- B. **By Fault** – Missing three (3) consecutive regular meetings without prior notice or consent of the Chairman or five (5) regular meetings during a single calendar year shall be construed as having resigned from the MPB.

Upon resignation, regardless the method, the MPB Chairman shall notify the Minot Board of Selectman.

SECTION 6 – AMENDING

A supra-majority of regular MPB members may, as needed, affect changes to this document. As the MPB is currently constituted, four (4) regular MPB members comprise a supra-majority.

**TOWN OF MINOT
PLANNING BOARD BYLAWS**

Adopted August 4th, 2024
Amended September 3rd, 2024

DRAFT



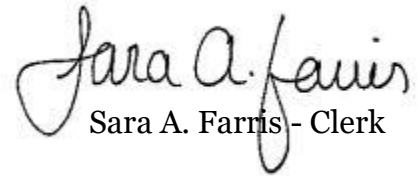
TOWN OF MINOT

329 Woodman Hill Road
Minot, Maine 04258-0329

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

Clerk's Report

September 30, 2024


Sara A. Farris - Clerk

Hello Selectmen,

Updates:

Board of Appeals & Planning Board:

There will be a public hearing for the subdivision on Garfield/ Shaw Hill on 10/1
Alex and Jordan have received a lot of questions regarding this subdivision since Alex
mailed out abutter notices.

11/5 General Election

Absentee ballots are available. We have received 190 requests so far and we have started
to fill those requests. The cut off to make a request without special circumstances is
10/31 at 6 pm.

I should be receiving media devices to start testing soon
Minot Historical Society will be there for their bake sale.
There has been 1 request to collect signatures.

Upcoming Special Dates

10/2 (Wednesday) – Closed for MMA Conference/ training
10/14 - Closed for the holiday

Inland Fisheries & Wildlife:

Boat Excise YTD: \$ 3,728.00

September IF&W

1 Boat

o done online for September.

0 Snowmobile

Snowmobile stickers should arrive late September/ early October

7 ATVs

4 Game Licenses

The above amounts are as of 9/30/2024.

Vitals:

Vital Requests as of 9/30

Reported to State semi-annually.

Birth Certificates - 23

Death Certificates - 5

Marriage Certificate - 12

Marriage Intentions/ Licenses - 8

Dogs:

No dog registrations for September.

Reminders will be mailed out October 15, when we can start selling licenses.

The State is rolling out a new dog registration system and staff has attended training.

Hopefully there will be more training to come as they did not allow us to ask question during the teams meeting but to email them.

Building/ Plumbing Permits for 2024:

Building Permits:

New Home	11
Garage	12
Addition	3
Remodel	15
Shed	4
Porch/ deck	4
Pool	4
Solar Panels	7
Demo Permits	6
Camping Permits	1

As of September 30, 2024

Plumbing Permits:

Internal	19
Septic	17

As of September 30, 2024

Real Estate Taxes:

2022 taxes - \$ 3,236.21 for 6 accounts

- *Foreclosure 1/27/2025*

2023 taxes - \$ 34,239.31 for 23 accounts

2024 taxes - \$ 3,463,463.07 for 1312 accounts

2025 prepayments – \$1,443.29

Total owed: \$ 3,500,938.59

- \$ 51,991.94

Personal Property Taxes:

2023 - \$957.79 on 3 accounts

2024 - \$13,648.62 on 20 accounts

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	\$57,687.68	- \$ 4,675.27
APRIL	\$61,663.04	\$59,196.83	\$76,488.98	+ \$ 17,292.15
MAY	\$64,848.92	\$74,257.14	\$83,538.89	+ \$ 9,281.72
JUNE	\$92,120.11	\$70,938.58	\$74,819.34	+ \$ 3,880.76
JULY	\$63,394.65	\$57,419.67	\$72,889.97	+ \$ 15,470.30
AUG.	\$65,209.36	\$79,431.44	\$79,217.28	- \$ 214.16
SEPT.	\$69,727.87	\$66,921.22	\$59,504.14	- \$ 7,417.08
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	\$ 603,818.87	- \$ 132,052.26



INTEROFFICE MEMO

To: Board of Selectmen

CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director

RE: Highway Department (09/16– 09/30/2024)

Except for some of the driveways not being matched in with hot top, the paving is complete and within the estimated tonnage. The striping crew is hoping to be back in town this week to finish. We will be installing shoulders on the new pavement in the next week or so.

I have been working on the Highway budget and getting prices to replace some of the pins and bushings on the loader bucket as well as a few other things to get it back up to snuff like new headlights and possibly a new seat as the other one is all tour up. I still feel it is going to be cheaper to go this route versus an estimated \$200,000 for a new loader.

I will also have to get the exhaust manifolds replace on the 1 ton, but I am still getting prices for the repairs we need.

Select board meeting department update

September 30, 2024

Minot Fire / Rescue Department

Chief Jeff Burt

Calls for service: 4 fire / 14 medical (18 total)

Old business: None noted

New business:

- T-3 back to North East, charging system failed, batteries needed to be replaced, awaiting invoice.
- New stove installed at Central Station, discounted rate thanks to L/A used appliance!
- The proposed updated call force pay scale is included along with reference material.
- Awaiting gear quotes from Ricochet and Morning Pride; both quotes should be in within the next week.
- The tower repeater site at the church has had its grounding wire cut and the grounding antenna removed; this condition may have been present for a while. I was made aware on 09-24-2024. Dirigo is working on a quote and a police report. Has been filed for insurance.
- BLS completed a courtesy inspection, a few small repairs were needed, and items were ordered. West Minot station needs considerable ceiling work; I am in contact with multiple organizations to determine the best plan moving forward.

Thank you for your time and consideration.

Respectfully submitted

~ Chief Jeff Burt

Expense detail report

WARRANT #20

09/30/2024

ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
2500 - AUDIT SERVIC				8,650.00	0.00	0.00	8,650.00
0213 - CONTRAC SVCS				8,650.00	6,460.00	0.00	2,190.00
		Department..		8,650.00	6,460.00	0.00	2,190.00
2550 - ASSESS CONTR				27,400.00	0.00	0.00	27,400.00
0213 - CONTRAC SVCS				27,400.00	4,000.00	0.00	23,400.00
		Department..		27,400.00	4,000.00	0.00	23,400.00
3050 - SNOMBL REFD				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				0.00	0.00	1,343.86	1,343.86
0197 - REIMBURS.				0.00	1,343.86	0.00	-1,343.86
		Department..		0.00	1,343.86	1,343.86	0.00
3550 - EDA ELF RESE				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				8,160.59	0.00	0.00	8,160.59
0012 - DONATIONS				0.00	0.00	290.00	290.00
0198 - FOOD				0.00	1,283.85	0.00	-1,283.85
0201 - ELECTRICITY				0.00	324.99	0.00	-324.99
0205 - SUPPLIES				0.00	425.80	0.00	-425.80
		Department..		8,160.59	2,034.64	290.00	6,415.95
4000 - AUB. PUB LIB				22,000.00	0.00	0.00	22,000.00
0213 - CONTRAC SVCS				22,000.00	22,000.00	0.00	0.00
		Department..		22,000.00	22,000.00	0.00	0.00
4025 - TWNWELL RES				0.00	0.00	0.00	0.00
0002 - (CARRY FWD)				4,147.69	0.00	0.00	4,147.69
0197 - REIMBURS.				0.00	0.00	1,739.56	1,739.56
0207 - DUES/SUBSCR				0.00	158.60	0.00	-158.60
0209 - POSTAGE				0.00	15.05	0.00	-15.05
0300 - LABOR				0.00	700.00	0.00	-700.00
0401 - TESTING				0.00	355.00	0.00	-355.00
7010 - PAYROLL TAX				0.00	61.20	0.00	-61.20
		Department..		4,147.69	1,289.85	1,739.56	4,597.40
5000 - OFF SALARIES				435,035.00	0.00	0.00	435,035.00
1001 - CLK/TAX COLL				56,375.00	41,767.50	0.00	14,607.50
1002 - DEP CLERK				75,000.00	50,569.33	0.00	24,430.67
1003 - ADMINISTRAT				76,000.00	55,538.52	0.00	20,461.48

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ACCOUNT-----	DATE	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
5000 - OFF SALARIES CONT'D								
					8,000.00	0.00	0.00	8,000.00
					150.00	0.00	0.00	150.00
					17,000.00	10,767.69	0.00	6,232.31
					184,500.00	154,794.62	18,687.29	48,392.67
					0.00	1,134.00	1,016.70	-117.30
					5,600.00	9,602.30	4,808.70	806.40
					10,410.00	6,844.97	0.00	3,565.03
					0.00	363.60	472.68	109.08
					2,000.00	0.00	179.00	2,179.00
			Department..		435,035.00	331,382.53	25,164.37	128,816.84
5075 - CODE ENF/PLA					57,100.00	0.00	0.00	57,100.00
					700.00	638.36	0.00	61.64
					500.00	0.00	0.00	500.00
					150.00	0.00	0.00	150.00
					750.00	600.00	0.00	150.00
					1,500.00	967.01	0.00	532.99
					5,000.00	2,227.24	0.00	2,772.76
					0.00	240.87	150.00	-90.87
					45,000.00	24,027.52	0.00	20,972.48
					0.00	100.00	0.00	-100.00
					3,500.00	2,058.81	0.00	1,441.19
			Department..		57,100.00	30,859.81	150.00	26,390.19
5100 - T-O RESERVE					0.00	0.00	0.00	0.00
					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
					32,250.00	32,266.00	1,375.00	1,359.00
					25,000.00	25,408.00	901.00	493.00
					600.00	952.00	0.00	-352.00
					100.00	70.00	0.00	30.00
			Department..		57,950.00	58,696.00	2,276.00	1,530.00
5300 - T-O MAINT					35,000.00	0.00	0.00	35,000.00

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ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5300 - T-O MAINT CONT'D							
0198 - FOOD				0.00	51.92	0.00	-51.92
0200 - TELEPHONE				2,500.00	2,112.50	39.00	426.50
0201 - ELECTRICITY				5,000.00	2,719.72	0.00	2,280.28
0203 - FUEL & GAS				6,000.00	4,154.01	0.00	1,845.99
0204 - REPAIRS				2,500.00	764.97	0.00	1,735.03
0205 - SUPPLIES				4,000.00	7,417.50	0.00	-3,417.50
0206 - JANITORIAL				3,500.00	3,450.00	0.00	50.00
0207 - DUES/SUBSCR				1,000.00	519.00	0.00	481.00
0208 - STAFF TRAIING				2,000.00	1,385.00	0.00	615.00
0209 - POSTAGE				3,000.00	3,547.16	358.24	-188.92
0210 - MLG/EXP REIM				0.00	202.52	180.00	-22.52
0212 - INSPECTIONS				1,500.00	795.00	0.00	705.00
0213 - CONTRAC SVCS				4,000.00	5,488.59	0.00	-1,488.59
0401 - TESTING				0.00	304.20	0.00	-304.20
0403 - SECURITY				0.00	29.99	0.00	-29.99
		Department..		35,000.00	32,942.08	577.24	2,635.16
5350 - ELECT/MEET							
0198 - FOOD				12,000.00	0.00	0.00	12,000.00
0205 - SUPPLIES				300.00	242.40	0.00	57.60
0209 - POSTAGE				100.00	0.00	0.00	100.00
0209 - POSTAGE				1,500.00	73.91	0.00	1,426.09
0213 - CONTRAC SVCS				3,250.00	3,568.67	0.00	-318.67
0215 - EQUIPMENT				700.00	0.00	0.00	700.00
0217 - ADVERTISING				200.00	0.00	0.00	200.00
1011 - ELEC CLERKS				5,650.00	2,913.75	0.00	2,736.25
1012 - MODERATOR				300.00	250.00	0.00	50.00
7010 - PAYROLL TAX				0.00	36.44	0.00	-36.44
		Department..		12,000.00	7,085.17	0.00	4,914.83
5400 - CEMETERY MAI							
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
0197 - REIMBURS.				0.00	0.00	1,300.00	1,300.00
0205 - SUPPLIES				0.00	1,947.24	0.00	-1,947.24

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DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5400 - CEMETERY MAI CONT'D							
0208 - STAFF TRAING				0.00	200.00	0.00	-200.00
0213 - CONTRAC SVCS				0.00	22,895.00	5,300.00	-17,595.00
0218 - SOFTWARE LIC				0.00	385.00	0.00	-385.00
		Department..		21,006.74	25,427.24	6,600.00	2,179.50
5650 - REC. DEPT RE							
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
0204 - REPAIRS				0.00	924.87	0.00	-924.87
0205 - SUPPLIES				0.00	238.95	0.00	-238.95
0213 - CONTRAC SVCS				0.00	4,357.54	0.00	-4,357.54
		Department..		8,143.00	5,521.36	5,081.50	7,703.14
6200 - COMMON RDS							
0205 - SUPPLIES				288,200.00	0.00	0.00	288,200.00
0208 - STAFF TRAING				5,800.00	3,529.68	0.00	2,270.32
0213 - CONTRAC SVCS				1,000.00	0.00	0.00	1,000.00
0300 - LABOR				40,000.00	0.00	0.00	40,000.00
0401 - TESTING				175,000.00	118,130.11	15,347.46	72,217.35
0404 - MATERIALS				400.00	212.00	0.00	188.00
0404 - MATERIALS				40,000.00	23,488.94	1,792.50	18,303.56
0405 - TRUCKS- EQUI				13,500.00	15,130.50	0.00	-1,630.50
7010 - PAYROLL TAX				12,500.00	8,417.95	1,124.55	5,206.60
		Department..		288,200.00	168,909.18	18,264.51	137,555.33
6300 - PAVINGS RDS							
0002 - (CARRY FWD)				335,756.00	0.00	0.00	335,756.00
0213 - CONTRAC SVCS				74,244.00	0.00	0.00	74,244.00
0404 - MATERIALS				310,756.00	0.00	0.00	310,756.00
		Department..		410,000.00	15,624.94	0.00	394,375.06
6400 - WINTER RDS							
0205 - SUPPLIES				381,100.00	0.00	0.00	381,100.00
0213 - CONTRAC SVCS				15,000.00	9,965.43	0.00	5,034.57
0300 - LABOR				70,000.00	63,561.17	0.00	6,438.83
0404 - MATERIALS				150,000.00	84,677.44	0.00	65,322.56
		Department..		8,600.00	0.00	0.00	8,600.00

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6400 - WINTER RDS CONT'D								
0406 - SALT					82,000.00	64,325.32	0.00	17,674.68
0407 - SAND					44,000.00	0.00	0.00	44,000.00
7010 - PAYROLL TAX					11,500.00	6,106.34	0.00	5,393.66
			Department..		381,100.00	228,635.70	0.00	152,464.30
6500 - HWY EQ REP.					86,000.00	0.00	0.00	86,000.00
0203 - FUEL & GAS					38,000.00	21,302.32	1,068.21	17,765.89
0204 - REPAIRS					33,000.00	38,213.81	10,575.00	5,361.19
0205 - SUPPLIES					9,000.00	7,051.81	98.97	2,047.16
0213 - CONTRAC SVCS					6,000.00	4,060.33	0.00	1,939.67
0406 - SALT					0.00	0.00	0.00	0.00
			Department..		86,000.00	70,628.27	11,742.18	27,113.91
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
0205 - SUPPLIES					0.00	915.00	0.00	-915.00
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	21,724.20	261.17	2,112.77
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
			Department..		15,000.00	15,000.00	0.00	0.00
6679 - 2024 PLOW TR					71,000.00	0.00	0.00	71,000.00
0214 - PRINCIP PMTS					71,000.00	70,836.04	0.00	163.96
			Department..		71,000.00	70,836.04	0.00	163.96
6700 - TOWN GARAGE					16,950.00	0.00	0.00	16,950.00
0200 - TELEPHONE					650.00	606.81	193.28	236.47
0201 - ELECTRICITY					4,000.00	2,904.58	0.00	1,095.42
0203 - FUEL & GAS					6,000.00	1,717.17	0.00	4,282.83
0204 - REPAIRS					2,400.00	913.57	0.00	1,486.43
0205 - SUPPLIES					3,000.00	2,987.88	0.00	12.12
0206 - JANITORIAL					500.00	600.00	0.00	-100.00
0212 - INSPECTIONS					400.00	376.15	0.00	23.85
0213 - CONTRAC SVCS					0.00	360.00	0.00	-360.00

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6700 - TOWN GARAGE CONT'D								
0401 - TESTING					0.00	0.00	0.00	0.00
			Department..		16,950.00	10,466.16	193.28	6,677.12
7000 - SOLID WASTE					65,100.00	0.00	0.00	65,100.00
0205 - SUPPLIES					600.00	575.05	0.00	24.95
0213 - CONTRAC SVCS					62,000.00	34,288.43	0.00	27,711.57
0225 - ENVIRON HHW					2,500.00	578.00	0.00	1,922.00
			Department..		65,100.00	35,441.48	0.00	29,658.52
7100 - COMM DAY RES					0.00	0.00	0.00	0.00
0002 - (CARRY FWD)					694.45	0.00	0.00	694.45
0012 - DONATIONS					0.00	0.00	205.00	205.00
			Department..		694.45	0.00	205.00	899.45
7200 - GENL ASSIST					2,000.00	0.00	0.00	2,000.00
0001 - APPROPRIATED					2,000.00	0.00	0.00	2,000.00
0201 - ELECTRICITY					0.00	915.25	0.00	-915.25
0230 - RENT					0.00	695.00	0.00	-695.00
			Department..		2,000.00	1,610.25	0.00	389.75
7300 - CONSER COMM					0.00	0.00	0.00	0.00
0002 - (CARRY FWD)					100.00	0.00	0.00	100.00
			Department..		100.00	0.00	0.00	100.00
7400 - STREET LTS					3,000.00	0.00	0.00	3,000.00
0201 - ELECTRICITY					3,000.00	2,317.25	0.00	682.75
			Department..		3,000.00	2,317.25	0.00	682.75
7700 - LEGAL FEES					10,000.00	0.00	0.00	10,000.00
0213 - CONTRAC SVCS					10,000.00	4,454.69	0.00	5,545.31
7052 - BRIDGHAM					0.00	541.50	0.00	-541.50
			Department..		10,000.00	4,996.19	0.00	5,003.81
7810 - MMA DUES					4,000.00	0.00	0.00	4,000.00
0207 - DUES/SUBSCR					4,000.00	3,822.00	0.00	178.00
			Department..		4,000.00	3,822.00	0.00	178.00
7820 - AVCOG DUES					4,200.00	0.00	0.00	4,200.00
0207 - DUES/SUBSCR					4,200.00	0.00	0.00	4,200.00
0213 - CONTRAC SVCS					0.00	4,191.35	0.00	-4,191.35

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7820 - AVCOG DUES CONT'D							
		Department..		4,200.00	4,191.35	0.00	8.65
7830 - BROADBAND				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				-16,681.03	0.00	16,681.03	0.00
0002 - (CARRY FWD)				17,130.02	0.00	0.00	17,130.02
		Department..		448.99	0.00	16,681.03	17,130.02
7900 - COUNTY TAX				361,935.00	0.00	0.00	361,935.00
0213 - CONTRAC SVCS				361,935.00	361,935.00	0.00	0.00
		Department..		361,935.00	361,935.00	0.00	0.00
7950 - OVERLAY				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				54,605.61	0.00	0.00	54,605.61
0900 - ABATEMENTS				0.00	498.00	0.00	-498.00
		Department..		54,605.61	498.00	0.00	54,107.61
8000 - INTERDEPT				10,000.00	0.00	0.00	10,000.00
0196 - ONBOARDING				0.00	177.13	0.00	-177.13
0198 - FOOD				0.00	627.76	0.00	-627.76
0199 - INTERNET				0.00	117.74	0.00	-117.74
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	4,316.12	2.00	685.88
0217 - ADVERTISING				2,500.00	845.74	90.00	1,744.26
0500 - PLAN BOARD				0.00	0.00	75.00	75.00
0501 - DEED TRANS				500.00	183.00	0.00	317.00
0502 - LIENS				1,000.00	852.90	0.00	147.10
		Department..		10,000.00	7,187.45	167.00	2,979.55
8025 - IT SERVICES				29,800.00	0.00	0.00	29,800.00
0199 - INTERNET				1,500.00	1,085.79	0.00	414.21
0200 - TELEPHONE				3,300.00	2,454.17	0.00	845.83
0202 - HARDWARE				2,000.00	1,733.25	0.00	266.75
0205 - SUPPLIES				2,000.00	40.03	0.00	1,959.97
0212 - INSPECTIONS				0.00	792.00	0.00	-792.00
0213 - CONTRAC SVCS				15,000.00	11,512.00	0.00	3,488.00
0218 - SOFTWARE LIC				6,000.00	1,582.20	0.00	4,417.80

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DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
8025 - IT SERVICES CONT'D							
		Department..		29,800.00	19,199.44	0.00	10,600.56
8026 - TRIO				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
8210 - HUMANE SOC				3,928.00	0.00	0.00	3,928.00
0213 - CONTRAC SVCS				3,928.00	4,011.00	0.00	-83.00
		Department..		3,928.00	4,011.00	0.00	-83.00
8220 - ANIMAL CTL				3,850.00	0.00	0.00	3,850.00
0210 - MLG/EXP REIM				600.00	499.45	0.00	100.55
0300 - LABOR				3,000.00	1,500.00	0.00	1,500.00
7010 - PAYROLL TAX				250.00	114.76	0.00	135.24
		Department..		3,850.00	2,114.21	0.00	1,735.79
8600 - EDUCATION				0.00	0.00	0.00	0.00
0213 - CONTRAC SVCS				2,679,614.46	1,956,074.97	0.00	723,539.49
		Department..		2,679,614.46	1,956,074.97	0.00	723,539.49
9000 - MINOT FIRE				200,329.00	0.00	0.00	200,329.00
0195 - EMPLOYEE APP				0.00	755.79	0.00	-755.79
0196 - ONBOARDING				5,000.00	6,595.00	0.00	-1,595.00
0198 - FOOD				4,500.00	1,240.30	0.00	3,259.70
0200 - TELEPHONE				1,200.00	1,215.87	0.00	-15.87
0201 - ELECTRICITY				5,000.00	4,571.06	0.00	428.94
0203 - FUEL & GAS				10,000.00	5,932.79	0.00	4,067.21
0204 - REPAIRS				10,500.00	16,975.27	0.00	-6,475.27
0205 - SUPPLIES				2,500.00	5,738.13	0.00	-3,238.13
0207 - DUES/SUBSCR				500.00	200.00	0.00	300.00
0208 - STAFF TRAIING				3,500.00	3,490.53	0.00	9.47
0210 - MLG/EXP REIM				200.00	172.42	0.00	27.58
0212 - INSPECTIONS				1,000.00	40.50	0.00	959.50
0213 - CONTRAC SVCS				2,500.00	1,136.50	0.00	1,363.50
0219 - DISPATCHING				16,779.00	15,904.50	0.00	874.50
0221 - RESCUE SUPP				2,500.00	2,927.95	108.09	-319.86
0223 - APP. SUPP.				7,500.00	5,473.92	0.00	2,026.08

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9000 - MINOT FIRE CONT'D								
					10,000.00	30,193.38	0.00	-20,193.38
					2,500.00	1,270.53	0.00	1,229.47
					20,000.00	14,253.76	0.00	5,746.24
					20,000.00	11,987.94	0.00	8,012.06
					7,000.00	5,859.68	0.00	1,140.32
					0.00	235.10	0.00	-235.10
					60,000.00	19,801.93	0.00	40,198.07
					7,650.00	3,496.84	0.00	4,153.16
			Department..		200,329.00	159,469.69	108.09	40,967.40
9200 - FIRE DEPT CP								
					0.00	0.00	0.00	0.00
					4,531.39	0.00	0.00	4,531.39
					0.00	2,500.00	0.00	-2,500.00
			Department..		4,531.39	2,500.00	0.00	2,031.39
9250 - FD APP RES								
					0.00	0.00	0.00	0.00
					520.58	0.00	0.00	520.58
					0.00	225.00	0.00	-225.00
			Department..		520.58	225.00	0.00	295.58
9300 - GRANT								
					0.00	0.00	0.00	0.00
					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
					0.00	750.00	0.00	-750.00
					0.00	1,305.22	0.00	-1,305.22
			Department..		0.00	2,055.22	0.00	-2,055.22
9600 - DEBT SERVICE								
					46,363.00	0.00	0.00	46,363.00
					0.00	0.00	326.17	326.17
					0.00	43,928.41	0.00	-43,928.41
					2,435.00	2,434.24	0.00	0.76
					43,928.00	0.00	0.00	43,928.00
			Department..		46,363.00	46,362.65	326.17	326.52
9900 - ARPA								
					0.00	0.00	0.00	0.00
					0.00	810.00	0.00	-810.00

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9900 - ARPA CONT'D							
0213 - CONTRAC SVCS				0.00	5,410.00	0.00	-5,410.00
		Department..		0.00	6,220.00	0.00	-6,220.00
Final Totals				5,490,610.25	3,761,117.29	91,170.96	1,820,663.92