

# AGENDA

## ITEM

5.a.

**CLINTON BOARD OF SELECTMEN  
TUESDAY, NOVEMBER 27, 2007  
6:30 P.M.  
SELECTMEN'S ROOM, TOWN OFFICE**

**MINUTES**

**CALL TO ORDER:** Chairman Towne called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE:** Chairman Towne led the Pledge of Allegiance.

**SELECTMEN PRESENT / QUORUM:** Chairman Jeff Towne, Vice Chair Steve Hatch, Randy Clark, Chester Nutting, and Joe Massey. Also present Town Manager James Rhodes and Town Clerk Pamela Violette.

**COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA.** The Board's rules of procedure have imposed a 15-minute total time limit.

**ACTION ITEMS.**

Approval of Selectmen's Minutes – November 13, 2007.

Selectman Clark moved the Board approve the minutes of the November 13, 2007 meeting, second by Selectman Nutting. Vote 5-0

Findings and Order Pursuant to 17 M.R.S.A. §§ 2851 – 2859 (Dangerous Building) located on land at 481 Mutton Lane, Clinton, Maine and described on Tax Map 8, Lot 1.

Selectman Clark moved the Board sign the Findings and Order pursuant to 17 M.R.S.A. §§ 2851-2859 (Dangerous Building) located on land at 481 Mutton Lane, Clinton, Maine and described on Tax Map 8, Lot 1, second by Selectman Hatch. Vote 5-0

PSAP Call Handling Agreement between Somerset County Commissioners and the Town of Clinton.

Selectman Clark moved the Board authorize the Chair, Board of Selectmen to sign the PSAP Call Handling Agreement between Somerset County Commissioners and the Town of Clinton., second by Selectman Nutting. Vote 5-0

Board authorization to hire an attorney to file a Writ of Execution for a lien against property owned by James Wells to recover \$7,720 in fines and court costs awarded by court.

November 27,2007 Selectmen Minutes

Selectman Clark moved the Board authorize the Town Manager to hire an attorney to file the Writ of Execution for a lien against property owned by James Wells, second by Selectman Hatch. Vote 5-0

Board acceptance of \$15.00 donation to the Library in memory of Caroline Hotham from Raymond and Louise Fisher.

Selectman Clark moved the Board accept the \$15.00 donation to the Library in memory of Caroline Hotham from Raymond and Louise Fisher. The Board further authorizes the \$15.00 to be received in library revenue account 10-004 Donations and the library expenditure account 10-002-38 Books be increased by \$15.00. Second by Selectman Nutting, vote 5-0.

**DISCUSSION ITEMS:** None

**SUPPLEMENTS AND ABATEMENTS:**

Selectman Clark moved to abate request 2007/26 in the amount of \$208.80. Second by Selectman Nutting, all in favor.

Selectman Clark moved to abate request 2007/27 in the amount of \$655.55. Second by Selectman Nutting, all in favor.

Selectman Clark moved to abate request 2007/28 in the amount of \$2,043.05. Second by Selectman Nutting, all in favor.

**TOWN MANAGER'S REPORT:**

Town Manager Rhodes reported:

Town of Clinton received a fine payment of \$500.00 from the Estate of Hans Krueger, Sr.

Request of Interest sent by Kennebec County for a community based residential programs facility.

New Local Health Officer Training Requirements.

Letter from Time Warner notifying the Town of increase cable rates.

Proposed 2008 State Valuation from State of Maine Revenue Services.

Appointment of Michael A. Ellis as a reserve police officer.

**OLD/NEW BUSINESS:** None

November 27, 2007 Selectmen Minutes

**WARRANT:** Selectman Clark moved to approve warrant 36 in the amount of \$35,324.64, second by Selectman Nutting. All in favor.

**NEXT AGENDA ITEMS:** Town Manager's annual evaluation  
Mowing bids  
December 24, 2007 Closing

**EXECUTIVE SESSION:**

Selectman Clark moved Board enter into Executive Session pursuant to 1 M.R.S.A. § 405 (6) (a) to discuss a personnel matter at 7:03 p.m., second by Selectman Hatch. All in favor.

Selectman Clark moved Board exit Executive Session at 7:15 p.m., second by Selectman Nutting. All in favor.

**ADJOURN:** Selectman Nutting moved to adjourn at 7:16 p.m. Second by Selectman Clark. All in favor.

Respectfully submitted,

Pamela M. Violette  
Town Clerk

# AGENDA

## ITEM

5.b.

Knox Yard Maintenance LLC  
160 Gogan Rd.  
Benton, ME. 04901  
Phone: 207-453-8186  
Email: steveknox@gwi.net

EASTERN MAINE 044

24 NOV 2007 PM 1 L



Town of Clinton  
Board of Selectmen  
27 Baker Street  
Clinton, ME 04927

*received  
11/26/07  
10:30 AM*

*MOWING BIDS  
CEMETERY  
①  
② TOWN HALL / LIBRARY /  
RECREATION*

04927+3551



**Grass Eaters Lawn Care and  
Maintenance**  
1526 Bangor Rd.  
Clinton, ME 04927  
207-426-8350

Town of Clinton  
Board of Selectmen  
27 Baker St  
Clinton me 04927

11/30/07  
12:50pm

Mowing Bid for Town Hall, Recreation, Library Properties

**Grass Eaters Lawn Care and  
Maintenance**  
1526 Bangor Rd.  
Clinton, ME 04927  
207-426-8350

Town of Clinton  
Board of Selectmen  
27 Baker St  
Clinton me 04927

11/30/07  
12:50pm

Mowing Bid for town cemeteries

Mowing Bid For Town Cemeteries

Town Of Clinton  
Board of Selectmen  
27 Baker St  
Clinton Me. 04927

12/5/07  
2:15pm

Mowing Bid for Town Hall, Recreation, and Library Properties

Town of Clinton  
Board of Selectmen  
27 Baker St.  
Clinton Me. 04927

12/5/07 2:15pm

**AGENDA**

**ITEM**

**5. c.**

# ***Memorandum***

## ***Bureau of Motor Vehicles Dealer and Agent Services***

To: All Municipal Offices

From: Susan Harris-Pomerleau, Section Manager, Dealer and Agent Services

Subject: 2008 State Holiday Schedule

Date: November 13, 2007

In order to give state employees and their families additional time to travel and to participate in the traditional observances of the holiday, Governor Baldacci has advised that most State offices and facilities will be administratively closed all day Monday, December 24, 2007.

Below also is the 2008 state holiday schedule.

Tuesday, January 1, 2008	New Year's Day
Monday, January 21, 2008	Martin Luther King, Jr. Day
Monday, February 18, 2008	Presidents Day
Monday, April 21, 2008	Patriots Day
Monday, May 26, 2008	Memorial Day
Friday, July 4, 2008	Independence Day
Monday, September 1, 2008	Labor Day
Monday, October 13, 2008	Columbus Day
Tuesday, November 11, 2008	Veterans Day
Thursday, November 27, 2008	Thanksgiving Day
Friday, November 28, 2008	Thanksgiving Friday
Thursday, December 25, 2008	Christmas Day

# AGENDA

## ITEM

5. d.

# Selectmen's Office

MUNICIPALITY OF CLINTON

November 13, A.D. 2007

To **N. Wayne Hughes** of Clinton, Kennebec County and the State of Maine: There being a vacancy in the position of **Town Garage Advisory Committee**, the Selectmen of the Municipality of Clinton do, in accordance with the provisions of the law of the State of Maine, hereby appoint you as a Member of the Town Garage Advisory Committee within and for the Municipality of Clinton, such appointment to be effective from December 12, 2007 until June 30, 2009.

Given under our hand this 11th day of December, 2007.

By The Board of Selectmen of Clinton, Maine

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

STATE OF MAINE

County of Kennebec

\_\_\_\_\_, 2007

Personally appeared the above named N. Wayne Hughes who has been duly appointed by the Selectmen as a Town Garage Advisory Committee Member in said Municipality, and took the oath necessary to qualify him to discharge said duties for the term specified above according to law. Before me,

\_\_\_\_\_ Municipal Clerk



# TOWN OF CLINTON

## COMMITTEE LETTER OF INTENT

DATE: 19 Sept 2007

NAME: NI WAYNE HUGHES

PHONE: 660-1935

ADDRESS: 64 Hill Rd. P.O. Box 425  
Clinton

COMMITTEE OR BOARD OF INTEREST:

Town Garage Advisory Committee

PLEASE INDICATE WHY YOU WOULD LIKE TO SERVE, AND ANY PREVIOUS BOARD OR COMMITTEE EXPERIENCE:

I believe we need a town garage of some type -  
see attached resume

(Do not want any chair position or sec -)

NI Wayne Hughes

Note: Resume not up to present - more info on request if necessary.

(10)

## EMPLOYMENT OBJECTIVE

A professional position that will provide a personal challenge in an active role, such as project development or sales, and that offers a good chance of seeing tangible results of effort within the short term future.

## STRENGTHS/QUALIFICATIONS

- Exceptional record of success in developing and managing small businesses, particularly in the insurance field.
- Proven civic leader, organizer, planner, and "idea man," who enjoys being a good team member as much as being the headliner.
- An energetic, dependable overachiever who thrives on challenge and takes great pride in accomplishment.
- Outstanding career achievements in insurance sales, and insurance claims adjusting.

## EXPERIENCE

NEW ENGLAND AUTO SECURITY CO., Bangor, ME (1987 - 1988)  
**Business Backer and Advisor.** Advised and assisted oldest son in developing and operating a small business of five employees involved in selling and installing automobile security systems, cellular telephones, and high end automobile stereo systems. The business installed approximately 250 phones in one year and achieved total annual gross sales of \$200,000.

J.R. HARVEY COMPANY, Houlton, ME (1975 - 1987)  
**Self Employed.** President and owner of an independent general insurance company, established 1903, and handling all property and casualty lines including: business, homeowners, automobile, and workman's compensation. Completely revamped methods and procedures, filing systems and posting systems for a considerably disorganized 2800 customer account base. Doubled the volume of business in the first five years of ownership from \$600,000 to \$1.2 million in annual premium volume, and increased the number of employees from three to five. Sold the business in 1987.

M.D. McGRATH AGENCY, Caribou, ME (1968 - 1975)  
**Branch Manager.** Responsible for all business operations of the Washburn, Maine branch of an independent general insurance agency handling all property and casualty lines, and assisted in managing the Caribou branch office. Nearly tripled the business to an average annual premium volume of \$375,000.

U.S. FIDELITY AND GUARANTY COMPANY, Caribou, ME (1960 - 1968)  
**Adjuster-in-Charge.** Competently managed an insurance claims office servicing all of Aroostook County, Maine's largest county, ~~covering a land area of~~

~~100,000 square miles.~~ Served as a highly proficient multi-line claims adjuster, processing 1,500 claims per year, including: contract bond losses, workman's compensation, fire losses, automobile losses, property damage, and marine losses. Averaged approximately 50,000 road miles per year and established excellent working rapport with all businesses performing insurance claims repairs. Maintained unlimited bank draft authority to settle all losses.

### CIVIC AFFAIRS

Former Director, Portland Savings Bank, Aroostook County  
Former Director, Cary Memorial Hospital, Caribou, Maine  
Former Director, Aroostook Home Care Agency

Past Chairman, Houlton Regional Development Corporation  
Past President, Washburn Rotary Club  
Past President, Aroostook County Independent Insurance Agents Association  
Past President, Houlton Country Club

Former member, Ricker College Board of Trustees  
Former member, Caribou Country Club Fund Raising Committee

Founder of Appleton Corporation to develop housing projects and land subdivisions in Aroostook County

### EDUCATION/TRAINING

RICKER COLLEGE, Houlton, Maine  
Associate of Science Degree in Accounting, 1955

U.S. FIDELITY AND GUARANTY COMPANY  
Home Office School, Baltimore, MD

### Professional Insurance Education

- Completed many professional courses covering all insurance lines, sponsored by various companies and independent insurance associations.

### Professional Real Estate Courses

- Completed all course requirements for Real Estate Broker's License.

### PERSONAL

Married, two grown children. Registered Maine Guide. Licensed pilot with instrument rating. Enjoys hunting, fishing, golf, and skiing.

EXCELLENT REFERENCES AVAILABLE UPON REQUEST

# AGENDA

## ITEM

8. a.

# Expense Summary Report

ALL Departments

November

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>01 - ADMINISTRA</b>	<b>228,074.00</b>	<b>103,203.78</b>	<b>124,870.22</b>	<b>45.25</b>
<b>001 - PAYROLL</b>	<b>152,550.00</b>	<b>64,051.97</b>	<b>88,498.03</b>	<b>41.99</b>
01 - FULL TIME	50,450.00	24,056.10	26,393.90	47.68
02 - PART TIME	28,100.00	4,729.89	23,370.11	16.83
03 - OVERTIME	250.00	1,078.54	-828.54	431.42
06 - BALLOT CLERK	2,500.00	903.82	1,596.18	36.15
07 - SELECTMEN	9,300.00	4,650.00	4,650.00	50.00
08 - TOWN MANAGER	46,700.00	16,733.78	29,966.22	35.83
09 - AUDITOR	3,100.00	3,175.00	-75.00	102.42
10 - EMPLOYEE BEN	12,150.00	3,613.00	8,537.00	29.74
11 - VACATION	0.00	2,171.44	-2,171.44	----
13 - SICK TIME	0.00	961.30	-961.30	----
14 - BEREAVEMENT	0.00	130.90	-130.90	----
18 - HOLIDAY PAY	0.00	1,848.20	-1,848.20	----
<b>002 - OPERATING EX</b>	<b>33,366.00</b>	<b>13,074.63</b>	<b>20,291.37</b>	<b>39.19</b>
01 - TELEPHONE	5,880.00	2,248.34	3,631.66	38.24
04 - PRINTING	4,600.00	966.49	3,633.51	21.01
05 - POSTAGE	8,100.00	3,362.39	4,737.61	41.51
06 - ADS/NOTICES	800.00	361.68	438.32	45.21
07 - DUES	700.00	189.90	510.10	27.13
08 - SUPPLIES	4,300.00	2,466.20	1,833.80	57.35
09 - MEMBERSHIPS	3,100.00	0.00	3,100.00	0.00
10 - COPIER MAINT	2,336.00	1,309.15	1,026.85	56.04
12 - TRAVEL	1,000.00	508.55	491.45	50.86
13 - TRAINING	1,500.00	1,324.84	175.16	88.32
60 - ELECTIONS	1,050.00	337.09	712.91	32.10
<b>003 - COMPUTER EXP</b>	<b>8,500.00</b>	<b>7,229.64</b>	<b>1,270.36</b>	<b>85.05</b>
01 - SOFTWARE	6,000.00	5,959.99	40.01	99.33
04 - SUPPLIES/TAX	2,500.00	1,269.65	1,230.35	50.79
<b>004 - TAX EXPENSES</b>	<b>20,800.00</b>	<b>11,221.97</b>	<b>9,578.03</b>	<b>53.95</b>
01 - ASSESSING	16,800.00	8,100.00	8,700.00	48.21
03 - REG OF DEEDS	4,000.00	3,107.00	893.00	77.68
99 - MISC	0.00	14.97	-14.97	----
<b>006 - CONTRACTUAL</b>	<b>8,000.00</b>	<b>2,820.91</b>	<b>5,179.09</b>	<b>35.26</b>
01 - LEGAL	8,000.00	2,820.91	5,179.09	35.26
<b>009 - UNCLASSIFIED</b>	<b>3,858.00</b>	<b>3,858.00</b>	<b>0.00</b>	<b>100.00</b>
03 - KVCOG	3,858.00	3,858.00	0.00	100.00
<b>020 - CAPITAL EXP</b>	<b>1,000.00</b>	<b>946.66</b>	<b>53.34</b>	<b>94.67</b>
01 - COMPUTERS	1,000.00	946.66	53.34	94.67
<b>02 - TOWN HALL</b>	<b>14,530.00</b>	<b>6,079.65</b>	<b>8,450.35</b>	<b>41.84</b>
<b>002 - OPERATING EX</b>	<b>8,650.00</b>	<b>2,808.82</b>	<b>5,841.18</b>	<b>32.47</b>
02 - HEAT	3,500.00	665.28	2,834.72	19.01
03 - LIGHTS	4,150.00	2,133.54	2,016.46	51.41
16 - OTHER EQUIP	1,000.00	0.00	1,000.00	0.00
19 - FUEL	0.00	10.00	-10.00	----
<b>005 - HEALTH/SAFTY</b>	<b>780.00</b>	<b>353.76</b>	<b>426.24</b>	<b>45.35</b>
02 - WATER/SEWER	780.00	353.76	426.24	45.35
<b>007 - MAINTENANCE</b>	<b>5,100.00</b>	<b>2,917.07</b>	<b>2,182.93</b>	<b>57.20</b>
01 - BLDG/GROUNDS	5,100.00	2,917.07	2,182.93	57.20
<b>03 - PROTECTION</b>	<b>118,500.00</b>	<b>51,213.61</b>	<b>67,286.39</b>	<b>43.22</b>

# Expense Summary Report

ALL Departments

November

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>03 - PROTECTION CONT'D</b>				
<b>001 - PAYROLL</b>	<b>48,700.00</b>	<b>18,997.91</b>	<b>29,702.09</b>	<b>39.01</b>
15 - FICA/MEDICAR	48,700.00	18,997.91	29,702.09	39.01
<b>005 - HEALTH/SAFTY</b>	<b>69,800.00</b>	<b>32,215.70</b>	<b>37,584.30</b>	<b>46.15</b>
04 - STREET LIGHT	19,000.00	6,815.70	12,184.30	35.87
05 - HYDRANT RENT	50,800.00	25,400.00	25,400.00	50.00
<b>04 - FIRE</b>	<b>249,051.00</b>	<b>96,334.18</b>	<b>152,716.82</b>	<b>38.68</b>
<b>001 - PAYROLL</b>	<b>194,461.00</b>	<b>74,750.07</b>	<b>119,710.93</b>	<b>38.44</b>
01 - FULL TIME	126,649.00	53,940.29	72,708.71	42.59
02 - PART TIME	31,000.00	7,889.68	23,110.32	25.45
03 - OVERTIME	0.00	109.98	-109.98	----
10 - EMPLOYEE BEN	23,963.00	7,931.15	16,031.85	33.10
11 - VACATION	6,549.00	3,399.80	3,149.20	51.91
17 - TRAINING PAY	3,935.00	884.93	3,050.07	22.49
18 - HOLIDAY PAY	865.00	380.64	484.36	44.00
22 - SICK/COVER	1,500.00	213.60	1,286.40	14.24
<b>002 - OPERATING EX</b>	<b>22,840.00</b>	<b>7,024.13</b>	<b>15,815.87</b>	<b>30.75</b>
01 - TELEPHONE	1,500.00	794.33	705.67	52.96
02 - HEAT	5,500.00	245.57	5,254.43	4.46
03 - LIGHTS	3,300.00	1,224.98	2,075.02	37.12
06 - ADS/NOTICES	250.00	0.00	250.00	0.00
07 - DUES	80.00	0.00	80.00	0.00
13 - TRAINING	2,800.00	977.00	1,823.00	34.89
15 - CLEANING SUP	400.00	50.36	349.64	12.59
17 - LICENSE FEES	510.00	350.00	160.00	68.63
18 - MEDICAL SUP	3,600.00	1,517.51	2,082.49	42.15
19 - FUEL	3,200.00	1,598.40	1,601.60	49.95
20 - CLOTHING	1,000.00	265.98	734.02	26.60
35 - FIRE SUPP	600.00	0.00	600.00	0.00
37 - MISC SUPPLIE	100.00	0.00	100.00	0.00
<b>005 - HEALTH/SAFTY</b>	<b>950.00</b>	<b>261.66</b>	<b>688.34</b>	<b>27.54</b>
02 - WATER/SEWER	650.00	261.66	388.34	40.26
03 - FF MED EVAL	300.00	0.00	300.00	0.00
<b>006 - CONTRACTUAL</b>	<b>5,700.00</b>	<b>2,337.00</b>	<b>3,363.00</b>	<b>41.00</b>
14 - AMB/BILLING	5,700.00	2,337.00	3,363.00	41.00
<b>007 - MAINTENANCE</b>	<b>12,500.00</b>	<b>1,861.36</b>	<b>10,638.64</b>	<b>14.89</b>
01 - BLDG/GROUNDS	1,000.00	0.00	1,000.00	0.00
02 - EQUIPMENT	5,500.00	1,447.81	4,052.19	26.32
03 - VEHICLES	6,000.00	413.55	5,586.45	6.89
<b>020 - CAPITAL EXP</b>	<b>12,600.00</b>	<b>10,099.96</b>	<b>2,500.04</b>	<b>80.16</b>
05 - PAGERS	1,200.00	1,099.96	100.04	91.66
06 - RADIOS	1,400.00	0.00	1,400.00	0.00
08 - FIRE HOSE	1,000.00	0.00	1,000.00	0.00
35 - DUEL FREQ	9,000.00	9,000.00	0.00	100.00
<b>06 - POLICE</b>	<b>175,206.00</b>	<b>63,659.64</b>	<b>111,546.36</b>	<b>36.33</b>
<b>001 - PAYROLL</b>	<b>142,080.00</b>	<b>51,905.63</b>	<b>90,174.37</b>	<b>36.53</b>
01 - FULL TIME	102,650.00	33,233.95	69,416.05	32.38
02 - PART TIME	10,400.00	5,228.00	5,172.00	50.27
03 - OVERTIME	5,800.00	3,577.57	2,222.43	61.68
10 - EMPLOYEE BEN	19,164.00	2,545.23	16,618.77	13.28

# Expense Summary Report

ALL Departments

November

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>06 - POLICE CONT'D</b>				
11 - VACATION	2,660.00	3,878.93	-1,218.93	145.82
13 - SICK TIME	1,406.00	2,559.29	-1,153.29	182.03
18 - HOLIDAY PAY	0.00	882.66	-882.66	----
<b>002 - OPERATING EX</b>	<b>23,281.00</b>	<b>6,136.70</b>	<b>17,144.30</b>	<b>26.36</b>
01 - TELEPHONE	1,040.00	525.87	514.13	50.56
04 - PRINTING	630.00	0.00	630.00	0.00
06 - ADS/NOTICES	700.00	459.00	241.00	65.57
07 - DUES	350.00	50.00	300.00	14.29
10 - COPIER MAINT	100.00	0.00	100.00	0.00
11 - COPIER SUPPL	150.00	0.00	150.00	0.00
13 - TRAINING	2,431.00	297.23	2,133.77	12.23
16 - OTHER EQUIP	3,085.00	752.33	2,332.67	24.39
19 - FUEL	9,708.00	3,018.86	6,689.14	31.10
20 - CLOTHING	2,500.00	569.14	1,930.86	22.77
26 - EMPLOYEE TES	1,500.00	0.00	1,500.00	0.00
37 - MISC SUPPLIE	405.00	216.50	188.50	53.46
49 - PAGER	482.00	247.77	234.23	51.40
51 - OFFICE EQUIP	200.00	0.00	200.00	0.00
<b>003 - COMPUTER EXP</b>	<b>4,645.00</b>	<b>3,550.56</b>	<b>1,094.44</b>	<b>76.44</b>
01 - SOFTWARE	4,225.00	3,375.00	850.00	79.88
08 - INTERNET	420.00	175.56	244.44	41.80
<b>007 - MAINTENANCE</b>	<b>5,200.00</b>	<b>2,066.75</b>	<b>3,133.25</b>	<b>39.75</b>
02 - EQUIPMENT	1,700.00	442.00	1,258.00	26.00
03 - VEHICLES	3,500.00	1,624.75	1,875.25	46.42
<b>07 - HIGHWAYS</b>	<b>382,379.64</b>	<b>180,694.42</b>	<b>201,685.22</b>	<b>47.26</b>
<b>001 - PAYROLL</b>	<b>48,259.00</b>	<b>21,736.48</b>	<b>26,522.52</b>	<b>45.04</b>
01 - FULL TIME	30,059.00	9,033.06	21,025.94	30.05
02 - PART TIME	9,000.00	7,584.25	1,415.75	84.27
03 - OVERTIME	3,000.00	151.86	2,848.14	5.06
10 - EMPLOYEE BEN	6,200.00	1,752.29	4,447.71	28.26
11 - VACATION	0.00	1,576.35	-1,576.35	----
13 - SICK TIME	0.00	484.48	-484.48	----
18 - HOLIDAY PAY	0.00	1,154.19	-1,154.19	----
<b>002 - OPERATING EX</b>	<b>18,250.00</b>	<b>4,904.55</b>	<b>13,345.45</b>	<b>26.87</b>
01 - TELEPHONE	800.00	480.52	319.48	60.07
02 - HEAT	1,000.00	0.00	1,000.00	0.00
06 - ADS/NOTICES	500.00	163.20	336.80	32.64
13 - TRAINING	200.00	40.00	160.00	20.00
19 - FUEL	5,900.00	2,816.52	3,083.48	47.74
20 - CLOTHING	950.00	830.20	119.80	87.39
22 - TOOLS	400.00	225.31	174.69	56.33
32 - SALT/SHED MA	400.00	106.90	293.10	26.73
36 - RENT/HIRE	7,600.00	80.10	7,519.90	1.05
37 - MISC SUPPLIE	500.00	161.80	338.20	32.36
<b>006 - CONTRACTUAL</b>	<b>3,100.00</b>	<b>0.00</b>	<b>3,100.00</b>	<b>0.00</b>
02 - SWEEPING	1,800.00	0.00	1,800.00	0.00
03 - SIDEWALK	300.00	0.00	300.00	0.00
04 - GRADING	1,000.00	0.00	1,000.00	0.00
<b>007 - MAINTENANCE</b>	<b>5,500.00</b>	<b>3,530.55</b>	<b>1,969.45</b>	<b>64.19</b>
01 - BLDG/GROUNDS	500.00	216.92	283.08	43.38

# Expense Summary Report

ALL Departments

November

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>07 - HIGHWAYS CONT'D</b>				
02 - EQUIPMENT	5,000.00	3,313.63	1,686.37	66.27
<b>008 - ROAD MAINT</b>	<b>231,600.00</b>	<b>101,981.94</b>	<b>129,618.06</b>	<b>44.03</b>
01 - CULVERTS	4,000.00	3,213.85	786.15	80.35
02 - COLD PATCH	3,000.00	1,660.56	1,339.44	55.35
03 - STRIPING	500.00	158.90	341.10	31.78
04 - ROAD SIGNS	1,000.00	588.56	411.44	58.86
05 - LQD CALCIUM	2,000.00	2,035.00	-35.00	101.75
06 - GRAVEL	11,000.00	4,980.00	6,020.00	45.27
07 - PLOWING	180,000.00	63,333.33	116,666.67	35.19
08 - SALT	10,600.00	24,161.74	-13,561.74	227.94
10 - BRUSH/LIMBS	6,000.00	1,850.00	4,150.00	30.83
11 - DITCHING	8,500.00	0.00	8,500.00	0.00
12 - DRIVEWAYS	5,000.00	0.00	5,000.00	0.00
<b>020 - CAPITAL EXP</b>	<b>75,670.64</b>	<b>48,540.90</b>	<b>27,129.74</b>	<b>64.15</b>
20 - PAVING	12,332.05	0.00	12,332.05	0.00
31 - SAND SHED	36,338.59	21,540.90	14,797.69	59.28
36 - PLOW TRUCK	27,000.00	27,000.00	0.00	100.00
<b>08 - CODE ENFORCE</b>	<b>17,190.00</b>	<b>6,394.29</b>	<b>10,795.71</b>	<b>37.20</b>
<b>001 - PAYROLL</b>	<b>17,190.00</b>	<b>5,994.84</b>	<b>11,195.16</b>	<b>34.87</b>
02 - PART TIME	17,190.00	5,994.84	11,195.16	34.87
<b>002 - OPERATING EX</b>	<b>0.00</b>	<b>399.45</b>	<b>-399.45</b>	<b>----</b>
12 - TRAVEL	0.00	399.45	-399.45	----
<b>09 - PLAN BOARD</b>	<b>500.00</b>	<b>185.00</b>	<b>315.00</b>	<b>37.00</b>
<b>002 - OPERATING EX</b>	<b>500.00</b>	<b>185.00</b>	<b>315.00</b>	<b>37.00</b>
70 - PLANNING	500.00	185.00	315.00	37.00
<b>10 - LIBRARY</b>	<b>44,115.00</b>	<b>17,594.46</b>	<b>26,520.54</b>	<b>39.88</b>
<b>001 - PAYROLL</b>	<b>30,055.00</b>	<b>12,054.00</b>	<b>18,001.00</b>	<b>40.11</b>
02 - PART TIME	29,355.00	11,852.82	17,502.18	40.38
11 - VACATION	450.00	0.00	450.00	0.00
18 - HOLIDAY PAY	250.00	201.18	48.82	80.47
<b>002 - OPERATING EX</b>	<b>11,930.00</b>	<b>4,531.20</b>	<b>7,398.80</b>	<b>37.98</b>
01 - TELEPHONE	80.00	19.56	60.44	24.45
02 - HEAT	2,800.00	900.25	1,899.75	32.15
03 - LIGHTS	1,200.00	545.80	654.20	45.48
05 - POSTAGE	150.00	17.22	132.78	11.48
06 - ADS/NOTICES	50.00	0.00	50.00	0.00
07 - DUES	135.00	0.00	135.00	0.00
08 - SUPPLIES	1,100.00	377.17	722.83	34.29
10 - COPIER MAINT	600.00	412.62	187.38	68.77
12 - TRAVEL	100.00	64.49	35.51	64.49
13 - TRAINING	150.00	0.00	150.00	0.00
15 - CLEANING SUP	250.00	115.91	134.09	46.36
38 - BOOKS	4,115.00	1,756.82	2,358.18	42.69
39 - MAGAZINES	500.00	189.90	310.10	37.98
65 - CHILD/ADULT	200.00	0.00	200.00	0.00
99 - MISC	500.00	131.46	368.54	26.29
<b>003 - COMPUTER EXP</b>	<b>250.00</b>	<b>39.98</b>	<b>210.02</b>	<b>15.99</b>
04 - SUPPLIES/TAX	250.00	39.98	210.02	15.99

# Expense Summary Report

ALL Departments

November

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>10 - LIBRARY CONT'D</b>				
<b>005 - HEALTH/SAFTY</b>	<b>480.00</b>	<b>216.18</b>	<b>263.82</b>	<b>45.04</b>
02 - WATER/SEWER	480.00	216.18	263.82	45.04
<b>006 - CONTRACTUAL</b>	<b>500.00</b>	<b>204.00</b>	<b>296.00</b>	<b>40.80</b>
13 - CONTRACT MAT	500.00	204.00	296.00	40.80
<b>007 - MAINTENANCE</b>	<b>900.00</b>	<b>549.10</b>	<b>350.90</b>	<b>61.01</b>
01 - BLDG/GROUNDS	900.00	549.10	350.90	61.01
<b>11 - TRANSFER STA</b>	<b>360,469.00</b>	<b>144,802.19</b>	<b>215,666.81</b>	<b>40.17</b>
<b>001 - PAYROLL</b>	<b>99,072.00</b>	<b>39,544.55</b>	<b>59,527.45</b>	<b>39.91</b>
01 - FULL TIME	75,610.00	26,901.31	48,708.69	35.58
02 - PART TIME	5,200.00	1,450.56	3,749.44	27.90
03 - OVERTIME	1,000.00	0.00	1,000.00	0.00
10 - EMPLOYEE BEN	17,262.00	6,096.51	11,165.49	35.32
11 - VACATION	0.00	2,625.47	-2,625.47	----
13 - SICK TIME	0.00	725.36	-725.36	----
18 - HOLIDAY PAY	0.00	1,745.34	-1,745.34	----
<b>002 - OPERATING EX</b>	<b>51,953.00</b>	<b>15,915.15</b>	<b>36,037.85</b>	<b>30.63</b>
01 - TELEPHONE	0.00	19.80	-19.80	----
03 - LIGHTS	6,500.00	1,428.70	5,071.30	21.98
06 - ADS/NOTICES	250.00	0.00	250.00	0.00
07 - DUES	500.00	0.00	500.00	0.00
08 - SUPPLIES	550.00	85.33	464.67	15.51
12 - TRAVEL	596.00	184.68	411.32	30.99
15 - CLEANING SUP	116.00	69.47	46.53	59.89
16 - OTHER EQUIP	1,750.00	128.10	1,621.90	7.32
19 - FUEL	2,745.00	346.56	2,398.44	12.63
20 - CLOTHING	1,500.00	1,570.33	-70.33	104.69
22 - TOOLS	170.00	168.00	2.00	98.82
23 - BALER WIRE	833.00	528.15	304.85	63.40
24 - PLASTIC BAGS	420.00	300.00	120.00	71.43
27 - SAFETY EQUIP	435.00	250.00	185.00	57.47
29 - DEMO DEBRIS	25,678.00	6,881.32	18,796.68	26.80
30 - DEP FEE	275.00	228.00	47.00	82.91
31 - PUBLIC AWARE	75.00	75.00	0.00	100.00
37 - MISC SUPPLIE	6,235.00	3,187.71	3,047.29	51.13
42 - OIL REMOVAL	1,525.00	0.00	1,525.00	0.00
50 - SCALES -T.S.	600.00	0.00	600.00	0.00
52 - FREON REMOV	1,200.00	464.00	736.00	38.67
<b>006 - CONTRACTUAL</b>	<b>205,220.00</b>	<b>86,701.96</b>	<b>118,518.04</b>	<b>42.25</b>
06 - HAULING	44,220.00	18,757.41	25,462.59	42.42
07 - TIPPING	161,000.00	67,944.55	93,055.45	42.20
<b>007 - MAINTENANCE</b>	<b>4,224.00</b>	<b>2,640.53</b>	<b>1,583.47</b>	<b>62.51</b>
01 - BLDG/GROUNDS	700.00	47.91	652.09	6.84
02 - EQUIPMENT	3,524.00	2,592.62	931.38	73.57
<b>12 - UNCLASSIFIED</b>	<b>6,696.00</b>	<b>3,886.00</b>	<b>2,810.00</b>	<b>58.03</b>
<b>009 - UNCLASSIFIED</b>	<b>6,696.00</b>	<b>3,886.00</b>	<b>2,810.00</b>	<b>58.03</b>
04 - FAMILY VIO	1,060.00	0.00	1,060.00	0.00
05 - LEGION 186	225.00	0.00	225.00	0.00
07 - HEAD START	500.00	500.00	0.00	100.00
09 - SENIOR SPECT	1,886.00	1,886.00	0.00	100.00
12 - FOOD BANK	2,000.00	1,000.00	1,000.00	50.00

# Expense Summary Report

ALL Departments  
November

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>12 - UNCLASSIFIED CONT'D</b>				
13 - HOSPICE	500.00	500.00	0.00	100.00
26 - TRANSP KVCAP	525.00	0.00	525.00	0.00
<b>13 - DEBT SERVICE</b>	<b>59,979.00</b>	<b>48,278.75</b>	<b>11,700.25</b>	<b>80.49</b>
<b>010 - DEBT</b>	<b>44,485.00</b>	<b>40,531.75</b>	<b>3,953.25</b>	<b>91.11</b>
08 - FIRE STA PRI	37,100.00	37,100.00	0.00	100.00
09 - FIRE STA INT	7,385.00	3,431.75	3,953.25	46.47
<b>099 - INTER- GOV'T</b>	<b>15,494.00</b>	<b>7,747.00</b>	<b>7,747.00</b>	<b>50.00</b>
09 - FIRST PARK	15,494.00	7,747.00	7,747.00	50.00
<b>14 - ANIMAL CTRL.</b>	<b>11,105.00</b>	<b>2,627.10</b>	<b>8,477.90</b>	<b>23.66</b>
<b>002 - OPERATING EX</b>	<b>1,900.00</b>	<b>150.00</b>	<b>1,750.00</b>	<b>7.89</b>
08 - SUPPLIES	350.00	0.00	350.00	0.00
12 - TRAVEL	1,200.00	0.00	1,200.00	0.00
13 - TRAINING	200.00	0.00	200.00	0.00
49 - PAGER	150.00	150.00	0.00	100.00
<b>005 - HEALTH/SAFTY</b>	<b>580.00</b>	<b>0.00</b>	<b>580.00</b>	<b>0.00</b>
07 - ANIMAL SHOTS	280.00	0.00	280.00	0.00
09 - ANIMAL HOSP	300.00	0.00	300.00	0.00
<b>006 - CONTRACTUAL</b>	<b>3,900.00</b>	<b>800.00</b>	<b>3,100.00</b>	<b>20.51</b>
17 - ANIMAL CTRL	3,900.00	800.00	3,100.00	20.51
<b>009 - UNCLASSIFIED</b>	<b>4,725.00</b>	<b>1,677.10</b>	<b>3,047.90</b>	<b>35.49</b>
01 - HUMANE SOC	4,725.00	1,677.10	3,047.90	35.49
<b>16 - RECREATION</b>	<b>30,350.00</b>	<b>6,107.90</b>	<b>24,242.10</b>	<b>20.12</b>
<b>001 - PAYROLL</b>	<b>3,000.00</b>	<b>1,932.00</b>	<b>1,068.00</b>	<b>64.40</b>
02 - PART TIME	3,000.00	1,932.00	1,068.00	64.40
<b>002 - OPERATING EX</b>	<b>153.00</b>	<b>49.40</b>	<b>103.60</b>	<b>32.29</b>
03 - LIGHTS	153.00	49.40	103.60	32.29
<b>007 - MAINTENANCE</b>	<b>11,575.00</b>	<b>4,126.50</b>	<b>7,448.50</b>	<b>35.65</b>
01 - BLDG/GROUNDS	9,000.00	2,951.50	6,048.50	32.79
09 - TOILETS	1,575.00	900.00	675.00	57.14
10 - TREE WORK	1,000.00	275.00	725.00	27.50
<b>009 - UNCLASSIFIED</b>	<b>14,022.00</b>	<b>0.00</b>	<b>14,022.00</b>	<b>0.00</b>
14 - P.A.L.	13,000.00	0.00	13,000.00	0.00
23 - ADMIN BUDGET	154.00	0.00	154.00	0.00
31 - SNOWMOBILES	850.00	0.00	850.00	0.00
33 - FLEA MARKET	18.00	0.00	18.00	0.00
<b>020 - CAPITAL EXP</b>	<b>1,600.00</b>	<b>0.00</b>	<b>1,600.00</b>	<b>0.00</b>
12 - FENCING	700.00	0.00	700.00	0.00
15 - DUGOUTS	300.00	0.00	300.00	0.00
16 - BLEACHERS	600.00	0.00	600.00	0.00
<b>17 - GEN'L ASSIST</b>	<b>9,435.00</b>	<b>6,808.01</b>	<b>2,626.99</b>	<b>72.16</b>
<b>001 - PAYROLL</b>	<b>1,000.00</b>	<b>423.06</b>	<b>576.94</b>	<b>42.31</b>
20 - G.A. ADMIN	1,000.00	423.06	576.94	42.31
<b>002 - OPERATING EX</b>	<b>50.00</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00</b>
37 - MISC SUPPLIE	50.00	0.00	50.00	0.00
<b>011 - ASSISTANCE</b>	<b>8,385.00</b>	<b>6,384.95</b>	<b>2,000.05</b>	<b>76.15</b>
02 - HEATING FUEL	2,500.00	1,726.31	773.69	69.05

# Expense Summary Report

ALL Departments  
November

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>17 - GEN'L ASSIST CONT'D</b>				
03 - ELECTRICITY	1,000.00	1,523.47	-523.47	152.35
04 - RENT	3,200.00	3,110.17	89.83	97.19
05 - FOOD/PERSONA	600.00	25.00	575.00	4.17
06 - BURIAL	785.00	0.00	785.00	0.00
13 - TRAINING/TRA	300.00	0.00	300.00	0.00
<b>18 - DISPATCH</b>	<b>20,350.00</b>	<b>7,170.00</b>	<b>13,180.00</b>	<b>35.23</b>
<b>006 - CONTRACTUAL</b>	<b>20,350.00</b>	<b>7,170.00</b>	<b>13,180.00</b>	<b>35.23</b>
11 - DISPATCH FEE	12,000.00	6,000.00	6,000.00	50.00
12 - REG DISP FEE	8,350.00	1,170.00	7,180.00	14.01
<b>19 - INSURANCE</b>	<b>65,188.00</b>	<b>19,144.58</b>	<b>46,043.42</b>	<b>29.37</b>
<b>012 - INSURANCE</b>	<b>65,188.00</b>	<b>19,144.58</b>	<b>46,043.42</b>	<b>29.37</b>
01 - WORKER'S COM	20,602.00	2,915.85	17,686.15	14.15
02 - P.O. LIAB	7,945.00	3,230.00	4,715.00	40.65
03 - UNEMPLOYMENT	5,050.00	2,513.00	2,537.00	49.76
04 - VEHICLE INS.	8,054.00	3,904.00	4,150.00	48.47
05 - INS. DEDUCT.	10,000.00	317.73	9,682.27	3.18
06 - LIABILITY	13,537.00	6,264.00	7,273.00	46.27
<b>20 - CEMETERIES</b>	<b>14,000.00</b>	<b>5,210.41</b>	<b>8,789.59</b>	<b>37.22</b>
<b>001 - PAYROLL</b>	<b>3,500.00</b>	<b>1,790.00</b>	<b>1,710.00</b>	<b>51.14</b>
02 - PART TIME	1,000.00	0.00	1,000.00	0.00
23 - SEXTON	2,500.00	1,790.00	710.00	71.60
<b>006 - CONTRACTUAL</b>	<b>7,500.00</b>	<b>3,331.20</b>	<b>4,168.80</b>	<b>44.42</b>
09 - MOW & TRIM	7,500.00	3,331.20	4,168.80	44.42
<b>007 - MAINTENANCE</b>	<b>2,400.00</b>	<b>40.00</b>	<b>2,360.00</b>	<b>1.67</b>
04 - GROUNDS/LAND	2,400.00	40.00	2,360.00	1.67
<b>009 - UNCLASSIFIED</b>	<b>600.00</b>	<b>49.21</b>	<b>550.79</b>	<b>8.20</b>
17 - RIVERVIEW AS	600.00	49.21	550.79	8.20
<b>22 - INTER-GOVT</b>	<b>1,351,848.00</b>	<b>643,581.92</b>	<b>708,266.08</b>	<b>47.61</b>
<b>099 - INTER- GOV'T</b>	<b>1,351,848.00</b>	<b>643,581.92</b>	<b>708,266.08</b>	<b>47.61</b>
01 - COUNTY TAX	137,678.00	137,677.78	0.22	100.00
02 - SAD 49	1,214,170.00	505,904.14	708,265.86	41.67
<b>24 - COMMITTEES</b>	<b>500.00</b>	<b>142.39</b>	<b>357.61</b>	<b>28.48</b>
<b>016 - COMMITTEES</b>	<b>500.00</b>	<b>142.39</b>	<b>357.61</b>	<b>28.48</b>
02 - ECON DEV	250.00	0.00	250.00	0.00
03 - COM DEV	250.00	142.39	107.61	56.96
<b>99 - MISCELLANE</b>	<b>108,730.55</b>	<b>40,497.53</b>	<b>68,233.02</b>	<b>37.25</b>
<b>014 - OVERLAY</b>	<b>61,730.55</b>	<b>4,876.90</b>	<b>56,853.65</b>	<b>7.90</b>
01 - ABATEMENTS	61,730.55	4,876.90	56,853.65	7.90
<b>017 - TAX INC FIN</b>	<b>47,000.00</b>	<b>35,620.63</b>	<b>11,379.37</b>	<b>75.79</b>
01 - COOPER	47,000.00	35,620.63	11,379.37	75.79
<b>Final Totals</b>	<b>3,268,196.19</b>	<b>1,453,615.81</b>	<b>1,814,580.38</b>	<b>44.48</b>

# Revenue Summary Report

Department(s): ALL

November

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
<b>01 - ADMINISTRATION</b>	<b>2,819,410.55</b>	<b>2,287,167.68</b>	<b>532,242.87</b>	<b>81.12</b>
299 - PROPERTY TAXES	1,813,075.55	1,802,099.15	10,976.40	99.39
301 - INTEREST ON PROPERTY TAXES	12,000.00	3,449.02	8,550.98	28.74
302 - BANK INTEREST	10,000.00	6,435.86	3,564.14	64.36
303 - INTEREST ON CERTIF OF DEPOSIT	1,000.00	0.00	1,000.00	0.00
309 - BOAT EXCISE TAX	2,500.00	511.42	1,988.58	20.46
310 - MOTOR VEHICLE EXCISE TAX	440,000.00	205,745.84	234,254.16	46.76
311 - HUNTING & FISHING FEE	1,700.00	459.50	1,240.50	27.03
312 - RECREATIONAL VEHICLE FEES	900.00	234.00	666.00	26.00
313 - SNOWMOBILE REG. REIMBURSEMENT	1,700.00	0.00	1,700.00	0.00
314 - DOG FEES	400.00	79.00	321.00	19.75
315 - MOTOR VEHICLE AGENT FEES	13,000.00	4,691.00	8,309.00	36.08
316 - PROPERTY TAX LIEN COSTS & FEES	10,000.00	2,851.49	7,148.51	28.51
317 - CABLE TELEVISION FEES	10,000.00	6,056.65	3,943.35	60.57
319 - PLUMBING INSPECTIONS	2,500.00	1,275.00	1,225.00	51.00
320 - LAND USE/BUILDING PERMITS	700.00	270.00	430.00	38.57
321 - COPIER FEES	400.00	450.85	-50.85	112.71
322 - FAX MACHINE FEES	200.00	199.50	0.50	99.75
323 - VITAL RECORD FEES	1,800.00	1,275.00	525.00	70.83
324 - RENTAL OF BANQUET HALL	1,800.00	1,090.00	710.00	60.56
330 - TREE GROWTH REIMBURSEMENT	11,700.00	0.00	11,700.00	0.00
331 - VETERAN REIMBURSEMENT	1,200.00	1,031.00	169.00	85.92
333 - GENERAL ASSISTANCE REIMBURSE	4,500.00	2,115.02	2,384.98	47.00
334 - STATE REVENUE SHARING	325,000.00	135,160.30	189,839.70	41.59
335 - HOMESTEAD EXEMPTION REVENUE	81,735.00	67,740.00	13,995.00	82.88
336 - CONCEALED WEAPONS PERMIT FEES	150.00	45.00	105.00	30.00
337 - ROAD ASSISTANCE	66,000.00	33,474.00	32,526.00	50.72
341 - ANIMAL CONTROL OFFICER FEES	0.00	98.00	-98.00	----
344 - ROAD POLE FEES	0.00	8.00	-8.00	----
348 - BOUNCED CHECK FEES	0.00	20.00	-20.00	----
350 - FIRST PARK INCOME DISTRIBUTION	3,950.00	6,731.57	-2,781.57	170.42
999 - MISCELLANEOUS REVENUES	1,500.00	3,571.51	-2,071.51	238.10
<b>04 - FIRE DEPARTMENT</b>	<b>80,500.00</b>	<b>39,718.11</b>	<b>40,781.89</b>	<b>49.34</b>
001 - AMBULANCE FEES	80,500.00	39,718.11	40,781.89	49.34
<b>06 - POLICE DEPARTMENT</b>	<b>0.00</b>	<b>20,455.00</b>	<b>-20,455.00</b>	<b>----</b>
001 - POLICE DEPT FEES	0.00	1,925.00	-1,925.00	----
010 - COPS GRANT INCOME	0.00	18,500.00	-18,500.00	----
999 - MISCELLANEOUS REVENUES	0.00	30.00	-30.00	----
<b>10 - LIBRARY</b>	<b>1,000.00</b>	<b>281.25</b>	<b>718.75</b>	<b>28.13</b>
002 - BOOK SALES	50.00	0.00	50.00	0.00
003 - COPIER & FAX FEES	300.00	121.80	178.20	40.60
004 - DONATIONS	50.00	17.10	32.90	34.20
006 - FINES	300.00	98.80	201.20	32.93
007 - NON-RES INTER LIBRARY LOANS	150.00	43.55	106.45	29.03
009 - REPLACEMENT CARDS	50.00	0.00	50.00	0.00
999 - MISCELLANEOUS REVENUES	100.00	0.00	100.00	0.00
<b>11 - TRANSFER STATION/RECYCLING</b>	<b>240,000.00</b>	<b>117,296.80</b>	<b>122,703.20</b>	<b>48.87</b>
001 - TRANSFER STATION FEES	2,000.00	483.23	1,516.77	24.16
002 - RECYCLING INCOME	25,000.00	14,211.45	10,788.55	56.85
003 - PENOBSCOT ENERGY RECOV CREDIT	53,000.00	26,264.59	26,735.41	49.56

# Revenue Summary Report

Department(s): ALL

November

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
<b>11 - TRANSFER STATION/RECYCLING CONT'D</b>				
004 - BENTON ADMINISTRATIVE FEE	4,800.00	2,400.00	2,400.00	50.00
005 - BENTON TRANSFER STATION COSTS	82,000.00	39,666.48	42,333.52	48.37
006 - TIPPING FEES	28,000.00	0.00	28,000.00	0.00
007 - DEMOLITION DEBRIS FEES	35,000.00	13,600.12	21,399.88	38.86
009 - METAL RECYCLING	4,000.00	6,014.19	-2,014.19	150.35
010 - FEES FOR USE OF SCALES	200.00	45.00	155.00	22.50
011 - BRUSH	5,000.00	12,670.60	-7,670.60	253.41
999 - MISCELLANEOUS REVENUES	1,000.00	1,941.14	-941.14	194.11
<b>19 - TOWN INSURANCE</b>	0.00	3,265.00	-3,265.00	----
001 - WORKER'S COMP PREM REFUND	0.00	939.00	-939.00	----
002 - UNEMPLOYMENT PREMIUM REFUND	0.00	1,574.00	-1,574.00	----
003 - PROPERTY & CASUALTY REFUND	0.00	752.00	-752.00	----
<b>20 - CEMETERY MAINTENANCE</b>	1,500.00	1,447.62	52.38	96.51
001 - CEMETERY FEES	900.00	1,300.00	-400.00	144.44
002 - INVESTMENT INCOME	600.00	147.62	452.38	24.60
<b>Final Totals</b>	<b>3,142,410.55</b>	<b>2,469,631.46</b>	<b>672,779.09</b>	<b>78.59</b>

# AGENDA

## ITEM

8. b.

TOWN OF CLINTON,  
plaintiff

v.

ORDER OF COURT

JAMES WELLS, JR.,  
defendant

The Clerk brought this matter to the attention of the undersigned on November 27, 2007, in connection with a letter written to Judge Tucker from the plaintiff's code enforcement officer concerning the payment schedule defendant was placed on to pay the fine ordered by Order dated 10/11/07. That Order states that if the fine is not paid by 11/13/07, that post-judgment interest accrues on the fine and that the Town may seek an "execution" on the amount due.

The defendant came into court on 10/17/07 and testified as to his inability to pay the fine in full, his monthly income, and based upon his testimony the Court put defendant on a payment schedule. The payment schedule does not alter the right of the Town to receive interest on the amount due or seek an "execution" on the amount due.

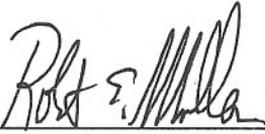
The Town apparently believes that defendant has more of an ability to pay the fine than what was testified to in court on 10/17/07. Accordingly, the matter is set for hearing on whether the defendant was truthful to the Court regarding his income/ability to pay the fine on January 24, 2008 at 1:00 p.m.. On that date and time the Town will appear as well as the defendant prepared to prove what the defendant's ability is to pay the fine quicker than what defendant testified to on 10/17/07.

The Town has also alleged that defendant was ordered to "clean up his property" but has failed to do so. The undersigned has reviewed the prior judgments of the Court (*Tucker, J.*) and does not find any provision in the order(s) requiring defendant to abate or correct the situation. The Town shall be

prepared at the hearing above to cite what authority it is basing its contention that defendant has failed to follow a court order.<sup>1</sup>

The Clerk is directed to incorporate this by reference into the docket for this case, pursuant to Rule 79(a), Maine Rules of Civil Procedure.

Date: November 29, 2007

BY   
\_\_\_\_\_  
Robert E. Mullen, District Court Judge

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<sup>1</sup> This does not mean that the Court countenances any continued violations of law on the part of defendant, only that there may not have been a requirement to abate the situation imposed by the presiding judge. The Town is obviously free to file another lawsuit against the defendant for violations of law.

# AGENDA

## ITEM

9.a.

## E. NOTICE – GRANT ADMINISTRATION REQUIREMENT

Communities must employ a certified CDBG Grant Administrator and in the case of Housing Rehabilitation a certified Rehabilitation Technician (as employees or consultants). The Director, Office of Community Development must approve waivers of this requirement in writing. All planning activities including Community Planning Grants are exempt from this requirement.

## F. PROGRAM TIMEFRAME

Application deadlines – All applications and Letters of Intent must be received at the physical location of the Office of Community Development by 4:00PM EST on the dates listed below:

<b>Program</b>	<b>Letter of Intent Due Date (All dates are “on or before”)</b>	<b>Application Due Date</b>
Public Facilities	December 7, 2007	January 18, 2008
Public Infrastructure	December 7, 2007	January 18, 2008
Economic Development (Rd 1)	January 4, 2008	March 7, 2008
Economic Development (Rd 2)	April 4, 2008*	June 6, 2008
Economic Development (Rd 3)	June 13, 2008*	August 8, 2008
Downtown Revitalization	January 4, 2008	February 15, 2008
Community Enterprise	January 4, 2008	February 15, 2008
Housing Assistance	January 11, 2008	February 29, 2008
Public Service	January 25, 2008	March 7, 2008
Non-Profit Development	N/A	February 15, 2008
Community Planning (Rd 1)	N/A	April 4, 2008
Community Planning (Rd 2)	N/A	August 1, 2008
Urgent Need	N/A	Beginning on March 7, 2008
Interim Financing	N/A	Open – by invitation only
Special Projects Matching Fund	N/A	Open – by invitation only

**\* April 4, 2008 and June 13, 2008 Economic Development Program Letter of Intent dates are subject to funding availability.**



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## News

**you are here:** [HOME](#) > [News](#) > Letters of Intent to Apply for 2008 CDBG Public Service, Public Facilities, Public Infrastructure, Downtown Revitalization, Community Enterprise and Housing Assistance Grant Programs are On-line now!

October 16, 2007

### **Letters of Intent to Apply for 2008 CDBG Public Service, Public Facilities, Public Infrastructure, Downtown Revitalization, Community Enterprise and Housing Assistance Grant Programs are On-line now!**

All communities wishing to apply for the 2008 CDBG Public Service, Public Facilities, Public Infrastructure, Downtown Revitalization, Community Enterprise and Housing Assistance Programs must submit a Letter of Intent (LOI) to OCD. The due date for the Letters of Intent are no later than 4:00PM according to the schedule below:

Public Facilities: December 7, 2007

Public Infrastructure: December 7, 2007

Downtown revitalization: January 4, 2008

Community Enterprise: January 4, 2008

Housing Assistance: January 11, 2008

Public Service: January 25, 2008

This Letter of Intent will document compliance with requirements established by Title I of the Housing and Community Development Act of 1973, as amended and the State of Maine CDBG program. Applicants who submit a completed Letter of Intent and demonstrate compliance with CDBG program benchmarks will be notified by OCD that they are eligible to submit a final application. Eligibility to submit a final application does not imply final project approval or funding.

To download a copy of the Letter of Intent to Apply:

1. Go to the OCD website at [www.meocd.org](http://www.meocd.org)
2. Click on "Forms and Materials"
3. Click on "Application Materials"
4. Scroll down the Community Development list until you find the 2008 PF, PI, DR, HA and PS Letter of Intent to Apply.
5. Scroll down the Economic Development list until you find the 2008 CE Letter of Intent to Apply.

Search this sit

6. The Letter of Intent to Apply for the 2008 Economic Development Program will be available on this website shortly.

7. Refer to the specific CDBG program application documents for more information and to confirm the final application due dates.

For more information contact OCD at:

Phone: (207) 624-7484

TTY: 1-800-437-1220

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*A Program of the*  
Maine Department of Economic and Community Development



State of Maine  
 Community Development Block Grant Program  
 2008 Community Enterprise Program  
**Letter of Intent to Apply**

(Due at DECD on or before January 4, 2008, 4:00 p.m.)

All communities wishing to apply for a 2008 Community Enterprise Grant must use this Letter of Intent to document compliance with requirements established by Title I of the Housing and Community Development Act of 1974, as amended and the State of Maine CDBG program. Applicants who submit a completed Letter of Intent and demonstrate meeting a CDBG National Objective will be notified by OCD that they are eligible to submit a final application. Eligibility to submit a final application does not imply final project approval or funding.

**A. APPLICANT ELIGIBILITY**

**1. Legal Applicant:**

Applicant:		Phone:	
Address:		Fax:	
City, ZIP:		E-Mail:	
Chief Official:			
Census Tracts #(s) Where Proposed Activities Will Occur:			

**2. Applying on Behalf of Sub-Grantee (if applicable): (e.g.: Non-Profit)**

Sub-Grantee:		Phone:	
Address:		Fax:	
City, ZIP:		E-Mail:	
Agency Rep:		Title	

**3. Engineer/Architect consulted for project & providing cost estimates:**

Name:		Phone:	
Firm:		Fax:	
Address:		E-Mail:	
City, ZIP:			

**B. ELIGIBLE ACTIVITY CATEGORIES**

Place an "X" to the left of the CE categories for which this Intent to Apply is being made:

<input type="checkbox"/>	<b>1. Micro-Enterprise Assistance</b>
<input type="checkbox"/>	<b>2. Business Façade Grants</b>
<input type="checkbox"/>	<b>3. Streetscapes</b>



Check all applicable boxes below indicating how the National Objectives will be met and attach all required documentation listed in the appropriate box.

BENEFITTING LOW-TO-MODERATE INCOME PERSONS (IMI)	
<input checked="" type="checkbox"/>	<b>Community-Wide LMI National Objective</b> Attach Census Figures indicating 51% or more of the community is LMI along with a completed <u>Beneficiary Profile</u> OR recent survey materials meeting the requirements set forth in OCD Policy Letter Number 19 and Income Survey Methodology Handbook.)
<input checked="" type="checkbox"/>	<b>Target Area LMI National Objective</b> Attach Census Figures indicating 51% or more of the target area is LMI along with a completed <u>Beneficiary Profile</u> OR recent survey materials meeting the requirements set forth in OCD Policy Letter Number 19 and Income Survey Methodology Handbook.)
<input checked="" type="checkbox"/>	<b>Limited Clientele LMI National Objective</b> Attach written documentation that the proposed CDBG activity will serve only LMI persons or a HUD recognized Limited Clientele group as set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570 and the State of Maine CDBG Program.
ELIMINATION OF SLUMS AND BLIGHTING CONDITIONS	
<input checked="" type="checkbox"/>	<b>Elimination or Prevention of Slums and Blight on an Area-Wide Basis</b> Attach completed Slum & Blight Declaration meeting the requirements of Maine State Statute 30-A, Chapter 205, Section 5202 and regulations set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570.
<input checked="" type="checkbox"/>	<b>Elimination or Prevention of Slums and Blight on a Spot Basis</b> Attach completed Spot Blight Designation form and required attachments which meets regulations set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570.

## Applicant Certifications

- a. To the best of my knowledge and belief, the information in this Letter of Intent and all attached documentation is true and correct;
- b. This pre-application complies with all applicable State and federal laws and regulations; and
- c. Approval of this Letter of Intent by OCD to submit a final application does not imply final project approval or funding.

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Signature of Chief Executive Officer                      Name of Community                      Date: mm/dd/year

The demographic information is garnered from local survey forms and the Benefit Data Worksheet on Page 24 of the Survey Methodology Handbook or, for HUD listed 51% LMI communities or contiguous census tracts, from U.S. Census Data. You may access this data for your community online at <http://www.census.gov/prod/cen2000/dp1/2kh23.pdf>

1. Community: \_\_\_\_\_ Date: \_\_\_\_\_
2. Name of Target Area: \_\_\_\_\_ (If community-wide, state "same as above")
3. Description of Target Area: \_\_\_\_\_  
\_\_\_\_\_
4. Census Tracts #(s) contained in Survey Area (whole or partial): \_\_\_\_\_  
\_\_\_\_\_

**5. POPULATION**

- a. Total Population \_\_\_\_\_
- b. Total Persons at or below 80% of county median income \_\_\_\_\_
- c. Total Persons above 80% of county median income \_\_\_\_\_

**6. FAMILY RACE** (Indicate total estimated persons for each racial group from Benefit Data Worksheet on Page 24; for town-wide surveys or contiguous census tracts use data from U.S. Census web site listed above.)

Racial Group	At or below 80%	80% Plus
White		
Black/African American		
Asian		
Native Hawaiian/Other Pacific Islander		
American Indian/Alaskan Native		
Asian & White		
American Indian/Alaskan Native & White		
Black/African American & White		
American Indian/Alaskan Native & Black/African American		
Other		

**7. DEMOGRAPHICS** (Indicate total estimated persons for each demographic group from Benefit Data Worksheet on Page 24; for town-wide surveys or contiguous census tracts use data from U.S. Census web site listed above.)

Demographic Group	At or below 80%	80% Plus
Total Number of Elderly		
Total Number of Severely Disabled		
Total Female Heads of Households		

8. Date Submitted: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

- Line 1** State name of community.
- Line 2** Give name of target area; state "same as above if community-wide.
- Line 3** Give a brief description of target area.
- Line 4** List all Census Tracts contained in the target area
- Line 5a** In regard to a target area; use the estimated total number of persons on line 15 of the Low to Moderate Income Worksheet contained on Page 19. In regard to the entire Town or City being the target area, use the latest census information.
- Line 5b** In regard to a target area; use the total estimated number of persons at or below 80% of county median income from the CDBG Benefit Data Worksheet on Page 24. In regard to the entire Town/City being the target area, use the latest census information.
- Line 5c** In regard to a target area; use the total estimated number of persons above 80% of county median income from the CDBG Benefit Data Worksheet on Page 24. In regard to the entire Town/City being the target area, use the latest census information.
- Line 6** In regard to a target area; use the electronically generated figures for all racial groups from the Low to Moderate Income Worksheet contained on Page 19. In regard to the entire Town/City being the target area, use the latest census information.
- Line 7** In regard to a target area; use the electronically generated figures for all demographic groups from the Low to Moderate Income Worksheet contained on Page 19. In regard to the entire Town/City being the target area, use the latest census information.
- Line 8** Sign, date and indicate the title of the Beneficiary Profile signatory.

## B. COMMUNITY ENTERPRISE GRANT PROGRAM

The Community Enterprise Grant (CE) Program provides grant funds to assist in innovative solutions to problems faced by micro-businesses, promote business façade programs and make streetscape improvements in downtown and village areas. Assistance to businesses may be in the form of grants or loans at the discretion of the community.

1. **Threshold Criteria and Program Requirements:** CE Program funds will be distributed through an annual grant application selection process.

### (a) Eligible Activities:

(i) Eligible activities under the Micro-Enterprise Grant/Loan category are grants or loans to for-profit businesses, façade grants to for-profit or non-profit businesses for exterior improvements, including signage, painting, siding, awnings, lighting, display windows and other approved exterior improvements (**interior improvements are not allowed**) and streetscapes including pocket parks, benches, street lighting, tree plantings, signage, traffic calming improvements, sidewalks and other approved improvements; eligible planning activities necessary to complete the Project Development Phase. **Sewer, water, storm drainage, parking, roads or streets and other infrastructure improvements and buildings solely for residential use are not eligible. All streetscape improvements must take place on publicly owned property.**

(b) **Downtown Revitalization Program Prohibition** - Communities applying for a CE grant may not apply for, receive, or benefit from a Downtown Revitalization Program (DR) grant in the same program year.

(c) **Maximum CE Grant Amount: \$150,000** - Applicants may apply to address one or any combination of eligible activities listed in Section H (1) (a) above but are limited to a total of \$150,000 in CE funds.

### (d) Maximum Amount of Community Enterprise Grant/Loan Assistance to Businesses:

(i) Micro-Enterprise Grant/Loan: \$25,000

(ii) Business Façade Grant: \$25,000

### (e) Project Benefit:

(i) **Micro-Enterprise Grant/Loan:** Existing or developing businesses that have, or will have five or fewer employees, one of whom owns the enterprise, and whose family income is LMI will meet the project benefit. Employees are not considered in meeting project benefit.

(ii) **Business Façade Grants:** Project benefit will be met when exterior improvements and signage on an existing business take

place in a designated slum/blight area, or documentation exists that a business qualifies under a spot blight basis.

**(iii) Streetscapes:** Project benefit will be met when streetscapes take place in a designated slum/blight area or the applicant community where the project will take place is 51% or greater LMI as determined by HUD and the U.S. Census.

## 2. Special Program Requirements

**(a) Demonstration of National Objective:** Applicants must demonstrate that the project meets the National Objective of 1) benefiting 51% or greater low/moderate income persons, 2) preventing or eliminating slum or blighting conditions, or 3) existing or developing businesses that have, or will have five or fewer employees, one of whom owns the enterprise, and whose family income is LMI. Census information, a certified target area survey, an officially adopted declaration of slum/blight conditions conforming to the requirements of MRSA Title 30-A, Chapter 205, 5202 and HUD, or assurances of spot blight designation or micro-enterprise eligibility must be submitted to OCD. ***These demonstrations must be made as part of the Letter of Intent and Verification of CDBG National Objective submitted to OCD on or before 4:00pm on Friday January 4, 2008.***

**3. Selection Process:** The selection process will consist of three phases; a letter of intent, an application phase and a project development phase.

**(a) Letter of Intent and Verification of CDBG National Objective:** All communities wishing to submit a DR application must submit a Letter of Intent and Verification of CDBG National Objective to OCD on or before 4:00PM on Friday January 4, 2008 according to the requirements set forth in the 2008 DR application package.

**(b) Application:** The maximum length of an application is **four pages, not counting required attachments**. The application deadline for the CE Program is 4:00PM on February 15, 2008. Each application will be rated in relation to all others in a two-stage process.

**Stage 1: Review Team Analysis** – Members of the five-person OCD Review Team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area. A maximum of 100 points is obtainable.

**(i) Impact (40 points):**

\*State the problems then present the scope and magnitude of the identified problems. – 6 points

\*Explain how the problems negatively impact the local economy and the viability of existing downtown or village area. – 8 points

\*Clearly define how the problems negatively affect LMI persons and/or contribute to slum/blight conditions. – 10 points

\*Describe the obstacles to overcoming the identified problems. – 6 points

\*Explain why CE funds are necessary for the project; describe efforts to secure other grant or loan funds, and tell why they are not available locally to assist businesses or local government with their development and site improvement needs. – 10 points

**(ii) Development Strategy (40 points):**

\*List the specific activities to be undertaken in the project. For streetscapes include location, size and design features. – 5 points

\*Identify the specific use of CE funds and the specific tasks or activities to be funded with each other source of funds. – 5 points

\*Provide Identification and description of potential business grant/loan applicants and their needs; or provide details of how areas in need of streetscape improvements were identified and prioritized. – 5 points

\*Explain how the CE project will stimulate business in the downtown or village area and assist in improving the area's long-term viability. – 6 points

\*Describe how the CE funded activities will have a positive impact on LMI persons and/or on alleviation of the slum/blight conditions. – 6 points

\*Provide a project timeline; list activities or actions completed to date. – 4 points

\*Describe the capacity and experience of the administrator to market and conduct a grant/loan program or streetscape improvement effort; and describe how CE funds will be expended in a timely manner. – 5 points

\*Budget Summary Review – 4 points

**(iii) Citizen Participation (20 points):**

\*Effective use of any media (newspapers, radio, TV, etc) to further public awareness and participation. – 4 points

\*Relevance of listed meeting/hearing activities/comments (not counting required public hearing) and the overall citizen participation process in application and project development. – 4 points

\*Involvement of downtown and local businesses, Chambers of Commerce, development groups or other business related

organizations in identification of problems and development of the application and project. – 4 points

\*Involvement of potential LMI project beneficiaries in development of the application and project and how the required public hearing relates to the application development and citizen participation process. – 4 points

\*How other local resources (cash and in-kind) are directly related to the project and the establishment of a cash value equivalent for all in-kind commitments. – 4 points

**Stage 2: Final Application Score** – Each application will receive a Final Application Score consisting of dropping the highest and lowest Review Point Totals and adding the average of the remaining three Review Point Totals. Starting at the top of the scoring list, applicants will be invited to proceed to the Project Development Phase as funds allow. There is no minimum Final Application Score required for an application to be considered for funding.