

TOWN OF WINSLOW, MAINE
TOWN COUNCIL MEETING
AGENDA
Monday, April 10, 2023 at 6:00 pm.
Meeting will be at the Winslow Public Library
136 Halifax Street in Winslow

*Meeting will be held open to the public and streamed live on Facebook.
The Vimeo streaming link will be posted online prior to the meeting.*

REGULAR COUNCIL MEETING

1. Recite the Pledge of Allegiance
2. Roll Call
3. Approval of Minutes of Previous Meetings:
 - March 13, 2023
4. Communications:
 - Employee Recognition
Fire Department
 - Nick Champagne, KSTD – update on biosolids disposal
 - Boards/Committee Appointment: Kim Clifton-Board of Assessment Review
5. Reports of Committees and Commissions:
 - A. Town Manager's Report
 - B. Department Reports
 - C. Finance Committee Report (Treasurer's Warrants)
 - D. Financial Report

PUBLIC COMMENT

- Letter from Shantara Polizzi regarding property maintenance ordinance

TABLED BUSINESS

None

OLD BUSINESS

None

NEW BUSINESS

1. Order #16-2023
Providing for: Authorization for the Town Manager to sign the amended agreement between the Town of Winslow and the Maine Public Employees Retirement System effective July 1, 2023.
2. Order #17-2023
Providing for: Authorization for the Town Manager to contract with Hank Farrah Consulting for an amount not to exceed \$14,000 for pre-audit services for the FY2023 year end audit.
3. Order #18-2023
Providing for: Authorization for the Town Manager to execute an agreement for HR & Labor Legal Services with the firm of Preti Flaherty per the attached proposal and engagement letter.

DISCUSSION ITEMS

- Spirit of America
- Uncollected Ambulance Fees
- Bank Services
- PSAP Services

EXECUTIVE SESSION

Motion to enter into Executive Session pursuant to 1 M.R.S.A. Subsection 405(6) (A); Personnel Matters..

ADJOURN

**TOWN OF WINSLOW, MAINE
TOWN COUNCIL MEETING
MINUTES
Monday, March 13, 2023, at 6:00 p.m.**

REGULAR COUNCIL MEETING

1. Recite the Pledge of Allegiance

2. Roll Call

Attendance was taken with the following Town Councilors present Peter Drapeau, Dale Macklin, Jerry Quirion, Ray Caron, Joseph Gravel, Jeff West, and Lee Trahan.

Also present: Town Manager Erica LaCroix, Interim Town Clerk Audra Fleury, Police Chief Leonard Macdaid, Public Works Director Paul Fongemie, School Superintendent Peter Thiboutot, Planning Board Chair Gary Owen, Brandon Roberge, Elery Keene, Kim Clifton

A moment of silence was observed in memory of Benjamin Twitchell, a longtime resident and former Town Councilor who passed away on February 24, 2023.

3. Approval of Minutes of Previous Meetings:

- February 13, 2023

Motion by Mr. Quirion to approve the minutes as presented; motion seconded by Mr. West.

Roll Call Vote:

Y Dale Macklin
Y Jerry Quirion
Y Ray Caron
Y Joseph Gravel
Y Jeff West
Y Lee Trahan
Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

4. Communications:

- Employee Recognition-Audra Fleury has stepped into the Interim Town Clerk position and is still helping with Code and Assessing, doing both jobs exceedingly well.
- Housing TIF-Newman Homes/Brandon Roberge, Benton Ave
Brandon Roberge from Newman Homes presented to the Council. They would like to build 18 3-bedroom 2 bathroom affordable/low-income apartments on the corner of Benton and Heywood. The property would include a club house and playground for residents and guests. Also, a portion of the property will be subdivided and leased to a daycare that would provide subsidized daycare. They would like a TIF from the town to help with the project.

OLD BUSINESS

6. Order No. 05-2023

Providing for: Issuance of up to \$6,800,000.00 of the Town's General Obligation Bonds to finance upgrades to the Chaffee Brook Pump Station.

Motion by Mr. Quirion to approve Order No. 05-2023; motion seconded by Mr. West.

Roll Call Vote:

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

7. Order No. 06-2023

Providing for: Authorization for the Public Works Director to approve the attached amendment to the Sunset Heights design agreement with Wright-Pierce for a cost not to exceed \$250,000.

Motion by Mr. Quirion to approve Order No. 06-2023; motion seconded by Mr. West.

Roll Call Vote:

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

8. Order No. 07-2023

Providing for: Authorization for the Town Manager to advertise for a Public Works Foreman with a target start date of April 1, 2023, and to appropriate \$20,000 from unanticipated FY2023 revenue to fund the position.

Motion by Mr. Quirion to approve Order No. 07-2023; motion seconded by Mr. West.

Roll Call Vote:

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

12. Order No. 12-2023

Providing for: Adoption of the attached Job Description for the Public Safety Director position for the newly created Public Safety Department.

Motion by Mr. West to approve Order No. 08-2023; motion seconded by Mr. Trahan.

Roll Call Vote:

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

NEW BUSINESS

13. Order No. 14-2023

Providing for: Authorization for the Town Manager to appropriate \$80,000 to Elementary School Property (1500502-55404) for the purposes of purchasing abutting property in front of the school identified as Winslow Map/Lot #019-27 from KRDP, LLC as follows: \$41,200 from Sale of Town Property (1100004-41419) and \$38,800 from Budgeted use of Surplus (1100004-41418).

Order was already voted on (13-2023) however accounts were incorrect.

Motion by Mr. West to approve Order No. 14-2023; motion seconded by Mr. Trahan.

Roll Call Vote:

Y Dale Macklin

N Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by 6-1

Motion by Mr. Drapeau to waive the second reading of Order No. 14-2023; motion seconded by Mr. West.

Roll Call Vote:

Y Dale Macklin

N Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approve passed by 6-1.

DISCUSSION ITEMS

- **Agriculture Committee Fall Festival**
The Agriculture Committee is putting on a fair to prompt agriculture in Winslow, like gardening and farming. The tentative date is October 21, 2023, at Fort Halifax Park. The Committee would like to be financially self-sufficient but are unsure since this is the first year. Questions about liability insurance for vendors on Town property, there may be an insurance vendors can purchase through MMA.
- **Cushman Road Sewer**
The repaving of Cushman Road is currently out for bid and 2000 feet of clay tiles pipe sewer line should be replaced while the road is being worked on. There is currently no funding, Public Works Director Paul Fongemie
- **Question asked by Mr. Quirion to Public Works Director Paul Fongemie regarding the 107 store on Clinton Ave, they would like to pave their parking lot and would like a portion of Clinton Ave paved as well. Currently Clinton Ave is not on the budget for repaving.**

EXECUTIVE SESSION

None.

ADJOURN

Motion by Mr. Macklin to adjourn; motion seconded by Mr. West.

Motion passed by unanimous vote 7-0.

Meeting adjourned at 6:58 p.m.

Respectfully submitted by,
Audra Fleury, Interim Town Clerk

TOWN OF WINSLOW

114 BENTON AVENUE, WINSLOW ME 04901

APPOINTMENT APPLICATION

The Town of Winslow maintains a list of residents who are interested in serving on boards and committees. For this purpose, the Town Council invites residents to complete an application.

NAME Kim Clifton

DATE 2 / 28 / 2023

ADDRESS 19 Chickadee Trl MAILING

ADDRESS Winslow Me 04901

HOME PHONE 2074167750 CELL PHONE same WORK

PHONE 2072480850

Email maine40901@gmail.com

WHERE EMPLOYED PFG Northcenter

HOW LONG A WINSLOW RESIDENT? 14 years

Please indicate any special qualifications or experience that may be helpful to the board or committee
or you can attach your resume.

Signature Kim A Clifton

COMMITTEES AND BOARDS ARE LISTED ON THE BACK OF THIS FORM

Kim A. Clifton
19 Chickadee Trail
Winslow, Me. 04901
207-416-7750

PFG NorthCenter

2002- Present

Significant management experience in credit and collections for the nation's No. 2 wholesale food distributor. My industry expertise, knowledge and commitment to corporate growth and profitability in establishing credit terms and managing accounts receivable to control exposure while supporting sales strategies has made me a major contributor to the company's bottom line. Highly motivated with exceptional leadership and administrative abilities along with well developed communication and public relation skills used in dealing with internal and external customers.

ACHIEVEMENTS

Consistently keep bad debt write-offs well below industry standards.

Consistently meet or exceed company DSO goals.

Exceptional results in bad debt recovery.

EXPERIENCE

PFG NorthCenter Augusta, ME 2002

Credit Manager

Monitor the accounts of 5800 active customers with an accounts receivable of \$25,000,000.00.

- Investigate and assess all credit applications and establish appropriate terms and credit limits for the customers of 90 Account Managers servicing Maine, New Hampshire, Massachusetts and Vermont.

Manage all functions of accounts receivable, cash application and credit collections including supervision of 5 staff associates. - Developed and manage internal credit and collection policies and procedures to minimize exposure and risk of receivables and maximize

efficiencies Responsible for controlling DSO and bad debt. Proficient in credit and collection laws.

Represent the company in small claims and civil matters regarding collection

January 2002 to Dec 2002

Bangor Savings Bank

Hammond Street

Bangor, Me. 04401

Indirect Lending Supervisor

Manager Barak Gurney

Indirect Lending Supervisor

My duties included supervision of 3 Data Entry Clerks, auditing loans for loan to value comparison, discrimination, and current interest rate. I was also the software administrator.

Irving Tanning Company,
April 1980 - September 1987
Main Street, Hartland, Me.

Switchboard/Reception Hide Inventory Clerk
Supervisor - Patricia Arno

I started as a relief switchboard operator and receptionist accounts payable clerk. After six months I became the full time switchboard operator. I was in this position for 6 years I was then promoted to Hide Inventory Clerk. My duties included purchase cost and tracking of all hides and lot process. I arranged shipping of raw materials from our purchase point to our facility in Hartland, Me.

I am an excellent employee. I report to work on time. I am a person that is always willing to go the extra mile for anyone. I like challenges and fast paced environment.

I am proficient in the use of a 10 key calculator
Personal Computer-Word and Excel Microsoft Office
Dunn & Bradstreet
Trade Credit Single Bureau Reports
Experian Business and Personal Credit Bureaus
Transunion Credit Report

Graduate Dublin High School, Dublin Ga. 1976
Personal Computer Course-Kennebec Valley Tech,
Fairfield. Me. 1985
Some College Business Classes
In House PFG
Train the Trainer
Leadership Training
English Skills
Performance Evaluation Training
CBA Certification through NACM
Accounting I
Principals of Business Credit
Financial Statement Analysis



TOWN OF WINSLOW, MAINE

OFFICE OF TOWN MANAGER
ERICA E. LACROIX

ELACROIX@WINSLOW-ME.GOV
WWW.WINSLOW-ME.GOV

114 BENTON AVENUE
WINSLOW, ME 04901

(207) 872-2776
FAX: (207) 872-1999

Monthly Report to the Town Council –March 2023 - Presented April 10, 2023

Esteemed Councilors,

March was a very productive month. We kicked off the Municipal Facilities Study, held three full-day budget workshops, held interviews for Code Enforcement Officer, Town Clerk, Dispatcher and Public Works Foreman, and issued procurements for HR and Labor Attorney and Municipal Auditor. It feels like we've made some headway on some major issues.

March 1 Coffee with the Manager was again well-attended. Discussion remained focused around the Beautification Committee and volunteerism efforts.

On March 9 I met with Matt Carter and Jeanna Detour from Haley Ward to discuss the needs of an Administrative municipal office. We discussed the spatial needs, technology, efficiency and most importantly in my mind, security. At this point Haley Ward has met with all department heads except Library and Parks and they have been gathering data that will enable them to put together a comprehensive analysis of facility needs. This is the first step in determining what the Town's needs will be now and moving forward over the next 50 or so years.

We held budget workshops on March 14, 16 and 23 which encompassed all aspects of the budget except for Schools. They will present on April 3. I would like to commend my department heads and Sherie Fisher for putting together some really great presentations. I felt they were very effective and much easier to follow than merely discussing line items.

There is a lot of uncertainty going into this budget with rising costs of services, biosolid disposal fees which affect the fees we pay to Kennebec Sanitary Treatment District, the loss of Somerset County as our PSAP and no information on who will take over these services for Winslow or what it will cost, and ever-increasing energy costs. The Town's revenues are also subject to a great deal of speculation. The Sanitation budget took a \$139,000 hit with the exhaustion of the PERC monies that were supplementing the budget. Excise tax is trending down somewhat. The good news is that after the town-wide revaluation project we are likely to see valuations go up, which will limit the amount we need to raise taxes, and the State revenue sharing figures continue to be above what they were last year.

Unfortunately, this will not completely cover expenditure increases as there is a huge hole in the Capital budget with no excess sources of funding that have been available in the previous two budget cycles. The Capital budget is the bulk of the increase, amounting to \$900,000 over last year (\$900,000 was the amount we had put in from the sale of Orion Ropeworks in FY22, and in FY23 we contributed \$700,000 in ARPA funding). Sewer fees have not been adjusted in almost a decade and they are no longer covering the cost of operating and maintaining the system. This is a user-fee-based budget, so it is only supported by those sewer fees. This budget proposes a 25% increase to users on the system. The Schools are also projecting a significant increase, although they are hoping for better news before they present to Council on April 3. We will have a more accurate picture after April 3, but we are currently estimating a 1.6 mil increase. I would like to point out that once we address the shortfall in Capital this year we should be at the end of the major

mil rate increases. We can expect costs to continue to rise, but this is the last of the areas that were relying on fund balance or other windfalls to cover costs. Look for the full FY 2024 budget to be posted on the Town's website by April 13.

In project news;

Chaffee Brook is currently out to bid to start the river crossing portion of the project this year.

We have applied for Congressional Directed Spending for the Sunset Heights project with Senators King and Collins and Representative Pingree. Last year we were unsuccessful in this bid but we hope to get better news this year on much needed funding for this project.

The Comprehensive Plan is nearly finished and the committee completed the goals and strategies section at the March 22 meeting. We look to wrap this up by June.

The Ticonic Bridge project is moving forward the first week in April and the last pre-construction meeting was held with MDOT, Cianbro, Consolidated Communications and the municipalities. We worked out communication trees for critical information and the municipalities were able to discuss our concerns which are largely about traffic control, advance communications, adequate signage and phasing of traffic signals at the Waterville end of Carter Memorial Bridge. I feel comfortable that we have a good foundation to make this go as smoothly as possible and that we have a communications matrix in place that will aid in addressing any issues as they are encountered.

Last, we finally have some movement on the Junior High Environmental Study and should have some figures on the costs to do test boring soon.

March was a busy month in terms of full-time staff hiring.

On March 10 I extended an offer of employment to Jim Flanders for the permanent Code Enforcement Officer position. He started the position on March 27 and has been hitting the ground running. Jim has been the CEO for the Town of Pownal and the City of Brunswick.

We conducted the interviews for Town Clerk on March 20 and 21. We interviewed five candidates, three of whom were highly qualified. In the end the hiring panel chose to offer the permanent position to Audra Fleury. Audra has been with the Town since 2019 and has worked her way up from Finance Clerk/Deputy Tax Collector, to Codes and Assessing Assistant/Tax Collector. Audra has been the Interim Town Clerk since January 9 and has done an excellent job in that capacity. I'm thrilled to have her on as the permanent Town Clerk!

On March 27 Paul Fongemie and I interviewed three candidates for the Public Works Foreman position. Of this group we extended two offers. Trevor Tucker is currently one of our Senior Equipment Operators, and he will be training alongside Jean-Pierre Faucher so he is ready to take over the reins upon his retirement. Karl Morse is a 37-year veteran of Public Works and will be hired as the new foreman over parks maintenance and sewer operations. Karl has been the Highway Superintendent at the City of Waterville since 1991. He will be joining us on April 10.

On March 30 the Public Safety Director had me meet with their candidate for the Dispatcher position, Amanda Husson. Amanda is currently teaching English at Husson University and has an excellent administrative background that will be invaluable in getting through the accreditation process. And it's no coincidence that her last name is Husson. Her great-grandfather founded the university! Amanda will come on board on April 17.

Congratulations to all of you and I look forward to having you in Winslow!



TOWN OF WINSLOW, MAINE

OFFICE OF TOWN MANAGER
ERICA E. LACROIX

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114 BENTON AVENUE
WINSLOW, ME 04901

(207) 872-2776
FAX: (207) 872-1999

As we look ahead to April we hope to be contracting a new HR and Labor Attorney and a new Municipal Auditor. We will continue to issue procurements for spring and summer projects and should have the new offices at the Town Office completely finished. We will have the first vote and public hearing for the FY2024 municipal budget on April 24, at which time myself and the department heads will do a full presentation to the public and the Council. It will be another busy month!

Respectfully submitted by,
Erica LaCroix
Town Manager



TOWN OF WINSLOW, MAINE PUBLIC SAFETY DEPARTMENT

114 BENTON AVENUE
WINSLOW, ME 04901



Monthly Report March 2023

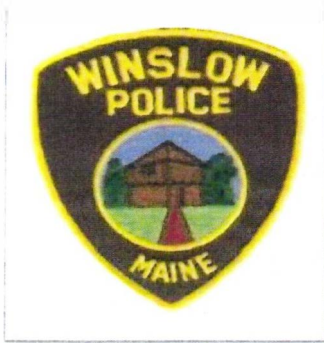
April 04, 2023

Dear Councilors,

Please accept the following report for March for the **Police Department**.

- Police Activity Graph for the month of March 2023. Total call for service 674.
- Officer Charles Theobald resigned his position to go to Waterville Police Department, thankfully, he changed his mind and will remain a valued employee for Winslow.
- I attended my first training at the Fire Department on Monday night 03/20/23. Lt. Reny did a great job teaching the class. All fire personal gained a great deal of knowledge on the subject. It was a pleasure to observe the level of proficiency displayed by all employees.
- On 03/30/23 Amanda Husson was hired to fill our vacant dispatcher position. She is a resident of Winslow. She has a master's degree in English Literary Studies. We are excited about her joining our team and look forward to her helping us get our accreditation. She will also be a vital part of the Public Safety grant writing process.
- On 03/28/2023 I completed all the requirements needed to renew my executive certificate issued by the MCJA for another three years.
- We are making progress trying to fill our open patrol positions. I want to thank all Police Officers for working extra hours while we are short staffed.

Leonard R. Macdaird
Chief of Police

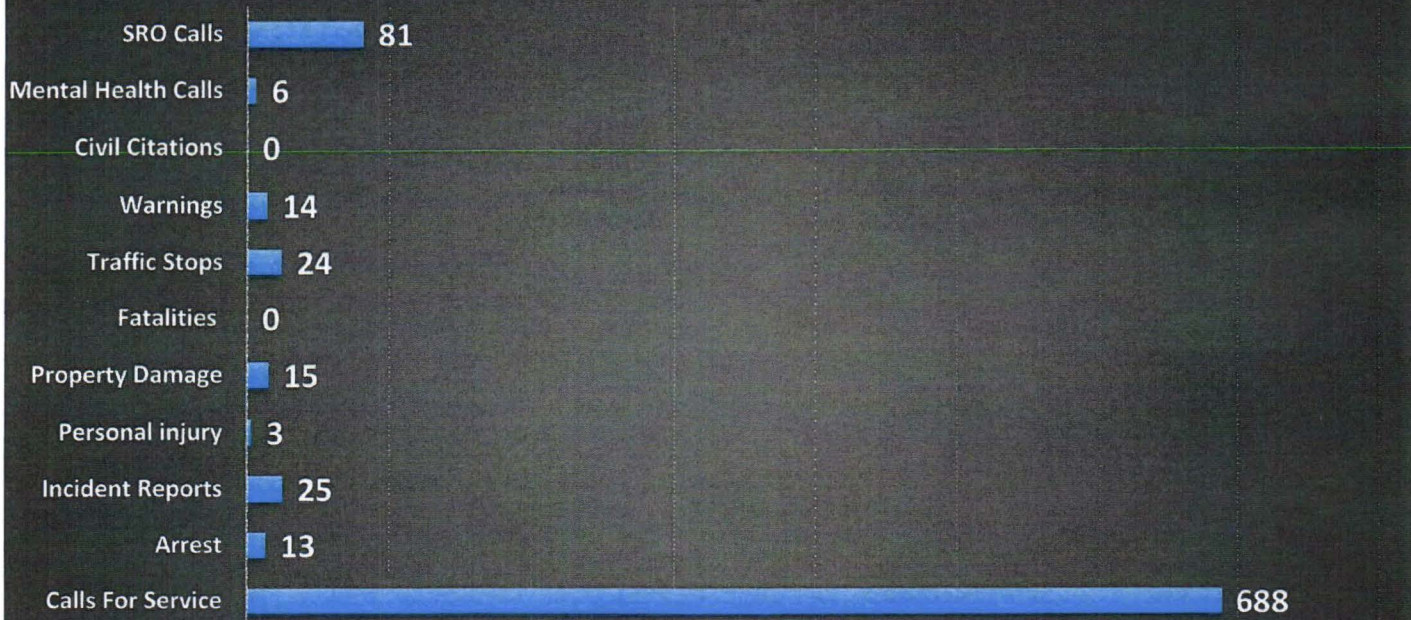


Winslow Police Department

Monthly Report

February 2023

February 2023



	Calls For Service	Arrest	Incident Reports	Personal injury	Property Damage	Fatalities	Traffic Stops	Warnings	Civil Citations	Mental Health Calls	SRO Calls
■ 1/31/2023	688	13	25	3	15	0	24	14	0	6	81

Maine Criminal Justice Academy

Be it hereby known to all that:

Leonard R Macdaid

has completed all of the requirements for

Chief/Sheriffs Executive Certification

as of 03/28/2023

Certificate #: 21978

Expiration: 03/28/2026


Commissioner of Public Safety


Chair, Board of Trustees


Academy Director



TOWN OF WINSLOW, MAINE PUBLIC SAFETY DEPARTMENT

114 BENTON AVENUE
WINSLOW, ME 04901



Fire Department:

Incident Response for March 2023

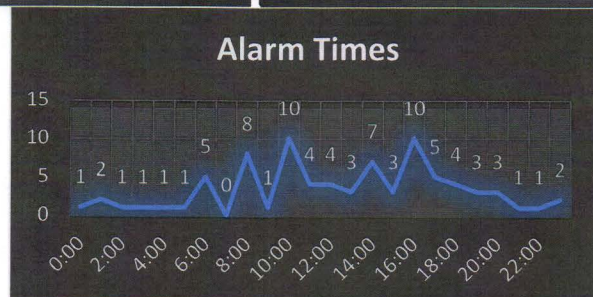
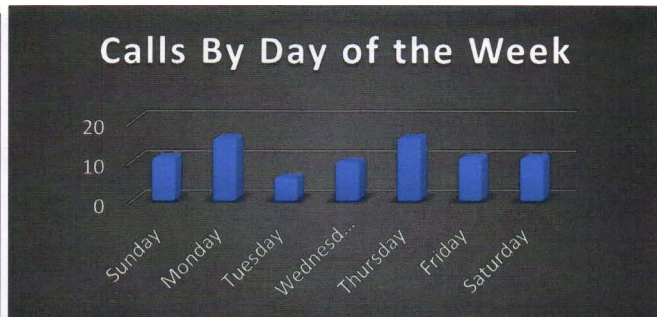
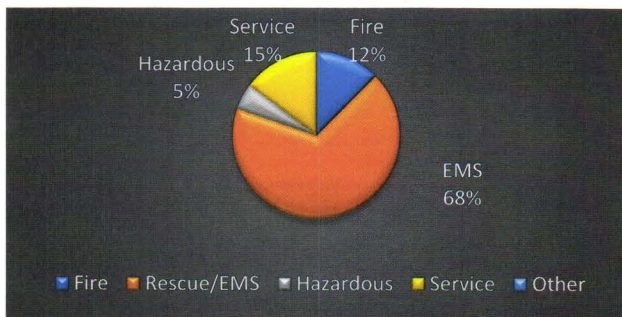
Total calls for this period were 81. EMS related calls totaled 55 of those calls. Winslow transported 40 patients. Fire related calls were 10 (3 building fires, 1 passenger vehicle fire, 1 odor of smoke, and 5 alarm calls.) There were 12 service related calls and 4 hazardous condition calls (2 carbon monoxide calls, 1 electrical wiring/equipment call, and 1 tree down.)

Mutual Aid calls for March were as follows. Winslow received mutual aid on 1 occasion for an EMS call. Winslow requested 15 paramedic intercepts for the month. Delta was unable to respond to 6 paramedic intercepts due to no units available. Winslow provided mutual aid on 2 occasions, 1 building fire in Smithfield and 1 building fire in Waterville.

Department News

In March the fire department hired Michael Murphy as a Lieutenant. Michael has 22 years of experience and is a National Registered Advanced Emergency Medical Technician. The fire department also hired Michele Grass as a per diem paramedic. Captain Waylon Capp received his National Registry Advanced Emergency Medical Technician License. FF Crawford and FF Greenberg attended a two day training session on advanced ladder operations in Fairfield. Deputy Chief Bolduc and Captain Capp attended a three-day conference at Sunday River. Subject of discussion was "Aggressive Incident Command and aggressive fire attack."

The following is the breakdown for the request for response for the month of March:





WINSLOW FIRE AND RESCUE

TRANSPORT SERVICE NET PROFIT SUMMARY

FY 2023

Period Ending 3/31/23



Revenue	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	YTD
Receipts	\$ 27,938.55	\$ 16,470.51	\$ 37,556.49	\$ 33,153.33	\$ 31,896.30	\$ 34,065.80	\$ 19,910.69	\$ 58,856.80	\$ 26,209.65				\$ 286,058.12
Total Revenue	\$ 27,938.55	\$ 16,470.51	\$ 37,556.49	\$ 33,153.33	\$ 31,896.30	\$ 34,065.80	\$ 19,910.69	\$ 58,856.80	\$ 26,209.65	\$ -	\$ -	\$ -	\$ 286,058.12
Expenses	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	YTD
Contracted Services	\$ 3,179.44	\$ 2,127.54	\$ 4,149.00	\$ 3,562.58	\$ 2,529.21	\$ 2,756.16	\$ 3,485.95	\$ 4,186.18					\$ 25,976.06
Full-time (including benefits)	\$ 15,140.36	\$ 15,140.36	\$ 15,140.36	\$ 15,140.36	\$ 15,140.36	\$ 15,140.36	\$ 15,140.36	\$ 15,140.36	\$ 15,140.36				\$ 136,263.24
Part-Time (per diem medics)	\$ 4,473.76	\$ 4,747.75	\$ 4,322.20	\$ 4,583.30	\$ 3,380.62	\$ 3,301.98	\$ 7,212.40	\$ 6,871.90					\$ 38,893.91
Vehicle Repairs & Maint	\$ -	\$ -	\$ 2,240.00	\$ 1,499.81	\$ 2,443.92	\$ -	\$ -	\$ -					\$ 6,183.73
Fuel	\$ 944.41	\$ 452.94	\$ 687.16	\$ 467.86	\$ 821.82	\$ 489.30	\$ 561.71	\$ 326.70					\$ 4,751.90
Vehicle Replacement	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00				\$ 22,500.00
Rescue Medical Supplies	\$ 1,156.92	\$ 2,044.87	\$ 2,005.32	\$ 2,333.10	\$ 1,303.03	\$ 825.49	\$ 2,579.91	\$ 2,000.62					\$ 14,249.26
Vehicle Insurance	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00				\$ 2,313.00
Worker's Comp	\$ 153.58	\$ 153.58	\$ 153.58	\$ 153.58	\$ 153.58	\$ 153.58	\$ 153.58	\$ 153.58	\$ 153.58				\$ 1,382.22
Total Expenses	\$ 27,805.47	\$ 27,424.04	\$ 31,454.62	\$ 30,497.59	\$ 28,529.54	\$ 25,423.87	\$ 31,890.91	\$ 31,436.34					\$ 252,513.32
Net Profit/Loss	\$ 133.08	\$ (10,953.53)	\$ 6,101.87	\$ 2,655.74	\$ 3,366.76	\$ 8,641.93	\$ (11,980.22)	\$ 27,420.46					\$ 33,544.80

Notes

Receipts- Money in the bank
 Contracted Services- Medical Reimbursements Billing Cost, Medical Director Services, Intercept Charges
 Full-time Staff- Salary including benefits- 2 full-time personnel (basic EMT)
 Part-time Staff- Per Diem Paramedics
 Vehicle Maintenance- Actual maintenance costs associated with ambulances
 Fuel- Actual fuels costs for the ambulances
 Vehicle Replacement- Cost of ambulance replacement- 300k over 10 years
 Rescue Medical Supplies- 90% of total department expenditures

Year to Date Accounts Receivable Balance

\$ 133,297.98



TOWN OF WINSLOW

DEPARTMENT OF PUBLIC WORKS

(207) 872-1972 Phone
(207) 872-1997 Fax
www.winslow-me.gov

114 Benton Avenue
Winslow, ME 04901

Monthly Report to the Town Manager and Town Council March 2023

Hopefully March saw the last of our major snow events. We had 4 or 5 events, with a couple of them being major, long term events. We have now transitioned to sweeping and clean-up. Some areas will need a lot of TLC this spring. The last snow events were not kind to shoulders and lawns.

The corridor removal project at Orion/Johnnys is basically complete, other than some finish sitework when the ground dries out. I believe we are still waiting for a ramp on the Orion side.

The week of March 13 was a busy one for me. I submitted three applications for Congressional earmark requests to Rep. Pingree, Sen. Collins, and Sen King. These requests were for the Sunset Heights Development project. I have received phone calls from all three offices requesting further clarifications. I hope that these calls are indicators that they are considering including our project in their requests for the upcoming federal budget.

On March 28, Erica and I attended a four hour meeting with Cianbro and MDOT concerning final planning on the Ticonic Bridge project. Cianbro is scheduled to start the project on April 3. Their main priority when they start is to install new duct banks so Consolidated Communications can pull and splice replacement cables to allow decommissioning of the cables in the old arch bridge. Consolidated has 540 days to accomplish this task, so their crews and equipment will be in Winslow and Waterville for an extended period of time.

On March 29, Maine Local Roads held a work shop on Work Zone Safety here in Winslow. We had 50 public works employees from around the region attend the class. We plan on hosting more classes in the future. The cost is minimal to the Town, but the benefits to the area are great.

On April 22, KVCOG is hosting a Household Hazardous Waste collection at the China Public Works facility. Winslow is a participating member of this collection. KVCOG received a grant that is covering the majority of the cost, so our cost is minimal.

On April 6, we will be opening bids for the Cushman Road storm drain project. We postponed the bids by one week due to some contractors having difficulty receiving pricing on some items. It is anticipated that the project will not start until mid to late summer, with completion in 2024.

Next week on April 10, Public Works will be switching to our summer schedule of Monday thru Thursday, 6:00 am to 4:00 pm.

Finally, on March 27, Erica and I held interviews for the Public Works Foreman positions. I am happy to report that we have hired two of the candidates, We are promoting Trevor Tucker, one of our senior operators, to the Public Works Foreman position, We have also hired Karl Morse to be the Foreman for the Sewer and Parks division. Karl comes to us from the City of Waterville.

Respectfully submitted by,
Paul E. Fongemie
Public Works Director

ASSESSOR'S REPORT MARCH 2023

Judy Mathiau, Assessor

Property Revaluation Update

KRT Appraisal is very near the completion of scheduled on-site inspections. They have indicated that they are ahead of schedule!

Office Activity

While I am extremely happy for Audra in her new position as Town Clerk, I will miss her here in the Assessor/Codes Office. Audra is a go-getter and very capable at whatever she encounters. She will be very difficult to replace, but I am also very proud of her for taking the opportunity to enhance her career in municipal government.

I wish to welcome Jim, as our new Code Officer. He brings a strong sense of professionalism and wit and I look forward to working with him!

Board of Assessment Review (BAR)

This Board has finally filled its membership with 5 outstanding Winslow citizens. Mike Heavener, Sally Harwood, Justin Smith, Deb Russell and Kim Clifton. 4 of them have agreed to attend an upcoming BAR workshop sponsored by MMA and the Maine Assoc of Assessing Officers. I have attended this same training and it is exceptional.

Maine Chapter of IAAO held their spring meeting at the Civic Center with close to 90 people in attendance. Sessions included *Quality Grading of Buildings*, *Identifying Qualified Sales during the Pandemic*, *Current Use Penalties* and the *Power and Glory of 706-A*. Maine Revenue Services' Property Tax Director, Peter Lacey was also present to speak about their office and of course, the discussion quickly switched to the new Tax Stabilization Program. There are so many issues with this program and with no clear direction of how to administer it.

Property Tax Stabilization Program – The new legislation has begun hearings on a few new proposed changes to this program. The taxation committee heard from four assessors in favor of one proposal which would be to repeal and replace this program with an expanded homestead exemption. Another proposal is to make it a one time application instead of annually. There is also a move to allow LLCs and IRREVOCABLE Trusts to be eligible to receive the homestead exemption, which would then qualify those 65 and older to receive this program. The argument made by State Economist, Dr. Allen, is that these two entities are not owned by an individual and that they have a special purpose to protect assets.

Business Equipment Tax – also known as Personal Property Tax. All Winslow businesses have received their declaration forms in the mail with the request that they declare their taxable equipment and fixtures. We currently have 298 taxable entities including leasing companies and apartments with more than 4 units. 14 have reported that they are no longer located in Winslow or went out of business, but I also picked up 21 new businesses.

****Campbells True Value (Agway) sold to Aubuchon Hardware.**



Code Corner

April 5, 2023

Town of Winslow Code Enforcement Monthly Report - March

Permits Issued

Building: 3
Electrical: 5
Plumbing: 0
Signs: 2
Business Use: 2
Marijuana: 1

New Code Officer

I'd like to introduce myself as your new Code Enforcement Officer! I am a native Mainer, veteran and several years of experience as a Code Officer. I am pleased to be part of a great Winslow Town Office team that serves this wonderful and very welcoming community! If you have any questions, please don't hesitate to contact me! Looking forward to working with you all!

New Property Maintenance Code

Effective April 1, 2023

Contact Information

Jim Flanders
JFlanders@Winslow-ME.gov
(207) 872-3861



Town of Winslow

NEW! Property Maintenance Code
Effective April 1st, 2023



Our community has adopted a new Property Maintenance Code. Please visit the Town of Winslow's Code Enforcement Webpage for more information!

www.Winslow-ME.gov

Announcements:

As of April 1st, 2023, we have enacted the new Property Maintenance Code which was approved by Council on November 14, 2022. If you haven't had a chance to review the new ordinance, it is available on our website: www.winslow-me.gov. If you have any questions, please email or call me!

If you are submitting a new permit or are requesting an inspection, please email Permits@winslow-me.gov. In an attempt to limit the amount of paper being consumed, I am trying to pivot permits to an electronic submission, when feasible. Please provide an email address on all permit applications. This will allow for our office to email you your permit placard and permit number. You can always stop by the office and submit a paper application and other pertinent documents required for your permit. Again, please reach out to me with any questions!

Thank you for this opportunity to serve you!

Building Permit Report:

The following permits have been issued during the month of March:

- Building: 3
- Electrical: 5
- Plumbing: 0
- Signs: 2
- Business Use: 2
- Marijuana: 1

Total Revenue from permits:

- \$1,354.00

If you applied for a permit prior to the end of March and have not received confirmation of a permit being issued, please call or email me and I will look for your paperwork. After over two months of being without a CEO, I have a lot of paperwork to still catch up on.

I apologize for any inconvenience this may be for you. We will be back to normal soon - I promise!

March 2023 Permits Repot

<u>Building Permits:</u>	<u>Date</u>	<u>Map/Lot</u>	<u>Address</u>	<u>Description</u>
B-23-0018	3/27/2023	001-001	23 Taylor Rd	Enclosed 8x10 porch
B-23-0019	3/29/2023	010-020-A	46 Heywood Rd	Raise building with concrete knee wall
B-23-0020	3/30/2023	007-030-B	374 Garland Rd	Rehab existing home
<u>Plumbing Permits:</u>				
N/A				
<u>Electrical Permits:</u>				
E-23-0017	3/21/2023	010-022-3	575 Clinton Ave	Solar Panels on roof (28)
E-23-0018	3/29/2023	002-060-B	422 Wyman Road	Kitchen Remodel
E-23-0019	3/29/2023	018-060	114 Benton Ave	Heat Pumps (Municipal building - no fee)
E-23-0020	3/29/2023	009-011-A	17 Bald Eagle Lane	New House
E-23-0021	3/30/2023	023-080	19 Fuller Dr	Replace 100a service and panel.
<u>Signs:</u>				
S-23-0001	3/28/2023	016-053	10 China Road	3x6 sign
S-23-0002	3/30/2023	015-059	120 Augusta Road	3x10 sign and 1x3 sign
<u>Business Use</u>				
B/U 23-0001	3/28/2023	001-008	150 Taylor Road	Auto detailing, window tint cars & trucks
B/U 23-0002	3/28/2023	016-053	10 China Road	Consignment Store/Event Center
<u>Marijuana</u>				
M23-0001	3/14/2023	015-059	120 Augusta Rd	Medical Retail (Cannabis Kingdom)

Parks and Recreation March Monthly Report

We have been busy in March prepping for the spring/summer programs and maintenance. Dean started back to work in Mid-March, and he has been getting the garage cleaned up and equipment ready for the coming mowing season. We will be bringing in a few seasonal workers the third week of April for park pick up, raking, and mowing prep in our town's parks and playgrounds.

This spring we will be offering a Field Hockey skills clinic with former Raider Wesley Littlefield. This is a great opportunity for our players to learn from one of our own that has continued playing at a D1 college. Registrations for all Spring/Summer programs will be open April 1st. This summer we will have the following programs available.

- Summer Track
- HS Boys/Girls Soccer
- HS/Youth Field Hockey
- Summer Fun Camp
- Summer Basketball
- Story series in the park

We continue to post for the Director and Assistant Director position for Summer Fun Camp. Anyone interested should reach out to Parks and Recreation as soon as possible. If we do not fill this position, I will plan on filling in, but this is not ideal.

A big shout out to our competitive cheer teams who have been competing all over the state in the month of March. They have managed to bring home multiple 1st and 2nd place spots. Also competing in March were our travel basketball teams. 3/4 girls, 3/4 boys, and 5/6 boys have had fun playing against towns from all over. Thank you to the volunteer coaches for their commitment and assistance this season.



3/4 Boys taking 1st place trophy at the Sheepscot Basketball Tournament Team Princesses take 1st at the Lawrence cheer comp

Respectfully Submitted,

Amanda McCaslin

Director of Parks and Recreation

Winslow Public Library Monthly Report – March 2023

Most tables will display statistics for 12 months. The exception being Library Income which will display amounts for the current Fiscal Year.

Materials Added and Weeded from The Collection

Month	Adult Fiction	Adult Non-Fiction	Juv. Fiction	Juv. Non-Fiction	YA Fiction	YA Non-Fiction	Audio Books	DVD/Videos	Total Items Added	Items Weeded
Apr-22	34	9	0	5	34	6	3	1	92	184
May-22	43	25	26	2	15	1	5	10	127	87
Jun-22	33	14	25	3	1	1	4	0	81	96
Jul-22	44	8	31	2	8	0	6	0	99	110
Aug-22	9	1	1	0	1	0	0	1	13	97
Sep-22	39	7	22	6	10	2	8	0	94	193
Oct-22	34	17	21	2	10	0	10	0	94	191
Nov-22	46	10	29	8	7	0	6	0	106	179
Dec-22	30	9	22	2	12	1	9	10	95	250
Jan-23	41	15	24	7	13	0	7	1	108	22
Feb-23	38	14	17	3	11	0	8	1	92	85
Mar-23	38	14	14	10	8	2	8	2	96	136
Total	353	115	201	37	111	11	58	23	909	1,409

Collection Value: \$834,278

Total number of items in collection: 41,210

Circulation Statistics

Date	Check-Outs	Renewals	Cloud Library	Kanopy	Total Check-Outs	ILL-Borrowed	ILL-Loaned	Total ILL	Total Circulation
Apr-22	1,404	273	31	39	1,747	237	128	365	2,112
May-22	1,563	325	35	24	1,947	285	161	446	2,393
Jun-22	1,765	271	29	23	2,088	226	147	373	2,461
Jul-22	1,862	355	39	39	2,295	239	137	376	2,671
Aug-22	1,702	237	45	52	2,036	216	149	365	2,401
Sep-22	1,511	188	40	47	1,786	131	147	278	2,064
Oct-22	1,511	188	40	47	1,786	131	147	278	2,064
Nov-22	1,398	277	51	52	1,778	212	145	357	2,135
Dec-22	1,218	327	40	71	1,656	167	129	296	1,952
Jan-23	1,631	215	57	43	1,946	247	158	405	4,702
Feb-23	1,549	296	47	53	1,945	220	146	366	2,311
Mar-23	1,709	378	64	85	2,236	262	189	451	2,687
Total	15,565	2,656	407	437	19,065	2,091	1,448	3,539	29,953

Library Income
(Fines, Fees & Donations)

Month	Fines	Copies	Non Res Fees	Book Replacement	Faxing	Fees Total	Gifts/Donations	Grand Total
Jul-22	\$27.95	\$87.85	\$185.00	\$29.00	\$22.00	\$351.80	\$111.85	\$463.65
Aug-22	\$32.75	\$88.80	\$140.00	\$0.00	\$6.00	\$267.55	\$5.55	\$273.10
Sep-22	\$11.25	\$61.00	\$185.00	\$32.00	\$4.00	\$293.25	\$35.40	\$328.65
Oct-22	\$21.35	\$121.50	\$25.00	\$0.00	\$0.00	\$167.85	\$40.80	\$208.65
Nov-22	\$32.00	\$92.30	\$60.00	\$0.00	\$14.00	\$198.30	\$64.76	\$263.06
Dec-22	\$7.00	\$34.60	\$0.00	\$0.00	\$6.00	\$47.60	\$66.60	\$114.20
Jan-23	\$10.65	\$89.40	\$55.00	\$10.00	\$22.00	\$187.05	\$1.45	\$188.50
Feb-23	\$1.60	\$58.90	\$25.00	\$35.00	\$0.00	\$20.50	\$29.75	\$150.25
Mar-23	\$24.75	\$140.00	\$140.00	\$0.00	\$4.00	\$317.25	\$73.30	\$386.65
Apr-23								
May-23								
Jun-23								
Total	\$169.30	\$774.35	\$815.00	\$106.00	\$78.00	\$1,851.15	\$429.46	\$2,376.71

Library Trust Account Report

Trustee Account Balances 3-31-2023

I have not received statements for the library accounts as of the date of this report, so the totals are reflective of last month's statements.

Account	Type	Balance Total	Maturity Date	Updated On
Ambrose CD 9876	Bank	9,431.47	8/27/2024	3/31/2023
Ambrose CD 9880	Bank	10,629.75	8/27/2023	3/31/2023
Ambrose checking	Bank	31,637.68	NA	3/31/2023
Eskelund Fund Investment - MCF	MCF	114,974.64	NA	3/31/2023
Eskelund Checking	Bank	11,740.30	NA	3/31/2023
Wayshak CD 9885	Bank	50,384.13	8/27/2023	3/31/2023
Wayshak checking	Bank	183,878.93	NA	3/31/2023
	Total	\$362,292.77		

Funds from closed CDs transferred to the Trusts' checking accounts until they can be reinvested in new MCF Investment Funds

*These totals include funds in checking to be transferred into MCF Investment Funds

Total in Ambrose Trust*	Total in Wayshak Trust*	Total in Eskelund Trust*
\$48,967.70	#VALUE!	\$125,713.01
Funds in Wayshak checking to be transferred to new MCF	\$179,665.52	
Funds in Ambrose checking to be transferred to new MCF	\$28,906.48	
Funds in Eskelund Checking to be transferred to Current MC	\$10,738.37	

April 2023

WINSLOW PUBLIC LIBRARY 136 Halifax Street Winslow, ME 04901 Phone: 207-872-1978	HOURS: Monday-Thursday 9-3 Friday-Saturday 9-1
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Needle and Thread Fiber Arts Group will not be meeting this month.	4 No Homeschool Group	5	6 Children's Storytime 10AM/ages 2-5 LEGO Club 3:30-5:30PM/ages 5-12	7	8
9	10 No Homeschool Group Kids' Crafternoon Drop-in crafting! 3:30-5:30PM/ages 5-12	11	12 Children's Storytime 10AM/ages 2-5 LEGO Club 3:30-5:30PM/ages 5-12	13	14 CLOSED FOR PATRIOT'S DAY	15
16 CLOSED FOR PATRIOT'S DAY	17 Homeschool Group Computer Club 1-2PM No walk-ins. Registration FULL	18	19 Children's Storytime 10AM/ages 2-5 LEGO Club 3:30-5:30PM/ages 5-12	20	21 Book Club THE SILENT PATIENT 11AM	22
23/30	24 Homeschool Group Creative Writing 1-2PM/ages 7-12	25	26 Children's Storytime 10AM/ages 2-5 LEGO Club 3:30-5:30PM/ages 5-12	27	28	29

EVENTS

Children's Storytime

Join Ms. Celeste on Thursdays at 10AM for some picture books and kids' songs. This storytime is for children 3-5 and their caregivers. Younger kids are welcome if they are ready to begin working on sitting in a circle.

Homeschool & Lego Changes!

We are phasing out the structured homeschool group to prep for summer reading in June. Creative Writing will be our final group date. <3 Also, LEGOs will be more structured this spring. Please notice the changes. We love that you love LEGO day! ☺

Book Club Discussion

The next meeting is April 22 at 11AM. We'll be discussing **THE SILENT PATIENT** over coffee, tea, and snacks. Please return your book and pick up next month's title at the meeting or reach out to Celeste to arrange a timely exchange that works for you.

News:

The library is experiencing growing pains as we work to navigate the changing needs of our patrons and the challenges of the current economy. As we close in on the end of the FY2022-2023 fiscal year, we are in the process of evaluating our staffing, hours, programs, and resources. In the coming months we will be trying a few innovative solutions, that we hope will position the library to better serve the residents of Winslow as we move forward.

The library will be closed, April 15th – 17th, in observance of Patriots Day. We will extend fine free Monday that week, so our patrons have a little extra time to return their materials.

Winslow Library Account Listing

October 1, 2019

Trustee Account Balances 3-31-2023

I have not received statements for the library accounts as of the date of the this report, so the tota

Account	Type	Balance Total
Ambrose CD 9876	Bank	9,431.47
Ambrose CD 9880	Bank	10,629.75
Ambrose checking	Bank	31,637.68
Eskelund Fund Investment - MCF	MCF	114,974.64
Eskelund Checking	Bank	11,740.30
Wayshak CD 9885	Bank	50,384.13
Wayshak checking	Bank	183,878.93
	Total	\$362,292.77

Funds from closed CDs transferred to the Trusts' checking accounts until they can be reinvested in new M

*These totals include funds in checking to be transferred into MCF Investment Funds

Total in Ambrose Trust*	Total in Wayshak Trust*
\$48,967.70	#VALUE!

Funds in Wayshak checking to be transferred to new MCF \$179,665.52

Funds in Ambrose checking to be transferred to new MCF \$28,906.48

Funds in Eskelund Checking to be transferred to Current MCF Fur \$10,738.37

Winslow Library
Account Listing
October 1, 2019

al are reflective of last months statements.

Maturity Date	Updated On
8/27/2024	3/31/2023
8/27/2023	3/31/2023
NA	3/31/2023
NA	3/31/2023
NA	3/31/2023
8/27/2023	3/31/2023
NA	3/31/2023

ICF Investment Funds

Total in Eskelund Trust*

\$125,713.01

FINANCE COMMITTEE REPORT

APRIL 2023

Treasurer's Warrants approved and signed by the Finance Committee during the past month (MARCH) include the following:

No.28	\$	930,821.92
No.29	\$	123,313.23
No.30	\$	404,201.51
No.31	\$	228,364.15

Total		\$	1,686,700.81
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Ray Caron
Jerry Quirion
Lee Trahan
Peter Drapeau
Joseph Gravel, Alt.

03/02/2023 11:38
159tgod

TOWN OF WINSLOW
ACCOUNTS PAYABLE WARRANT REPORT

P 1
apwarrnt

DATE: 03/02/2023 WARRANT: 28/23 AMOUNT: \$ 930,821.92

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE ACCOUNTS ATTACHED,
THE SUM SET AGAINST EACH NAME, AND YOU ARE DIRECTED TO PAY UNTO SAID NAMED
PARTIES THOSE SUMS.

_____	_____
_____	_____
_____	_____
_____	_____

03/02/2023 11:38
159tgod

TOWN OF WINSLOW
DETAIL INVOICE LIST

P 3
apwarrnt

CASH ACCOUNT: 1000 11100

GENERAL CASH

WARRANT: 28/23 03/02/2023 DUE DATE: 03/02/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
5870 AMAZON CAPITAL SERVICE	00000	INV	03/02/2023			1J3O-FYR4-7GMM	51546		
1 1100052 55811	LIB OP EXP	COM/HDWR				163.87			
	Invoice Net					163.87			
						CHECK TOTAL	163.87		
5870 AMAZON CAPITAL SERVICE	00000	INV	03/02/2023			1RVN-KD9C-6DP1	51547		
1 1100052 54007	LIB OP EXP	BOOKS				9.96			
2 1100052 55240	LIB OP EXP	BLDG MAIN				19.98			
	Invoice Net					29.94			
5870 AMAZON CAPITAL SERVICE	00000	INV	03/02/2023			19YR-7QYY-477J	51548		
1 1200212 55470	FIRE OPEXP	SUPPLIES				459.96			
	Invoice Net					459.96			
5870 AMAZON CAPITAL SERVICE	00000	INV	03/02/2023			11XW-3XRT-4Y6L	51549		
1 1300302 55200	PW OP EXP	VECH MAINT				10.75			
	Invoice Net					10.75			
5870 AMAZON CAPITAL SERVICE	00000	INV	03/02/2023			1TV1-97JM-6G6L	51550		
1 1100012 55470	ADMIN EXP	SUPPLIES				341.17			
	Invoice Net					341.17			
5870 AMAZON CAPITAL SERVICE	00000	INV	03/02/2023			16LN-X43Y-F9OT	51551		
1 1100042 55470	ELECTOPEXP	SUPPLIES				13.99			
	Invoice Net					13.99			
5870 AMAZON CAPITAL SERVICE	00000	INV	03/02/2023			1TV1-97JM-6TYH	51597		
1 1200202 55240	PD OP EXP	BLDG MAIN				41.10			
	Invoice Net					41.10			
						CHECK TOTAL	896.91		
885 BEAUREGARD EQUIPMENT	00001	INV	03/02/2023			IS90557	51589		
1 1300302 55200	PW OP EXP	VECH MAINT				41.80			
	Invoice Net					41.80			
						CHECK TOTAL	41.80		
72 BERGERON PROTECTIVE CL	00000	INV	03/02/2023			235663	51575		
1 1200212 56402	FIRE OPEXP	PRO CLO				11,481.46			
	Invoice Net					11,481.46			
72 BERGERON PROTECTIVE CL	00000	INV	03/02/2023			235723	51576		
1 1200212 56400	FIRE OPEXP	CLOTHING A				128.69			
	Invoice Net					128.69			
						CHECK TOTAL	11,610.15		
704 BRANDON LUND	00000	INV	03/02/2023			3/2/2023	51586		
1 1200202 55470	PD OP EXP	SUPPLIES				102.95			
	Invoice Net					102.95			
						CHECK TOTAL	102.95		
6107 CAPITAL ONE TRADE CRED	00000	INV	03/02/2023			1647452053	51555		
1 1200212 55213	FIRE OPEXP	EQUIP MAIN				22.77			
2 1200212 55213	FIRE OPEXP	EQUIP MAIN				7.59			
	Invoice Net					30.36			

03/02/2023 11:38
159tgod

TOWN OF WINSLOW
DETAIL INVOICE LIST

P 5
apwarrnt

CASH ACCOUNT: 1000 11100

GENERAL CASH

WARRANT: 28/23 03/02/2023 DUE DATE: 03/02/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	2,600.00		
67	KENNEBEC WATER DISTRIC	00000		INV	03/02/2023	02132023	51559		
	1 1300312 55551			SEWEROPEXP	CONTRACTS	3,318.00			
				Invoice Net		3,318.00			
						CHECK TOTAL	3,318.00		
5977	KRT APPRAISAL, LLC	00000		INV	03/02/2023	2556	51580		
	1 2100033 53904			ASSESER CI	ASSESSING	3,375.00			
				Invoice Net		3,375.00			
						CHECK TOTAL	3,375.00		
5757	MCKESSON MEDICAL-SURGI	00001		INV	03/02/2023	20362589	51577		
	1 1200212 56506			FIRE OPEXP	RESCUE/MS	216.25			
				Invoice Net		216.25			
5757	MCKESSON MEDICAL-SURGI	00001		INV	03/02/2023	20361834	51578		
	1 1200212 56506			FIRE OPEXP	RESCUE/MS	112.38			
				Invoice Net		112.38			
						CHECK TOTAL	328.63		
1073	ME WELFARE DIRECTOR'S	00000		INV	03/02/2023	1000439201	51556		
	1 1100012 55510			ADMIN EXP	TRAINING	40.00			
				Invoice Net		40.00			
						CHECK TOTAL	40.00		
5900	MEDICAL REIMBURSEMENT	00000		INV	03/02/2023	8135	51566		
	1 1200212 57000			FIRE OPEXP	CONT SVS	3,568.05			
				Invoice Net		3,568.05			
						CHECK TOTAL	3,568.05		
4849	MODERN PEST SERVICES	00001		INV	03/02/2023	5696879	51595		
	1 1300302 55240			PW OP EXP	BLDG MAINT	73.00			
				Invoice Net		73.00			
						CHECK TOTAL	73.00		
528	CARPARTS DISTRIBUTION	00001		INV	03/02/2023	22FA0974	51591		
	1 1300302 55200			PW OP EXP	VECH MAINT	48.74			
				Invoice Net		48.74			
528	CARPARTS DISTRIBUTION	00001		INV	03/02/2023	22FA7843	51592		
	1 1300302 55200			PW OP EXP	VECH MAINT	35.31			
				Invoice Net		35.31			
						CHECK TOTAL	84.05		
303	O'REILLY AUTO PARTS	00001		INV	03/02/2023	4546-122792	51579		
	1 1200212 55200			FIRE OPEXP	VECH MAINT	14.87			
				Invoice Net		14.87			
						CHECK TOTAL	14.87		

03/02/2023 11:38
 159tgod

 TOWN OF WINSLOW
 WARRANT SUMMARY

 P 9
 apwarrrnt

WARRANT:	28/23	03/02/2023	DUE DATE:	03/02/2023
FUND ORG		ACCOUNT	AMOUNT	AVLB BUDGET

=====				
WARRANT SUMMARY TOTAL			54,681.64	
=====				
GRAND TOTAL			930,821.92	
=====				

** END OF REPORT - Generated by Tanya Goding **

03/09/2023 14:23
159tgod

TOWN OF WINSLOW
ACCOUNTS PAYABLE WARRANT REPORT

P 1
apwarrnt

DATE: 03/09/2023 WARRANT: 29/23 AMOUNT: \$ 123,313.23

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE ACCOUNTS ATTACHED,
THE SUM SET AGAINST EACH NAME, AND YOU ARE DIRECTED TO PAY UNTO SAID NAMED
PARTIES THOSE SUMS.

_____	_____
_____	_____
_____	_____
_____	_____

03/09/2023 14:23
159tgod

TOWN OF WINSLOW
DETAIL INVOICE LIST

P 3
apwarrnt

CASH ACCOUNT: 1000		11100	GENERAL CASH		WARRANT: 29/23	03/09/2023	DUE DATE: 03/09/2023	
VENDOR	G/L ACCOUNTS	R	PO	TYPE DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
5454	AGRI-CYCLE ENERGY	00000	INV	03/09/2023	0000023530	51617		
	1 1300322 52023		SAN OP EXP	RECYCLING	124.30			
			Invoice Net		124.30			
			CHECK TOTAL		124.30			
5454	AGRI-CYCLE ENERGY	00000	INV	03/09/2023	0000023529	51666		
	1 1300322 52023		SAN OP EXP	RECYCLING	876.51			
			Invoice Net		876.51			
			CHECK TOTAL		876.51			
5870	AMAZON CAPITAL SERVICE	00000	INV	03/09/2023	1LK3-DVVD-691K	51637		
	1 1200212 55470		FIRE OPEXP	SUPPLIES	159.98			
			Invoice Net		159.98			
5870	AMAZON CAPITAL SERVICE	00000	INV	03/09/2023	19YR-7QYY-7GM9	51638		
	1 1200212 56506		FIRE OPEXP	RESCUE/MS	381.21			
			Invoice Net		381.21			
5870	AMAZON CAPITAL SERVICE	00000	INV	03/09/2023	16TK-7QJY-3W7L	51639		
	1 1200212 55470		FIRE OPEXP	SUPPLIES	21.07			
			Invoice Net		21.07			
			CHECK TOTAL		562.26			
6107	CAPITAL ONE TRADE CRED	00000	INV	03/09/2023	1647451995	51667		
	1 1300302 55200		PW OP EXP	VECH MAINT	6.28			
	2 1300302 55459		PW OP EXP	ST & ROAD	110.65			
	3 1300302 55459		PW OP EXP	ST & ROAD	10.18			
			Invoice Net		127.11			
			CHECK TOTAL		127.11			
5421	CARDMEMBER SERVICE	00000	INV	03/09/2023	3/9/2023	51625		
	1 1300302 52519		PW OP EXP	MEALS	28.51			
	2 1300302 52519		PW OP EXP	MEALS	103.45			
	3 1300302 52519		PW OP EXP	MEALS	109.23			
	4 6600003 56518		TIF PAY	ECO DEV	-59.98			
	5 1100052 54007		LIB OP EXP	BOOKS	99.00			
	6 1100052 55213		LIB OP EXP	EQUIP MAIN	59.76			
	7 1100052 55510		LIB OP EXP	TRAINING	100.00			
	8 1100052 54007		LIB OP EXP	BOOKS	63.95			
	9 1100052 54007		LIB OP EXP	BOOKS	33.00			
	10 1100052 55213		LIB OP EXP	EQUIP MAIN	59.76			
	11 1100052 54007		LIB OP EXP	BOOKS	32.00			
	12 1100012 57000		ADMIN EXP	CONTRACTS	299.85			
	13 1100012 57000		ADMIN EXP	CONTRACTS	9.00			
	14 1300302 52519		PW OP EXP	MEALS	118.68			
	15 1300302 52519		PW OP EXP	MEALS	111.01			
	16 1300302 52519		PW OP EXP	MEALS	147.64			
	17 1300302 52519		PW OP EXP	MEALS	172.12			
	18 1300302 52519		PW OP EXP	MEALS	104.11			

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TOWN OF WINSLOW
DETAIL INVOICE LIST

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CASH ACCOUNT: 1000		11100	GENERAL CASH			WARRANT: 29/23	03/09/2023	DUE DATE: 03/09/2023	
VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
424	FIRE TECH & SAFETY OF	00000		INV	03/09/2023	211606	51627		
	1 1200212 56402			FIRE OPEXP	PRO CLO	110.12			
				Invoice Net		110.12			
				CHECK TOTAL		110.12			
5424	I RECYCLE, INC.	00000		INV	03/09/2023	2251	51665		
	1 1300322 52023			SAN OP EXP	RECYCLING	1,200.00			
				Invoice Net		1,200.00			
				CHECK TOTAL		1,200.00			
49	INGRAM LIBRARY SERVICE	00000		INV	03/09/2023	74596272	51620		
	1 1100052 54007			LIB OP EXP	BOOKS	602.36			
				Invoice Net		602.36			
49	INGRAM LIBRARY SERVICE	00000		INV	03/09/2023	74596274	51621		
	1 1100052 54007			LIB OP EXP	BOOKS	259.16			
				Invoice Net		259.16			
49	INGRAM LIBRARY SERVICE	00000		INV	03/09/2023	74545087	51622		
	1 1100052 54007			LIB OP EXP	BOOKS	12.66			
				Invoice Net		12.66			
				CHECK TOTAL		874.18			
239	JUDITH MATHIAU	00000		INV	03/09/2023	3/9/2023	51646		
	1 1100012 55470			ADMIN EXP	SUPPLIES	25.98			
				Invoice Net		25.98			
				CHECK TOTAL		25.98			
173	MAINE INFORMATION NETW	00000		INV	03/09/2023	3972010	51610		
	1 1000 21405			GEN FUND	SECY OF ST	430.00			
				Invoice Net		430.00			
				CHECK TOTAL		430.00			
1930	MCCORMACK	00000		INV	03/09/2023	638067	51664		
	1 1300302 55459			PW OP EXP	ST & ROAD	123.64			
				Invoice Net		123.64			
				CHECK TOTAL		123.64			
5757	MCKESSON MEDICAL-SURGI	00001		INV	03/09/2023	20368135	51635		
	1 1200212 56506			FIRE OPEXP	RESCUE/MS	174.65			
				Invoice Net		174.65			
5757	MCKESSON MEDICAL-SURGI	00001		INV	03/09/2023	20368362	51636		
	1 1200212 56506			FIRE OPEXP	RESCUE/MS	137.57			
				Invoice Net		137.57			
				CHECK TOTAL		312.22			
6025	MEDICAL WAREHOUSE, INC	00000		INV	03/09/2023	218729	51640		
	1 1200212 56506			FIRE OPEXP	RESCUE/MS	56.16			
				Invoice Net		56.16			

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TOWN OF WINSLOW
DETAIL INVOICE LIST

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CASH ACCOUNT: 1000 11100

GENERAL CASH

WARRANT: 29/23 03/09/2023 DUE DATE: 03/09/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	13.19		
4400	RAY HASKELL FORD LINCO	00000		INV	03/09/2023	240463	51650		
	1 1200202 55200	PD OP EXP		VECH MAINT		41.22			
		Invoice Net				41.22			
4400	RAY HASKELL FORD LINCO	00000		INV	03/09/2023	239938	51651		
	1 1200202 55200	PD OP EXP		VECH MAINT		58.02			
		Invoice Net				58.02			
						CHECK TOTAL	99.24		
286	SEACOAST SECURITY, INC	00000		INV	03/09/2023	829428	51649		
	1 1200202 55812	PD OP EXP		A/SOFTWARE		44.85			
		Invoice Net				44.85			
286	SEACOAST SECURITY, INC	00000		INV	03/09/2023	821610	51668		
	1 1100052 55240	LIB OP EXP		BLDG MAIN		99.44			
		Invoice Net				99.44			
						CHECK TOTAL	144.29		
6128	MOUNTAIN TOP ENTERPRIS	00001		INV	03/09/2023	0207237127	51653		
	1 1300302 55200	PW OP EXP		VECH MAINT		59.00			
		Invoice Net				59.00			
						CHECK TOTAL	59.00		
4359	STAPLES CREDIT PLAN	00001		INV	03/09/2023	3/9/2023	51611		
	1 1100022 55470	TWN C OP E		SUPPLIES		102.95			
	2 1100012 55470	ADMIN EXP		SUPPLIES		169.27			
	3 1200212 55470	FIRE OPEXP		SUPPLIES		151.14			
	4 1200212 55470	FIRE OPEXP		SUPPLIES		53.26			
	5 1200212 55470	FIRE OPEXP		SUPPLIES		43.24			
	6 1100012 55470	ADMIN EXP		SUPPLIES		111.48			
	7 1200212 55470	FIRE OPEXP		SUPPLIES		60.45			
	8 1300302 55470	PW OP EXP		SUPPLIES		26.29			
	9 1100012 55470	ADMIN EXP		SUPPLIES		42.09			
	10 1200212 55470	FIRE OPEXP		SUPPLIES		-2.78			
		Invoice Net				757.39			
						CHECK TOTAL	757.39		
5671	TOWN OF FAIRFIELD	00000		INV	03/09/2023	21223	51616		
	1 1100022 55473	TWN C OP E		CABLE TV B		275.00			
		Invoice Net				275.00			
						CHECK TOTAL	275.00		
1	TOWN OF WINSLOW	00000		INV	03/09/2023	03/09/23	51612		
	1 1400402 56108	REC OP EXP		POSTAGE		14.91			
	2 1300302 56108	PW OP EXP		POSTAGE		37.53			
	3 1200202 56108	PD OP EXP		POSTAGE		71.68			
	4 1100004 41407	GF ESTREV		LIENS COST		306.44			

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TOWN OF WINSLOW
DETAIL INVOICE LIST

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CASH ACCOUNT: 1000

11100

GENERAL CASH

WARRANT: 29/23

03/09/2023

DUE DATE: 03/09/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	6,903.92		
790	VIKING-CIVES USA	00001		INV	03/09/2023	4523191	51663		
	1 1300302 55200	PW OP EXP		VECH MAINT		552.57			
		Invoice Net				552.57			
						CHECK TOTAL	552.57		
5713	WATERVILLE FIRE DEPT	00000		INV	03/09/2023	2/27/2023	51628		
	1 1200212 57000	FIRE OPEXP		CONT SVS		375.00			
		Invoice Net				375.00			
						CHECK TOTAL	375.00		
5906	WELLS FARGO FINANCIAL	00001		INV	03/09/2023	5024118096	51608		
	1 1100032 55231	ASSR OPEXP		CONTRACTS		64.02			
	2 1200232 55213	CODES OPEX		EQUIP MAIN		64.03			
		Invoice Net				128.05			
						CHECK TOTAL	128.05		
2037	WITMER PUBLIC SAFETY G	00000		INV	03/09/2023	INV211944	51629		
	1 1200212 56400	FIRE OPEXP		CLOTHING A		60.00			
		Invoice Net				60.00			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/09/2023	INV210473	51630		
	1 1200212 56400	FIRE OPEXP		CLOTHING A		86.14			
		Invoice Net				86.14			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/09/2023	INV211792	51631		
	1 1200212 56402	FIRE OPEXP		PRO CLO		271.63			
		Invoice Net				271.63			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/09/2023	INV209412	51632		
	1 1200212 55213	FIRE OPEXP		EQUIP MAIN		209.33			
		Invoice Net				209.33			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/09/2023	INV206736	51633		
	1 1200212 56400	FIRE OPEXP		CLOTHING A		30.00			
		Invoice Net				30.00			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/09/2023	INV206920	51634		
	1 1200212 56400	FIRE OPEXP		CLOTHING A		7.98			
		Invoice Net				7.98			
						CHECK TOTAL	665.08		
914	WORKPLACE HEALTH	00000		INV	03/09/2023	332235	51626		
	1 1200212 56503	FIRE OPEXP		RESPIRATOR		1,017.57			
		Invoice Net				1,017.57			
						CHECK TOTAL	1,017.57		
663	WRIGHT-PIERCE	00001		INV	03/09/2023	0000227078	51654		
	1 2300303 52514	PW CI		STORM DRN		1,720.26			
		Invoice Net				1,720.26			
663	WRIGHT-PIERCE	00001		INV	03/09/2023	0000227136	51655		

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TOWN OF WINSLOW
WARRANT SUMMARY

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WARRANT: 29/23 03/09/2023

DUE DATE: 03/09/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
1000	1000	GENERAL FUND	1000-00-000-00-0000-000-0-0-21405	SECY OF STATE RE-REGIS	430.00
1000	1000	GENERAL FUND	1000-00-000-00-0000-000-0-0-35008	TELEPHONE	1,259.20
1000	1100004	GEN FUND ESTIMATED	1000-10-000-00-0000-000-0-4-41407	LIEN COSTS & FEES	306.44
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-55301	UTILITIES-ELECTRICITY	467.54
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-55310	TELEPHONE	236.10
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-55470	MISC. SUPPLIES	369.34
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-55810	AUDIT	5,670.00
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-55820	LEGAL FEES	3,020.00
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-56108	POSTAGE	1,644.63
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-57000	CONTRACTED SERVICES	308.85
1000	1100022	TOWN COUNCIL OP EX	1000-10-002-00-0000-000-0-2-55470	MISC. SUPPLIES	102.95
1000	1100022	TOWN COUNCIL OP EX	1000-10-002-00-0000-000-0-2-55473	CABLE TV BROADCASTING	275.00
1000	1100032	ASSESSING OP EXPEN	1000-10-003-00-0000-000-0-2-55231	MAINTENANCE CONTRACTS	64.02
1000	1100032	ASSESSING OP EXPEN	1000-10-003-00-0000-000-0-2-55310	TELEPHONE	39.35
1000	1100032	ASSESSING OP EXPEN	1000-10-003-00-0000-000-0-2-56108	POSTAGE	199.59
1000	1100042	ELECTION OP EXPENS	1000-10-004-00-0000-000-0-2-56108	POSTAGE	61.90
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-54007	BOOKS	956.59
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-55213	EQUIPMENT & MAINTENANC	119.52
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-55240	BUILDING MAINTENANCE	99.44
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-55301	ELECTRICITY	520.89
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-55302	SEWER FEES	49.25
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-55310	TELEPHONE	157.40
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-55510	TRAINING & PROFESSIONA	100.00
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55200	VEHICLE & RADIO MAINTE	99.24
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55301	ELECTRICITY	701.31
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55310	TELEPHONE	236.10
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55812	APPLICATION SOFTWARE	242.85
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-56108	POSTAGE	71.68
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55200	VEHICLE AND RADIO MAIN	88.70
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55213	EQUIPMENT & MAINTENANC	222.52
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55301	ELECTRICITY	701.31
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55310	TELEPHONE	157.40
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55470	MISC.SUPPLIES	890.91
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55500	DUES-SEMINARS-SUBSCRIP	104.00
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55510	TRAINING	1,384.35
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56108	POSTAGE	15.51
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56400	CLOTHING ALLOWANCE	184.12
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56402	PROTECTIVE CLOTHING	381.75
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56503	RESPIRATORY STANDARDS	1,017.57
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56506	RESCUE MEDICAL SUPPLIE	1,461.40
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-57000	CONTRACTED SERVICES	375.00
1000	1200232	CODE ENFORCEMENT O	1000-20-023-00-0000-000-0-2-55213	EQUIPMENT & MAINTENANC	64.03
1000	1200232	CODE ENFORCEMENT O	1000-20-023-00-0000-000-0-2-55310	TELEPHONE	39.35
1000	1200232	CODE ENFORCEMENT O	1000-20-023-00-0000-000-0-2-56108	POSTAGE	448.52
1000	1300302	PUBLIC WORKS OP EX	1000-30-030-00-0000-000-0-2-52511	ICE CONTROL	7,164.06
1000	1300302	PUBLIC WORKS OP EX	1000-30-030-00-0000-000-0-2-52519	MEAL REIMBURSEMENTS	906.13
1000	1300302	PUBLIC WORKS OP EX	1000-30-030-00-0000-000-0-2-55200	VEHICLE & RADIO MAINTE	893.93
1000	1300302	PUBLIC WORKS OP EX	1000-30-030-00-0000-000-0-2-55310	TELEPHONE	236.10
1000	1300302	PUBLIC WORKS OP EX	1000-30-030-00-0000-000-0-2-55459	STREET AND ROAD MAINTE	244.47

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TOWN OF WINSLOW
ACCOUNTS PAYABLE WARRANT REPORT

P 1
apwarrnt

DATE: 03/22/2023 WARRANT: 30/23 AMOUNT: \$ 404,201.51

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE ACCOUNTS ATTACHED,
THE SUM SET AGAINST EACH NAME, AND YOU ARE DIRECTED TO PAY UNTO SAID NAMED
PARTIES THOSE SUMS.

_____	_____
_____	_____
_____	_____
_____	_____

03/22/2023 12:35
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TOWN OF WINSLOW
DETAIL INVOICE LIST

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apwarrnt

CASH ACCOUNT: 1000		11100	GENERAL CASH			WARRANT: 30/23	03/22/2023	DUE DATE: 03/22/2023	
VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
<u>1769</u>	<u>LAWSON PRODUCTS INC</u>	00000		INV	03/22/2023	<u>9310378168</u>	51744		
	1 <u>1300302</u> <u>55200</u>			PW OP EXP	VECH MAINT	224.06			
				Invoice Net		224.06			
				CHECK TOTAL		224.06			
<u>6045</u>	<u>MACOUARIE EQUIPMENT CA</u>	00000		INV	03/22/2023	<u>74817</u>	51686		
	1 <u>1100082</u> <u>55231</u>			INFO TECH	MAINT CONT	206.05			
	2 <u>1300302</u> <u>55231</u>			PW OP EXP	MAIN CONT	103.02			
	3 <u>1100032</u> <u>55231</u>			ASSR OPEXP	CONTRACTS	51.51			
	4 <u>1200232</u> <u>55213</u>			CODES OPEX	EQUIP MAIN	51.51			
	5 <u>1100052</u> <u>55213</u>			LIB OP EXP	EQUIP MAIN	103.02			
	6 <u>1200202</u> <u>55213</u>			PD OP EXP	EQUIP MAIN	206.04			
	7 <u>1200212</u> <u>55213</u>			FIRE OPEXP	EQUIP MAIN	103.02			
				Invoice Net		824.17			
				CHECK TOTAL		824.17			
<u>5154</u>	<u>MAINE COMMERCIAL TIRE.</u>	00000		INV	03/22/2023	<u>200351451</u>	51728		
	1 <u>1300302</u> <u>55200</u>			PW OP EXP	VECH MAINT	1,591.64			
				Invoice Net		1,591.64			
				CHECK TOTAL		1,591.64			
<u>1107</u>	<u>MAINE GENERAL MEDICAL</u>	00000		INV	03/22/2023	<u>CI00007163</u>	51699		
	1 <u>1200212</u> <u>56506</u>			FIRE OPEXP	RESCUE/MS	345.81			
				Invoice Net		345.81			
				CHECK TOTAL		345.81			
<u>158</u>	<u>MAINE OXY</u>	00000		INV	03/22/2023	<u>3002674026</u>	51738		
	1 <u>1300302</u> <u>55200</u>			PW OP EXP	VECH MAINT	94.25			
				Invoice Net		94.25			
				CHECK TOTAL		94.25			
<u>2473</u>	<u>MBOIA</u>	00000		INV	03/22/2023	<u>1000433666</u>	51712		
	1 <u>1200232</u> <u>55510</u>			CODES OPEX	TRAINING	25.00			
				Invoice Net		25.00			
				CHECK TOTAL		25.00			
<u>5704</u>	<u>MEDLINE INDUSTRIES, IN</u>	00001		INV	03/22/2023	<u>2258382801</u>	51701		
	1 <u>1200212</u> <u>56506</u>			FIRE OPEXP	RESCUE/MS	22.22			
				Invoice Net		22.22			
				CHECK TOTAL		22.22			
<u>953</u>	<u>MID-MAINE CHAMBER OF C</u>	00000		INV	03/22/2023	<u>0011450</u>	51684		
	1 <u>1100012</u> <u>55510</u>			ADMIN EXP	TRAINING	23.00			
				Invoice Net		23.00			
				CHECK TOTAL		23.00			
<u>4849</u>	<u>MODERN PEST SERVICES</u>	00001		INV	03/22/2023	<u>5734371</u>	51717		

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TOWN OF WINSLOW
DETAIL INVOICE LIST

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CASH ACCOUNT: 1000 11100

GENERAL CASH

WARRANT: 30/23 03/22/2023 DUE DATE: 03/22/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	641.98		
4140	ROKI REPAIR SHOP & MOB	00000		INV	03/22/2023	28269	51698		
	1 1200212 55200			FIRE OPEXP	VECH MAINT	752.85			
				Invoice Net		752.85			
						CHECK TOTAL	752.85		
5822	SARGENT CORPORATION	00001		INV	03/22/2023	1013957	51739		
	1 1300302 55459			PW OP EXP	ST & ROAD	1,786.20			
				Invoice Net		1,786.20			
						CHECK TOTAL	1,786.20		
4736	SHAW JANITORIAL SERVIC	00000		INV	03/22/2023	257	51692		
	1 1100052 55240			LIB OP EXP	BLDG MAIN	212.77			
				Invoice Net		212.77			
4736	SHAW JANITORIAL SERVIC	00000		INV	03/22/2023	256	51693		
	1 1100012 55240			ADMIN EXP	BLDG MAINT	446.16			
				Invoice Net		446.16			
						CHECK TOTAL	658.93		
165	SNOWDEN CONSUL. ENGINE	00000		INV	03/22/2023	258	51734		
	1 2300313 53917			SEWER CI	SEWER EQUI	390.00			
				Invoice Net		390.00			
						CHECK TOTAL	390.00		
3861	SPRING BROOK ICE & FUE	00001		INV	03/22/2023	1867618	51694		
	1 1100052 55340			LIB OP EXP	HEATING FU	418.07			
				Invoice Net		418.07			
3861	SPRING BROOK ICE & FUE	00001		INV	03/22/2023	1965886	51695		
	1 1100052 55340			LIB OP EXP	HEATING FU	490.39			
				Invoice Net		490.39			
						CHECK TOTAL	908.46		
536	STEVENS ELECTRIC & PUM	00000		INV	03/22/2023	33021	51730		
	1 1300312 55549			SEWEROPEXP	SEWER LINE	5,207.50			
				Invoice Net		5,207.50			
536	STEVENS ELECTRIC & PUM	00000		INV	03/22/2023	32971	51731		
	1 1300312 55549			SEWEROPEXP	SEWER LINE	150.00			
				Invoice Net		150.00			
						CHECK TOTAL	5,357.50		
5879	STRYKER SALES, LLC	00001		INV	03/22/2023	4073471M	51702		
	1 1200212 56506			FIRE OPEXP	RESCUE/MS	50.92			
				Invoice Net		50.92			
						CHECK TOTAL	50.92		
377	SULLIVAN TIRE CO.	00001		INV	03/22/2023	0136-0031517	51735		

03/22/2023 12:35
159tgod

TOWN OF WINSLOW
DETAIL INVOICE LIST

P 9
apwarrnt

CASH ACCOUNT: 1000 11100

GENERAL CASH

WARRANT: 30/23

03/22/2023

DUE DATE: 03/22/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
2037	WITMER PUBLIC SAFETY G	00000		INV	03/22/2023	INV216294	51705		
	1 1200212 56400			FIRE OPEXP	CLOTHING A	29.71			
				Invoice Net		29.71			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/22/2023	INV214408	51706		
	1 1200212 56400			FIRE OPEXP	CLOTHING A	140.11			
				Invoice Net		140.11			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/22/2023	INV216923	51707		
	1 1200212 56402			FIRE OPEXP	PRO CLO	186.19			
				Invoice Net		186.19			
2037	WITMER PUBLIC SAFETY G	00000		INV	03/22/2023	INV196123	51708		
	1 1200212 56402			FIRE OPEXP	PRO CLO	558.87			
				Invoice Net		558.87			
				CHECK TOTAL		1,806.42			

65 INVOICES

WARRANT TOTAL

200,743.54

200,743.54

CASH ACCOUNT BALANCE

6,701,727.59

03/22/2023 12:35 | TOWN OF WINSLOW
159tgod | WARRANT SUMMARY

P 11
apwarnt

WARRANT: 30/23 03/22/2023 DUE DATE: 03/22/2023
FUND ORG ACCOUNT AMOUNT AVLB BUDGET

CASH ACCOUNT 1000 11100 BALANCE 6,701,727.59

```
=====
WARRANT SUMMARY TOTAL                200,743.54
=====
GRAND TOTAL                          404,201.51
=====
```

** END OF REPORT - Generated by Tanya Goding **

03/31/2023 13:03
159tgod

TOWN OF WINSLOW
ACCOUNTS PAYABLE WARRANT REPORT

P 1
apwarrnt

DATE: 03/31/2023 WARRANT: 31/23 AMOUNT: \$ 228,364.15

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE ACCOUNTS ATTACHED,
THE SUM SET AGAINST EACH NAME, AND YOU ARE DIRECTED TO PAY UNTO SAID NAMED
PARTIES THOSE SUMS.

_____	_____
_____	_____
_____	_____
_____	_____

03/31/2023 13:03
159tgod

TOWN OF WINSLOW
DETAIL INVOICE LIST

P 3
apwarnt

CASH ACCOUNT: 1000

11100

GENERAL CASH

WARRANT: 31/23

03/31/2023

DUE DATE: 03/31/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
850	ADMIRAL FIRE & SAFETY, 1 1200202 56400	00000		INV	03/31/2023	232343 44.85 44.85 Invoice Net	51787		
				PD OP EXP	CLOTHING A	CHECK TOTAL	44.85		
850	ADMIRAL FIRE & SAFETY, 1 1200202 56400	00000		INV	03/31/2023	232305 33.85 33.85 Invoice Net	51790		
				PD OP EXP	CLOTHING A	CHECK TOTAL	33.85		
72	BERGERON PROTECTIVE CL 1 1200212 56402	00000		INV	03/31/2023	235969 1,917.66 1,917.66 Invoice Net	51777		
				FIRE OPEXP	PRO CLO	CHECK TOTAL	1,917.66		
6107	CAPITAL ONE TRADE CRED 1 1300302 55470	00000		INV	03/31/2023	1648021287 92.65 92.65 Invoice Net	51772		
				PW OP EXP	SUPPLIES	CHECK TOTAL	92.65		
5132	CENTRAL ME CHRYSLER, I 1 1200202 55200	00000		INV	03/31/2023	329477 8.94 8.94 Invoice Net	51791		
				PD OP EXP	VECH MAINT	CHECK TOTAL	8.94		
15	CENTRAL ME POWER CO 1 1600654 56000	00001		INV	03/31/2023	723001543153 34.76 34.76 Invoice Net	51768		
				UTILITIES	ST LIGHTS	CHECK TOTAL	34.76		
15	CENTRAL ME POWER CO 1 1600654 55311	00001		INV	03/31/2023	709001693025 59.55 59.55 Invoice Net	51769		
				UTILITIES	TRAF LGT	CHECK TOTAL	59.55		
15	CENTRAL ME POWER CO 1 2100023 55304	00001		INV	03/31/2023	702001747473 578.58 578.58 Invoice Net	51770		
				JR HIGH	UTILITIES	CHECK TOTAL	672.89		
1046	CITY OF WATERVILLE 1 1100082 55231 2 1200202 56500 3 1200212 57000 4 1400402 55133 5 1300302 56500 6 1100052 56500	00000		INV	03/31/2023	7844 688.63 972.53 243.13 40.52 283.66 972.53 3,201.00 Invoice Net	51765		
				INFO TECH	MAINT CONT	CHECK TOTAL	3,201.00		
				PD OP EXP	NETWRKNG				
				FIRE OPEXP	CONT SVS				
				REC OP EXP	CONTRACTS				
				PW OP EXP	NETWRKNG				
				LIB OP EXP	NETWRKNG				
6134	DYLAN RODRIGUE	00000		INV	03/31/2023	3/27/2023	51789		

03/31/2023 13:03
159tgod

TOWN OF WINSLOW
DETAIL INVOICE LIST

P 5
apwarrnt

CASH ACCOUNT: 1000

11100

GENERAL CASH

WARRANT: 31/23

03/31/2023

DUE DATE: 03/31/2023

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
<u>5704</u>	<u>MEDLINE INDUSTRIES, IN</u>	00001		INV	03/31/2023	<u>2259618063</u>	51775		
	1 <u>1200212</u> <u>56506</u>	FIRE OPEXP		RESCUE/MS		50.92			
		Invoice Net				50.92			
				CHECK TOTAL		50.92			
<u>4140</u>	<u>ROKI REPAIR SHOP & MOB</u>	00000		INV	03/31/2023	<u>28304</u>	51780		
	1 <u>1200212</u> <u>55200</u>	FIRE OPEXP		VECH MAINT		603.12			
		Invoice Net				603.12			
				CHECK TOTAL		603.12			
<u>443</u>	<u>SEXUAL ASSAULT CRISIS</u>	00000		INV	03/31/2023	<u>1171</u>	51767		
	1 <u>1600653</u> <u>58304</u>	ORG SUPP		SEXUAL AST		1,000.00			
		Invoice Net				1,000.00			
				CHECK TOTAL		1,000.00			
<u>3861</u>	<u>SPRING BROOK ICE & FUE</u>	00001		INV	03/31/2023	<u>1983454</u>	51774		
	1 <u>1100052</u> <u>55340</u>	LIB OP EXP		HEATING FU		509.60			
		Invoice Net				509.60			
				CHECK TOTAL		509.60			
<u>4502</u>	<u>WAYLON CAPP</u>	00000		INV	03/31/2023	<u>3/28/2023</u>	51785		
	1 <u>1200212</u> <u>55510</u>	FIRE OPEXP		TRAINING		117.24			
		Invoice Net				117.24			
				CHECK TOTAL		117.24			
<u>2037</u>	<u>WITMER PUBLIC SAFETY G</u>	00000		INV	03/31/2023	<u>INV225015</u>	51782		
	1 <u>1200212</u> <u>56400</u>	FIRE OPEXP		CLOTHING A		85.98			
		Invoice Net				85.98			
<u>2037</u>	<u>WITMER PUBLIC SAFETY G</u>	00000		INV	03/31/2023	<u>INV218274</u>	51783		
	1 <u>1200212</u> <u>56400</u>	FIRE OPEXP		CLOTHING A		244.90			
		Invoice Net				244.90			
<u>2037</u>	<u>WITMER PUBLIC SAFETY G</u>	00000		INV	03/31/2023	<u>INV226806</u>	51784		
	1 <u>1200212</u> <u>56400</u>	FIRE OPEXP		CLOTHING A		155.42			
		Invoice Net				155.42			
				CHECK TOTAL		486.30			
<u>914</u>	<u>WORKPLACE HEALTH</u>	00000		INV	03/31/2023	<u>332943</u>	51776		
	1 <u>1200212</u> <u>56503</u>	FIRE OPEXP		RESPIRATOR		50.00			
		Invoice Net				50.00			
				CHECK TOTAL		50.00			
<u>4446</u>	<u>YANKEE COMMUNICATIONS</u>	00000		INV	03/31/2023	<u>INV23-1233</u>	51778		
	1 <u>1200212</u> <u>55200</u>	FIRE OPEXP		VECH MAINT		147.50			
		Invoice Net				147.50			
				CHECK TOTAL		147.50			

03/31/2023 13:03
159tgod

TOWN OF WINSLOW
WARRANT SUMMARY

P 7
apwarrnt

WARRANT: 31/23 03/31/2023

DUE DATE: 03/31/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
1000	1100012	ADMINISTRATION OP	1000-10-001-00-0000-000-0-2-55240	BUILDING MAINTENANCE	78.00 13,503.66
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-55340	HEATING FUEL	509.60 6,786.17
1000	1100052	LIBRARY OP EXPENSE	1000-10-005-00-0000-000-0-2-56500	NETWORKING	972.53 3,899.76
1000	1100082	INFORMATION TECHNO	1000-10-008-00-0000-000-0-2-55231	MAINTENANCE CONTRACTS	688.63 2,022.76
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55200	VEHICLE & RADIO MAINTEN	8.94 -3,283.75
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55213	EQUIPMENT & MAINTENENC	639.90 7,209.12
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55240	BUILDING MAINTENANCE	9.98 3,862.56
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55470	MISC. SUPPLIES	69.50 3,086.03
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-55510	TRAINING	400.00 13,828.63
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-56400	CLOTHING ALLOWANCE	78.70 4,412.10
1000	1200202	POLICE OP EXPENSE	1000-20-020-00-0000-000-0-2-56500	NETWORKING	972.53 3,899.76
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55200	VEHICLE AND RADIO MAIN	750.62 -14,350.31
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-55510	TRAINING	127.04 5,210.16
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56400	CLOTHING ALLOWANCE	486.30 -2,669.75
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56402	PROTECTIVE CLOTHING	1,917.66 -50,132.77
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56503	RESPIRATORY STANDARDS	50.00 3,633.43
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-56506	RESCUE MEDICAL SUPPLIE	433.15 4,235.15
1000	1200212	FIRE OP EXPENSE	1000-20-021-00-0000-000-0-2-57000	CONTRACTED SERVICES	243.13 3,083.94
1000	1300302	PUBLIC WORKS OP EX	1000-30-030-00-0000-000-0-2-55470	MISC. SUPPLIES	92.65 2,309.40
1000	1300302	PUBLIC WORKS OP EX	1000-30-030-00-0000-000-0-2-56500	NETWORKING	283.66 1,134.72
1000	1400402	RECREATION OPERATI	1000-40-040-00-0000-000-0-2-55133	CONTRACTURAL SERVICES	40.52 20,856.68
1000	1600612	INSURANCE & BENEFIT	1000-60-061-00-0000-000-0-2-51543	GROUP INSURANCE	1,178.12 268,881.63
1000	1600653	ORGANIZATION SUPPO	1000-60-026-00-0000-000-0-2-58304	SEXUAL ASSAULT SUPPORT	1,000.00 .00
1000	1600654	OTHER TOWN UTILITI	1000-60-025-00-0000-000-0-2-55311	TRAFFIC LIGHTS	59.55 2,146.23
1000	1600654	OTHER TOWN UTILITI	1000-60-025-00-0000-000-0-2-56000	STREET LIGHTS	34.76 831.11
CASH ACCOUNT 1000 11100			BALANCE 6,496,931.05	FUND TOTAL	11,125.47
2000	2100023	JUNIOR HIGH	2000-60-000-00-0000-000-0-3-55304	UTILITIES	578.58 -4,821.18
2000	2100033	ASSESSING CAPITAL	2000-10-003-00-0000-000-0-3-53904	ASSESSING CONSULTANT	3,375.00 32,762.24
CASH ACCOUNT 1000 11100			BALANCE 6,496,931.05	FUND TOTAL	3,953.58
=====				WARRANT SUMMARY TOTAL	15,079.05
=====				GRAND TOTAL	228,364.15
=====					

** END OF REPORT - Generated by Tanya Goding **

To Winslow Town Council,

4/1/2023

Regarding Ordinance No. 18-2022.

all laws must be fair. Once the roads, sewer, water lines are in good repair; provisions for the poor a destitute is in place then this ordinance may be enacted.

Until then I suggest **STRONG** Consideration to postpone / table this unfair; unjust ordinance.

For the poor a destitute, feeding & clothing must come first. Possibly offering a list of available tradesmen to work problems would be most helpful.

Winslow is a community of helpful people. Let us not be blind sided by material things of this world. It would be so "small" minded of us.

We are community strong - let our Town Council members stand with all of Winslow.

Sincerely & with concern,
Shantara Polizzi
11 East St. Winslow



TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax

www.winslow-me.gov

114 Benton Avenue
Winslow, ME 04901

TOWN COUNCIL

ORDER NO. 16-2023

AN ORDER providing for: Authorization for the Town Manager to sign the amended agreement between the Town of Winslow and the Maine Public Employees Retirement System effective July 1, 2023.

BE IT ORDERED by the Town Council of the Town of Winslow as follows:

WHEREAS, the Town agrees to add coverage under Regular Plan AC for its full-time, non-union, general government employees who work at least 40 hours per week, 52 weeks per year effective July 1, 2023; and

WHEREAS, allow its full-time, non-union, general government employees who elect to join effective July 1, 2023 to purchase credit for past employment with the Town at the employee's discretion upon the employee's full payment of all associated costs. The Town will not participate in the purchase of past service and so employees are responsible for paying the full liability associated with this service if they wish to purchase it; and

WHEREAS, the Town agrees to continue to provide Special Plan 3C to its full-time police officers who work at least 40 hours per week, 52 weeks per year; and

- 1) **WHEREAS**, the Town agrees to continue to provide Special Plan 2C to its full-time firefighters who work at least 40 hours per week, 52 weeks per year; and
- 2) **WHEREAS**, the Town agrees to continues to provide Regular Plan AC to its full-time public works employees who work at least 40 hours per week, 52 weeks per year; and
- 3) **WHEREAS**, exclude all other employees and appointed officials who work part-time or are seasonal or temporary and all elected officials from participating in the Plan; and
- 4) **WHEREAS**, authorize the Town Manager to sign the amended agreement between the Town and Maine Public Employees Retirement System.

NOW THEREFORE BE IT ORDERED Authorization for the Town Manager to sign the amended agreement between the Town of Winslow and the Maine Public Employees Retirement System effective July 1, 2023.

SPONSORED BY: Administration

IN THE TOWN COUNCIL

_____, 2023

First Reading, _____
accepted rejected

_____, 2023

Second Reading, _____
adopted rejected

Town Clerk

APPROVED: _____, 2023

CHAIRMAN: _____

_____	_____
_____	_____
_____	_____



TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax

www.winslow-me.gov

114 Benton Avenue
Winslow, ME 04901

TOWN COUNCIL

ORDER NO. 17-2023

AN ORDER

Providing for: Authorization for the Town Manager to contract with Hank Farrah Consulting for an amount not to exceed \$14,000 for pre-audit services for the FY2023 year end audit.

BE IT ORDERED by the Town Council of the Town of Winslow as follows:

WHEREAS, the Town contracted Hank Farrah Consulting LLC last fiscal year for pre-audit services; and

WHEREAS, Mr. Farrah has over 10 years' experience with Town of Winslow accounts and has proposed changes to accounting practices that will improve reporting and year-end audits, making Mr. Farrah's experience all the more valuable; and

WHEREAS, municipal auditing services throughout the State of Maine have become difficult to contract and having pre-audit services in place guarantees that the Town has preliminary financial statements in a timely manner and makes it more likely that overburdened auditing firms will be willing to take Winslow on as a client; and

WHEREAS, pre-audit services will reduce the amount of time spent on the annual audit, reducing the cost of that service;

NOW THEREFORE BE IT ORDERED that the Town Manager is authorized to enter into a contract with Hank Farrah Consulting for an amount not to exceed \$14,000 per the attached emailed proposal.

SPONSORED BY: Administration

IN THE TOWN COUNCIL

_____, 2023

First Reading, _____
accepted rejected

_____, 2023

Second Reading, _____
adopted rejected

Town Clerk

APPROVED: _____, 2023

CHAIRMAN: _____

Hank Farrah Consulting LLC

16 Viola Lane

Windham, ME, 04092

Email: hfarrah@hankfarrahconsulting.com

March 29, 2023

Town of Winslow

114 Benton Avenue

Winslow, Maine 04901

Dear Erica

I appreciate the opportunity to be of service to the Town of Winslow. I am committed to providing you with high quality professional services in an efficient and timely manner.

Services to be performed

Hank Farrah Consulting LLC will perform the following services for the fiscal year ended June 30, 2023:

- Prepare financial statements in accordance with accounting principles generally accepted in the United States of America, which includes all applicable standards from the Governmental Accounting Standards Board (GASB)
- Prepare schedule of expenditures of federal awards, if necessary, in accordance with the requirements of the Uniform Guidance
- Assistance with the preparation of the management's discussion and analysis (MD&A) in accordance with GASB Standards
- Organize information that supports financial figures presented in the financial statements, which includes creating lead sheets that bridge the information from your accounting system to the financial statements, to provide to your auditor
- Assist with the reconciliation of account balances at year end to help eliminate any potential proposed adjusting journal entries from your auditor

The following is important to note about the services to be performed:

- These services are NOT an audit of your financial information
- These services are NOT a review of your financial information
- These services are NOT designed to find fraud, abuse, or waste
- Hank Farrah Consulting LLC will NOT be performing any procedures regarding internal control over financial reporting or compliance
- Hank Farrah Consulting LLC will NOT be performing any procedures regarding compliance with the Uniform Guidance

Fees for services

Fees for these services will be \$14,000 for the Town of Winslow, plus out-of-pocket costs, such as travel. This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered while performing these services. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before additional costs are incurred. Upon completion of the services under this agreement, Hank Farrah Consulting LLC will submit an invoice. The Town of Winslow will pay Hank Farrah Consulting LLC within 30 days from the date of invoice. Any amounts owed after the due date will be assessed a 1.5% per month late charge.

I appreciate the opportunity to be of service to the Town of Winslow and believe this letter accurately summarizes the significant terms of the services to be provided. If you have any questions, please let me know. If you agree with the terms of the services to be provided, please sign and return it to me.

Very truly yours,



Jeremy "Hank" Farrah
Hank Farrah Consulting LLC

RESPONSE:

This letter correctly sets forth the understanding of the Town of Winslow and Hank Farrah Consulting LLC for the services to be provided.

Signed: _____

Title: _____

Date: _____



TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax

www.winslow-me.gov

114 Benton Avenue
Winslow, ME 04901

TOWN COUNCIL

ORDER NO. 18-2023

AN ORDER

Providing for: Authorization for the Town Manager to execute an agreement for HR & Labor Legal Services with the firm of Preti Flaherty per the attached proposal and engagement letter.

BE IT ORDERED by the Town Council of the Town of Winslow as follows:

WHEREAS, the Town Council authorized the Town Manager to solicit the services of a dedicated HR and Labor Attorney to address personnel matters, labor agreements and negotiations, union grievances and other miscellaneous issues that fall under the umbrella of HR Law; and

WHEREAS, the Town received five proposals and selected two firms for further discussion; and

WHEREAS, Preti Flaherty has been deemed to be the first choice among respondents based on the combination of hourly rate, their overall qualifications, their work with surrounding municipalities, their existing relationship with the current Town Attorney and their ability to provide value-added services such as employee and Council trainings; and

WHEREAS, their physical proximity to Winslow with the main office in Augusta is favorable in terms of travel and accessibility; now therefore

BE IT ORDERED by the Town Council of the Town of Winslow that the Town Manager is hereby authorized to execute an agreement for HR & Labor Legal Services with the firm of Preti Flaherty per the attached proposal and engagement letter.

SPONSORED BY: Administration

IN THE TOWN COUNCIL

_____, 2023

First Reading, _____
accepted rejected

_____, 2023

Second Reading, _____
adopted rejected

Town Clerk

APPROVED: _____, 2023

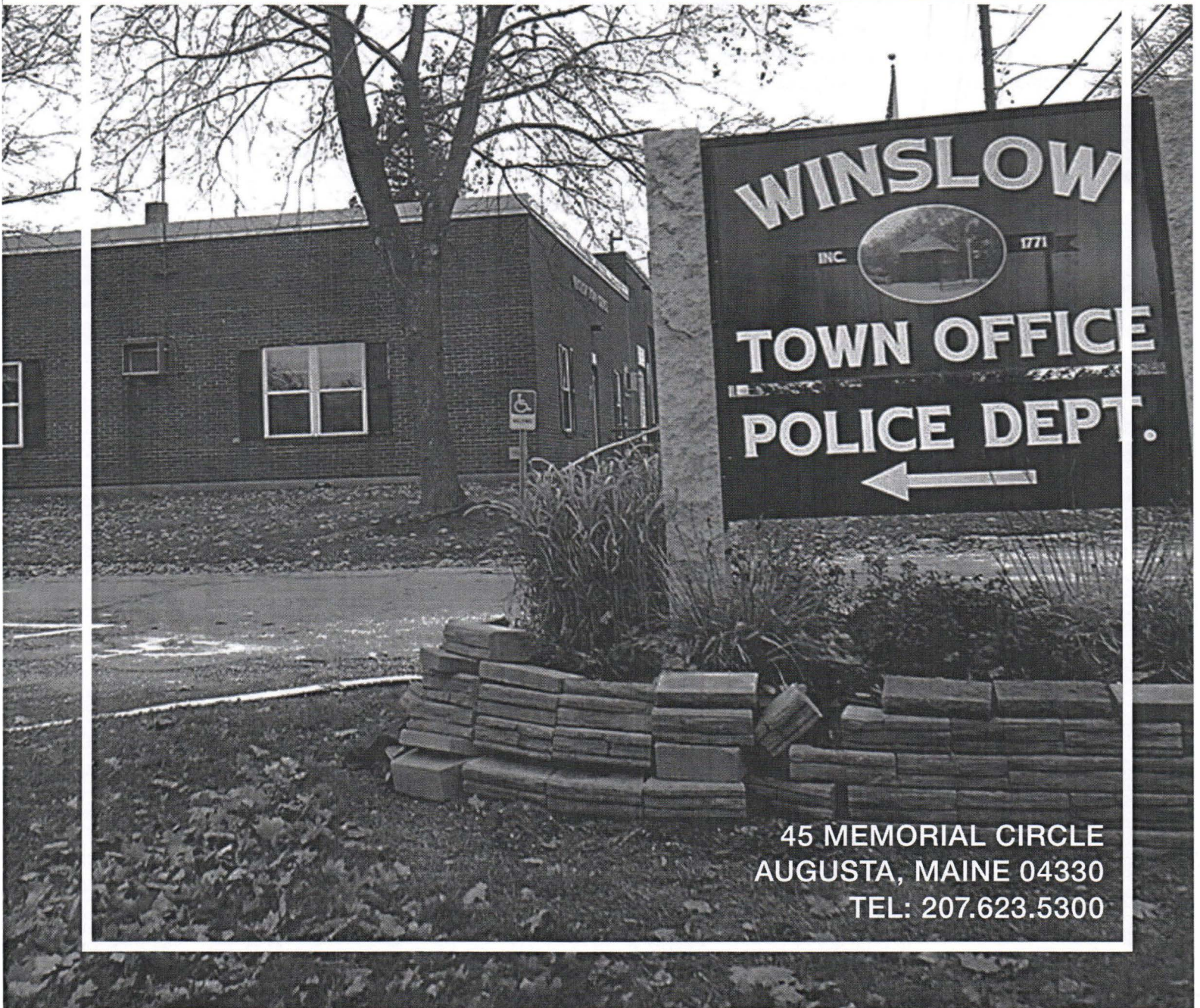
CHAIRMAN: _____



PretiFlaherty PROPOSAL


MARCH 23, 2023

in Response to Town of Winslow
HR & Labor Legal Services RFP



Thank you very much for your consideration of our proposal. We would be pleased to meet with you personally to discuss the prospect of being Winslow's HR and Labor Attorney.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Kristin Collins', with a stylized, flowing script.

Kristin Collins

Vice Chair, Municipal Law and Finance Group

kcollins@preti.com | 207.791.3292

A handwritten signature in dark ink, appearing to read 'Stephen E.F. Langsdorf', with a stylized, blocky script.

Stephen E.F. Langsdorf

Chair, Municipal Law and Finance Group

slangsdorf@preti.com | 207.791.3291

PART I: PROPOSAL

1. FIRM OVERVIEW

Preti Flaherty traces its roots to the 1972 merger of Preti, Peabody, Johnson & Smith, an outstanding corporate and commercial firm, and Berman, Berman, Wernick & Flaherty, one of Maine's top trial practice firms. The successor firm of Preti & Flaherty merged in 1978 with Beliveau & Beliveau, a broad-based general practice firm with a concentration in governmental services and regulatory work, to become Preti, Flaherty, Beliveau & Pachios.

Today, Preti Flaherty has offices in Augusta and Portland, Maine; Concord, New Hampshire; Boston, Massachusetts; and Washington, D.C. We are one of northern New England's largest law firms, with more than 100 attorneys who provide counseling and service to our clients. We are known as an experienced, dynamic, and regionally established firm, and are rated AV by the Martindale-Hubbell Legal Directory.

Our Municipal Law and Finance Group represents municipalities across Maine and New Hampshire on general and complex legal matters, including extensive experience in labor and employment-related issues. Our municipal client include:

Maine: The cities and towns of Biddeford, Saco, Augusta, Brunswick, Kittery, Belfast, New Gloucester, Rangeley, Readfield, Westbrook, Chelsea, Jay, Mechanic Falls, Fayette, Vienna, Calais, Eliot, South Thomaston, Searsport, Vassalboro, Cushing, Waterford, Woolwich, Arrowsic, Lisbon, Morrill, Troy, Unity, Dixfield, Burnham, Chesterfield, Smithfield, and the Portland Water District, Kittery Sewer District, Oquossoc Standard Water District, Lisbon Water Department, Western Kennebec Lakes Community Broadband Association, and Eastern Slopes Broadband.

New Hampshire: The city of Concord and the towns of Ashland, Barnstead, Francestown, Stewartstown, Wilmot, and Wolfeboro.

Our ability to provide the highest level of service and counsel is rooted in the firm's commitment to maintaining varied practice groups comprised of attorneys experienced in particular areas of law. These practice groups provide individualized guidance to other attorneys in the firm, as well as directly to our clients, in order to ensure the most comprehensive and timely results. Our attorneys are backed by a deep bench of support staff and research capabilities, including paralegals, legal assistants, file clerks, and in-house IT and library services. A full accounting of the breadth of our firm's service areas can be found at our website: preti.com.

PretiFlaherty

has extensive experience handling labor and employment matters for municipalities in arbitration, in court, and at the Maine Human Rights Commission.

Ms. Collins and Mr. Langsdorf regularly assist our municipal clients in developing personnel policies and handling disciplinary matters and providing direct counsel and training on strategies and policies for proactively avoiding employment disputes. They have broad experience in advising and representing our clients on employment issues such as discrimination, sexual harassment, whistleblower cases, and disability issues. They have also played an integral role in negotiating collective bargaining agreements; defending claims before the Maine Human Rights Commission and in state and federal court; and handling employee arbitrations held before privately selected arbitrators and the Maine Board of Arbitration and Conciliation. They are directly involved in resolving issues when negotiating parties come to an impasse.

Representative examples:

- As counsel to several large public employers, Preti Flaherty has been involved in all aspects of public labor relations. These include unit determinations, negotiating collective bargaining agreements, and the good faith bargaining process as prescribed by the Maine Labor Relations law.
- Advise and represent municipalities regarding all aspects of the employee disciplinary process, including counselling as to how to discipline, due process hearings and defending claims in arbitration.
- Conduct investigations of complaints and employee misconduct, including interviews, legal analysis, and a full report of the investigation.
- Advise municipalities as to strategies for dealing with Freedom of Access issues in relation to personnel issues.
- Ms. Collins has assisted approximately 10 client towns in full-scale revisions of their personnel policies and codes.
- Mr. Langsdorf has litigated dozens of employment cases before the Maine Human Rights Commission and at bench and jury trials around the state.
- Ms. Collins and Mr. Langsdorf each assisted municipal clients in preparing quick-turnaround policies and procedures to implement the ever-changing laws and regulations enacted to deal with the COVID-19 pandemic.

Ms. Collins and Mr. Langsdorf are supported by Preti Flaherty's deep bench of Employment Law and Municipal Law attorneys. Key members of our extended Winslow team include the following attorneys.



2.3 EMPLOYMENT LAW PRACTICE GROUP CHAIR LAURA A. RIDEOUT

Laura Rideout is Chair of the firm's Employment Law Practice Group and a member of the Litigation Practice Group. As a member of the firm's Employment Law team, Ms. Rideout regularly advises employers on a wide range of issues, including anti-discrimination laws, FMLA, FLSA, ADA compliance, as well as other laws that impact her clients across industries. She often assists clients in drafting employee handbooks and policies, conducting anti-harassment and anti-discrimination training, investigating pre-litigation employment-related claims, and advising on a variety of issues ranging from sensitive personnel decisions to other compliance-related matters. A seasoned litigator, Ms. Rideout regularly represents clients in claims before administrative bodies and in state and federal court. She has significant experience defending clients in cases involving allegations of wage-and-hour violations, whistleblowing, discrimination, and sexual harassment. A recognized rising star in her field, Ms. Rideout implements a thoughtful yet aggressive approach to her work, helping clients find unique ways to resolve legal issues to best fit their needs.

3. QUALIFICATIONS

Preti Flaherty offers municipal clients a comprehensive range of counsel, representation, and training in the area of human resources and labor law, including policies and procedures, contract preparation and negotiation, labor relations and arbitrations, and regulatory compliance, as well as government relations advocacy before the Legislature and regulatory agencies. Our significant presence in the state capital, with 20 attorneys and lobbyists, is a great benefit to our clients. As the preeminent legislative and regulatory firm in Maine, we represent clients across the political spectrum and regularly appear before and have extensive contacts with most state agencies, including the Maine Department of Labor, Workers Compensation Bureau, and Unemployment Insurance Commission, as well as a close relationship with the Governor's office. Ms. Collins, Mr. Langsdorf, and our other Employment and Municipal Law attorneys have handled many unemployment cases and have worked with the Department of Labor in other matters involving terms and conditions of employment and compensation.

We offer the following information as testament to our ability to effectively provide all requested services as stated in the Scope of Work section of the RFP.

3.1 MUNICIPAL LAW AND FINANCE GROUP

With a proven record of success and a reputation for reliability, municipalities throughout Maine and New Hampshire turn to Preti Flaherty's Municipal Law and Finance Group to guide them through the legal concerns of municipal governance, providing trusted counsel in times of crisis.

Our attorneys provide a full suite of municipal legal services and insight on a broad spectrum of municipal issues, including:

- Town Meetings and Elections
- Municipal Charters, Ordinances, and Contracts
- Code and Ordinance Enforcement
- Regulatory Issues
- Labor Relations, Arbitrations, and Employment Law Issues
- Educational Planning and Finance for Municipal and Regional School Units
- Government Relations and Advocacy Before the Legislature
- Freedom of Access Act (FOAA), Right-To-Know Law issues
- Tort Claims Act Cases
- Litigation

The Municipal Law and Finance Group is led by Stephen E.F. Langsdorf and Kristin M. Collins, and complemented by several preeminent municipal attorneys in both Maine and New Hampshire. Actively engaged in the municipal law community, we are regularly called upon to provide educational trainings and workshops to municipal leadership, department supervisors, and staff on a wide range of employment compliance, data security, and technology issues that impact municipalities. Members of our team frequently liaison with the media and assist with communications, providing necessary legal context in the midst of breaking municipal developments.

Our team understands that municipal law is not one-size-fits-all. Successfully serving public clients requires a comprehensive, versatile approach that acknowledges what makes each municipality unique. We currently serve as counsel to more than 40 municipalities in Maine and New Hampshire, all with varying population size, geography, governance structure, potential legal obstacles, and development opportunities. All have access to a legal team on stand-by and ready to help successfully maneuver any

PretiFlaherty

3.3 LITIGATION

We advocate for our clients wherever necessary—including consensual or mandatory ADR, arbitration, and trials in state and federal court. Our team has the resources and skill to address any matter in litigation. Our litigation experience is varied and deep, ranging from District Court prosecutions of civil violations to complex constitutional issues in the federal courts. Unlike many municipal attorneys, we are experienced litigators and are therefore able to carry a single matter from inception through appeal. The Town will not need to bear the expense and delay often caused by referring litigation to a different department or firm. For example, Mr. Langsdorf has been lead counsel in over 25 jury trials and has handled more than 50 arguments before the Maine Supreme Judicial Court (the Law Court).

Pre-trial counseling is the cornerstone of our litigation philosophy. Our goal is to determine the quickest, most direct, and cost-effective solution in every circumstance. Instead of burying clients in reams of paper, our attorneys put together an efficient plan to achieve the municipality's precise goals with minimum risk and cost. As stated, Preti Flaherty is recognized as the largest and most effective lobbying firm in Maine. If our clients are stymied by an unreasonable or outdated law, we avoid getting caught up in litigation by going to the Legislature and getting the law changed. We offer a broad array of services, including public affairs, grass roots lobbying, media relations, and strategic communications to help our clients succeed.

3.4 RISK MANAGEMENT

We believe that the first line of defense in mitigating and managing risk is communication. We take a personal, thorough, and responsive approach in working with our clients. We strive to provide direct, frequent, and consistent contact with town staff and regularly attend various board meetings when our counsel is requested. Mr. Langsdorf and Ms. Collins keep in close contact regarding pending client matters, including any legal action brought against the town or its associated agencies. We not only respond in a very timely manner to client inquiries but work closely with our clients to identify areas of concern and provide predictive guidance, such as copies of all pleadings and briefs filed as well as regular memoranda regarding the status of any pending case, whenever possible. This helps forge professional relationships, provides a better sense of the various dynamics affecting towns, and allows for proactive attention to concerns before they become problems.

We regularly provide clients with proactive outreach in the form of client e-alerts, trainings, and newsletters on topics ranging from labor and employment law to legislative changes. Our municipal clients also enjoy attending our Annual Employment Seminar, a full-day event designed to provide updates on the latest legal changes affecting human resources decision-makers. Our website is an excellent source of continuously updated educational material—we invite you to visit us at www.preti.com to view the many resources available to clients in the form of publications, articles, informative blogs, and alerts across several practice areas.

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The following activities would be excluded from the proposed retainer:

- a. Attendance at Town Council or other evening or off-site meetings
- b. Contested proceedings before the Planning Board, Appeals Board, or any other quasi-judicial board
- c. Litigation, including all preparation and appearances in Court or before Federal and State administrative agencies
- d. Labor arbitrations and negotiations
- e. Bond counsel
- f. Tax Increment Financing – substantive assistance in creating new or amending existing TIFs
- g. Legislative lobbying activities requiring substantive efforts on behalf of the Town
- h. Extraordinary items upon approval by the Town Manager

B. CLIENT REFERENCES

Preti Flaherty is pleased to offer the following client references:

Susan Robertson

City Manager
City of Augusta
16 Cony Street
Augusta, ME 04330-5298
Phone: 207- 626-2300
susan.robertson@augustamaine.gov

William R. Bridgeo

City Manager (Retired)
City of Augusta
16 Cony Street
Augusta, ME 04330-5298
Phone: 207- 626-2300
william.bridgeo@augustamaine.gov

John Eldridge

Town Manager
Town of Brunswick
88 Union Street
Brunswick, ME 04011
Phone: 207-725-6659
jeldridge@brunswickme.org

Eric Dyer

Town Manager
Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355
Phone: 207-685-4939
manager@readfieldmaine.org

Erin Herbig

City Manager
City of Belfast
131 Church Street
Belfast, ME 04915
citymanager@cityofbelfast.org

Kendra Amaral

Town Manager
Town of Kittery
200 Rogers Rd
Kittery, ME 03904
KAmaral@kitteryme.org



Kristin M. Collins

Partner

KCollins@preti.com

207.623.5300

Kristin is a Partner in the Municipal Law and Finance Group and co-chair of the Municipal Broadband Group, practicing from the firm's Augusta office. She works with municipalities, landowners, developers, and citizens' groups to find practical, efficient, and politically sensible approaches to issues touching on all areas of municipal law, including zoning, permitting, licensing, employment and labor, litigation, and finance.

Starting her career as a staff attorney at Maine Municipal Association, Kristin developed the knowledge needed to answer a high volume of inquiries from hundreds of Maine municipalities per year. In private practice, she has worked with some of Maine's largest service center communities and some of its smallest towns, advising managers, councils, selectmen, land use boards, planners, HR managers, and code officers. She also assists individuals and companies in navigating the many political and legal challenges they may face in seeking permits and approvals, and provides general counsel to independent schools on policy-writing, contracts, personnel matters, and state and federal mandates.

Kristin's clients value the relationships she has built over her long municipal practice and her pragmatic approach to solving problems. She is a trusted ally to the municipal officials she serves, and has the respect of those before whom she appears. Kristin is a frequent, well-regarded presenter around the state, teaching seminars and workshops on municipal legal matters.

Kristin has practiced before many Maine courts and administrative agencies, and successfully argued several appeals before Maine's Law Court. She obtained her undergraduate degree in International Relations from Colgate University in Hamilton, New York, and earned her law degree from the University of Maine School of Law.

Admissions

- Maine
- U.S. District Court, District of Maine

Education

- University of Maine School of Law (J.D., *cum laude*, 2004)
- Colgate University (B.A., *cum laude*, 2000)

Services

- [Municipal Law and Finance](#)
- [Employment Law](#)
- [Land Use & Permitting](#)
- [Litigation](#)
- [Municipal Broadband](#)
- [Cannabis Business](#)



Stephen E.F. Langsdorf

Partner

slangsdorf@preti.com

207.623.5300

Steve is Chair of the firm's Municipal Law and Finance Group and a senior partner in the Employment Law and Litigation practice groups. During his more than 30 years as an attorney in Preti Flaherty's Augusta office, Steve has evolved from being an accomplished trial and appellate lawyer (more than 25 jury trials as lead counsel and over 50 Law Court arguments) to being one of the preeminent municipal attorneys in the state of Maine and a highly experienced employment law attorney.

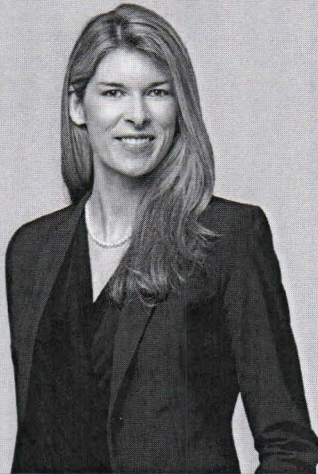
For more than 25 years, Steve has assisted cities and towns with the full range of legal matters as general counsel. His clients include the capital city, Augusta, the state's most populous town, Brunswick, and the state's fastest growing town, Windham. In addition to counseling leaders of these large and complex communities, he also has extensive experience as general counsel to industrial "mill towns" and rural, tourist-centered municipalities (such as Rangeley). His municipal work covers the full gamut from attending council and selectmen's meetings, writing ordinances and contracts, land enforcement actions, employment arbitrations, planning board and zoning board hearings, property tax abatements to constitutional litigation.

As an employment lawyer representing businesses and municipalities, Steve has tried numerous jury cases to verdict and has handled hundreds of cases at the Maine Human Rights Commission and in federal and state courts. Those cases include all kinds of discrimination, sexual harassment, whistleblower cases, disability issues and retaliation. He also counsels employers as to how to avoid employment disputes proactively and conducts employee training.

Steve maintains an active litigation practice primarily for business and municipal clients and has handled numerous groundbreaking matters with local and national implications. For example, he successfully defended a conspiracy and anti-SLAPP case brought by Ralph Nader against the Democratic National Committee and John Kerry. He was counsel to the City of Augusta in the Law Court's public sector labor case redefining status quo when collective bargaining agreements expire. He was successful at the United States Court of Appeals for the First Circuit defending the constitutionality of a parade and mass gathering ordinance. He handled a significant challenge to Maine's medical marijuana laws. He acted as the *de facto* town manager of the Town of Chelsea when the First Selectman was arrested and later convicted of numerous federal corruption charges.

Services

- [Municipal Law and Finance](#)
- [Employment Law](#)
- [Litigation](#)
- [Municipal Broadband](#)
- [Trusts & Estates](#)
- [Cannabis Business](#)



Laura A. Rideout

Partner

lriderout@preti.com

207.791.3000

Laura is Chair of the firm's Employment Law Practice Group and a member of the Litigation Practice Group. Recognized as a "Rising Star" in her field of practice, Laura implements a thoughtful yet aggressive approach to her work, helping clients find unique ways to resolve legal issues to best fit their needs.

As a member of the firm's Employment Law team, she regularly advises employers on a wide range of issues, including anti-discrimination laws, FMLA, FLSA, ADA compliance, as well as other laws that impact her clients across industries. Laura often assists clients in drafting employee handbooks and policies, conducting anti-harassment and anti-discrimination training, investigating pre-litigation employment-related claims, and advising on a variety of issues ranging from sensitive personnel decisions to other compliance-related matters.

A seasoned litigator, Laura regularly represents clients in claims before administrative bodies and in state and federal court in each of the jurisdictions where she is admitted to practice. She has significant experience defending clients in cases involving allegations of wage-and-hour violations, whistleblowing, discrimination, and sexual harassment.

Laura's extensive litigation experience extends beyond her employment-related focus. She also represents clients in a wide range of other matters, including real estate litigation, commercial disputes, and non-employment disability discrimination claims. She is skilled at preparing cases for trial but is also experienced in representing clients at mediation and negotiating settlement agreements as appropriate.

Laura is a member of Preti Flaherty's Recruitment and Professional Development Committees. A Maine native, Laura resides in the Portland area with her husband and two sons.

Services

- [Employment Law](#)
- [Litigation](#)

Admissions

- Maine
- Massachusetts
- U.S. District Court, District of Maine
- U.S. District Court, District of Massachusetts

Litigation—represent employers in defending claims before administrative agencies and in court, including:

- Discrimination claims brought under Title VII, ADEA, the ADA, or comparable state law, including race, age, sex, religion, disability, national origin, and sexual orientation discrimination
- Sex harassment and other harassment/hostile work environment
- Family and Medical Leave Act interference and retaliation
- Fair Labor Standards Act and Wage and Hour
- Wage Payment and Collection Law
- Wrongful Discharge
- Enforcement of Restrictive Covenants
- Whistleblower Retaliation

Workplace Safety and Health—represent and counsel employers regarding:

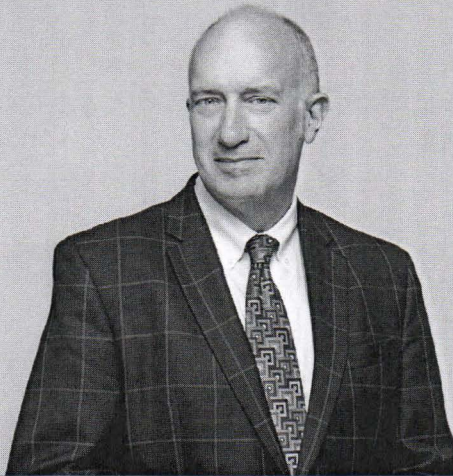
- COVID-19 related workplace safety issues, including compliance with OSHA General Duty Clause

Mergers & Acquisitions:

- Perform labor and employment due diligence and report on risk

Representative Litigation Matters:

- Defended healthcare industry client in race and national origin discrimination claim by terminated employee.
- Defended healthcare industry client in religious discrimination claim by unsuccessful job applicant.
- Defended engineering industry client in disability discrimination claim by terminated employee.
- Defended hospitality industry client in race discrimination claim by terminated employee.
- Defended childcare industry client in race discrimination claim by former employee who resigned from employment.
- Defended energy industry client in sex discrimination and whistleblower retaliation claims by terminated employee.
- Defended manufacturing industry client in wage claim by former employee who resigned from employment.
- Defended restaurant industry client in sex discrimination claim by terminated employee.
- Defended forestry industry client in sex discrimination and harassment claims by terminated employee.
- Defended retail and design industry client in disability discrimination claim by terminated employee.
- Defended finance industry client in age and disability discrimination claims by current employee.
- Defended shellfish industry client in whistleblower retaliation claim by terminated employee.
- Defended energy industry client in sexual orientation discrimination claim by former who resigned from employment.



Matthew J. LaMourie

Of Counsel

mlamourie@preti.com

207.791.3000

Matt is an attorney in the firm's Employment Law, Litigation and Immigration Groups. His practice is equally divided between management-side labor and employment litigation and compliance counseling, where he represents a full range of clients in matters encompassing wrongful termination claims, labor disputes, workplace harassment and discrimination claims, wage and hour compliance and OSHA compliance.

For more than 20 years, Matt has represented clients in numerous industries, including the retail, health care, publishing, energy, manufacturing and telecommunications sectors. His clients include not only firms located in Maine, but throughout northern New England and Atlantic Canada. He frequently draws upon his varied professional experience to counsel clients in ways to avoid litigation or to effectively manage risks associated with their workforce management practices.

Matt also manages the firm's growing visa processing and business immigration practice, which specializes in H, L and TN nonimmigrant visa filings and PRA applications for 1st preference priority workers (including transnational executives), 2nd preference and 3rd preference professional and skilled workers requiring labor certifications.

Matt and his wife Mary C. Hartman, and their three sons, live on Cousins Island, in Yarmouth, Maine.

Admissions

- Maine
- Massachusetts
- New Hampshire
- U.S. District Court, District of Maine
- U.S. Court of Appeals, First Circuit

Education

- Northeastern University School of Law (J.D., 1995)
- University of Delaware (M.S.S., 1985)
- Michigan State University (B.A., 1983)

Services

- [Immigration](#)
- [International Commerce](#)
- [Employment Law](#)
- [Litigation](#)
- [Transportation & Maritime Law](#)
- [Cannabis Business](#)



Cameron A. Ferrante

Associate

cferrante@preti.com

207.791.3000

Cameron is an Associate with Preti Flaherty's Municipal Law and Finance Practice Group in the firm's Portland, Maine, office. His practice focuses on helping municipalities and related entities navigate complex regulatory landscapes; land use, zoning, and licensing issues; administrative proceedings and civil litigation; and drafting of statutes, administrative rules, and regulations, as well as providing comprehensive bond counsel and other public finance strategies. As part of the firm's Municipal Broadband team, Cameron assists clients through the process of forming interlocal agreements and other related industry district entities.

Cameron is a graduate of Northeastern University School of Law and Bates College. While in law school, he served on the editorial board of the *Northeastern University Law Journal* and held internships in the Democracy Program at the Brennan Center for Justice at New York University, in the Civil Rights Bureau of the New York State Attorney General's Office, and with the Hon. Chief Justice Roderick L. Ireland of the Massachusetts Supreme Judicial Court. Prior to joining Preti Flaherty, Cameron was a legislative analyst for the Maine State Legislature, Office of the Revisor of Statutes, and was senior associate counsel for the New York City Campaign Finance Board.

Cameron lives in Falmouth, Maine.

Admissions

- Maine
- Massachusetts
- New York

Education

- Northeastern University School of Law (J.D., 2014)
 - Northeastern University Law Journal, Editorial Board
- Bates College (B.A., 2010)
 - Philosophy

Services

- [Municipal Law and Finance](#)
- [Municipal Broadband](#)
- [Land Use & Permitting](#)
- [Public Finance](#)

Stephen E.F. Langsdorf
slangsdorf@preti.com
207.623.5300

April 5, 2023

Erica LaCroix, Town Manager
Town of Winslow
114 Benton Avenue
Winslow, ME 04901

**RE: Representation for the Town of Winslow-HR & Labor
Confirmation of Engagement**

Dear Erica,

Thank you for asking Preti Flaherty Beliveau & Pachios, LLP ("Preti Flaherty") to serve as legal counsel to the Town of Winslow for HR and labor matters, and other matters as requested. This letter will confirm the nature and scope of our legal services and the business terms and conditions of our relationship. With respect to this particular engagement, we understand these to be as follows:

Client. Our client in this matter is the Town of Winslow ("Winslow"). We are not being engaged to represent, and we will not represent, any other person or entity in connection with this matter except as we may hereafter expressly agree in writing.

Professional Undertaking. We are being engaged to represent Winslow as HR and labor legal counsel to the Town. We are also available for other municipal work at the discretion of the Town.

Matter Responsible Attorney; Hourly Rates and Fees. Stephen E.F. Langsdorf will be the principal attorney and primary contact at Preti and will have general responsibility for all aspects of our relationship. Kristin Collins and Laura Rideout will also be primary contacts. The billing rates will be as follows:

- \$225 per hour for years 1-2 and \$235 per hour for year 3.
- Partners are capped at \$250 for specialty work.
- Associates will be billed \$200 per hour for years 1-2 and \$210 per hour for year 3.
- Paralegals will be billed at \$95 per hour.
- Bond work will be billed at our current market rates.

Commencement of Engagement. Our representation of you in this engagement will commence immediately. We do ask that a countersignature acknowledgement of this letter be returned to us promptly. A PDF is acceptable for this purpose.

PRETI FLAHERTY

Town of Winslow

April 5, 2023

Page 2

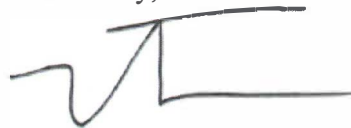
General Terms and Conditions. Other material terms of this engagement are set forth in the accompanying *General Terms and Conditions of Engagement*, which are incorporated herein by this reference. Your acceptance of this engagement letter also constitutes your acceptance of and agreement to abide by the attached General Terms and Conditions of Engagement. If any of these are not acceptable to you, please advise us now so that we may resolve any differences and proceed with this engagement with a clear understanding of the essential business terms of our relationship.

Relationship with Preti Strategies, LLC. As you may be aware, Preti Strategies, LLC ("Preti Strategies") is an independent affiliate of Preti Flaherty. Preti Strategies and Preti Flaherty are separate companies, engaged in different businesses. Preti Strategies is a government relations and consulting firm that is not engaged in the practice of law, and does not provide legal services. Preti Flaherty is a general service law firm. Your retention of Preti Flaherty to provide legal services does not constitute an engagement of or client relationship with Preti Strategies. In the event that you should also require government relations or consulting services from Preti Strategies, potential conflicts of interest would be assessed and the terms of any such engagement would be memorialized in a separate agreement between you and Preti Strategies.

Please understand that while we cannot guarantee the outcome or success of this or any other engagement or professional undertaking, we will strive to represent and serve your interests in this matter effectively and efficiently.

We appreciate your business and confidence in Preti, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to be 'S. Langsdorf', with a stylized, sweeping flourish at the end.

Stephen E.F. Langsdorf

[signature page to follow]

PRETI FLAHERTY
Town of Winslow
April 5, 2023
Page 3

UNDERSTOOD AND AGREED:

**Erica LaCroix
Town Manager
Town of Winslow**

Date: _____

SEFL:bjb

Compensation; Hourly Rates.

Consistent with ethical standards applicable to the jurisdictions in which we practice, we charge reasonable fees for our legal services. Numerous factors go into the establishment of a reasonable fee, and the primary factor will normally be our hourly rates, adjusted annually, applicable to the particular matter and the number of hours expended.

Expenses; Disbursements.

Typically, we charge our clients not only for legal services rendered but also for other ancillary costs and services. Examples include charges for long-distance telephone calls, travel, courier services, computerized research services, and the use of our facsimile, photocopy and printing machines. These charges do not, in all instances, reflect our actual out-of-pocket costs. For disbursement items that exceed \$500, we reserve the right to transmit invoices to a client for direct payment. For lesser disbursements, we will generally advance the amount and include a charge for reimbursement in our monthly statement. Extraordinary expenses will not be incurred, except in emergency situations, without a client's specific authorization.

Invoices; Payment; Interest on Past Due Invoices.

Unless otherwise stated in the engagement letter, we will bill you monthly. All amounts owed to us for fees and costs are due, and you agree to pay all such amounts, upon receipt of our invoice. We reserve the right to assess a late fee of one and one-half percent (1.5%) per month on all amounts unpaid more than thirty (30) days. We may also suspend or terminate services on account of nonpayment, subject to the limitations of applicable Rules of Professional Conduct.

Escrow Deposits.

Any escrow deposits we receive from you will be placed in a trust account for your benefit. Unless we otherwise agree, your escrow deposit will be placed in a pooled account, and you will not be paid interest on it. By court rule in each jurisdiction where we have an office, interest earned on the pooled account is payable to a charitable foundation established in accordance with such court rule. If you prefer your escrow deposits held in a segregated account, please advise us.

Arbitration.

If you disagree with the amount of our fee, please take up the question with your principal lawyer contact or with the Firm's Managing Partner. In most cases, such disagreements are resolved to the satisfaction of both sides with little inconvenience or formality. In the event we are unable to resolve a fee dispute, you have the right to request arbitration under applicable Bar rules, and we agree to participate fully in that process.

Estimates.

Although we may from time to time respond to a client request for an estimate of the amount of professional fees or expenses that may be incurred in an engagement, or on a particular task or undertaking in furtherance of an engagement, such estimates, even though given by us in good faith and on the basis of our best judgment when given, are inherently inexact and are always subject to unforeseen contingencies and changed facts and circumstances. Accordingly, we cannot and will not be bound by any such estimates, unless we expressly agree in writing at the time such estimate is given.

Communications with the Firm.

Unless you advise us otherwise, we will assume that you agree and consent to our communications with you by telephone, regular mail, e-mail, fax and courier services. To maintain attorney-client privilege with you, all of our communications should be made with devices that are not subject to monitoring by third parties. Employee communications on workplace computers are typically subject to an employer's internal policies which often permit employer access to employee email communication even on the employee's personal email account. Therefore, unless you are communicating with us on behalf of your employer, you should avoid using any workplace computer to send us email.

Storage of Information in the Cloud

Our firm employs a cloud-based application to store information in electronic (digital) format concerning the matter(s) we are handling for you. This includes personal information you provide us and any information about the matter itself. Although we still maintain some paper files, this cloud-based storage means much of the information you provide us for your matter will not be stored within our offices or our network, but rather on a third-party's servers. This is commonly referred to as being stored in the cloud. Your information will be encrypted while in transit to that third party's servers and while at rest in the cloud. While we cannot provide any type of guarantee about the security of the information stored in the cloud, we have reviewed the cloud vendor's terms of use, policies, procedures and practices and have concluded they are compatible with our professional obligations. If you have any concerns about this cloud storage application, please contact us and we will be glad to discuss it with you.

Conflicts Waiver.

We are a general service law firm that you recognize has represented, now represents and will continue to represent, numerous clients (including, without limitation, your debtors, creditors and direct competitors), nationally and internationally, over a wide range of industries and businesses and in a wide variety of matters. Consequently, without a binding waiver, conflicts of interest might arise that could deprive you or other clients of the right to select us as their counsel. Thus, as an integral part of the engagement, you agree that we may, now or in the future, represent other entities or persons, including in litigation, adversely to you or any affiliate of yours on matters that are not substantially related to (a) the legal services that we have rendered, are rendering or in the future will render

to you under the engagement, and (b) other legal services that the Firm has rendered, is rendering or in the future will render, to you or any affiliate (an "Allowed Adverse Representation"). You also agree that you will not, for yourself or any other entity or person, assert that either (a) our representation of you or any affiliate in any past, present or future matter, or (b) our actual, or possible, possession of confidential information belonging to you or any affiliate is a basis to disqualify us from representing another entity or person in any Allowed Adverse Representation. You further agree that any Allowed Adverse Representation does not breach any duty that we owe to you or any affiliate.

Client Responsibilities.

You agree to cooperate fully with us and to provide promptly all information known or available to you relevant to our representation. You also agree to pay our statements for services and expenses in accordance with the fee arrangement outlined in the Engagement Letter.

Termination or Withdrawal from Engagement.

You have the right to discharge us for any reason at any time on reasonable notice. We have the right to terminate services and withdraw as your counsel on reasonable notice under any of the circumstances provided in the applicable Rules of Professional Conduct, or if any of the preceding terms and conditions are not fulfilled, or if any invoice is not paid within thirty (30) days. Unless previously terminated, our representation will terminate upon the conclusion of our work for you in this matter, but in no event later than our sending you our final invoice in this matter. Termination of our services will not affect your responsibility for payment of legal services rendered, additional charges incurred before termination and charges incurred in connection with an orderly transition of the matter. Unless you engage us after completion of the matter to provide additional advice on issues arising from the matter, we will have no continuing obligation to advise you with respect to future legal developments.

Client File

During our representation of you, we will be forwarding to you copies of all pleadings, documents, correspondence, and other information regarding your matter that are generated or received by this firm. These copies will be for your file. Please retain them. The records which we create during the course of this engagement reflecting our records and work product related to this engagement, and records we have received from others on your behalf, whether in paper or electronic form shall, at all times, be subject to our continuing retention and/or destruction in accordance with applicable Rules of Professional Conduct and such policies and procedures as we may, from time to time, adopt. We recognize that you are entitled to the return of all original documents and other property or papers that you deliver to us. If at any time during or at the conclusion or earlier termination of this engagement you should determine or believe that we have in our possession or under our control, any original signed documents, papers or other property which belongs to you, we strongly recommend that you specifically identify the same to us and request and obtain delivery and return of the same from us promptly.

File Retention and Destruction.

Upon the conclusion of this engagement, our file concerning this engagement will be officially closed. On your request, we will promptly return to you all original signed documents, papers and other information and data in our possession pertaining to this engagement to which you are entitled. We will retain and safeguard all information and data which you have not asked to be returned (either on or off of our premises), consistent with applicable Rules of Professional Conduct. We reserve the right after ten (10) years to destroy all or portions of such closed files in our sole discretion, except for records that have intrinsic value in the particular version, such as original signed documents, which we will maintain until they are out of date and no longer of consequence. We will destroy files in a manner consistent with our professional obligation to preserve the confidentiality of the materials and information contained therein. Unless required by Rules of Professional Conduct, we will not provide further notice of our intended destruction of these documents.

Audra Fleury

From: Erica LaCroix
Sent: Monday, March 27, 2023 9:22 PM
To: Audra Fleury
Subject: RE: Spirit of America

It needs to be a discussion item for them to nominate potential recipients. I then have them submit their votes to me individually and the resolution will come after their votes. This year we should have a presentation at a Council meeting so we can achieve Gold Status 😊

Erica LaCroix, MPA

Town Manager, Winslow, Maine
114 Benton Ave.
Winslow, ME 04901
(O) 207-872-2776 x5210
(C) 207-616-8093
elacroix@winslow-me.gov



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From: Audra Fleury <afleury@winslow-me.gov>
Sent: Monday, March 27, 2023 5:34 PM
To: Erica LaCroix <elacroix@winslow-me.gov>
Subject: Spirit of America

I have a note in my April meeting folder that the council wanted to discuss Spirit of America and if they had decided who they wanted to nominate. Should I email them a reminder?

Audra Fleury

Town Clerk
Registrar of Voters
Tax Collector
Notary Public

Town of Winslow
114 Benton Ave

Lisa Gilliam

From: Erica LaCroix
Sent: Wednesday, December 7, 2022 11:50 AM
To: Bruce Flaherty; Dale Macklin; Ray Caron; Lisa Gilliam
Subject: RE: For Winslow Town Council: Spirit of America Holiday Greetings & 2023 Tribute

Thank you Bruce.

Lisa we need to have this as a discussion item for Council to start thinking (just thinking) about who they might want to nominate.

Erica LaCroix, MPA

Town Manager, Winslow, Maine
114 Benton Ave.
Winslow, ME 04901
(O) 207-872-2776 x5210
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From: Bruce Flaherty <bwflah@gmail.com>
Sent: Tuesday, December 6, 2022 8:17 PM
To: Dale Macklin <dmacklin@winslow-me.gov>; Ray Caron <rcaron@winslow-me.gov>; Erica LaCroix <elacroix@winslow-me.gov>; Lisa Gilliam <lgilliam@winslow-me.gov>
Subject: For Winslow Town Council: Spirit of America Holiday Greetings & 2023 Tribute

CAUTION: This email originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Dear Dale, Erica, Lisa, Ray & Other Winslow Officials,

"The estimated national value of a volunteer hour during 2021 was \$29.95." (University of Maryland School of Public Policy)

Thanks Winslow for helping volunteerism by choosing 2022 Spirit of America Foundation Tribute recipients!

185+ Maine towns picked Spirit of America winners this year!

In 2023:

Your Town Council is asked to pick (deadline 6/30/23) the local person, project or group to receive the 2023 Winslow Spirit of America Foundation Tribute for outstanding community service using your own criteria and to honor the recipient (presumably with a resolution or proclamation) at a Council meeting in April (National Volunteer Month). Many municipalities choose the one to whom their annual town report is dedicated as Spirit of America winner. Visit website <https://spirame.org> & click FAQ, etc. to find answers to any question you might have!

New policy, effective immediately:

“The selecting entity must verify (provide info about) a Spirit of America Foundation award winner to the Foundation on the Foundation’s website before Spirit of America Foundation will acknowledge the winner.” – sum-up: on <https://spirame.org>, ‘Submit Winner’

Congratulations to this year’s 75+ Gold Distinction towns!

2022 Spirit of America winners included: (might give you ideas for a 2023 selection)

Claire Collins & Helen Johnson for 46 years took calls & dispatched Fire Dept. to emergencies.

Jonesport Elementary School merits praise for outstanding WinterKids Winter Games efforts.

Amelia Kostin was a Yarmouth High student who showed empathy and courage to help others.

Andrew & Shelby Silvernail donated \$250,000 to Bucksport High to help its science programs.

Wishing you a happy, healthy holiday season & thank you for being part of the Spirit of America family!

Bruce Flaherty, President

Maine Spirit of America

(a Spirit of America Foundation chapter)

622-7311, bwflah@gmail.com

A municipality may achieve the most prestigious Gold Distinction by presenting its Spirit of America Foundation Tribute at the annual town meeting or inauguration, during an annual community festival, or during National Volunteer Month (April).