

Town of Readfield Administration Ordinance – Adopted June 9, 2015

The purpose of this ordinance is to give authorization of powers and duties to the Select Board to manage the following non budgetary items.

SECTIONS

- 1.1 ACCEPT PAYMENT OF TAXES**
- 1.2 CONTRACTS AND LEASES**
- 1.3 SALE OF SURPLUS PROPERTY**
- 1.4 ACCEPTANCE OF GIFTS AND DONATIONS TO THE TOWN**
- 1.5 TAX ACQUIRED PROPERTY**
- 1.6 WAIVER OF AUTOMATIC FORECLOSURE**
- 1.7 INCREASE LINE ITEM BY 5%**
- 1.8 MISCELLANEOUS FEES**

1.1 ACCEPT PAYMENT OF TAXES

Authorize the Treasurer of Readfield to accept prepayment of taxes not yet committed pursuant to 36 M.R.S.A., Section 506.

1.2 CONTRACTS AND LEASES

On behalf of the Town of Readfield, enter into single or multi-year contracts, leases and lease/purchase agreements, not to exceed five years, in the name of the Town if it is deemed to be in the best interest of the Town, when the underlying purpose has been authorized by the voters.

1.3 SALE OF SURPLUS PROPERTY

On behalf of the Town sell any town owned surplus property, equipment and tools no longer needed by the Town.

1.4 ACCEPTANCE OF GIFTS AND DONATIONS TO THE TOWN

To accept and expend, on behalf of the Town, any gifts or donations, including grants from federal, state and local agencies, unanticipated donations, or pass-through funds that may be provided by individuals, business associations, charitable groups, or other organizations, if the Select Board determine that the gifts, donations, or pass through funds and their purposes are in the best interest of the Town. Enter into and execute such agreements and contracts and to take all actions as may be necessary, appropriate and convenient to accomplish this acceptance. Any donation or gift that requires additional funds, such additional funds must be appropriated by a Town ballot vote.

1.5 TAX ACQUIRED PROPERTY

To retain; sell to the prior owner for taxes, interest and costs; or sell the tax acquired property on such terms as they deem advisable, and in accordance with a written policy regarding Tax Acquired Property adopted January 8, 2007 by the Select Board and amended on January 4, 2010.

1.6 WAIVER OF FORECLOSURE

To issue Waivers of Automatic Foreclosures when the municipal officers wish to avoid acquiring property that may be burdensome to the Town and to take court action if needed to foreclose at a later date, if desired.

1.7 INCREASE LINE ITEM BY 5%

To increase any line item up to five percent (5%) by transferring funds from another line balance or miscellaneous income to pay for unexpected expenses.

1.8 MISCELLANEOUS FEES

To set Miscellaneous Fees charged for Town services not covered or set by State Statute.