

**Readfield Select Board
Regular Meeting
Agenda
May 19, 2014**

Location: Town Office

Executive Session with legal counsel: 5:30 PM

Public Hearing on Heritage Days Referendum Question: 6:00 PM

Regular Meeting Starts: 6:30 PM

Pledge of Allegiance

1. **Minutes:** Select Board meeting minutes of May 5, 2014
2. **Warrant: 25** – 5 minutes

Communications – 30 minutes

3. Select Board communications
4. Town Manager
5. Boards, Committees, Commissions & Departments
 - Library Building Committee

Appointments/Reappointments – 10 minutes

6. Public Works ad hoc committee candidates: Raymond Renner and David Glidden
Library Building Committee candidate: Joyce Massey

Unfinished Business:

7. Legal Services contract award consideration – 10 minutes
8. Select Board letters to residents – 5 minutes

New Business:

9. Waste Management contract extension proposal – 10 minutes
10. Kents Hill School event liquor license application – 5 minutes
11. Robert Bittar/Emporium liquor license renewal – 5 minutes
12. A-Copi copier proposal – 10 minutes
13. New Street Light location – 10 minutes
14. Audit Workshop: set date with auditor – 5 minutes
15. Other (if needed)

Public Communications – 15 minutes

16. Members of the public may address the Select Board on any topic.

Executive Session

17. Town Manager quarterly review

Adjournment

#1

Minutes

Readfield Select Board
Regular Meeting Minutes May 5, 2014 - Unapproved

Select Board members present: Valarie Pomerleau, Greg Durgin, Larry Dunn and Allen Curtis.

Others attending: Kristie Hutchinson (PEG TV), Stefan Pakulski (Town Manager), Grace Keene, Pamela Osborn, Cheryl Yannayon, Anita Buss, Beverly Monsulick, Debora Doten, Peter Davis, John Parent and Sandra Rourke.

The meeting was called to order at 6:36 pm by Mr. Durgin. The pledge of allegiance was made.

(1) Minutes: **Motion** by Mr. Dunn to approve the minutes of 04/22/2014 as amended, **second** Mr. Durgin; **vote** 4-0-0.

(2) Warrant: Mr. Durgin reviewed the warrant. **Motion** by Mr. Dunn to approve warrant #24 in the amount of \$334,429.41, **second** Mr. Durgin; **vote** 4-0-0.

(3) Select Board Communications:

- Mr. Curtis attended a technology workshop in Portland which was sponsored by MMA. He distributed a written summary of the workshop. There was a discussion.
- Mr. Durgin has received emails in regard to the last select board meeting. He would like to discuss them with the full board in attendance. Mr. Durgin will forward the emails to the board.

(4) Town Manager: Mr. Pakulski reviewed his report which was included in the packet. The locations for consideration of the new street light were discussed. This will be on the next agenda. John Parent and Pete Davis said all three locations are equally important but there is only funding for one light. Mr. Pakulski noted he will be out of the office attending a school outing on May 14-16, 2014.

(5) Boards, Committees, Commissions and Departments: Mr. Durgin said an EOP meeting will likely be scheduled for this June. The trails and dam outlet committees provided minutes for the packet.

(6) Appointments/reappointments:

- **Motion** by Mr. Dunn to appoint Ellen Blanchard as election warden beginning 05/05/2014 and ending 12/31/2014, **second** Mr. Curtis; **vote** 4-0-0.
- The board interviewed Anita Buss for appointment to the public works ad hoc committee. **Motion** by Mr. Curtis to appoint Anita Buss for the public works ad hoc committee starting today and ending when the charge of the committee is completed, **second** Ms. Pomerleau; **vote** 4-0-0.
- Ray Renner was not in attendance. The board decided not to act on his application for appointment. He will be invited to attend next meeting.
- **Motion** by Mr. Dunn to reappoint Brenda Lake and Pam Mitchell to the library board of trustees with a term to expire on 06/30/2017, **second** Mr. Curtis; **vote** 4-0-0.
- The board interviewed Beverly Monsulick for appointment to the library board of trustees. **Motion** by Mr. Dunn to appoint Beverly Monsulick to the library board of trustees for a term starting today and expiring on 06/30/2015; **second** Mr. Curtis; **vote** 4-0-0.

(7) Non-disaster plan policy (second reading): **Motion** by Mr. Dunn to accept the non-disaster operations plan protocol as written, **second** Mr. Durgin; **vote** 4-0-0.

(8) Letters to residents: The letters will be available at the town office on letterhead to sign if board members wish to sign them. They will not be mailed until Mrs. Reay is available to sign the documents. **Motion** by Mr. Durgin to sign the letters presented in the 05/05/2014 packet and to have them available to sign at the town office and to be on letterhead, **second** Ms. Pomerleau; **vote** 2-2-0 (Mr. Curtis, Mr. Dunn opposed) – Motion failed.

(9) Town Meeting Warrant, final draft: **Motion** by Mr. Dunn to reopen the vote on the article to expend the unexpended balance category, **second** Mr. Durgin; there was discussion. **Vote** 4-0-0. **Motion** by Mr. Dunn to remove the article which stated 'to see if the Town will vote to authorize the select board to expend unexpended balances appropriated in prior year(s) within the budget categories in which they were originally appropriated unless otherwise allocated within these Articles', **second** Mr. Durgin; there was a discussion. **Vote** 4-0-0.

Motion by Mr. Dunn to accept the annual town meeting warrant as presented before us, **second** Mr. Durgin; there was discussion regarding Articles 32, 35, 17 and 19. **Vote** 4-0-0. Mr. Durgin requested the warrant be posted immediately.

(10) Legal Services contract award consideration: Discussion was tabled until a later date. It was noted performance issues should be discussed in executive session.

- A reminder was given for the Heritage Days public hearing on 05/19/2014 at 6 pm. On the same day an executive session will be held at 5:30 pm and Attorney Bragg will be invited to attend. The regular meeting on 5/19/2014 will begin at 6:30 pm.

(11) FEMA resolution (Fayette example): Mr. Durgin summarized the resolution. **Motion** by Mr. Dunn to accept the resolution for the Town of Readfield in regard to FEMA and to sign it and have the town manager forward it to the appropriate people – state, local and national representatives, **second** Mr. Curtis; **vote** 4-0-0.

(12) Somerset PSAP contract: Mr. Pakulski said this is a two-year contract with a 5% increase in the second year. **Motion** by Mr. Durgin to authorize the town manager to sign the Somerset PSAP contract on behalf of the town, **second** Mr. Dunn; **vote** 4-0-0.

(13) Gile Hall brick repointing quotes: Mr. Pakulski summarized the needed capital improvements on Gile Hall. Two quotes were received for brick repointing. The quotes were discussed. **Motion** by Mr. Dunn to waive the purchasing policy requirement and to award a contract to Maranacook Masonry in the amount of \$6,225 as dated 04/25/2014 and to authorize the town manager to move forward with the contract, **second** Mr. Durgin; there was a discussion. **Vote** 4-0-0.

(14) Other: None.

(15) Public Communications: Mr. Durgin referred to the public communications policy.

- Anita Buss commented about the town park. She would like to revitalize the project and apply for a \$250 grant, which is due by 05/10/2014. **Motion** by Mr. Curtis to allow Anita Buss to use and enter the town park property for the purpose of planting a community garden, **second** Mr. Durgin; there was a discussion. Anita will ask her minister to sanction this application. **Vote** 4-0-0.

Executive Session: **Motion** by Mr. Dunn to enter into executive session at 8:22 pm pursuant to 1 MRSA Sec. 405(6)(D) regarding labor union negotiations and invite the town manager to attend, **second** Mr. Durgin; discussion – there are no anticipated decisions to be made from this session. **Vote** 4-0-0.

Recorded by Deborah Nichols

The board left executive session at 8:46 pm. There was no further action. Mr. Durgin then adjourned the meeting.

Recorded by Stefan Pakulski

#2

**Warrant
Presented
at Meeting**

#3

Select Board

3. Select Board communications

- Sidewalk project final reimbursement received from DOT
- Allen Curtis: meeting recordings on-line (if ready)
- RSU budget referendum on June 10th
- David Bustin, Senate candidate (he'll call if not available)
- Set summer residents meeting: July 7th
- Set Select Board orientation date: June 16th (if needed)
- Other communications:

#4

Town Manager

4. Town Manager

Joint meeting with Fayette and Wayne Select Boards: Fayette manager, Mark Robinson will advise on any proposed date.

Town meeting arrangements: all set per Town Clerk.

Road work and road budget: The Town Manager previously informed the Select Board during the discussion of removing trees on Morrill Road that there is a chance the roads budget could be overdrawn by the end of the fiscal year (June 30th). The Town Manager will continue managing activities to stay within the budget if at all possible, but will still have to address any road defects that occur (such as grading of potholed gravel roads). No further contracts will be considered for any work beyond the current road grading and fixing of any defects, or for buying any more materials except those needed to fix any defects.

Although the Town by state law may overdraft the roads budget by up to 15% annually, all such spending must be at the discretion and authorization of the Select Board (as is true for any budget category overdraft). The Town Manager therefore recommends that the Select Board authorize tonight any road budget overdraft necessary for any road defect repairs through the end of the fiscal year.

Candidates Night: This is scheduled for 6:30 PM on Thursday, May 22nd upstairs in Gile Hall. The format will be the same as in previous years with opening statements from each candidate, questions from citizens (by email or in person) to specific candidates, rebuttals to other candidates' responses, and closing statements from each candidate.

#5

**Boards,
Committees,
Commissions
& Departments**

#6

Appointments

TOWN OF READFIELD

APPOINTMENT APPLICATION

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission

are you applying for?

Public Worker Adhoc Com.

Name: Raymond C Renner Phone (H): 685-9546

Street address: 83 Walker Rd. Phone (C): _____

Mailing address: Readfield ME 04255

E-Mail: rayrenner@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

Elect. Engineer, wrote contracts, Administered contracts and maint. FAA, mil., CMP retired

Below please tell us the reason you are interested in applying for this position.

To serve my community

If you are currently employed, what is your position?

Retired

APPLICATION FOR APPOINTMENT FOR:

Name: Raymond Penner Position P.W. Adhoc Com. Term: none

CLERK'S USE BEFORE THE APPOINTMENT

Open position Member P.W. Adhoc Com. Term: open-till done
Was this position advertised? Yes No If no please explain:

Is there a recommendation attached? Yes No If no please explain: Com. not set-up yet.

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? Yes No If yes what date:
Is an Oath appropriate: Yes No If yes what date:

SELECT BOARD APPOINTMENT

To Raymond Penner of Readfield, in the County of Kennebec and State of Maine: There being a position on the P.W. Adhoc Com. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

thru open. Given under our hand this , day of , 2014.

Sue Reay P. Greg Durgin Lawrence Dunn

Valarie Pomerleau Allen Curtis

RECEIVED

TOWN OF READFIELD

MAY 17 2014

APPOINTMENT APPLICATION

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Please check one:

1st time appointment

re-appointment

Which Board, Committee or Commission

are you applying for?

Public Works Reporting Committee

Name:

David R. Blidden

Phone (H):

N/A

Street address:

111 Sadie Dunn

Phone (C):

448 4590

Mailing address:

Readfield ME 04355

E-Mail:

prngdrv@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

Military experience in researching projects, data collection, correlation of collected data, drafting & finalizing reports and presenting the topics in basic format.

Below please tell us the reason you are interested in applying for this position.

Assist in finally getting closure to this reoccurring event, putting an end to something that continues to waste Tax Payer funds.

If you are currently employed, what is your position?

Retired - full time golfer/maker

APPLICATION FOR APPOINTMENT FOR:

Name: Blidsten Position Public Works Term: None

CLERK'S USE BEFORE THE APPOINTMENT

Open position P.W. Com. Term: till finished

Was this position advertised? Yes No

If no, please explain:

Is there a recommendation attached? Yes No

If no, please explain: not a com. yet

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? Yes No If yes, what date:

Is an Oath appropriate: Yes No If yes, what date:

SELECT BOARD APPOINTMENT

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thru . Given under our hand this , day of , 2014.

Sue Reay

P. Greg Durgin

Lawrence Dunn

Valarie Pomerleau

Allen Curtis

TOWN OF READFIELD

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Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission
are you applying for?

Library Building Committee

Name: Joyce Massey Phone (H): 685-4648

Street address: 79 Macomber Rd. Phone (C): 333-8715

Mailing address: PO Box 367, Readfield, ME 04355

E-Mail: jmassey.x@qol.com

Below please tell us of any experience and/or training that might be useful in this position.

I have an MLIS from So Carolina. I ran the Libraries at Maranacook High School & Middle Schools for 7 years. I was responsible for creating the Middle School library.

Below please tell us the reason you are interested in applying for this position.

This seems to be a project I could contribute to with some expertise.

If you are currently employed, what is your position?

Retired

APPLICATION FOR APPOINTMENT FOR:

Name: Joyce Massey Position Lib. Bldg. Com. Term: None

CLERK'S USE BEFORE THE APPOINTMENT

Open position Lib. Bldg. Com. Member Term: until finish w/project
Was this position advertised? Yes No If no, please explain:

Is there a recommendation attached? Yes No If no, please explain:

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? Yes No If yes, what date:
Is an Oath appropriate: Yes No If yes, what date:

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Sue Reay

P. Greg Durgin

Lawrence Dunn

Valarie Pomerleau

Allen Curtis

67 Fogg Road
Readfield, ME 04355
May 11, 2014

To: Readfield Select Board
Cc: Robin Lint, Readfield Town Clerk

Dear Select Board Members;

I would like to recommend and endorse the appointment of Joyce Massey of 79 Macomber Road to serve on the Library Building Committee.

Ms. Massey formerly was in charge of both the Maranacook high school and middle school libraries and helped create the middle school library. Having her expertise serving a population that the Readfield Community Library strives to reach would be an advantage to the committee and the town.

Your appointment of her will be of invaluable assistance to our work on behalf of our town.

Kind Regards;

A handwritten signature in cursive script that reads "Bruce Bourgoine". The signature is written in dark ink and is positioned above the typed name and title.

Bruce Bourgoine
Library Building Committee Chair

#7

Legal Services

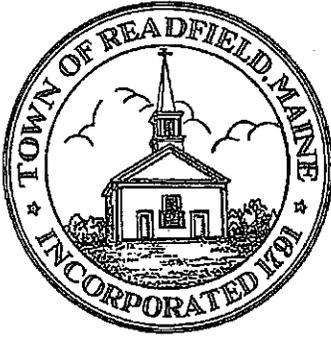
contract award

#8

Select Board

Letters to

residents



TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

Tel. (207) 685-4939 • Fax (207) 685-3420

Email: Readfield@roadrunner.com

5/19/2014

Grace Keene

Re: Response to e-mail on Feb. 25, 2014

Grace,

Thank you for sharing your concerns and thoughts with the Select Board.

We hope that the Ad Hoc Committee is not a waste and the town will be able to move forward.

We do not promote wasting town resources in order to accomplish this goal. We voted to move forward on this knowing that statements have been made that all the documents currently exist so it should be only a matter of compiling them into a useful document that can be easily referenced.

The vote on this was a consensus vote by the board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

Select Board of Readfield

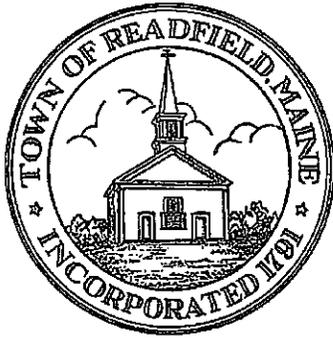
Sue Reay, Chair

Greg Durgin, Vice-Chair

Lawrence Dunn

Valarie Pomerleau

Allen Curtis



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5/19/2014

Deb & Pete

Re: Response to e-mail on March 7, 2014

Deb Doten & Pete Davis,

Thank you for sharing your concerns and questions with the select board. Below, we have tried to answer everything we could.

We do not intend for the directives that will be provided to the Ad Hoc Committee to be a loosely described document of gathering the information needed. We hope the committee will provide us documentation that will be clear and concise.

Issue 1

Because they are the "projected costs" and "assumptions" in the Independent Accountants' Report and was written before the actual closing of the public works, we feel that it has no actual documentation in what it cost to close the department. It will be interesting to see how close the projected costs compare to the actual costs.

We assume Sue is the current select board member that you refer to in your e-mail. Please show us any documentation you may have that shows that she personally stated she was pleased with the audit.

We are unaware of any directive from anyone that put a rush on the sale of the equipment – in fact the article that was voted on regarding this was pretty clear:

QUESTION 2; 1. "To abolish, in it's entirety, the current Public Works Department and appropriate zero (0) dollars for its funding. 2. To place for sale, ALL of the construction Equipment used by the Public Works Department, including Trucks, Plows, Graders, Sanders, etc: these items being offered by PRIVATE SALE, NOT AT AUCTION, to insure a higher selling price. The proceeds of all sales being used to satisfy any outstanding debts accrued to and by the Public Works Department."

We are unaware of any directive that could be misinterpreted as forcing the town into selling equipment at a loss of equity to the taxpayers.

We understand that your interpretation of the audit is that it was objective but as you also state it is only an "estimated assumption". As stated above it was done prior to the closing of the department so it was lacking what the "actual" costs were. The date the audit was presented was August 23, 2011, just for reference purposes, as this was completed prior to the towns audit that was received the following April.

The town did spend \$ 250,000.00 of unassigned fund reserve, per Article 42 in the 2012 warrant to reduce the total tax commitment.

In the 2012 warrant, Article # 20 we did use \$ 150,000.00 of carry forward money from the road budget to offset the proposed budget. Without having the audit in front of us, we can not state exactly how much of this was actually from public works savings. We hope to get back to you on that information in the future, either when the Ad Hoc Committee is finished or if the Select Board has time to look into it.

Have you spoken to Mr. Perkins to see if he had actually ever been sent the answers to his email questions? If he did then the information he received would be very helpful to us. All that the email you reference confirms is that the town manager had directed the employees to complete this but that they had several things to do. Until Mr. Perkins can confirm this himself we do not feel comfortable assuming it was done.

We understand that the assumption is that closing public works cost the town a considerable amount of money. That amount differs depending on who you talk to or which articles you read. There is no actual documentation showing this to be true. It is always beneficial to deal with actual costs so no one assumes anything.

It always takes a majority vote to accomplish these types of things.

Questions that have been asked since 2011 over and over again and each time they have been answered, however, some residents perceive the information as incomplete. If this committee can create a complete document that wraps it up in a format that is easily accessible or understandable, we feel that it will close this issue out.

Yes, costs of public works has been explained several times to residents as to where this information is. Each select board meeting has one select board member review the warrant in complete detail to see exactly what was paid and to whom. The full details of each warrant are at the town office and available for public viewing. The public can request a copy of these warrants and this board will make copies available at future meetings. How cost effective is it to have to have to look at years of warrant information and then have to request the actual invoices to clarify what was actually paid and then compare them with one of audits.

Would it not be more efficient to combine all of these into one document so that in the future when someone wants to look into creating another Public Works Department or a different department for the town, we would have this documentation showing what goes

into creating a department, the things done well, and the things the town should avoid doing the next time around.

Issue 2-

We think there is confusion on the definition of minority versus majority but to the select board's knowledge, no FOAA requests ever asked for the Town Manager's job or to make employment difficult for any employee. We have no hidden agenda to remove the town manager from his job.

The select board has been open and transparent to the public. We have tried to get involvement by residents through the PEG station, the website, and the Messenger.

We are unaware of any information that exists speaking on behalf of 2300 residents. We are sure the town manager and Select Board would be very pleased to see this. Additional thoughts and input by residents are always welcomed by the select board.

The town office does have a copy of the 153 signatures regarding not renewing the town manager's contract and you can look at these or request them through an FOAA request as it is a public document.

Issue 3

The select board has not added extra tasks for employees. The select board makes any requests they might need through the town manager and he decides if they are reasonable requests and can be fulfilled with minimum disruption to their work schedule. As far as the town manager, we give him directives to fulfill according to his job description and several of the tasks he is asked to do have been fulfilled with help from this select board whenever necessary.

As far as inappropriate behavior by select board members in the town office, we have not witnessed this nor been made aware of it.

We do not believe the employees are working in an insecure nor toxic environment.

Per the Select Board Roles and Responsibilities, we are to look at all policies annually. Changes made to several policies over the years never got incorporated into the documents. It took many hours of researching the last five years of minutes on the website to find and note all these changes so the policies could be updated. All this research was done by a current select board member – not a town employee – to make sure we have correct and current policies to rely on. Going forward, we hope any changes/additions to policies will be incorporated in the documents when completed.

Decisions and actions taken by the current board are no different than what any other board has done. Each board has a different make-up of individuals who might see things differently, but the goal should be the same. Make sure the best interest of the Town and its residents are continually being addressed in the most efficient and respectful manner possible.

Anything to do with possible unionization at this point is confidential information.

Issue 4

The Public Works Ad Hoc Committees' goal will be to compile all they can at hopefully very little cost or extra work for the current employees. Since all the documents already exist, it should be only a matter of compiling them into a useful document that can be easily referenced.

A majority, not minority, of voters is what closed public works.

We have not seen any documentation to show that the mil rate increased due to the shutdown of public works.

As previously noted with the "Independent Accountants' Report it is not productive to "estimate" what costs might have been.

The residents will always have the final say on any issue.. The goal is that when the Ad Hoc committee is done all the information that is compiled will answer the questions that have been raised in the past as well as any that might arise in the future. The final documents compiled shall be kept for future use by current and future town officials if needed.

We understand that you might believe it will be an expensive report. The public works Ad Hoc Committee will do everything they can to keep expenses down. Volunteers will be working on it and all the documentation is there in one form or another so it should be just a matter of compiling it.

We hope that this is all helpful information to you both. As noted, we will make sure all letters and responses do get addressed into the Readfield Messenger as requested.

The vote on this was a consensus vote by the select board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

Select Board of Readfield

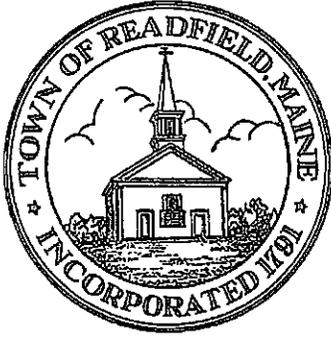
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We understand that your interpretation of the audit is that it was objective but as you also state it is only an "estimated assumption". As stated above it was done prior to the closing of the department so it was lacking what the "actual" costs were. The date the audit was presented was August 23, 2011, just for reference purposes, as this was completed prior to the towns audit that was received the following April.

The town did spend \$ 250,000.00 of unassigned fund reserve, per Article 42 in the 2012 warrant to reduce the total tax commitment.

In the 2012 warrant, Article # 20 we did use \$ 150,000.00 of carry forward money from the road budget to offset the proposed budget. Without having the audit in front of us, we can not state exactly how much of this was actually from public works savings. We hope to get back to you on that information in the future, either when the Ad Hoc Committee is finished or if the Select Board has time to look into it.

Have you spoken to Mr. Perkins to see if he had actually ever been sent the answers to his email questions? If he did then the information he received would be very helpful to us. All that the email you reference confirms is that the town manager had directed the employees to complete this but that they had several things to do. Until Mr. Perkins can confirm this himself we do not feel comfortable assuming it was done.

We understand that the assumption is that closing public works cost the town a considerable amount of money. That amount differs depending on who you talk to or which articles you read. There is no actual documentation showing this to be true. It is always beneficial to deal with actual costs so no one assumes anything.

It always takes a majority vote to accomplish these types of things.

Questions that have been asked since 2011 over and over again and each time they have been answered, however, some residents perceive the information as incomplete. If this committee can create a complete document that wraps it up in a format that is easily accessible or understandable, we feel that it will close this issue out.

Yes, costs of public works has been explained several times to residents as to where this information is. Each select board meeting has one select board member review the warrant in complete detail to see exactly what was paid and to whom. The full details of each warrant are at the town office and available for public viewing. The public can request a copy of these warrants and this board will make copies available at future meetings. How cost effective is it to have to have to look at years of warrant information and then have to request the actual invoices to clarify what was actually paid and then compare them with one of audits.

Would it not be more efficient to combine all of these into one document so that in the future when someone wants to look into creating another Public Works Department or a different department for the town, we would have this documentation showing what goes

into creating a department, the things done well, and the things the town should avoid doing the next time around.

Issue 2-

We think there is confusion on the definition of minority versus majority but to the select board's knowledge, no FOIA requests ever asked for the Town Manager's job or to make employment difficult for any employee. We have no hidden agenda to remove the town manager from his job.

The select board has been open and transparent to the public. We have tried to get involvement by residents through the PEG station, the website, and the Messenger.

We are unaware of any information that exists speaking on behalf of 2300 residents. We are sure the town manager and Select Board would be very pleased to see this. Additional thoughts and input by residents are always welcomed by the select board.

The town office does have a copy of the 153 signatures regarding not renewing the town manager's contract and you can look at these or request them through an FOIA request as it is a public document.

Issue 3

The select board has not added extra tasks for employees. The select board makes any requests they might need through the town manager and he decides if they are reasonable requests and can be fulfilled with minimum disruption to their work schedule. As far as the town manager, we give him directives to fulfill according to his job description and several of the tasks he is asked to do have been fulfilled with help from this select board whenever necessary.

As far as inappropriate behavior by select board members in the town office, we have not witnessed this nor been made aware of it.

We do not believe the employees are working in an insecure nor toxic environment.

Per the Select Board Roles and Responsibilities, we are to look at all policies annually. Changes made to several policies over the years never got incorporated into the documents. It took many hours of researching the last five years of minutes on the website to find and note all these changes so the policies could be updated. All this research was done by a current select board member – not a town employee – to make sure we have correct and current policies to rely on. Going forward, we hope any changes/additions to policies will be incorporated in the documents when completed.

Decisions and actions taken by the current board are no different than what any other board has done. Each board has a different make-up of individuals who might see things differently, but the goal should be the same. Make sure the best interest of the Town and its residents are continually being addressed in the most efficient and respectful manner possible.

Anything to do with possible unionization at this point is confidential information.

Issue 4

The Public Works Ad Hoc Committees' goal will be to compile all they can at hopefully very little cost or extra work for the current employees. Since all the documents already exist, it should be only a matter of compiling them into a useful document that can be easily referenced.

A majority, not minority, of voters is what closed public works.

We have not seen any documentation to show that the mil rate increased due to the shutdown of public works.

As previously noted with the "Independent Accountants' Report it is not productive to "estimate" what costs might have been.

The residents will always have the final say on any issue.. The goal is that when the Ad Hoc committee is done all the information that is compiled will answer the questions that have been raised in the past as well as any that might arise in the future. The final documents compiled shall be kept for future use by current and future town officials if needed.

We understand that you might believe it will be an expensive report. The public works Ad Hoc Committee will do everything they can to keep expenses down. Volunteers will be working on it and all the documentation is there in one form or another so it should be just a matter of compiling it.

We hope that this is all helpful information to you both. As noted, we will make sure all letters and responses do get addressed into the Readfield Messenger as requested.

The vote on this was a consensus vote by the select board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

Select Board of Readfield

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Greg Durgin, Vice-Chair

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5/19/2014

John Parent

Re: Response to e-mail on March 8, 2014

John,

Thank you for contacting the select board with your thoughts and concerns.

Your letter states that all information is documented on the cost of closing public works. If that is the case, would you be willing to share what that is, because we, as a select board have not seen all this documentation?

If the equipment was dissolved in a hurry, it was not done per the voters directive. It is very disturbing that the thought of having public works information compiled into a document is perceived as a witch hunt to get rid of the town manager. Are you insinuating that during this process things may be discovered that would imply that information may come out that didn't previously?

For reference we have written word for word the article voted on.

QUESTION 2; 1. To abolish, in it's entirety, the current Public Works Department and appropriate zero (0) dollars for its funding. 2. To place for sale, ALL of the construction Equipment used by the Public Works Department, including Trucks, Plows, Graders, Sanders, etc: these items being offered by PRIVATE SALE, NOT AT AUCTION, to insure a higher selling price. The proceeds of all sales being used to satisfy any outstanding debts accrued to and by the Public Works Department.

We know it is not possible to change all the perceptions people have as to why this information needs to be compiled but the main reason and the goal we hope to achieve is- in the future when someone wants to look into creating another Public Works Department, or a different department for the town we would have this documentation showing what goes into creating a department, the things done well and the things we want to avoid doing the next time around.

Not sure what you are insinuating when you say we are piling work onto the town manager and staff and harassing them. As the current Chair of the Budget Committee, we find your accusations very disturbing and we would like to see specific facts you have in making them.

Whether the department saved or cost us money, we all want to know. Actual documentation, not estimates will serve the town better in the future.

Thank you for your interest in town affairs.

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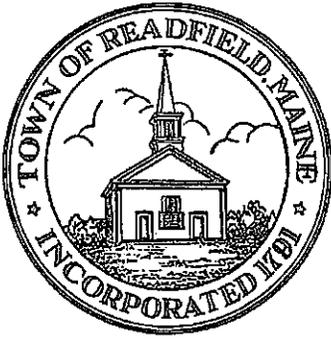
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Response to e-mail of: April 2, 2014

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“ It has been brought to my attention that "SOME" select board members want to have the Cemetery Budget voted on in a line item process because Sue has received some calls from some citizens that they don't understand the cemetery budget. REALLY. They understand the remainder of the town budget, but not the cemetery budget??? I think I smell a skunk in the wood pile. “

We feel that this is very inappropriate wording for you to be using and uncalled for as a committee member that represents the town.

The vote on this was a consensus vote by the Board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

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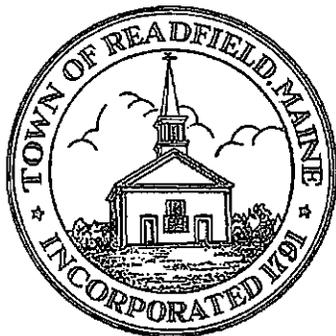
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5/19/2014

Kathryn Woodsum

Re: Response to e-mail on March 8, 2014

Kathryn,

Thanks for contacting the select board with your concerns and comments.

As a former select board member, and one who worked on the public communications policy, we are disappointed that you would send out this type of email.

Obviously, this board disagrees with your assessment of this board as deplorable and embarrassing. No matter what our thoughts might have been about other boards or members, we would never make such a statement like this.

We do understand that we represent all residents of this town. If you read the April Messenger under the Chair's article Sue addressed your comments concerning the lack of this select board not appreciating or being thankful of our town employees under the Chair's article.

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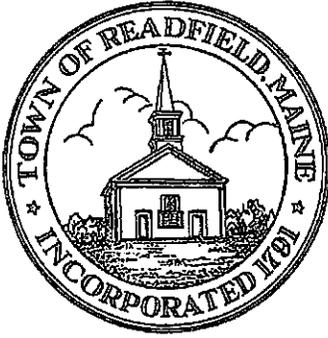
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5/19/2014

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Re: Response to e-mail on March 10, 2014

Kathryn,

Thank you for contacting us with your concerns.

By now you must know, until the packet came out, we were unaware of this e-mail. Sue's select board e-mail on AOL was only a temporary e-mail account for a short period of time, due to Time Warner Cable issues.

To reiterate, as we did in the previous response to you - as a former/current board member who worked on the public communications policy, we are disappointed that you would send out this type of email.

Public works final documentation verses estimated contracted services is all that the auditor provided. Actual data has never been comprised to our knowledge, so we can't agree with you at this point that they cost virtually the same.

And yes, Sue was on the healing committee and wanted this to be behind her. But as a previous board member, you know all too well that we can't control what citizens bring forth and want for information.

The positive outcome to this information will be that the residents will finally have actual documentation from the start to the finish of public works, not estimates. Moving forward, this information could be very helpful if the town wants to look into creating another public works department or other department of this magnitude in the future.

The information could show us how to better be prepared for future projects and examine what worked well and what didn't.

As with a separate citizen's email it is very disturbing that the thought of having public works information compiled into a document is perceived as a witch hunt to get rid of the Town Manager. Are you insinuating that during this process information may be discovered that would imply that information may come out that didn't previously?

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Because you are a former select board/present budget committee member, we find your accusations that we are harassing town employees inaccurate. As you are well aware, such accusations and any facts to back them up should be presented through the proper channels so we can address them as a select board and take proper action taken so that it does not continue to happen.

Sue as the chair of a board of five, works with four other select board members who have their own individual thoughts and opinions. We all need to be able to agree or disagree at times.

You may put in a FOAA request for information you want per the FOAA policy. As long as the document exists, your requests will be fulfilled.

No matter how you look at it, 153 signatures were gathered in less than a week. The document clearly stated those residents did not support the renewing of the Town Manager's contract. As you know that contract was renewed by the select board. We feel it would be a grave injustice if we, as a board, do not take this seriously and do all we can to figure out and resolve issues residents have. This can only be accomplished if residents come forth and let us know what their reasoning was for signing.

Could you please present facts that substantiate your accusation – "letting folks talk down previous boards." We don't feel we have been remiss but will be diligent in observing for this type of behavior.

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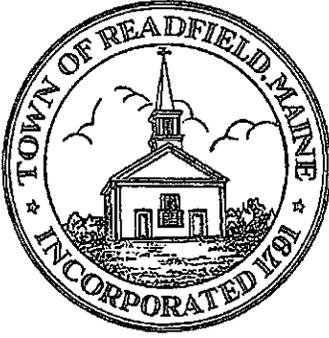
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5/19/2014

Barbara Bright

Re: Response to e-mail on March 9, 2014

Barbara,

Thank you for contacting us regarding your concerns.

We are unaware of any information that speaks on behalf of 2300 residents that you are referencing in your e-mail. If you could provide us this information it would be really helpful.

It is the hope of this board that by forming this ad hoc committee that we once and for all may present documentation supporting the actual costs involved with the formation and subsequent disbanding of the Public Works department. The current board does not plan on wasting time and or money on this issue. Every e-mail seems to state that all the documentation is done. We just need it provided as a packet to us.

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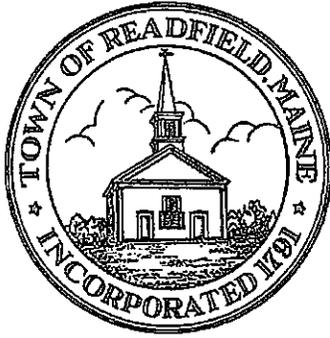
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Tom Dunham

Re: Response to e-mail on March 9, 2014

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On another note, although you are entitled to your own thoughts and opinions, we feel it is inappropriate for you to allege that we are cleaning up messes from previous boards. In the future, please refrain from these kinds of statements as they don't follow our Public Communications Policy.

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#9

**Waste Management
Contract Extension
proposal**

9. Waste Management contract extension proposal

Please see the attached proposal from Waste Management along with a copy of the Town's current contract with Waste Management that expires on June 30, 2014.

The Solid Waste and Recycling Committee (SWRC) and Town Manager recommend accepting the proposal.

Peter Lachapelle, account manager from Waste Management's office in New Hampshire, will attend the meeting to answer any questions from the Board. Please consider taking this item out of order as early as the Select Board is willing so that Mr. Lachapelle may drive home.

**AMENDMENT TWO
SOLID WASTE DISPOSAL
AND
HAULING CONTRACT**

WHEREAS, an Agreement was made on the 30th day of June 2008 effective the 1st day of July, 2008, amended November 15, 2011 (Amendment One), by and between the Town of Readfield, Maine (hereinafter "Town") and Waste Management of Maine, Inc., (hereinafter "Contractor"); and

WHEREAS, the Town and Contractor are seeking to amend the Agreement as specified herein; and

NOW, THEREFORE, in consideration of the mutual covenants, undertakings and promises set forth herein, the Town and Contractor do hereby covenant, promise and agree as follows:

1. **Section 2. Term** - The term of this Agreement shall be extended for an additional three years beginning July 1, 2014 and shall terminate June 30, 2017. The Town may choose to further extend this Agreement for up to three years for the period July 1, 2017 through June 30, 2020. Contractor shall notify the Town on or about January 1, 2017 of the impending expiration for the purpose of allowing the Town to evaluate its option to extend the Agreement. This Agreement's renewal is contingent upon funding as appropriated at the Annual Town Meeting.

2. **Section 4. Compensation** - Pricing for the first year is as follows:

Pricing 7/1/2014 - 6/30/2015	
MSW / Norridgewock	\$191.15 per haul
Demo / Norridgewock	\$191.15 per haul
Clean Wood / Biomass	\$191.15 per haul
MSW Disposal	\$56.83 per ton
Demo Disposal	\$56.83 per ton
Roofing Shingles & Sheetrock CPRC, Saco	\$304.81 per haul
Glass /Maine Recycling, Auburn	201.49 per haul
Rental Compactor Container	\$21.14 per month
Rental Open Top Container	\$42.30 per month

Yearly increase for Transportation and Disposal are outlined in the 2008 Agreement and remain in effect.

All terms and conditions of the Agreement, except those expressly modified by this Amendment, remain unchanged and in full force and effect.

IN Witness Thereof, the parties have caused this Amendment to be executed by their respective authorized officers or agents on the date set forth below.

Town of Readfield, ME, a municipal corporation

Date: _____

Stefan Pakulski, Town Manager, Duly Authorized

Waste Management of Maine, Inc.

Date: _____

Chris DeSantis, President, Duly Authorized

#10

Kents Hill School

Event liquor

license



Bureau of Alcoholic Beverages
 Division of Liquor Licensing & Enforcement
 164 State House Station
 Augusta, ME 04330-0164
 Tel: (207) 624-7220 Fax: (207) 387-3424

**APPLICATION FOR LICENSE FOR
 INCORPORATED CIVIC ORGANIZATION**
\$50.00 Fee / \$10.00 Filing Fee
Check Payable: Treasurer State of Maine

1. (a) Full Name of Applicant: Kents Hill School
 (Corporate Name)
- (b) Corporate Address: 1614 Main St Kents Hill ME 04349
 Street Address City/Town State Zip Code
- (c) Authorized Corporate Office: Chief Financial Officer, Barry Gates
- (d) Address: PO Box 257 Kents Hill ME 04349
 Street Address Town/City State Zip Code
- (e) Telephone Number: 207-685-4914 Fax: 207-685-9529

INFORMATION PERTAINING TO SPECIAL EVENTS OR GATHERINGS

2. (a) Title and Purpose of Event: Kents Hill School Alumni Reunion 2014
- (b) Date of Event: Saturday, June 21, 2004 Time - From: 4:30 AM/PM To: 11:59 AM/PM
- (c) Inside Outside Event (If Outside, attach diagram of area)
- (d) Location of Event: Alford Athletics Center Patio + Dining Hall (Masterman Union)
- (e) Number of Persons Attending: 75-100
- (f) Name and Address of Sponsor: Kents Hill School
 Address: 1614 Main St Town/City: Kents Hill State: ME
- (g) Name and Address of Caterer: N/A
 Address: _____ Town/City: _____ State: _____
- (If other than licensee): _____
- (If food is to be served): _____
- (h) Type of building to be occupied: _____

(i) Area to be licensed: _____

Dated at: _____ on _____, 20____
Town/City, State Month/Day

NOTE:

This application must be signed by a duly authorized officer of the corporation executing the application and approved by the Municipal Officer/Country Commissioners and filed with the Division.

Kents Hill School
NAME OF CORPORATION

BY: [Signature] CFO
CORPORATE OFFICER'S SIGNATURE - TITLE

Barry Bates CFO
PRINTED NAME & TITLE

STATE OF MAINE

Dated at: _____, Maine _____ ss
City/Town (County)

On: _____
Date

The undersigned being: Municipal Offices County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

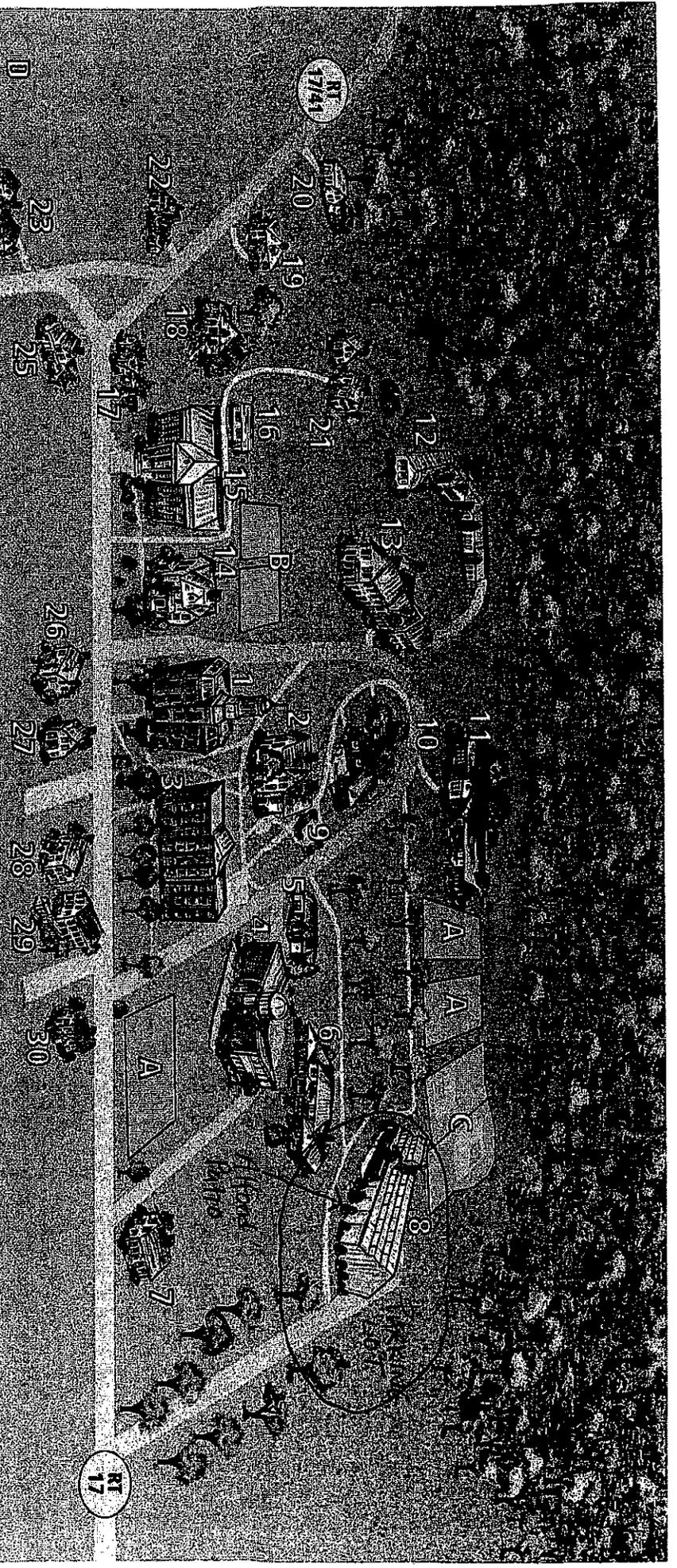
Signature	Print

**72 Hours in Advance of Said Event or Gathering
REQUESTED**

Note: If said event or gathering is located in an unincorporated place, the application must be approved by the County Commissioners of the County wherein the event or gathering is to take place and the above approval form may be changed in accordance with the fact.

- 1. Bearce Hall, Admissions & Administration
- 2. Ricker Hall
- 3. Sampson Hall, Cochran Library and Bass Arts Center
- 4. Dunn Science Center
- 5. Akin Learning Center
- 6. Davis Hall
- 7. 1821 House
- 8. Alford Athletics Center
- 9. Hansen Quadrangle
- 10. Wesleyan Hall
- 11. Masterman Union
- 12. Jacobs Hall, Health Center
- 13. Reed Hall
- 14. Blethen House
- 15. Center for the Performing Arts at Newton Hall
- 16. Williams Woodworking Studio
- 17. Crane House
- 18. R.U.M.C. Torsey Church
- 19. Hincks House
- 21. Donahue Houses
- 22. Torsey Church House
- 23. Kent House
- 24. O'Connor Alpine Training Center & Liz Cross Melien Lodge
- 25. Robinson House
- 26. Weld House
- 27. Kents Hill Post Office
- 28. Jolly Manse House
- 29. Chase Hall, Office of Advancement and Alumni Relations
- 30. Maxim House
- A. Athletic Fields
- B. Tennis Courts
- C. Harold Alford Turf Fields
- D. Outing Club Cabin

KENTS HILL SCHOOL



#11

**Robert Bittar/
Emporium Liquor
License**

Department of Public Safety

Liquor Licensing & Inspection

Division



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded. To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

BUREAU USE ONLY	
License No. Assigned:	
Class:	
Deposit Date:	
Amt. Deposited:	

PRESENT LICENSE EXPIRES June 10 2013

INDICATE TYPE OF PRIVILEGE: MALT & VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc)		2. Business Name (D/B/A) Readfield Emporium Corp.	
Robert Bittar	DOB: 02/21/1941	Location (Street Address) 1146 Main Street	
Helen Bittar	DOB: 10/18/1941	City/Town	State
Address	309 Waugan Road	Readfield	Maine
		Zip Code	04355
		Mailing Address See Applicants' address	
City/Town	North Monmouth , Maine	04265	
Telephone Number	207-933-4965	No fax	
		City/Town	State
		Business Telephone Number	207-685-7348
		No fax	
Federal I.D. #	01-0474573	Seller Certificate #	S-232603

3. If premises are a hotel, indicate number of rooms available for transient guests: _____
4. State amount of gross income from period of last license: ROOMS \$ 0.00 FOOD \$ 137,866.39 LIQUOR \$ 49,745.61
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? Yes, local musical performers. Fire Marshall Rick McCarthy in Augusta has given us permission to allow dancing.
7. If manager is to be employed, give name: _____
8. If business is NEW or under new ownership, indicate starting date: _____
- Requested inspection date: _____ Business hours: _____

9. Business records are located at: See Applicants' address above.
10. Is/are applicants(s) citizens of the United States? YES
11. Is/are applicant(s) residents of the State of Maine? YES
12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Robert Bittar	02/21/1941	Brooklyn NY
Helen Bittar (née Alcock)	10/18/1941	Astoria NY

Residence address on all of the above for previous 5 years (Limit answer to city & state)

Indianalantic Florida

North Monmouth Maine

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? NO

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued? NO If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) Eat-in, take-out, pizza and dinner.

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES Applied for: _____

19. What is the distance from the premises to the **NEAREST** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? Maranacook HS 1.2 miles; St. Andrew's Parish House .2 miles

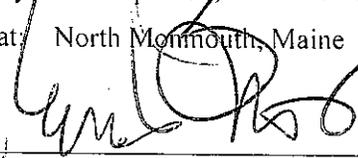
20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at North Monmouth, Maine on April 19, 2014


Signature of Applicant or Corporate Officer(s)

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

Robert Bittar
Print Name

Helen Bittar
Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

- Class I** Spirituous, Vinous and Malt\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

- Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only)\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.

- Class II** Spirituous Only\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

- Class III** Vinous Only\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

- Class IV** Malt Liquor Only\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

- Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)\$ 495.00
CLASS V: Clubs without catering privileges.

- Class X** Spirituous, Vinous and Malt – Class A Lounge\$2,200.00
CLASS X: Class A Lounge

- Class XI** Spirituous, Vinous and Malt – Restaurant Lounge\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

FILING FEE.....\$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: **TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164.** Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

STATE OF MAINE

Dated at: _____, Maine _____ ss
City/Town (County)

On: _____
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c.589, §1 (amd).]
 2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class C crime: [1987, c.45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c.730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
 4. **No license to person who moved to obtain a license. (REPEALED)**

5. (TEXT EFFECTIVE 3/15/01) Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

STATE OF MAINE
Liquor Licensing & Inspection Unit
 164 State House Station
 Augusta, Maine 04333-0164
 Tel: (207) 624-7220 Fax: (207) 287-3424

SUPPLEMENTARY QUESTIONNAIRE FOR CORPORATE APPLICANTS, LIMITED LIABILITY COMPANIES AND LIMITED PARTNERSHIPS

1. Exact Corporate Name: **Readfield Emporium Corp.**
 Business D/B/A Name: **Readfield Emporium Corp.**

2. Date of Incorporation: **February 1986**
3. State in which you are incorporated: **Maine**
4. If not a Maine Corporation, date corporation was authorized to transact business within the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list percent of stock owned:

Name	Address Previous 5 Years	Birth Date	% of Stock	Title
Robert Bittar	914 S Riverside Dr, Indialantic FL 32903	2/21/1941	50	President / Director
Helen Bittar	309 Waugan Rd, N Monmouth ME 04265	10/18/1941	50	Director

6. What is the amount of authorized stock? 1000 Outstanding Stock? None
7. Is any principal officer of the corporation a law enforcement official? () YES (X) NO
8. Has applicant(s) or manager ever been convicted of any violation of the law, other than a minor traffic violation(s), of the United States? () YES (X) NO.
9. If yes, please complete the following: Name: _____

Date of Conviction: _____ Offense: _____

Location: _____ Disposition: _____

Dated at: _____ On: _____
City/Town Date

[Handwritten Signature]

 Signature of Duly Authorized Officer

Date: 4/16/14

ROBERT BITTAE *Robert Bittae*

Signature and Title of Club Officer

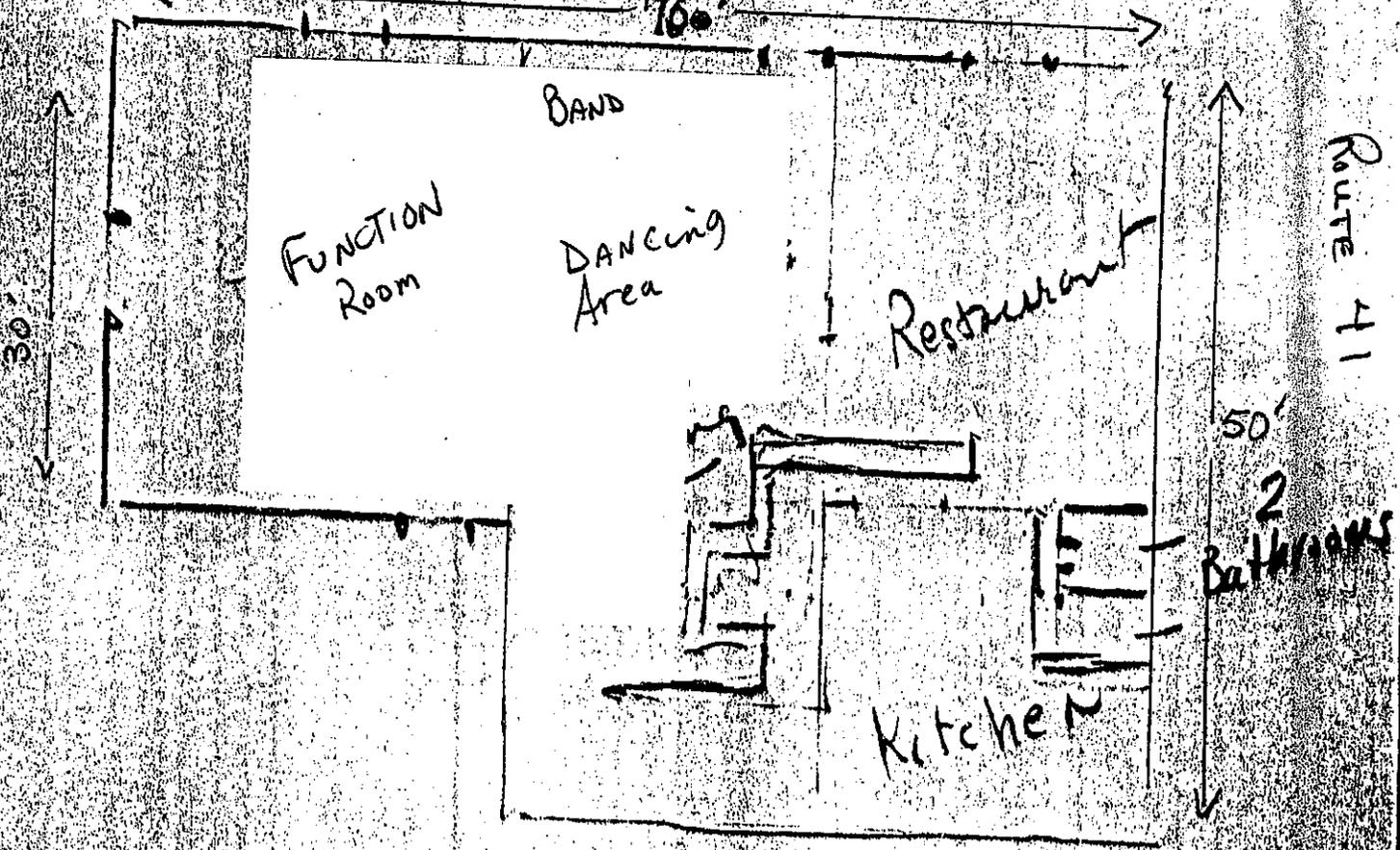
Readfield Emporium

Print Name and Title of Club Officer

PREMISE DIAGRAM

Route 17

MAIN STREET



#12

**A-Copi copier
proposal**

#12 A-Copi: replacing current copier

Toshiba e-Studio 4540 color copier

Old Copier

New Copier

Lease price: \$153.00

Lease price: \$153.00

Service contract:

Service contract:

B/W: .0043 per click

B/W: .0043 per click

Color: .066 per click

Color: .066 per click

All parts and toner are included in the old and new contracts.

As you can see going into another lease would be a zero increase for a new copier and service contract. Dan Gallant at A-Copi, said they will hold the service contract price for 2 years. This item in our budget line will be a zero increase for the next 2 years if you decided to go with a new copier. (2014 & 2015)

The new lease would also be a 63 month lease. The current 63 month lease will be up around July of 2015. Buy out to keep the current copier in July of 2015 would be anywhere from \$2,800 to \$3,200. If you decide not to buy out the lease and purchase under a new lease agreement in 2015 than the price could and mostly likely would be higher for that lease agreement.

COPY

OLD contract

FMV LEASE AGREEMENT

TOSHIBA

DEALER NAME: A-Copi Imaging
DEALER CONTACT: Melanie Boucher
STREET ADDRESS: 34 AC Dr CITY: Gardiner STATE: ME ZIP CODE: 04345
PHONE: 207-623-2674 FAX: 207-682-0438

2010

This document is written in "Plain English." The words Lessee, you, and your refer to the customer. The words Lessor, we, us, and our refer to Toshiba Financial Services. Every attempt has been made to eliminate confusing language to create a simple, easy-to-read document.

APPLICATION NUMBER: [] AGREEMENT NUMBER: []

Legal Company Name: Town of Readfield * Fed. Tax ID #: []
Contact Person: Robin Lint Bill-To Phone: 207-685-4939 Bill-To Fax: 207-685-3420
Billing Address: PO Box 77 30 Old Kents Hall City: Readfield State: ME Zip: 04355
Equipment Location (if different than above): 30 Old Kents Hill Rd City: Readfield State: ME Zip: 04355

Dealer Contact Name: Melanie Boucher Branch Location: []

Toshiba e-Studio 4520	4520
fax board	
LCF	
SaddleStitch finisher	
Hole Punch	
Re-Rick	

See attached form (Schedule "A") for Additional Equipment

Number of Payments: 63 of \$ 153.00 (plus applicable taxes)
Security Deposit: \$ Received
Documentation Fee: \$75.00 (included in First Invoice)
Lease payment period is monthly unless otherwise indicated. End-of-Lease Options: You will have the following options at the end of your original term, provided the Lease has not terminated early and no event of default under the Lease has occurred and is continuing:
1. Purchase the Equipment at Fair Market Value
2. Renew the Lease
3. Return Equipment

THIS IS A NONCANCELABLE / IRREVOCABLE AGREEMENT. THIS AGREEMENT CANNOT BE CANCELLED OR TERMINATED.

Toshiba Financial Services Signature: [] Title: [] Date: []

X Name: Stefan Pakulski Signature: [] Title: Town Manager Date: 3/26/10

To induce us to enter into this Lease, the undersigned jointly and severally unconditionally guarantees to us the prompt payment when due of all lessee's obligations to us under the Lease. We will not be required to proceed against the lessee or the Equipment or enforce any other remedy before proceeding against the undersigned. The undersigned agrees to pay all reasonable attorney's fees and other expenses incurred by us by reason of default by lessee or the undersigned. The undersigned waives notice of acceptance hereof and of all other notices or demands of any kind to which the undersigned may be entitled. The undersigned consents to any extensions or modification granted to us and the release and/or compromise of any obligations of lessee or any other obligors and guarantors without in any way releasing the undersigned from his or her obligations hereunder. The obligations of the undersigned shall continue even if the lessee becomes insolvent or bankrupt or is discharged from bankruptcy, and the undersigned agrees not to seek to be repaid by lessee in the event the undersigned must pay us. This is a continuing Guaranty and shall not be discharged or affected by death of the undersigned, shall bind the heirs, administrators, representatives, successors and assigns of undersigned, and may be enforced by or for the benefit of any assignee or successor of us. The undersigned and we waive insofar as permitted by law any trial by jury for any action between the parties.

Print Name of 1st Guarantor: [] Signature: [] Date: []
Print Name of 2nd Guarantor: [] Signature: [] Date: []

You certify that all the Equipment listed above has been furnished and that delivery and installation have been fully completed and are satisfactory. Further, all conditions and terms of this Agreement have been reviewed and acknowledged. Upon your signing below, your promises here will be irrevocable and unconditional in all respects.

Name: Stefan Pakulski Signature: [] Title: Town Manager Date: 3/26/10

A-COPI IMAGING SYSTEMS

old serv. agreement

CONTRACT INVOICE

Invoice Number: 93851
 Invoice Date: 04/24/2013

PLEASE REMIT TO: P.O. BOX 2240 AUGUSTA, ME 04338
 P: 207-623-2674 F: 207-582-0438

COPY

RECEIVED
 APR 25 2013

Bill To: Readfield, Town of
 8 Old Kents Hill Road
 Readfield, ME 04355

Customer: Readfield, Town of
 8 Old Kents Hill Road
 Readfield, ME 04355

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
001149	Net 10 Days	05/04/2013	\$ 0.00	\$ 0.00	
Contract Number	Contact	P.O. Number	Start Date	Exp. Date	Contract Amount
CPC1686-04			03/31/2013	03/30/2014	\$ 0.00
Remarks					
Your Maintenance Agreement is for actual usage at .0041 black per copy and .063 color per copy and is billed monthly. Thank you for continuing with A-COPI / Kinney Office Systems.					

Summary:

Contract base rate charge for the 03/31/2013 to 03/30/2014 billing period	\$0.00
Contract overage charge for this overage period	\$0.00 **
**See overage details below	\$0.00

Detail:

Equipment included under this contract

Toshiba/E-Studio 4520c

Number	Serial Number	Base Adj.	Location
1299	SCAL917644	\$0.00	Readfield, Town of 8 Old Kents Hill Road Readfield, ME 04355

Meter Type	Meter Group	Covered	Rate	
B\W	B\W	0**	\$0.004300	**
Color	Color	0	\$0.066000	

Toshiba/E-Studio 520

Number	Serial Number	Base Adj.	Location
1824	CZG512120	\$0.00	Readfield, Town of 8 Old Kents Hill Road Readfield, ME 04355

Meter Type	Meter Group	Covered	Rate	
B\W	B\W	0**	\$0.004300	**

***Overage Details**

Meter Group	Total Copies	Covered Copies	Bilable	Rate	Total
B\W	0	0	0	\$0.004300	\$0.00
Meter Type	Equip. Number	Serial Number	Begin	End	Copies
B\W	1299	SCAL917644			
B\W	1824	CZG512120			
Total Grouped Overage Charges:					\$0.00

Stefan Pakulski Date: 5/8/13 *Stefan Pakulski*
 Town Manager
 Town of Readfield

Ray R. Greeley Date: 4-24-13
 A-COPI Imaging Systems

Invoice SubTotal	\$0.00
Tax:	\$0.00
Invoice Total	\$0.00
Balance Due:	\$0.00

PLEASE REMIT TO: P.O. BOX 2240 AUGUSTA, ME 04338 207-623-2674

old

Maintenance Agreement

The following terms and conditions shall apply to the maintenance service ("Service") provided on the Hardware for which Service charges are listed.

PO BOX 2240 AUGUSTA ME 04438

Service is operated in accordance with manufacturer's published specifications. The Service provided is based on specific performance standard needs of individual hardware items as determined by A-COPI. Service, preventative and remedial, includes adjustments, lubrication and replacement of parts deemed necessary by A-COPI. Replacement parts will be furnished on an exchange basis when installed by A-COPI and will be new or equivalent to new in performance. Replaced parts will become property of A-COPI.

1.1.2 Engineering changes, determined applicable by A-COPI will be installed by A-COPI at no charge on hardware having maintenance coverage hereunder. The Client agrees to pay for all labor and materials used in connection therewith at A-COPI's then current rates.

TERM

1.2. This Maintenance Agreement is effective from the date specified herein and shall continue for an initial period of one (1) year or stated number of copies. Thereafter, this Agreement shall automatically be renewed for successive one (1) year period(s) subject to A-COPI's then current prices, terms, and conditions until terminated by either party upon thirty (30) days prior written notice.

PERIOD OF SERVICE AVAILABILITY

1.3. The Principle Period of Maintenance, 8a.m. - 5p.m., Monday through Friday, excluding A-COPI holidays (hereinafter "PPM") is defined as the time within which A-COPI will perform the services described herein. The Client may request extensions to the PPM subject to A-COPI's then current terms, conditions, and prices.

RECONDITIONING

1.4. A-COPI may charge for the reconditioning of hardware which, in A-COPI's opinion, cannot be properly or economically repaired on site due to excessive wear or deterioration. According to current A-COPI policy, these charges will not be applicable to hardware within one (1) year of initial installation. In the event reconditioning becomes necessary after the expiration of the appropriate time periods as stated above, A-COPI will provide the Client an estimate of reconditioning charges for said item(s). If the Client does not elect to have the hardware item(s) reconditioned, A-COPI may withdraw Service to such item(s).

SERVICE LIMITATIONS

1.5.1. Service is contingent upon the proper use of the hardware in accordance with Manufacturer published specifications and does not include any of the following.

- a) Electrical work external to the hardware or the maintenance of accessories, attachments or other devices, including, but not limited to, communication equipment not furnished by A-COPI.
- b) Service connected by supply items or Software not furnished by A-COPI.
- c) Service connected with relocation of hardware.
- d) Service which is unsafe or impractical for A-COPI to render because of alterations in the hardware or their connection by mechanical or electrical means to non-A-COPI furnished machines or devices.
- e) Service on hardware located in unsafe or hazardous environment as determined by A-COPI.
- f) A-COPI.
- g) Service necessitated by elements external to the hardware including, but not limited to, humidity, temperature, power, or air-conditioning which are not within A-COPI's specifications.
- h) Service resulting from accident, neglect, alterations, improper use, or misuse of the hardware or necessitated by repairs attempted by non-A-COPI personnel.

RESPONSIBILITY OF CLIENT

1.5.1. Throughout the term(s) of this Agreement, the Client shall maintain site conditions within the Manufacturer's specifications.

1.5.2. The Client shall notify A-COPI of hardware failure and allow A-COPI full and free access to the hardware for performing Service.

CHARGES

1.7.1. Charges for Service shall commence on the expiration of the warranty for the hardware or the date of A-COPI's acceptance of the Agreement. All charges for M.A. Service will be invoiced yearly in advance unless otherwise agreed upon by A-COPI.

1.7.2. Hardware located outside of Zone 1 will be subject to A-COPI's then current applicable Zone call out charge.

1.7.3. Hardware containing a usage meter which is used in excess of the specific no charge usage period will incur a surcharge in accordance with A-COPI's then current excess usage charges

1.7.4. If the Client requires Service other than the period of contracted Service coverage, such Service, on a best efforts basis, will be provided at A-COPI's applicable hourly rates and terms then in effect.

1.7 Failure to pay any charges when due or incurred shall constitute sufficient cause for A-COPI to end or terminate Service under this Agreement.

1.7.6 Toner: A-COPI will sell Toner to Client on a prepaid basis. Of the total Contract Invoice, twenty-six percent (26%) represents the prepaid sale price of Toner to be sold by A-COPI. Title to all Toner purchased under this agreement will transfer from A-COPI to Client at the time of delivery of Toner to Client.

LIMITED WARRANTY

1.8. The express warranties set forth in this agreement are in lieu of all other warranties, express or implied, including without limitation any warranties or merchantability or fitness for a particular purpose.

PAYMENT AND CREDIT

1.9. Unless otherwise agreed in writing, payment for Service hereunder shall be made from the date of invoice. If, in the judgment of A-COPI, the financial condition of the Client at any time does not justify the commencement or continuance of Service on the terms specified herein, A-COPI may in addition to all other remedies it may have under law or equity, make a written demand for full or partial payment in advance, suspend its performance until such payment is made, or cancel this Agreement if the Client fails to pay any charges when due and payable, Client agrees that A-COPI shall have the right to invoice and Client will pay all costs, including reasonable attorney fees expended in collecting overdue charges and a late payment charge of 1.5% per month, but not in excess of the lawful maximum on the unpaid balance.

TAXES

1.10. Prices are exclusive on all federal, state, municipal or other political subdivision, excise, sales, use, property occupational, or like taxes now in force or enacted in the future and are therefore subject to an increase equal to any such taxes A-COPI may be required to collect or pay upon that sale of Services purchased hereunder.

TERMINATION

1.11. A-COPI shall have the right to terminate this Agreement in the event the occurrence of any one of the following is not remedied within thirty (30) days of receipt of written notice thereof.

(a) Client neglects or fails to perform or observe any of its existing or future obligations hereunder, including without limiting the generality hereof, the timely payment of any sums due A-COPI, (b) if any assignment is made of Client's business for the benefit of creditors, or if a petition in bankruptcy is filed by or against Client or if a receiver, trustee in bankruptcy or similar officer is appointed to take charge of all or part of its property or if Client is adjudicated a bankrupt.

LIMITATION OF REMEDIES

1.12. In no event shall A-COPI's liability to the Client for damages of any nature exceed the total charges paid or payable for Services during one (1) year under this agreement.

1.12.1. The Client agrees that A-COPI shall not be liable for any special incidental, indirect or consequential damages or for any loss of profit, revenue, or data even if A-COPI shall have been advised of the possibility of such potential loss or damage.

1.12.2. The Client agrees that A-COPI will not have any responsibility for any hardware, software, or other items, or any services provided by any persons other than A-COPI.

1.12.3. No action arising out of the performance of Service under this Agreement may be brought by either party more than two (2) years after the cause of action arises, except that an action for non-payment may be brought within two (2) years of the date of the last payment made hereunder.

NOTICES

1.13. Unless otherwise provided in this Agreement, any notice required or permitted hereunder to the parties hereto will be deemed to have duly given if in writing and delivered personally or mailed by first-class, registered or certified mail, postage prepaid, and if intended to be given to Client addressed to Client at the address set forth herein, and if intended to be given to A-COPI, addressed to A-COPI, PO BOX 2240 AUGUSTA ME 04338.

MISCELLANEOUS

1.14.1. This agreement is not assignable by Client without prior written consent of A-COPI. Any such attempted shall be void.

1.14.2. This Agreement can only be modified by a written agreement duly signed by persons authorized to sign agreements on behalf of the Client and of A-COPI. The parties hereto agree that the terms, conditions, and prices contained herein will prevail not with-standing any variations of additional terms on any orders or other notification submitted by Client.

1.14.3. No failure to exercise, and no delay in exercising, on the part of either party, any right, power or privilege hereunder will operate as a waiver thereof, nor will any single or partial exercise of any right, power or privilege hereunder preclude further exercise of the same right or the exercise of any other right hereunder.

1.14.4. If any clause, sentence, paragraph, or part of the Agreement shall be adjudged by any court of competent jurisdiction to be invalid, such judgment will not affect or nullify the remainder of this Agreement, but the effect thereof will be confirmed to the clause, sentence, paragraph, or part immediately involved in the controversy adjudged.

1.14.5. This Agreement shall be deemed to have been made in, and shall be construed Pursuant to the laws of the State of Maine.

1.14.6. CLIENT ACKNOWLEDGES THAT HE HAS READ THIS AGREEMENT AND UNDERSTANDS AND AGREES TO BE BOUND BY ITS TERM, CONDITIONS, AND PRICES. CLIENT FURTHER AGREES THAT THIS AGREEMENT IS THE COMPLETE AND EXCLUSIVE STATEMENT OF THE MUTUAL UNDERSTANDING OF THE PARTIES AND THAT THIS AGREEMENT SUPERSEDES AND CANCELS ALL PREVIOUS WRITTEN AND ORAL AGREEMENTS AND COMMUNICATIONS RELATING TO THE SUBJECT MATTER OF THIS AGREEMENT.

New contract

FMV LEASE AGREEMENT

TOSHIBA

FINANCIAL SERVICES

DEALER NAME: **A-Copi**

DEALER CONTACT: **Donna Poulin**

STREET ADDRESS: **34 Market Street** CITY: **Gardiner** STATE: **Me.** ZIP CODE: **04345**

PHONE: (207) **623-2674** FAX: (207) **582-0438** WEBSITE:

This document is written in "Plain English." The words Lessee, you, and your refer to the customer. The words Lessor, we, us, and our refer to Toshiba Financial Services. Every attempt has been made to eliminate confusing language to create a simple, easy-to-read document.

APPLICATION NUMBER	AGREEMENT NUMBER
--------------------	------------------

CUSTOMER CONTACT INFORMATION

Legal Company Name: Town of Readfield	Fed. Tax ID #:
Contact Person: Stefan Pakulski	Bill-To Phone: 207-685-4939 Bill-To Fax: 207-685-3420
Billing Address: 8 Old Kents Hill Road	City: Readfield State: Me. Zip: 04355
Equipment Location (if different than above):	City: State: Zip:

DEALER INFORMATION

Dealer Contact Name: Donna Poulin	Branch Location: Gardiner, Maine
--	---

ITEM DESCRIPTION

ITEM DESCRIPTION	MODEL NO.	SERIAL NO.
Toshiba e-Studio 4540	4540	

See attached form (Schedule "A") for Additional Equipment

LEASE TERM & PAYMENT SCHEDULE

Number of Payments: 63	of \$ 153.00 (plus applicable taxes)	Lease payment period is monthly unless otherwise indicated. End-of-Lease Options: You will have the following options at the end of your original term, provided the Lease has not terminated early and no event of default under the Lease has occurred and is continuing. 1. Purchase the Equipment at Fair Market Value 2. Renew the Lease 3. Return Equipment
Security Deposit: \$ n/a	<input type="checkbox"/> Received n/a	
Documentation Fee: \$75.00 (included in First Invoice)		

THIS IS A NONCANCELABLE / IRREVOCABLE AGREEMENT. THIS AGREEMENT CANNOT BE CANCELLED OR TERMINATED.

LESSOR ACCEPTANCE

Toshiba Financial Services	Signature: <i>[Signature]</i>	Title:	Date:
----------------------------	-------------------------------	--------	-------

CUSTOMER ACCEPTANCE

Name:	Signature: <i>[Signature]</i>	Title:	Date:
-------	-------------------------------	--------	-------

PERSONAL GUARANTY

To induce us to enter into this Lease, the undersigned jointly and severally unconditionally guarantees to us the prompt payment when due of all lessee's obligations to us under the Lease. We will not be required to proceed against the lessee or the Equipment or enforce any other remedy before proceeding against the undersigned. The undersigned agrees to pay all reasonable attorney's fees and other expenses incurred by us by reason of default by lessee or the undersigned. The undersigned waives notice of acceptance hereof and of all other notices or demands of any kind to which the undersigned may be entitled. The undersigned consents to any extensions or modification granted to us and the release and/or compromise of any obligations of lessee or any other obligors and guarantors without in any way releasing the undersigned from his or her obligations hereunder. The obligations of the undersigned shall continue even if the lessee becomes insolvent or bankrupt or is discharged from bankruptcy, and the undersigned agrees not to seek to be repaid by lessee in the event the undersigned must pay us. This is a continuing Guaranty and shall not be discharged or affected by death of the undersigned, shall bind the heirs, administrators, representatives, successors and assigns of undersigned, and may be enforced by or for the benefit of any assignee or successor of us. The undersigned and we waive insofar as permitted by law any trial by jury for any action between the parties.

Print Name of 1st Guarantor:	Signature:	Date:
Print Name of 2nd Guarantor:	Signature:	Date:

ACCEPTANCE OF DELIVERY

You certify that all the Equipment listed above has been furnished and that delivery and installation have been fully completed and are satisfactory. Further, all conditions and terms of this Agreement have been reviewed and acknowledged. Upon your signing below, your promises here will be irrevocable and unconditional in all respects.

Name:	Signature:	Title:	Date:
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A-COPI IMAGING SYSTEMS

PLEASE REMIT TO: P.O. BOX 2240 AUGUSTA, ME 04338
 P: 207-623-2674 F: 207-582-0438

New Service Agreement

RECEIVED

APR 08 2014

CONTRACT INVOICE

Invoice Number: 139650
 Invoice Date: 04/04/2014

REVISED

Bill To: Readfield, Town of
 8 Old Kents Hill Road
 Readfield, ME 04355

Customer: Readfield, Town of
 8 Old Kents Hill Road
 Readfield, ME 04355

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
001149	Net 10 Days	04/14/2014	\$ 0.00	\$ 0.00	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
PPT1686-05		\$ 0.00		03/31/2014	03/30/2015
Remarks					
Your Maintenance Agreement is for actual usage at .0043 black per copy and .066 color per copy and is billed monthly. Thank you for continuing with A-COPI / Kinney Office Systems.					

Summary:

Contract base rate charge for the 03/31/2014 to 03/30/2015 billing period	\$0.00
Contract overage charge for this overage period	\$0.00 **
	<u>\$0.00</u>

**See overage details below

Detail:

Equipment included under this contract

Toshiba/E-Studio 4520c

Number	Serial Number	Base Adj.	Location		
1299	SCAL917644	\$0.00	Readfield, Town of 8 Old Kents Hill Road Readfield, ME 04355		
Meter Type	Meter Group	Credits	Covered	Rate	
B\W	B\W		0**	\$0.004300	**
Color	Color		0	\$0.066000	

Toshiba/E-Studio 520

Number	Serial Number	Base Adj.	Location		
1824	CZG512120	\$0.00	Readfield, Town of 8 Old Kents Hill Road Readfield, ME 04355		
Meter Type	Meter Group	Credits	Covered	Rate	
B\W	B\W		0**	\$0.004300	**

Overage Details

Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
B/W	0	0	0	\$0.004300	\$0.00
				Base Amount:	\$0.00
					<u>\$0.00</u>
Meter Type	Equip. Number	Serial Number	Begin	End	Copies
B\W	1299	SCAL917644			
B\W	1824	CZG512120			
Total Grouped Overage Charges:					\$0.00
Total Grouped Base Charges:					\$0.00
Total Meter Group Charges:					<u>\$0.00</u>

New

Maintenance Agreement

The following terms and conditions shall apply to the maintenance service ("Service") provided on the Hardware for which Service charges are listed.

PO BOX 2240 AUGUSTA ME 04438

Hardware is operated in accordance with manufacturer's published specifications. The Service provided is based on specific performance standard needs of individual hardware items as determined by A-COPI. Service, preventative and remedial, includes adjustments, lubrication and replacement of parts deemed necessary by A-COPI. Replacement parts will be furnished on an exchange basis when installed by A-COPI and will be new or equivalent to new in performance. Replaced parts will become property of A-COPI.

1.1.2 Engineering changes, determined applicable by A-COPI will be installed by A-COPI at no charge on hardware having maintenance coverage hereunder. The Client agrees to pay for all labor and materials used in connection therewith at A-COPI's then current rates.

TERM

1.2. This Maintenance Agreement is effective from the date specified herein and shall continue for an initial period of one (1) year or stated number of copies. Thereafter, this Agreement shall automatically be renewed for successive one (1) year period(s) subject to A-COPI's then current prices, terms, and conditions until terminated by either party upon thirty (30) days prior written notice.

PERIOD OF SERVICE AVAILABILITY

1.3. The Principle Period of Maintenance, 8a.m. - 5p.m., Monday through Friday, excluding A-COPI holidays (hereinafter "PPM") is defined as the time within which A-COPI will perform the services described herein. The Client may request extensions to the PPM subject to A-COPI's then current terms, conditions, and prices.

RECONDITIONING

1.4. A-COPI may charge for the reconditioning of hardware which, in A-COPI's opinion, cannot be properly or economically repaired on site due to excessive wear or deterioration. According to current A-COPI policy, these charges will not be applicable to hardware within one (1) year of initial installation. In the event reconditioning becomes necessary after the expiration of the appropriate time periods as stated above, A-COPI will provide the Client an estimate of reconditioning charges for said item(s). If the Client does not elect to have the hardware item(s) reconditioned, A-COPI may withdraw Service to such item(s).

SERVICE LIMITATIONS

1.5.1. Service is contingent upon the proper use of the hardware in accordance with Manufacturer published specifications and does not include any of the following.

- a) Electrical work external to the hardware or the maintenance of accessories, attachments or other devices, including, but not limited to, communication equipment not furnished by A-COPI.
- b) Service connected by supply items or Software not furnished by A-COPI.
- c) Service connected with relocation of hardware.
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- f) A-COPI.
- g) Service necessitated by elements external to the hardware including, but not limited to, humidity, temperature, power, or air-conditioning which are not within A-COPI's specifications.
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RESPONSIBILITY OF CLIENT

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CHARGES

1.7.1. Charges for Service shall commence on the expiration of the warranty for the hardware or the date of A-COPI's acceptance of the Agreement. All charges for M.A. Service will be invoiced yearly in advance unless otherwise agreed upon by A-COPI.

1.7.2. Hardware located outside of Zone 1 will be subject to A-COPI's then current applicable Zone call out charge.

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TAXES

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TERMINATION

1.11. A-COPI shall have the right to terminate this Agreement in the event the occurrence of any one of the following is not remedied within thirty (30) days of receipt of written notice thereof. (a) Client neglects or fails to perform or observe any of its existing or future obligations hereunder, including without limiting the generality hereof, the timely payment of any sums due A-COPI, (b) if any assignment is made of Client's business for the benefit of creditors, or if a petition in bankruptcy is filed by or against Client or if a receiver, trustee in bankruptcy or similar officer is appointed to take charge of all or part of its property or if Client is adjudicated a bankrupt.

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MISCELLANEOUS

1.14.1. This agreement is not assignable by Client without prior written consent of A-COPI. Any such attempted shall be void.

1.14.2. This Agreement can only be modified by a written agreement duly signed by persons authorized to sign agreements on behalf of the Client and of A-COPI. The parties hereto agree that the terms, conditions, and prices contained herein will prevail not with-standing any variations of additional terms on any orders or other notification submitted by Client.

1.14.3. No failure to exercise, and no delay in exercising, on the part of either party, any right, power or privilege hereunder will operate as a waiver thereof, nor will any single or partial exercise of any right, power or privilege hereunder preclude further exercise of the same right or the exercise of any other right hereunder.

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#13

New Street Light

location

#14

Audit Workshop:

set date with

auditor

#15

Other (if needed)

#16

**Member of the public
may address the board**

#17

Town Manager

quarterly review

(executive session)

FYI

A Caring School Community Dedicated To Excellence

**REGIONAL SCHOOL UNIT NO. 38
MARANACOOK AREA SCHOOLS
2014-2015 BUDGET ARTICLE SUMMARY**

FY11

Pursuant to 20-A M.R.S.A. §§1486(2) this Notice is to be displayed at all polling places for the school budget validation referendum to be held on June 10, 2014 to assist the voters in voting on whether to ratify the school budget approved at the May 14, 2014 Regional School Unit No. 38 District Budget Meeting. This budget includes locally raised funds that exceed the maximum state and local spending target pursuant to section 15671-A, subsection 5.

COST CENTER SUMMARY BUDGET CATEGORY	AMOUNT RECOMMENDED BY SCHOOL BOARD	AMOUNT APPROVED AT THE RSU #38 DISTRICT BUDGET MEETING ON MAY 14, 2014
Regular Inst. - Includes Alternative Ed., ELLs, G & T	6,424,792	6,424,792
Special Education Instruction	2,099,398	2,099,398
Career & Technical Ed. - Includes CATC Tuition	-	-
Other Instruction - Co & Extra Curricular	408,716	408,716
Student & Staff Support - Guidance, Health, Technology, Improve of Inst. & Staff Training, Library, Assessment	1,485,615	1,485,615
System Admin. - School Board & Supt. Office	507,565	507,565
School Admin. - Principals' Office	889,088	889,088
Transportation & Buses	916,530	916,530
Facilities Maintenance	2,048,054	2,048,054
Debt Service & Other Commitments	728,937	728,937
Other - Food Service Support	105,885	105,885
Total General Fund Budget	15,614,580	15,614,580

Elizabeth Glumcock

Jessica M. West

Dr. D. Hill

Melissa D. Deane

M. D. Gold

Michelle Brown

RSU #38 School Board

Completed and countersigned by:

Date:

[Signature]

Lyneth Johnson

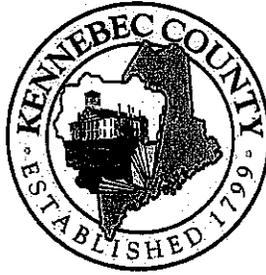
Richard Spencer

Jaron May

Maria Rodriguez

[Signature]

Superintendent of Schools



FYI

PUBLIC HEARING

PUBLIC HEARINGS WILL BE HELD ON THE PROPOSED FY 2015 KENNEBEC COUNTY BUDGET AND FY 2016 UNITY TOWNSHIP BUDGET ESTIMATES PURSUANT TO TITLE 30-A M.R.S.A. SECTIONS 862-864 AS FOLLOWS

May 21, 2014

**WATERVILLE CITY HALL
ONE COMMON STREET
WATERVILLE, MAINE
TIME: 5:30 P.M.**

May 28, 2013

**HILL HOUSE CONFERENCE ROOM
125 STATE STREET
AUGUSTA, MAINE
TIME: 5:40 P.M.**

ALL INTERESTED PARTIES ARE WELCOME TO ATTEND.

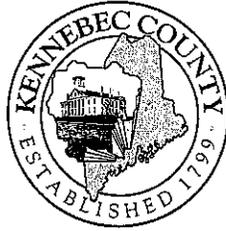
PRESENTED BY:

**KENNEBEC COUNTY COMMISSIONERS
/S/ NANCY G. RINES, CHAIRMAN
/S/ BEVERLY DAGGETT
/S/ GEORGE M. JABAR, II**

**KENNEBEC COUNTY BUDGET COMMITTEE
/S/ KEVIN COOKSON, CHAIRMAN**

County Commissioners

Kennebec County
Courthouse



125 State Street
Augusta, Maine 04330

Tel: 207-622-0971

Fax: 207-623-4083

FYI

May 2, 2014

Dear Municipal Clerk:

Enclosed is the Proposed FY 2015 Kennebec County Budget along with a public hearing notice. Please post the public hearing notice in the town office.

Thank you for your assistance.

Sincerely,

Terry York

Terry York
Assistant County Administrator

District 1

Beverly C. Daggett
16 Pine Street, Augusta, Maine 04330
Res.: 207-622-9053

District 2

Nancy G. Rines
P.O. Box 68, South Gardiner, Maine 04359
Res.: 207-582-1844

District 3

George M. Jabar II
1 Center Street, Waterville, Maine 04901
Res.: 207-873-0781

County Commissioners

Kennebec County
Courthouse



125 State Street
Augusta, Maine 04330

Tel: 207-622-0971
Fax: 207-623-4083

May 6, 2014

FYI

Dear Municipal Officers:

I am pleased to say the county budget came in at a 1.1% increase to the tax assessment and is under the LD 1 tax cap. With the support of the municipal officials on the budget committee we worked together to minimize the tax increase understanding that the towns and cities in Kennebec County are all facing reduced support from the state this year.

What really drives each municipality's county tax assessment is the state valuation produced by Maine Revenue Services. A number of communities are realizing a decrease to their county tax while others are seeing an increase above the 1.1% due to valuation shifts throughout the county. In total our county saw a \$55,700,000 loss in value to the 2014 state valuation report. In short, valuation shifts are a significant factor in what each community pays towards the county tax.

One of the main reasons we have been able to keep the county tax stable over the last few years is the tax cap on operating the correctional facility. That was capped at the 2008 level requiring the state's general fund to support any increases to the jail budget.

While our budgets are tight we are still committed to providing the needed services to our citizens:

- We are keeping our inmate work crews working on town projects and keeping our substance abuse treatment program operating but with flat funding from the state it becomes more challenging every day.
- Recognizing that the opiate addiction problem is reaching the crisis stage the commissioners, sheriff and district attorney are all committed to the premise that simply locking up an addicted person does not address the real problem. Without treatment we eventually release people back into the community to repeat the cycle of crime and addiction.
- Our Registry of Deeds has updated its software and the first 500 online records are now free.
- The Registry of Probate is always prepared to adjust to the legislative changes concerning the Probate Court and serving the estates of our citizens and their adoption needs.,
- The Emergency Management Agency is constantly working with our communities on planning and training and,
- The law enforcement division has made drug intervention and school safety a priority.

District 1

Beverly C. Daggett

16 Pine Street, Augusta, Maine 04330
Res.: 207-622-9053

District 2

Nancy G. Rines

P.O. Box 68, South Gardiner, Maine 04359
Res.: 207-582-1844

District 3

George M. Jabar II

1 Center Street, Waterville, Maine 04901
Res.: 207-873-0781

- Some of the best news is that when the new state funded courthouse opens in early 2015 much needed space will become available to the county.

If you have any questions for any county officials or would like to discuss how we can better meet your service needs please do not hesitate to contact us at 622-0971.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Devlin', written in a cursive style.

Robert Devlin, County Administrator



Paul R. LePage
GOVERNOR

STATE OF MAINE
LABOR RELATIONS BOARD
90 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0090
OFFICES LOCATED AT:
19 ELKINS LANE

May 5, 2014

Fy1

RECEIVED

MAY 06 2014

BY E-MAIL AND U.S. MAIL

Ms. Sylvia Hebert
AFSCME Council 93
20 Winter Street
Augusta, ME 04330

Matthew Tarasevich, Esq.
Bernstein Shur
P.O. Box 9729
Portland, ME 04104-5029

Dear Ms. Hebert and Mr. Tarasevich:

Re: AFSCME Council 93 and Town of Readfield, No. 14-UD-05 (MLRB filed Oct. 30, 2013)

The unit determination hearing originally set for May 9 has been rescheduled and will now be conducted on Wednesday, June 18, 2014, at 9:30 a.m. in the Labor Board Hearing Room, 2nd floor of the Elkins Building, 16 Elkins Lane (former AMHI complex), Augusta, Maine. Enclosed are revised notices for posting.

Sincerely,

Gwendolyn D. Thomas
Attorney Examiner

GDT/rap
Enclosures
cc: Mr. Stefan Pakulski, Town Manager

FY1

RECEIVED
MAY 05 2014

Winthrop Ambulance Service
"Serving since 1978"

April 12, 2014

Winthrop Ambulance Service Community Partners,

Attached is the Winthrop Ambulance Service Budget Proposal for FY 2015. The service provides EMS coverage and transport to the Towns of Winthrop, Wayne, Readfield, Mt Vernon, Fayette, and Manchester with a population of nearly 15,000. Last year the service answered nearly 1700 calls for service. The service employs forty four EMT's and Paramedics, staffing three Paramedic level ambulances. This year we have added the Town of Monmouth as an emergency service partner.

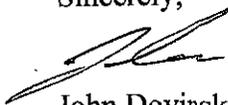
The proposal for FY '15 concentrates on wage adjustments for EMT's to market value, and seven night call crews to address nighttime call volumes and response times. Additional funding will fund the training and equipment acquisition for the department's School Active Shooter response team. Revenues from the addition of Monmouth will fund additional coverage on the second and third ambulances. As proposed, we will be staffing three ambulances twenty-four hours per day. The attached narrative highlights our program.

I have attempted to craft a conservative budget proposal, while maintaining the level of service that our communities have come to expect. The per capita rate for the Towns of Wayne, Mt Vernon, Readfield, Fayette, Monmouth, and Manchester are proposed to be \$8.00 for FY '15. This means an increase of .50 cents to the current per-capita rate.

I look forward to working with you during the upcoming budget process, and please feel free to call upon me to provide you with further information. I would be happy to attend any budget committee, or Town meetings that you might require to answer questions about the service or the budget. I may be reached directly at 446-3322, or via email at jdovinsky@winthropmaine.org.

It is a pleasure to work with your community, and I believe together we have built a service we can all be proud of. Thank you for your assistance and support.

Sincerely,



John Dovinsky, Director

WINTHROP AMBULANCE SERVICE
Budget Proposal FY 2015

Line#	Description	Total	Change +/-
<u>10- Operations</u>			
15-	Personnel Expenses		
425	Training Line funds training for all FT and PT personnel. Department uses On-line training for all Mandatory and Equipment specific training. Increase will fund TCCC training for department School Active Shooter Response.	\$4,000	(+\$1,000)
500	Mileage Reimbursement Line provides for travel reimbursement for FT personnel to attend trainings and calls. Mileage stipend for Director.	\$1,500	0
25-	Supplies		
150	Printing Letterhead, envelopes, business cards, signature forms	\$400	0
200	Postage	\$250	0
250	Office Supplies	\$1000	0
275	Computer Supplies Supplies for four computers	\$400	0
400	Medical Supplies Purchase of all medical related equipment, support equipment and oxygen cylinders rental. Increase due to increase in call volume.	\$23,000	(+2,000)
900	Miscellaneous Funds for items not covered in ops budget, including reference Periodicals and equipment testing/fees.	\$600	0
30-	Utilities		
100	Electricity Average CMP bill of \$590/month.	\$7,150	+\$650

200 Telephones **\$5,280** **+\$480**

Funds for phone lines -7220 (voice), and -7219 (fax) at the station and cellular phones for Medic 1,3, and 4. Also 2 alarm lines from the station Fire Alarm system. Contract with Maine Security and Surveillance for alarms.

300 Fuel - Heating Oil **\$8140** **+\$740**

Funds #2 heating oil and propane to heat station/garage. Increased to reflect actual usage after energy saving measures installed.

400 Water/Sewer **\$2,750** **+\$250**

Water usage and sprinkler line fees at station.

500 Gasoline/Generator Fuel **\$100** **\$0**

Gas for snow blower, diesel for portable generator installed fall 2012.

35- Repairs and Maintenance

100 Building Maintenance and Supplies **\$6,000** **+\$500**

Covers supplies for station, maintenance of station/garage and grounds. Modern Pest Services contract. All paper products. Sprinkler System inspection contract.

110 Building Renovations **\$0** **0**

Cut due to budget constraints, will need to restore next year.

300 Equipment Repair and Maintenance **\$1,700** **0**

Repair and Maintenance fund for all EMS and radio equipment. Annual maintenance contract for 4 stretchers and 4 stair chairs with EMSAR.

37- Vehicle Fuel

700 Diesel- Medic 1 **\$5,000** **+\$3,000**

Increased use as 3rd ambulance with Monmouth contract.

710 Diesel- Medic 2 **\$8900** **0**

New unit, takes Medic 1's place as primary unit.

720 Diesel- Medic 3 **\$2,000** **-\$2,000**

Transfer truck, more use of Medic 1 by third duty crew.

725 Diesel- Medic 4	\$8,900	0
Chevy chassis yields increased MPG.		

38- Vehicle Repairs and Maintenance

700 Maintenance- Medic 1	\$4,000	+\$1,000
Needs 6 new summer tires, increased use with 2009 Ford 4x4 Monmouth contract. Unit has over 100,000 miles.		

710 Maintenance- Medic 2	\$3,000	+\$2,000
Now has approx.. 20,000 miles. 2013 Chevy		

720 Maintenance- Medic 3	\$2,000	0
Oil changes, other repairs. 2006 Ford		

725 Maintenance- Medic 4	\$4,000	+\$2,000
Oil changes, alignments, unit has 50,000 miles 2012 Chevy		

40- Uniforms and Small Equipment

100 Office Equipment	\$500	0
Purchase 1 desk, replace 3-4 office chairs		

150 New Equipment- EMS	\$4,000	+\$2,000
New medical equipment, 2 ballistic vests and helmets for Active Shooter response.		

200 Uniforms	\$3,000	+\$500
Uniform polo's and sweatshirts, FT employee uniform allowance.		

45- Professional Services

350 Employee Immunizations	\$1,000	0
Hep B immunizations, TB tests, health screenings (paper) for 48 employees.		

700 Ambulance Billing Services	\$45,000	+\$4,000
Contract with Medical Reimbursement Services of Windham, 6% of collectibles. Based on projection of \$750,000 patient billing.		

710 EMS Manager/Scheduling Website	\$1,300	0
Online scheduling program used by service.		

725 Laundry Services	\$100	0
Provides for cleaning of uniforms or PPE not able to be done in-house		

55- Association Dues and Fees

700 Atlantic Partners EMS Dues \$975 0
Dues to Regional EMS office, provides our EMS coordination and education tracking.

725 Maine Ambulance Association \$675 0
Association that works with, and lobbies Medicare on behalf of EMS services. Provides our supervisor training, coordinates MaineCare secondary reimbursement process.

730 Maine EMS License Fees \$340 0
License fees for service and 4 ambulances.

60- Computer Maintenance

125 Computer Maintenance \$1,000 0
Maintenance on 2 servers, 3 laptops, and 10 desktop computers, upgrade And maintenance of Linux Op system.

70- Contracted Services

300 Copier Lease Agreement 0 0

700 Medical Director Contract \$6,000 0
Contract with Physician that provides our Medical oversight, QI, and consulting services. (Includes insurance) Currently Tim Nuce, MD of WFP.

50- Director

05- Wages/Salaries

100 Wages/Salary \$54,969 +\$3,355

60- EMT Paramedics

05- Wages/Salaries

100 Wages/Salaries \$416,268 +\$142,782
This line funds one (1) 40 hour FT Deputy Chief, one (1) 36 hour FT Paramedic (3-twelve hr. shifts/wk), and

per diem Paramedics to staff thirty-five (32) shifts per week.

-FT Deputy Chief: 40 hrs/wk x 52 wks x \$19.22/hr = \$39,977

-FT Medic: 36 hrs/wk x 52 wks x \$18.14/hr = \$33,958 (B shift)

1st Amb. -A shift (6a-6p): 7 shifts x 12 hours x 52 weeks x \$18.03/hr= \$78,755

-D shift (6p-6a): 7 shifts x 12 hours x 52 weeks x \$18.03/hr= \$78,755

2nd Amb. -B shift (8a-8p): 4 shifts x 12 hours x 52 weeks x \$18.03/hr= \$45,002

-F shift (8p-8a): 7 shifts x 12 hours x 52 weeks x \$18.03/hr= \$78,755 (new shift)

3rd Amb. -C shift (9a-5p): 7 shifts x 8 hours x 52 weeks x 18.03/hr= \$52,503

(5 added shifts per week)

-\$500 stipend for QI, Equip., Training, and Scheduling officers = \$2,000

-Call Back pay for PM 3rd calls: \$6,000

1.5% increase to hourly rate for Paramedics.

200 Overtime \$9,239 0

OT for FT employees and Holiday pay for PT employees

300 Holiday Time \$2,660 0

Holiday pay for 2 FT employees

400 Sick Time \$1,500 0

Sick time for 2 FT employees, small current balances.

500 Vacation Time \$1,500 0

Vacation time for 2 FT employees, based on usage.

700 Per Call Pay \$500 0

Per call pay for off-duty or On-call personnel.

70- EMT Regular

05- Wages/Salaries

100 Wages/Salaries \$270,524 +\$79,554

Funds twelve (12) hour EMT/driver shifts on A, B, D, and F shifts

And (8) hour C shifts.

Rates: \$11.88/hr. (EMT), \$12.36/hr. (EMT-Advanced) (\$1.50/hr. increase)



One Comcast Center
Philadelphia, Pennsylvania 19103

EXH

April 9, 2014

Stefan Pakulski
Town Manager
Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355

Re: Time Warner Cable/Comcast Corporation Transaction

Dear Mr. Pakulski:

As you may have read, Time Warner Cable Inc. ("Time Warner Cable") has entered into an agreement to become a wholly-owned subsidiary of Comcast Corporation ("Comcast"). Upon conclusion of the transaction, your local Franchisee (currently an indirect subsidiary of Time Warner Cable) will remain in place but will be ultimately owned by Comcast.

Attached are charts to assist you in understanding how the transaction will be completed. Time Warner Cable will merge with Tango Acquisition Sub, Inc., a wholly-owned subsidiary of Comcast, with Time Warner Cable as the surviving company. Time Warner Cable will thereby become a wholly-owned subsidiary of Comcast.

If you determine that your consent is **not** required for this transaction to proceed, you need not take any further action. If, however, you believe your consent is necessary, we have provided copies of the Federal Communications Commission's ("FCC") Form 394, other information, and a draft consent resolution to help facilitate the consent process.

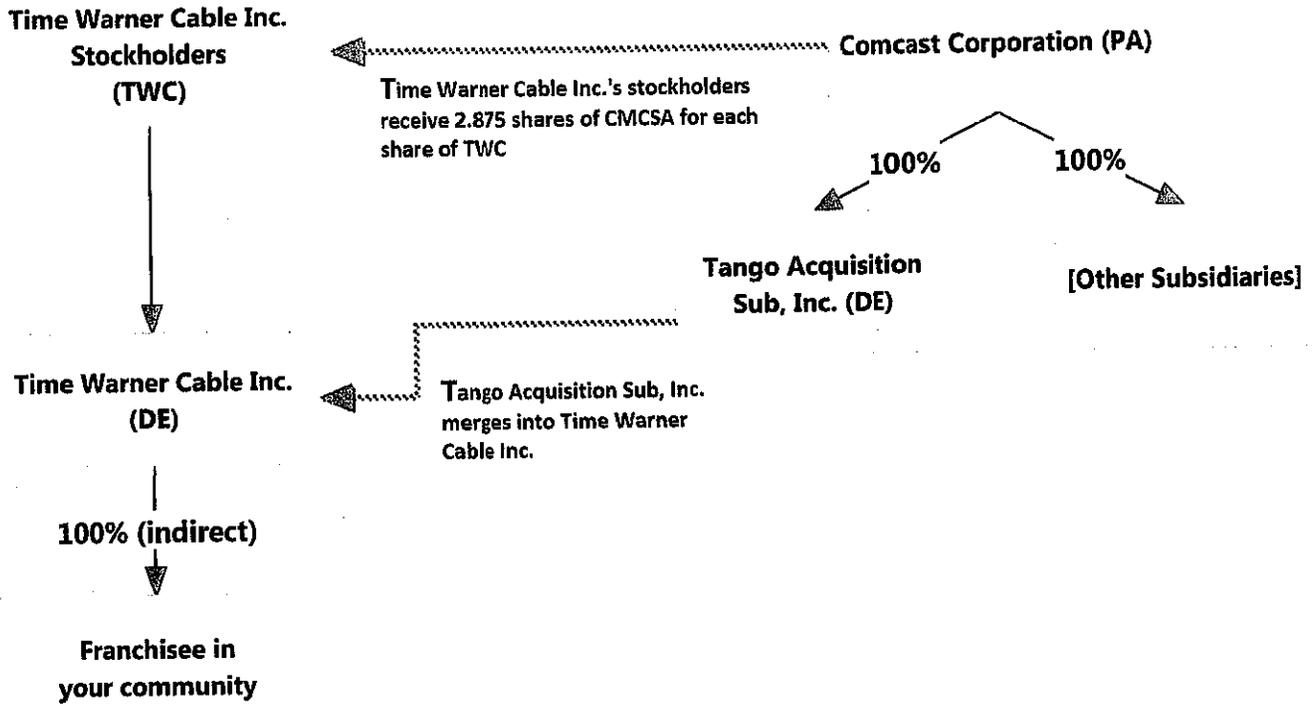
- **FCC Form 394.** FCC Form 394 (required copies enclosed) is designed to provide you with the relevant information needed to assess the financial, legal, and technical qualifications of Comcast to be the ultimate parent entity of your Franchisee.
- **Timing.** According to the FCC's rules, you have a maximum of 120 days from the date you receive this information to review all materials and act upon our request for consent to the transaction. (Please note, your franchise may specify a shorter time frame.)
- **Consent Resolution.** Should you choose to affirmatively consent to the transaction, we have enclosed a draft consent resolution to be used to help expedite the consent process. We would request that a consent resolution, if needed, be placed on your agenda for consideration at your earliest convenience.

All of us at Comcast are excited about the opportunity to serve your community. We invite you to visit www.comcastcorporation.com/together for additional information about the transaction and Comcast. If you have any questions about the FCC Form 394, the consent resolution, or any of the enclosed documents, please give me a call at (215) 286-5585, send an email to klay_fennell@comcast.com, or send a facsimile to (215) 286-8408.

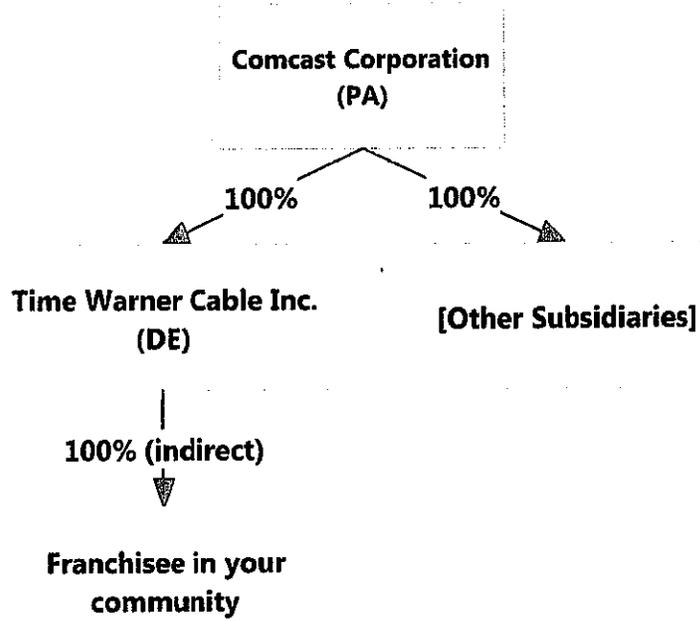
Sincerely,

Klayton F. Fennell
Vice President, Government Affairs
Attachment and Enclosures

TWC 394 Structure at Time of Merger



TWC 394 Structure After Merger



RESOLUTION NO. _____

CONSENT TO TRANSFER OF CONTROL

WHEREAS, Time Warner Cable Northeast LLC ("Franchisee") is the duly authorized holder of a franchise, as amended to date (the "Franchise"), authorizing Franchisee to serve the Town of Readfield, ME (the "Franchise Authority") and to operate and maintain a cable television system therein (the "System"); and

WHEREAS, Time Warner Cable Inc. ("Time Warner Cable") is the ultimate parent company of Franchisee; and

WHEREAS, on February 12, 2014, Time Warner Cable, Comcast Corporation ("Comcast") and Tango Acquisition Sub, Inc. ("Tango"), entered into an Agreement and Plan of Merger (the "Agreement"), pursuant to which Time Warner Cable will merge with Tango, a wholly-owned subsidiary of Comcast, with Time Warner Cable as the surviving company, and Time Warner Cable will thereby become a wholly-owned subsidiary of Comcast (the "Transaction"); and

WHEREAS, Franchisee now seeks approval of the Transaction and has filed an FCC Form 394 with the Franchise Authority with respect thereto; and

WHEREAS, the Franchise Authority has considered and approves of the Transaction.

NOW, THEREFORE, BE IT RESOLVED BY THE FRANCHISE AUTHORITY AS FOLLOWS:

1. The foregoing recitals are approved and incorporated herein by reference.
2. The Franchise Authority consents to the Transaction.
3. The Franchise Authority confirms that the Franchise is valid and outstanding and in full force and effect and there are no defaults under the Franchise. Subject to compliance with the terms of this Resolution, all action necessary to approve the transfer of control of the Franchisee to Comcast has been duly and validly taken.
4. Comcast or the Franchisee may (a) assign or transfer its assets, including the Franchise, provided that such assignment or transfer is to an entity directly or indirectly controlling, controlled by or under common control with Comcast; (b) restructure debt or change the ownership interests among existing

equity participants in Comcast; (c) pledge or grant a security interest to any lender(s) of Comcast's assets, including, but not limited to, the Franchise, or of interest in Comcast, for purposes of securing any indebtedness; and (d) sell equity interests in Comcast or any of Comcast's affiliates.

5. Upon closing of the Transaction, the Franchisee shall remain bound by the lawful terms and conditions of the Franchise.

6. This Resolution shall be deemed effective upon adoption.

7. This Resolution shall have the force of a continuing agreement with the Franchisee, and the Franchise Authority shall not amend or otherwise alter this Resolution without the consent of the Franchisee and Comcast.

PASSED, ADOPTED AND APPROVED this _____ day of _____, 2014.

By: _____

Name: _____

Title: _____

ATTEST:

Clerk

FCC 394
APPLICATION FOR FRANCHISE AUTHORITY
CONSENT TO ASSIGNMENT OR TRANSFER OF CONTROL
OF CABLE TELEVISION FRANCHISE

FOR FRANCHISE AUTHORITY USE ONLY

SECTION I. GENERAL INFORMATION

DATE April 9, 2014	1. Community Unit Identification Number: ME0252
--------------------	--

2. Application for: Assignment of Franchise Transfer of Control

3. Franchising Authority: **Town of Readfield, ME**

4. Identify community where the system/franchise that is the subject of the assignment or transfer of control is located:
Readfield, ME

5. Date system was acquired or (for system's constructed by the transferor/assignor) the date on which service was provided to the first subscriber in the franchise area:	N/A
6. Proposed effective date of closing of the transaction assigning or transferring ownership of the system to transferee/assignee:	As soon as reasonably practicable after all regulatory approvals.

7. Attach as an Exhibit a schedule of any and all additional information or material filed with this application that is identified in the franchise as required to be provided to the franchising authority when requesting its approval of the type of transaction that is the subject of this application.

Exhibit No.
N/A

PART I – TRANSFEROR/ASSIGNOR

1. Indicate the name, mailing address, and telephone number of the transferor/assignor.

Legal name of Transferor/Assignor (if individual, list last name first) Time Warner Cable Inc.			
Assumed name used for doing business (if any) Time Warner Cable			
Mailing street address or P.O. Box 60 Columbus Circle			
City New York	State NY	ZIP Code 10023	Telephone No. (include area code) (212) 364-8200

2. (a) Attach as an Exhibit a copy of the contract or agreement that provides for the assignment or transfer of control (including any exhibits or schedules thereto necessary in order to understand the terms thereof). If there is only an oral agreement, reduce the terms to writing and attach. (Confidential trade, business, pricing or marketing information, or other information not otherwise publicly available, may be redacted).

Exhibit No.
1

(b) Does the contract submitted in response to (a) above embody the full and complete agreement between the transferor/assignor and the transferee/assignee?

Yes No

If No, explain in an Exhibit.

Exhibit No.
See Exhibit 1

PART II - TRANSFEREE/ASSIGNEE

1. (a) Indicate the name, mailing address, and telephone number of the transferee/assignee.

Legal name of Transferee/Assignee (if individual, list last name first) Comcast Corporation			
Assumed name used for doing business (if any) Comcast			
Mailing street address or P.O. Box One Comcast Center			
City Philadelphia	State PA	ZIP Code 19103	Telephone No. (include area code) 215-286-1700

(b) Indicate the name, mailing address, and telephone number of person to contact, if other than transferee/assignee.

Name of contact person (list last name first) Klayton F. Fennell (klay_fennell@comcast.com)			
Firm or company name (if any) Comcast Cable Communications, LLC			
Mailing street address or P.O. Box One Comcast Center			
City Philadelphia	State PA	ZIP Code 19103	Telephone No. (include area code) 215 286-5585 (voice) 215-286-8408 (fax)

(c) Attach as an Exhibit the name, mailing address, and telephone number of each additional person who should be contacted, if any.

Exhibit No. N/A

(d) Indicate the address where the system's records will be maintained.

Street address One Comcast Center (or a regional or area office as appropriate)		
City Philadelphia	State PA	ZIP Code 19103

2. Indicate on an attached exhibit any plans to change the current terms and conditions of service and operations of the system as a consequence of the transaction for which approval is sought.

Exhibit No. 2

SECTION II. TRANSFEREE'S/ASSIGNEE'S LEGAL QUALIFICATIONS

1. Transferee/Assignee is:

Corporation

a. Jurisdiction of incorporation: Pennsylvania	d. Name and address of registered agent in jurisdiction: CT Corporation System 2001 Market Street Philadelphia, PA 19103
b. Date of incorporation: December 7, 2001	
c. For profit or not-for-profit: For profit	

Limited Partnership

a. Jurisdiction in which formed:	c. Name and address of registered agent in jurisdiction:
b. Date of formation:	

General Partnership

a. Jurisdiction whose laws govern formation:	b. Date of formation:
--	-----------------------

Individual

Other. Describe in an Exhibit.

Exhibit No. N/A

2. List the transferee/assignee, and, if the transferee/assignee is not a natural person, each of its officers, directors, stockholders beneficially holding more than 5% of the outstanding voting shares, general partners, and limited partners holding an equity interest of more than 5%. Use only one column for each individual or entity. Attach additional pages if necessary. (Read carefully- the lettered items below refer to corresponding lines in the following table.)

- (a) Name, residence, occupation or principal business, and principal place of business. (If other than an individual, also show name, address and citizenship of natural person authorized to vote the voting securities of the applicant that it holds.) List the applicant first, officers, next, then directors and, thereafter, remaining stockholders and/or partners.
- (b) Citizenship.
- (c) Relationship to the transferee/assignee (e.g., officer, director, etc.).
- (d) Number of shares or nature of partnership interest.
- (e) Number of votes.
- (f) Percentage of votes.

(a)	See Exhibit 3	
(b)		
(c)		
(d)		
(e)		
(f)		

3. If the applicant is a corporation or a limited partnership, is the transferee/assignee formed under the laws of, or duly qualified to transact business in, the State or other jurisdiction in which the system operates?

Yes No

If the answer is No, explain in an Exhibit.

Exhibit No.
4

4. Has the transferee/assignee had any interest in or in connection with an applicant which has been dismissed or denied by any franchise authority?

Yes No

If the answer if Yes, describe circumstances in an Exhibit.

Exhibit No.
5

5. Has an adverse finding been made or an adverse final action been taken by any court or administrative body with respect to the transferee/assignee in a civil, criminal or administrative proceeding, brought under the provisions of any law or regulation related to the following: any felony; revocation, suspension or involuntary transfer of any authorization (including cable franchises) to provide video programming services; mass media related antitrust or unfair competition; fraudulent statements to another government unit; or employment discrimination?

Yes No

If the answer is Yes, attach as an Exhibit a full description of the persons and matter(s) involved, including an identification of any court or administrative body and any proceeding (by dates and file numbers, if applicable), and the disposition of such proceeding.

Exhibit No.
N/A

6. Are there any documents, instruments, contracts or understandings relating to ownership or future ownership rights with respect to any attributable interest as described in Question 2 (including, but not limited to, non-voting stock interests, beneficial stock ownership interests, options, warrants, debentures)?

Yes No

If Yes, provide particulars in an Exhibit.

7. Do documents, instruments, agreements or understandings for the pledge of stock of the transferee/assignee, as security for loans or contractual performance, provide that: (a) voting rights will remain with the applicant, even in the event of default on the obligation; (b) in the event of default, there will be either a private or public sale of the stock; and (c) prior to the exercise of any ownership rights by a purchaser at a sale described in (b), any prior consent of the FCC and/or of the franchising authority, if required pursuant to federal, state or local law or pursuant to the terms of the franchise agreement will be obtained?

Yes No

If No, attach as an Exhibit a full explanation.

N/A

Exhibit No.
N/A

SECTION III. TRANSFEREE'S/ASSIGNEE'S FINANCIAL QUALIFICATIONS

1. The transferee/assignee certifies that it has sufficient net liquid assets on hand or available from committed resources to consummate the transaction and operate the facilities for three months.
2. Attach as an Exhibit the most recent financial statements, prepared in accordance with generally accepted accounting principles, including a balance sheet and income statement for at least one full year, for the transferee/assignee or parent entity that has been prepared in the ordinary course of business, if any such financial statements are routinely prepared. Such statements, if not otherwise publicly available, may be marked CONFIDENTIAL and will be maintained as confidential by the franchise authority and its agents to the extent permissible under local law.

Yes No

Exhibit No.
6

SECTION IV. TRANSFEREE'S/ASSIGNEE'S TECHNICAL QUALIFICATIONS

Set forth in an Exhibit a narrative account of the transferee's/assignee's technical qualifications, experience and expertise regarding cable television systems, including, but not limited to, summary information about appropriate management personnel that will be involved in the system's management and operations. The transferee/assignee may, but need not, list a representative sample of cable system currently or formerly owned or operated.

Exhibit No.
7

SECTION V - CERTIFICATIONS

Part I - Transferor/Assignor

All the statements made in the application and attached exhibits are considered material representations, and all the Exhibits are a material part hereof and are incorporated herein as if set out in full in the application.

I CERTIFY that the statements in this application are true, complete and correct to the best of my knowledge and belief and are made in good faith.	Signature 
WILLFUL FALSE STATEMENTS MADE ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT. U.S. CODE, TITLE 18, SECTION 1001.	Date April 9, 2014
	Print full name Gary R. Matz
Check appropriate classification: <input type="checkbox"/> Individual <input type="checkbox"/> General Partner <input checked="" type="checkbox"/> Corporate Officer <input type="checkbox"/> Other. Explain: (Indicate Title) Senior Vice President of Government Relations	

Part II - Transferee/Assignee

All the statements made in the application and attached Exhibits are considered material representations, and all the Exhibits are a material part hereof and are incorporated herein as if set out in full in the application.

The transferee/assignee certifies that he/she:

- (a) Has a current copy of the FCC's Rules governing cable television systems.
- (b) Has a current copy of the franchise that is the subject of this application, and of any applicable state laws or local ordinances and related regulations.
- (c) Will use its best efforts to comply with the terms of the franchise and applicable state laws or local ordinances and related regulations, and to effect changes, as promptly as practicable, in the operation system, if any changes are necessary to cure any violations thereof or defaults thereunder presently in effect or ongoing.

I CERTIFY that the statements in this application are true, complete and correct to the best of my knowledge and belief and are made in good faith.	Signature 
WILLFUL FALSE STATEMENTS MADE ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT. U.S. CODE, TITLE 18, SECTION 1001.	Date April 9, 2014
	Print full name Lynn R. Charytan
Check appropriate classification: <input type="checkbox"/> Individual <input type="checkbox"/> General Partner <input checked="" type="checkbox"/> Corporate Officer <input type="checkbox"/> Other. Explain: (Indicate Title) Senior Vice President, Legal Regulatory Affairs and Senior Deputy Counsel	

Exhibit 1

Time Warner Cable Inc., Comcast Corporation and Tango Acquisition Sub, Inc., entered into an Agreement and Plan of Merger dated as of February 12, 2014. Briefly stated, pursuant to the Agreement and Plan of Merger, Time Warner Cable Inc. will merge with and into Tango Acquisition Sub, Inc., a wholly-owned subsidiary of Comcast Corporation, with Time Warner Cable Inc. as the surviving company. Time Warner Cable Inc. will thereby become a wholly-owned subsidiary of Comcast Corporation. A copy of the Agreement and Plan of Merger as filed with the Securities and Exchange Commission (Form 8-K) is available at www.comcastcorporation.com/together under "Official Filings." Certain information, including Exhibits and Schedules to the Agreement and Plan of Merger, have been omitted, as the information is not necessary in order to understand the terms of the Agreement and Plan of Merger or contain confidential trade, business, pricing or marketing information, or other information not otherwise publicly available. In addition, Comcast Corporation filed a Securities and Exchange Commission Form S-4 Registration Statement on March 20, 2014. A copy is available at www.comcastcorporation.com/together under "Official Filings." Hard copies of either document will be provided upon request.

Exhibit 2

Comcast Corporation will be the indirect parent company of the legal entity holding the franchise for the cable system that is the subject of this Form 394. Comcast Corporation and the legal entity holding the franchise for the cable system that is the subject of this Form 394 have no current plans to change the terms and conditions of service or operations of the system. The cable system will be operated pursuant to the terms of the franchise agreement and applicable law after the consummation of the proposed transaction. Comcast Corporation and the legal entity holding the franchise for the cable system that is the subject of this Form 394 reserve the right to make service and operational changes in accordance with the terms of the franchise agreement and applicable law.

Exhibit 3

Comcast Corporation is a publicly traded Pennsylvania corporation. Comcast Corporation holds a 100% interest in Tango Acquisition Sub, Inc. Time Warner Cable Inc., which is currently the ultimate parent company of the entity that holds the franchise that is the subject of this transaction, will merge with and into Tango Acquisition Sub, Inc., with Time Warner Cable Inc. as the surviving company.

The following persons held a 5% or greater voting interest in Comcast Corporation's Common Stock as of the close of business on March 21, 2014:

<u>Title of Voting Class</u>	<u>Name of Beneficial Owner</u>	<u>Amount Beneficially Owned</u>	<u>% of Class</u>
Class B Voting Stock	Brian L Roberts One Comcast Center Philadelphia, PA 19103	9,444,375	100%*
Class A Common Stock	Brian L Roberts One Comcast Center Philadelphia, PA 19103	5,454,773	Less than 1%

Information Required under Section 2 of FCC Form 394 with Respect to 5% Voting Owners

a) Name and Address	Comcast Corporation One Comcast Center Philadelphia, PA 19103	Brian L. Roberts One Comcast Center Philadelphia, PA 19103
b) Citizenship	N/A	USA
c) Relationship to the Transferee/Assignee	N/A	Chairman
d) Number of Shares	N/A	9,444,375 Class B Common* 5,454,773 Class A Common
e) Number of Votes	N/A	142,387,291
f) Percentage of Votes	N/A	33 1/3%

* Includes 9,039,663 shares of Class B common stock owned by a limited liability company of which Mr. Brian L. Roberts is the managing member and 404,712 shares of Class B common stock owned by certain family trusts of which Mr. Roberts and/or his descendants are the beneficiaries. The shares of Class B common stock beneficially owned by Mr. Brian L. Roberts represent 33 1/3% of the combined voting power of the two classes of our voting common stock, which percentage is generally non-dilutable pursuant to the terms of Comcast's Articles of Incorporation. Under Comcast's Articles of Incorporation, each share of Class B common stock is convertible, at the shareholder's option, into one share of Class A common stock or Class A special common stock. Vote total is calculated based on Class B shares having 15 votes per share and Class A

shares having 0.1323 votes per share as calculated on March 21, 2014, the record date for the Comcast Corporation Proxy Statement.

The officers and directors of Comcast Corporation are as follows.

Officer Name	Title
Brian L. Roberts	Chairman of the Board of Directors
	President
	Chief Executive Officer
Michael J. Angelakis	Vice Chairman
	Chief Financial Officer
David L. Cohen	Executive Vice President
	Chief Diversity Officer
	Assistant Secretary
Neil Smit	Executive Vice President
Stephen B. Burke	Executive Vice President
Alexander D. Evans	Executive Vice President - Global Corporate Development and Strategy
Amy L. Banse	Senior Vice President
Arthur R. Block	Senior Vice President
	General Counsel
	Secretary
David A. Scott	Senior Vice President
Lawrence J. Salva	Senior Vice President
	Chief Accounting Officer
	Controller
William E. Dordelman	Senior Vice President
	Treasurer
A. Melissa Maxfield	Senior Vice President - Congressional and Federal Government Affairs
Jennifer Khoury Newcomb	Senior Vice President - Corporate and Digital Communications
D'Arcy F. Rudnay	Senior Vice President - Corporate Communications
	Chief Communications Officer
Robert S. Pick	Senior Vice President - Corporate Development

Officer Name	Title
Cynthia K. Hook	Senior Vice President - Internal Audit
	General Auditor
Jason S. Armstrong	Senior Vice President - Investor Relations
Lynn R. Charytan	Senior Vice President - Legal Regulatory Affairs
Kathryn A. Zachem	Senior Vice President - Regulatory and State Legislative Affairs
Kristine A. Dankenbrink	Senior Vice President - Taxation
Gerard J. Lewis, Jr.	Chief Privacy Officer
Gary E. Rostick	Vice President
James P. McCue	Vice President
	Assistant Treasurer
Jennifer Heller	Vice President
	Chief Compliance Officer
Jennifer L. Daley	Vice President
	Assistant Treasurer
Justin B. Smith	Vice President
	Chief Joint Venture Compliance Officer
Marc A. Rockford	Vice President
	Senior Deputy General Counsel
Karen Dougherty Buchholz	Senior Vice President - Administration
Charisse R. Lillie	Vice President - Community Investment
Gregg M. Goldstein	Vice President - Corporate Development
Joseph P. McGinley	Vice President - Corporate Development
Mark Noble	Vice President - Corporate Development
Keith T. Cheatham	Vice President - Corporate Real Estate and Insurance
Bret Perkins	Vice President - External and Government Affairs
Kevin P. O'Connor	Vice President - Federal Tax
Joseph F. DiTrollo	Vice President - Financial Operations
Leonard J. Gatti	Vice President - Financial Reporting
Rebecca Arbogast	Senior Vice President - Global Public Policy
Maria Arias	Vice President - Diversity and Inclusion
Sena Fitzmaurice	Vice President - Government Communications

Officer Name	Title
Beth Arnholt	Vice President - Integrated Talent Management
Rudy Brioché	Vice President and Counsel, Global Public Policy
Lindsey Dickinson	Vice President - Legislative Affairs
Sam Lancaster	Vice President - Legislative Affairs
David Don	Vice President - Regulatory Policy
Jordan Goldstein	Vice President - Regulatory Affairs
James J. Finnegan	Vice President - Strategic Intellectual Property
Thomas J. Donnelly	Vice President - Taxation
Directors	
Presiding Director Kenneth J. Bacon	
Brian L. Roberts	
Dr. Judith Rodin	
Eduardo G. Mestre	
Edward D. Breen	
Gerald L. Hassell	
J. Michael Cook	
Jeffrey A. Honickman	
Johnathan Rodgers	
Joseph J. Collins	
Ralph J. Roberts	
Sheldon M. Bonovitz	

Exhibit 4

Comcast Corporation is a Pennsylvania corporation and, as of the effective time of the closing, will be the indirect parent company of the legal entity holding the franchise (the "Franchisee"). To the extent required by applicable law, the Franchisee is and, after the closing of this transaction will continue to be, duly qualified to transact business in the State or Commonwealth in which this system is operated.

Exhibit 5

Comcast Corporation is the indirect parent company of numerous legal entities holding cable franchises. Comcast and its subsidiaries have been involved in thousands of proceedings with franchise authorities. In a very small number of instances, Comcast or certain of its indirect subsidiaries have had an interest in or connection with an applicant that has been dismissed or denied by a franchising authority. The only final denial issued within the past ten years is listed below.

Henry County, Virginia. In June 2005, two FCC Forms 394 were filed with the franchise authority, with the first requesting the assignment of the franchise from Adelphia Communications Corporation to Time Warner Cable and the second requesting a transfer of control of the franchise from Time Warner Cable to a wholly-owned subsidiary of Comcast. The franchise authority denied consent to the transfer applications in order to exercise an alleged right of first refusal to purchase the cable system. The transaction closed subject to an Agreed Order issued by the United States District Court for the Western District of Virginia. A wholly-owned subsidiary of Comcast has provided cable service to the community and has remitted cable service franchise fees since August 1, 2006.

Comcast Overview

Overview Comcast Corporation is a global media and technology company with two primary businesses: Comcast Cable and NBCUniversal. Comcast is also a limited partner with venture capital firm Comcast Ventures and is the majority owner of the sports and entertainment company Comcast-Spectacor.

Comcast Cable Comcast Cable is the nation's largest video, high-speed Internet and phone provider to residential customers under the Xfinity brand as well as to businesses.

- Nation's Largest Video Provider: 21.7 million customers
- Nation's Largest Residential High-Speed Internet Provider: 20.7 million customers
- Nation's Fourth Largest Phone Company: 10.7 Million customers
- Combined Customer Relationships: 53.1 million
- Homes and Businesses Passed: 53.8 million
- Operations: 39 states and Washington, D.C.

(As of 12/31/13)

NBCUniversal NBCUniversal is one of the world's leading media and entertainment companies in the development, production, and marketing of entertainment, news, and information to a global audience. NBCUniversal owns and operates a valuable portfolio of news, entertainment and sports television networks, a premier motion picture company, significant television production operations, a leading television stations group, world-renowned theme parks, and a suite of leading internet-based businesses. NBCUniversal is owned by Comcast Corporation.

- **Broadcast Networks:** NBC and Telemundo. 10 NBC owned and operated local stations and 15 Telemundo owned local stations.
- **Cable Networks and Digital Media Properties:** USA Network, Syfy, E!, CNBC, MSNBC, Bravo, Golf Channel, Oxygen, NBC Sports Network, Esquire Network, Chiller, CNBC World, Cloo, CNBC World, Mun2, Sprout, Universal HD, and 10 regional sports networks and three regional news networks. Digital media properties include Fandango and iVillage.
- **Filmed Entertainment:** Universal Pictures. Production under both the Universal Pictures and Focus Features names.
- **Theme Parks:** Universal Orlando, which includes Universal Studios Florida, Universal's Islands of Adventure and CityWalk; Universal Studios Hollywood.

Founded 1963

Chairman and CEO Brian L. Roberts

Headquarters Philadelphia, PA

Employees Approximately 136,000 full-time and part-time

Ticker Symbol NASDAQ – CMCSA, CMCSK

Corporate Website <http://comcastcorporation.com>

Corporate Blog <http://corporate.comcast.com/comcast-voices>

XFINITY Products <http://www.xfinity.com>

NBCUniversal <http://www.nbcuniversal.com>



XFINITY TV

Overview Xfinity TV brings customers more of the content they love, wherever they are, on any device. The X1 platform is an Entertainment Operating System that gives customers an interactive TV experience, providing instant access to all of their entertainment. Leveraging Internet Protocol (IP) technology and Comcast's cloud-enabled servers and network, the X1 platform enables customers to get integrated search, personalized recommendations and apps on TV. As part of cloud technology innovation, Comcast is currently rolling out the X1 DVR with cloud technology and live in-home streaming.

- Key Offerings**
- View 300+ TV channels from major broadcast, cable and premium networks on TV, plus more than 100 HD channels.
 - Access more than 50,000 of the best and latest TV shows and movies across Xfinity On Demand
 - Stream 50+ live TV channels and thousands of TV shows and movies from Xfinity On Demand at Xfinity.com/TV and the Xfinity TV Go app.
 - Download popular TV shows and movies from Xfinity On Demand to the Xfinity TV Go app.
 - Watch practically your entire channel line-up of live TV in any room in the house on any device with live in-home streaming.
 - Access DVR recordings anywhere in your home through Xfinity.com/TV or the new Xfinity TV app on mobile devices, and download them to your device to watch anytime, anywhere.
 - Enjoy a huge selection of current season TV content, the best new release movies from all the major studios, and one of the broadest selections of independent films across platforms on Xfinity On Demand.
 - Access to a deep library of movies and TV shows across screens from Xfinity Streampix.
 - Schedule the DVR remotely, search live TV and On Demand listings, change the channel on the TV and select favorites online at Xfinity.com/TV and with the Xfinity TV Remote app.
 - Use motion and gesture controls to seamlessly find what to watch on live TV and Xfinity On Demand while viewing TV with the X1 Remote Control app.
 - Catch popular Spanish-language TV shows, movies, and kids' and music programming online at Xfinity.com/latinotv.
 - Watch Xfinity On Demand on the Xbox 360, and quickly find TV shows and movies with voice-activated commands or the wave of a hand via Kinect.
 - Access the Xfinity TV app on 2012 Samsung Smart TVs (planned for 2013 SmartTV models in 2014)

For more information about Xfinity TV, visit www.xfinity.com/TV.



XFINITY Voice

Overview XFINITY Voice gives you reliable home phone service with more ways to connect and save. It's an innovative service that delivers unlimited nationwide calling with the best call clarity plus, enhanced features that can help lower your wireless bill. Find your everywhere voice and stay more connected with XFINITY Voice.

Key Offerings

- Unlimited Nationwide Calling and Texting:** With XFINITY Voice you not only get the best call clarity but also Unlimited nationwide calling and texting on Wi-Fi enabled devices at home and on the go. Simply use the free XFINITY Connect app to call and text as much as you like via Wi-Fi without a wireless plan.
- Readable Voicemail:** See what you can't hear and have your voicemails converted to email messages that you can check from anywhere, on any device.
- Assign a Number:** With the free XFINITY Connect app, your iPod Touch and tablet can call and text like a smartphone, without a wireless plan. Assign a personal phone number to up to five Wi-Fi enabled devices and turn your devices into a phone.
- Advanced Call Forwarding:** Whether you're in the car or at work you can still answer your home phone. Connect up to four Wi-Fi enabled devices to your home phone and your calls will always find you.
- Universal Caller ID:** See who's calling your home phone on your TV, computer, home phone and smartphone.

For more information about XFINITY Voice, visit <http://www.comcast.com/xfinity>.

*As of Q4 2013



Comcast Business

Overview Backed by industry-leading, 24/7 tech-class support, Comcast Business provides advanced communication solutions to help companies meet their business objectives. Comcast Business leverages Comcast's powerful, next generation network, our technical and operational expertise and our local resources to offer a wide range of products and services, an enhanced fiber-based network and experienced customer service, all to help a business's bottom line.

Key Offerings

Data Solutions

Comcast Business Internet offers businesses a feature-rich, reliable and secure Internet solution. Comcast offers its business customers four tiers of Internet service with download speeds starting at 16 Mbps downstream and 3 Mbps upstream and going up to 150 Mbps downstream and 20 Mbps upstream via next-generation DOCSIS 3.0. Customers also get additional features such as Cloud Services by Microsoft, advanced security with Norton Business Suite and Website Hosting services at no extra charge.

Comcast Business Ethernet delivers secure, scalable, high-performance point-to-point and multipoint connectivity over a fully owned, national fiber-based network. Optimized for mid-sized business with multiple locations in a metropolitan area or region, Comcast Business Ethernet provides an entirely new level of reliable, scalable and secure Internet connectivity that is significantly faster than legacy technologies.

Voice Solutions

Comcast Business Voice is a reliable voice alternative with integrated and advanced features for businesses that has been rated best in call clarity*. Customers get unlimited local and long-distance calling, and advanced call management and voicemail options including hunt group, call holding, call transfer, three-way calling, call forwarding, business directory listings, the ability to receive email or text notifications of voicemail, the ability to listen and manage voicemail online, and more.

Comcast Business VoiceEdge is a cloud-based voice and unified communications (UC) solution that delivers a common user experience, high-definition (HD) quality voice service and a full suite of productivity-enhancing features that are fully-managed and delivered over Comcast's advanced network. The service comes in complete, affordable packages that include Polycom HD phones, unlimited nationwide calling, professional installation, training options, and a mobile app for Android and iOS.

Comcast Business Trunks provide connectivity between a customer's Private Branch Exchange (PBX) and Comcast's advanced network. The scalable service allows customers to purchase based on the concurrent calls the business needs.

Video Solutions

Comcast Business TV provides reliable and cost-effective video solutions to satisfy a variety of customers' business needs at office locations such as conference rooms and waiting areas. Packages run from basic TV to upgrades including the Sports Pack, Canales Selecto (Hispanic networks) and Music Choices.

Upware

Upware is a suite of business-grade cloud solutions that can be purchased and managed through one integrated web portal. The Upware marketplace (business.comcast.com/Upware) contains business applications from industry-leading companies in key categories, including Data Backup, Data Security, Collaboration, and eSignature. Major Upware partners include DocuSign, Norton, Carbonite, Box, Microsoft and Cisco.

For more information about **Comcast Business**, visit www.business.comcast.com.



**Call clarity claim based upon January 2012 call clarity analysis by Tektronix*

Updated Q4 2013

XFINITY Home

Overview XFINITY Home is a broadband and cloud-based platform that provides next-generation home security, control and energy management features. This platform allows customers to stay connected to their home and family through the use of an interactive Web portal, mobile devices and the free XFINITY Home app. In addition to 24/7 professional monitoring, XFINITY Home offers an expanding suite of home control and remote energy management services that include lighting controls, digital thermostats, live video monitoring, custom text and email alerts, remote arming and disarming capabilities, water and carbon monoxide sensors.

Key Offerings XFINITY Home Features

- Access security and home automation features and settings from virtually anywhere – through a portable touch screen console in the home, on a computer or tablet, and on a smartphone through the XFINITY Home app.
- Control and set timing with smart energy management features, including programming lights to turn on and off at designated times, and schedule or remotely adjust heating and air conditioning settings.
- See what's going on around the home while away with real-time video monitoring on Internet-connected devices.
- Receive real-time text and email alerts when doors and windows open or close.
- Check the weather, voicemail, news and sports, play games and more with the in-home touch screen console.
- Enjoy peace-of-mind with added layers of protection, including wireless and battery backup, in addition to the third-party central station that monitors customers' homes 24 hours a day.
- Arm, monitor and control the home with the following available equipment: Window/Door Sensors, Motion Sensors, Glass Break Sensors, Indoor/Outdoor Cameras, Smoke Detectors, Wireless Keypads, Keychain Remotes, Thermostats, Lighting and Appliance Modules, Water/Flood Sensors and Carbon Monoxide Sensors.

For more information about XFINITY Home visit www.xfinity.com/home.

*As of Q4 2013

