

SELECT BOARD MEETING MINUTES

PRESENT: Select Board: Scott Littlefield, Jarod Harriman, Chris Belanger; Yvonne Shaw, Tax Collector; Ben Harris, Town Hall Manager; Matt Sevigny, Road Commissioner; Jennifer Thibeau, Town Clerk; (for some of the meeting: Tom Hooper, Crystal Berry. Peter & Diane Dunn)

ADMINISTRATIVE:

Scott Littlefield *declared the meeting open at 7:30 pm Happy Birthday to the Town of Dayton 171 years!*

Select Board approved the Agenda

The next meeting is Tuesday April 22, 2025 at 6:00 pm

OLD BUSINESS:

1. Jennifer regarding catering permits. **Jarod moved to extend that Jennifer approve the catering permit applications for the next 30 days.**
2. ROADS –
 - a. Potholes – Hollis Road, Dyer Road to be addressed
 - b. Waiting for photos from corner of a raised yard that meets the road, plow blade is hitting in the town property (50 foot right of way from center of road)
 - c. Request from Chris to look at Hill Road, cracks developing along the side
 - d. Sweeping will start at the beginning of May on town roads
3. GMFR – none
4. FYI -the EIN is here for the Dayton School Administrative Unit; the Biddeford and SMAC offices were notified

NEW BUSINESS:

1. New invoice from Smith & Associates for 2023 Audit work. 2022 is completed, awaiting the final report. 2023 is still in progress, the town is done, working on GMFR. We are over-budget. Permission to pay? Yes. (move CPA to contingency, and pay this audit invoice)
2. The Cemetery Association of Goodwins Mills Village wants to post signs at Dayton Town Hall regarding "Adopt-A-Grave" – Yes, okay to post signs
3. FYI -Note from Heather – out of office from April 3-10, (employees will empty trash)
4. FYI -Trio ticket returned to Trio from Treasurer with CPA invoice for Trio caused issue.
5. FYI -Tracey Jacek is the new fire extinguisher monthly inspector for the town hall, salt barn and Franklin School
6. Jim Roberts would like to cash- out his vacation time. Policy is silent, Past history shows we do this, also, it is state law (see L.D.225, January 2023) **Chris moved that we pay out the full extent of the vacation time he has accrued. Passed 3/0 (Jim would like it all at once in the next pay run.)**

PUBLIC FORUM:

Kudos from Ben Harris to Cat for a smooth transition to Paychex. Employees can look up their paystubs, time off, etc. The town hall employees coordinated their pay schedule with the GMFR to have one payroll. This helps reduce costs.

Ben Harris spoke to DOT is planning to pave Route 5, Saco to Ed's Grove.

CORRESPONDENCE:

- 1. Maine DOT report on bridges
- 2. DOL – April Safety Classes
- 3. Tony Vigue-Charter saga, we are not paying Tony for any work on this matter.

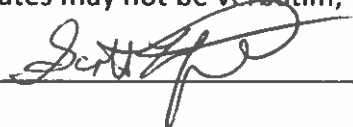
ITEMS SIGNED:

- 1. Warrants A/P and P/R
- 2. Select Board Minutes March 10, 2025
- 3. Time off request

Executive Session: Jarod made a motion to enter executive session pursuant to 1 MRS §405(6)(A), Personnel Matters at 8PM. Passed 3/0 (Ben Harris was asked to attend.)

Nothing to report from Executive Session.

Motion to adjourn by Chris; Passed 3/0; Adjourned at approximately 8:30pm
*Minutes may not be verbatim; they may have been paraphrased for clarity.


_____ Scott Littlefield, Chair

_____ Jarod Harriman


_____ Chris Belanger

Date: 4/22/2025



500 US Route One, Suite 102 - Yarmouth, Maine 04096
Ph (207) 846-8881 - Fax (207) 846-8882
www.smithassociatescpa.com

Date: 4/2/2025

T/O DAYTON
Treasurer
33 Clarks Mills Road
Dayton, ME 04005

Invoice #: 14103

Terms: Due on receipt

A finance charge of 1.5% per month will be assessed for any balance remaining due after 30 days.

<u>SERVICES PROVIDED</u>	<u>AMOUNT</u>
Professional Fees	4,475.00

- Professional services rendered in connection with Independent Auditors' Report for the year ended June 30, 2023.

This is not a final invoice; subsequent fees will be billed as work progresses.

Reimbursable Expenses	387.24
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- 2 GSB 1 @ \$35
- 3 Confirmations @ \$39.90
- Mileage = 275.2 miles @ \$0.70 per mile
- Tolls \$0.70 each way * 7

Town only

TOTAL DUE \$4,862.24

Check Enclosed

Credit Card Payment

Name on Card: _____

Card #: _____

Expiration Date(MMY): _____ Security (CVV) #: _____

It is our policy to require payment with the return of your E-file Authorization (Form 8879), either by way of credit card, cash, or check. Thank you for your continued loyalty and business!

approved 4-7-25

CEMETERY ASSOCIATION OF GOODWINS MILLS VILLAGE

C/O Sue Briggs, Treasurer
2 Briggs Way
Lyman, ME 04002

Help Preserve Local History - Adopt a Gravestone

After 2 years of planning, we are offering our first **"Adopt a Gravestone"** campaign intended to assist us with the large volume of repairs in the historic section of the Goodwins Mills Cemetery.

With **over 100 headstones and/or bases requiring repair or restoration**, we are looking for individuals, groups, families or businesses to make a **ONE-TIME adoption of a damaged headstone**. Our goal in 2025 is to repair 8 headstones.

The selected stones are located in the older section of the cemetery, and date back to the 1800's. **Repair costs for each stone range from \$76 - \$707**, depending on the level of repairs needed. Repairs will be conducted by **Collette Monuments**.

Does preserving a part of local history interest you? If so, please contact me to arrange a cemetery meeting, where you can select the gravestone you'd like to adopt based on your budget.

Checks must be made payable to the Goodwins Mills Cemetery with the word **"DONATION"** on the memo line using the mailing address noted above. **Please note: this is a one-time repair with no further repair obligation in the future.**

A couple of weeks after recording your donation, you will be mailed a history for the gravestone you chose as well as a certificate as proof of your tax-deductible donation.

Additionally, with your permission, your generosity will be noted on our Facebook page.

Thank you for your kind consideration,

A handwritten signature in black ink, appearing to read "Ann Paquette". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Ann Paquette, Sexton/Vice President

Landline: 207-499-7793

Roll forward not working

We received an invoice from our CPA researching this issue. Please, present it to your accounting office for payment to the Town of Dayton, in the amount of \$450.00. It is not something the Town did - it is a Trio program issue, and it causes a lot of havoc in our ability to accurately report.

 INVOICE_25040_Blue_Star_Accounting_and_Advising.pdf

Catherine Fisher

04/01/2025 11:38 AM

Hello Catherine,

I took a long look through 23 and 24 and cannot determine what the issue is on my own. I have sent this to our development team to look into this and offer insight at this point. I will be in touch as soon as I have word. I appreciate your patience in this.

Regards,

Dan

Daniel Adams

03/26/2025 04:34 PM

Action added via e-mail. Sender: treasurer@dayton-me.gov

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe./ATTENTION:Ce courriel provient de l'extérieur de l'organisation. Ne pas cliquer sur les liens ou ouvrir les pièces jointes sans que vous reconnaissiez l'expéditeur et que vous soyez certain que le contenu est sûr

I need this to be resolved asap. I need to put the 2024 numbers into the town book for the town meeting. I need to answer the Select Board about the dedicated fund balances. I feel like our TRIO has been infected in that it does not do what it is supposed to do. Roll forward should not bring in bogus numbers. I don't dare use trio for budgeting not after last year's mess.

Maybe ask Brian or someone to call me about how to set us up with a good program base.

Thanks!

Cat



From **Blue Star Accounting and Advising**
PO Box 31
Lewiston, ME 04243

Invoice for **Town of Dayton**
33 Clarks Mills Road
Dayton, ME 04005

Invoice ID **25040**
Issue date **04/01/2025**
Due date **05/01/2025 (Net 30)**

Subject **Monthly Consulting Services Invoice**

Description	Quantity	Unit price	Amount
03/02/2025 - Reviewed adjustments posted to the FY23 database after the TB had been sent. Posted an additional necessary adjustment. Reviewed and compared the FY23 ending balances to what was rolled forward in the FY24 database and calculated the variances. Investigated into what might be the cause, but couldn't find anything. Sent an email to Cat explaining the same.	3.00	\$150.00	\$450.00
03/07/2025 - Emails with Cat about Shaw Brothers CD and Letter of Credit, and ebus journal entry.	0.25	\$150.00	\$37.50
03/26/2025 - Emails with Cat to research and answer questions about the Land Reserve account.	0.25	\$150.00	\$37.50
Amount due			\$525.00

Notes

Thank you for your business!

Catherine Fisher
03/12/2025 01:50 PM

Hi Catherine,

Thanks for providing Marc's contact info. We'll be working on this and will reach out with any updates!

Regards,
Macy

Macy Salls
03/11/2025 01:14 PM

Our CPA has given permission for you to reach out to him. This needs to be resolved ASAP so we can finish the audits and get our bond rating back.

207-844-1258

Marc Roy

Marc R. Roy, CPA



PO BOX 31 • LEWISTON, ME 04243

(207) 844-1258 • www.bluestarcpa.com

📎 10bf0b52-16ba-4760-80a7-08a332a51d4d.png

Catherine Fisher
03/07/2025 08:21 AM

Thank you!

Working on this.

Action added via e-mail. Sender: treasurer@dayton-me.gov

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe./**ATTENTION:**Ce courriel provient de l'extérieur de l'organisation. Ne pas cliquer sur les liens ou ouvrir les pièces jointes sans que vous reconnaissiez l'expéditeur et que vous soyez certain que le contenu est sûr

BUDGETARY

- Journals
- Account Inquiry
- Payables (+)
- Bank Reconciliation (+)
- Accounts (+)
- Budget Process (+)
- End of Year (+)
- Projects (+)
- Printing (-)
- Summary Reports (+)
- Detail Reports (-)
 - Expense Detail
 - Revenue Detail
 - G/L Detail
 - Journal Account Detail
 - Exp / Obj Detail
- Current Account Status
- Chart of Accounts
- Budget / Beg Bal Adjustments

Ledger Detail Report

PLEASE SELECT THE REPORT YOU WISH TO PRINT AND CLICK PROCESS

Make this the default report

YTD G/L

Process

 image001.png

Catherine Fisher

03/03/2025 02:00 PM

Hi Catherine,

Thank you for bringing this to our attention. I understand the urgency of the situation, especially with the 2023 audit and the upcoming budget planning. Please rest assured that we take every reported issue very seriously, and I am committed to getting to the bottom of this as quickly as possible.

To ensure we're aligned and working with the most accurate data, could you please confirm which GL report format you are using to compare the beginning and ending balances? I've noticed there are several formats available, and I want to make sure we are using the same one to avoid any discrepancies.

Once I have this information, I will prioritize resolving the issue as swiftly as possible.

Thank you for your understanding, and I look forward to your response.

Helga Otarola

03/03/2025 11:44 AM

The Town of Dayton is working with a CPA to get some real answers. When I rolled forward the beginning balances for adjustments made in prior year's, we got bogus amounts. The end balance from 23 did not match the opening balance for 24.

This is from the CPA: "reviewed the beginning balances in the FY24 database and compared them with what the FY23 ending balances are and I have no idea why the FY23 ending balances are not correctly carrying forward. Meaning, I can see the ending balances are correct in the FY23 database, but the roll forward process doesn't seem to be adjusting the accounts correctly to get them to the correct beginning balances. I've checked the settings in Trio and I don't see anything or any reason why they wouldn't get adjusted."

This is no joke. This is a serious glitch in your program. I am in the midst of the 23 audit, as well as trying to start the budget for 25/26.

I expect someone to get back to me with it being resolved - I have no time to walk anyone thru this - TRIO should be able to see what is happening.

Catherine Fisher

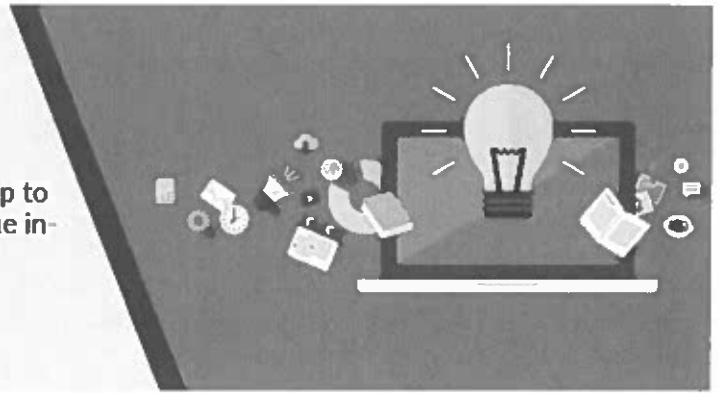
03/03/2025 09:22 AM

TRIO TRAINING

Sign up now for our classes!

Our series of TRIO training classes are a great way to keep up to date on TRIO's latest features and an opportunity to continue in-depth training for both seasoned and new employees.

REGISTER TODAY!



[Dashboard](#) / [Tickets](#) / Ticket: 874710

Number

874710

Type

In Development

Status

Customer Responded

Product

TRIO Budgetary

Severity

Urgent

Assigned To

-

Contacts 

Catherine Fisher

Created

03/03/2025 09:22:10 AM

Last Updated

03/26/2025 04:34:53 PM

[New Comment](#)

[Close Ticket](#)

Catherine,

This is a formal request for you to add to the next payroll warrant any monies that I have coming to me, such as vacation time earned pay leave and any other funds that I have accrued.

I believe the vacation time is approximately 130.5 hours and a little over 3 hours
EPL. 3.41 over it or less

I do not believe this should be a problem however if you have concerns, please let me know.

Jim Roberts

207 286 7278

Jim Roberts
3-28-2025

0.*
130.5x
32.53=
4,245.17*+

3.41x
32.53=
110.93*+

110.93+
4,245.17+
4,356.10*+

002

Treasurer

From: Hughes, Lisa <Lisa.Hughes@maine.gov>
Sent: Wednesday, April 2, 2025 1:16 PM
To: treasurer@dayton-me.gov
Subject: Municipally owned Bridge structures
Attachments: 1281 - Hill.pdf



March 31, 2025

Municipality of Dayton
33 Clarks Mills Road
Dayton, Maine 04005

Re: Municipally owned Bridge structures

Dear Municipal Officials:

Attached are the 2024 inspection reports for the municipally owned structures in your town. This is to inform you of the structures conditions so you can decide on the appropriate maintenance activities. All structures require routine maintenance just like our vehicles. If the structures are neglected, they will deteriorate at a quicker rate and become a costly expense for the town. The handbook entitled "Maintaining Local Bridges and Minor Spans & Big Culverts", 2013, published by the Maine Local Roads Center, is a good guide for maintaining your infrastructure.

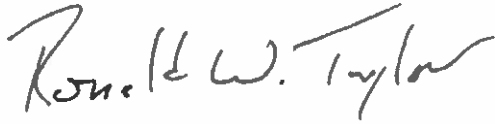
Annual bridge cleaning is the single best way to preserve the structure. Not only clean the top but remove debris from drains and debris from around the bearings and supports. The cleaning removes the sand and salt from the structure and allows the bridge to dry. A wet structure will deteriorate much quicker than a dry structure.

Also, periodic inspections will help find small problems and allow you to fix them before they become serious. That extra set of eyes will go a long way in preserving the structure and protecting public safety. MaineDOT will continue to inspect the structures minimally every 2 years.

The structures with a condition rating of "poor" or below or have substandard bridge and approach rail systems will receive a certified letter notifying you about the deficiencies of the individual bridges. The letter will describe the areas of concern. This letter will be coming within the next couple months. Another good way to see the bridge or minor span information in your town is at <http://www.maine.gov/mdot/bridges/>.

If you have any questions, please feel free to contact me at 624-3246 or ron.taylor@maine.gov. In addition, the Local Roads Center has a free service where its "Bridge Ranger", Jim Foster, can provide free technical assistance to you on this structure. If you want the Bridge notebook, call the Local Roads Center at 800-498-9133 or email them at local.web@maine.gov.

Sincerely,

A handwritten signature in black ink that reads "Ronald W. Taylor". The signature is written in a cursive style with a large, prominent 'R' at the beginning.

Ron Taylor, P.E.
Assistant Bridge Maintenance Engineer

Inspector: Lane,Chris
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Inspection Type(s): Routine

Bridge Name: HILL

Town: Dayton



Inspector: Lane,Chris
 Inspection Date: 09/04/2024

Structure Number: 1281
 Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report
National Bridge Inventory

Status: 0 - ND Bridge Name: HILL Sufficiency Rating: 100.0

Inspections

(90) INSPECTION DATE	& (91) DESIGNATED INSPECTION FREQUENCY	24	09/04/2024
(92) CRITICAL FEATURE INSPECTION	& (93) CFI DATE		
(92A) FRACTURE CRITICAL DETAIL		N	
(92B) UNDERWATER INSPECTION		N	
(92C) OTHER SPECIAL INSPECTION		N	

Identification

(1) STATE CODE	231 - Maine
(8) STRUCTURE NUMBER	1281
(5) INVENTORY ROUTE	
(5A) RECORD TYPE	1: Route carried "on" the structure
(5B) ROUTE SIGNING PREFIX	5 - CITY STREET
(5C) DESIGNATED LEVEL OF SERVICE	0 - None
(5) INVENTORY ROUTE	0
(5) INVENTORY ROUTE	0 - NOT APPLICABLE
(2) HIGHWAY AGENCY DISTRICT	01 - Southern
(3) COUNTY CODE	031 York
(4) PLACE CODE	16725
(6) FEATURES INTERSECTED	COLDWATER BROOK
(7) FACILITY CARRIED	BUZZEL ROAD
(9) LOCATION	1 MI E GORDON RD
(11) MILEPOINT	1.430
(12) BASE HIGHWAY NETWORK	Inventory Route is not on the Base Network
(13) LRS INVENTORY ROUTE, SUBROUTE	
(13A) LRS INVENTORY ROUTE	0003100910
(13B) SUBROUTE NUMBER	00
(16) LATITUDE	43.51689
(17) LONGITUDE	-70.54898
(98A) BORDER BRIDGE CODE	
(98B) PERCENT RESPONSIBILITY	0
(99) BORDER BRIDGE STRUCT NO.	n/a

Structure Type and Material

(43) STRUCTURE TYPE, MAIN	
(43A) KIND OF MATERIAL/DESIGN	1 - Concrete
(43B) TYPE OF DESIGN/CONSTR	19 - Culvert (includes frame culverts)
(44) STRUCTURE TYPE, APPROACH SPANS	
(44A) KIND OF MATERIAL/DESIGN	0 - Other
(44B) TYPE OF DESIGN/CONSTRUCTION	00 - Other
(45) NUMBER OF SPANS IN MAIN UNIT	2
(46) NUMBER OF APPROACH SPANS	0
(107) DECK STRUCTURE TYPE	N - Not Applicable
(108) WEARING SURFACE/PROTECTIVE SYSTEMS	
(108A) WEARING SURFACE	N - NA
(108B) DECK MEMBRANE	N - NA
(108C) DECK PROTECTION	N - NA

Age of Service

(27) YEAR BUILT	2017
(106) YEAR RECONSTRUCTED	0
(42) TYPE OF SERVICE	
(42A) TYPE OF SERVICE ON BRIDGE	1 - Highway
(42B) TYPE OF SERVICE UNDER BRIDGE	5 - Waterway
(28) LANES	
(28A) LANES ON THE STRUCTURE	02
(28B) LANES UNDER THE STRUCTURE	00

Inspector: Lane,Chris
 Inspection Date: 09/04/2024

Structure Number: 1281
 Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

(29) AVERAGE DAILY TRAFFIC	420
(30) YEAR OF AVERAGE DAILY TRAFFIC	2016
(109) AVERAGE DAILY TRUCK TRAFFIC	5
(19) BYPASS DETOUR LENGTH	1

Geometric Data

(48) LENGTH OF MAXIMUM SPAN (ft.)	12.0
(49) STRUCTURE LENGTH (ft.)	26.8
(50) CURB/SIDEWALK WIDTHS	
(50A) LEFT CURB SIDEWALK (ft.)	0
(50B) RIGHT CURB SIDEWALK (ft.)	0
(51) BRDG RDWY WIDTH CURB-TO-CURB (ft.)	0
(52) DECK WIDTH OUT-TO-OUT (ft.)	0
(32) APPROACH ROADWAY WIDTH (ft.)	24.0
(33) BRIDGE MEDIAN	0 - No median
(34) SKEW (deg.)	0
(35) STRUCTURE FLARED	0 - No flare
(10) INV RTE. MIN VERT CLEARANCE (ft.)	328.05
(47) TOTAL HORIZONTAL CLEARANCE (ft.)	25
(53) VERTICAL CLEARANCE OVER BRIDGE ROADWAY (ft.)	327.76
(54) MIN VERTICAL UNDERCLEARANCE	
(54A) REFERENCE FEATURE	N - Feature not a highway or railroad
(54B) MIN VERTICAL UNDERCLEARANCE (ft.)	0
(55) MIN LATERAL UNDER CLEARANCE RIGHT	
(55A) REFERENCE FEATURE	N - Feature not a highway or railroad
(55B) MIN LATERAL UNDER CLEARANCE RIGHT (ft.)	327.76
(56) MIN LATERAL UNDER CLEARANCE (ft.)	99.9

Classification

(112) NBIS BRIDGE LENGTH	Yes
(104) HIGHWAY SYSTEM OF THE INVENTORY ROUTE	0 - Structure/Route is NOT on NHS
(26) FUNCTIONAL CLASSIFICATION OF INVENTORY ROUTE	09 - Rural - Local
(100) STRAHNET HIGHWAY DESIGNATION	Not a STRAHNET route
(101) PARALLEL STRUCTURE DESIGNATION	N - No parallel structure
(102) DIRECTION OF TRAFFIC	2-way traffic
(103) TEMP STRUCTURE	
(105) FEDERAL LANDS HIGHWAYS	Not Applicable
(110) DESIGNATED NATIONAL NETWORK	Inventory route not on network
(20) TOLL	3 - On Free Road
(21) MAINTENANCE RESPONSIBILITY	03 - Town or Township Highway Agency
(22) OWNER	03 - Town or Township Highway Agency
(37) HISTORICAL SIGNIFICANCE	5 - Not eligible

Condition

(58) DECK	N - Not Applicable
(59) SUPERSTRUCTURE	N - Not Applicable
(60) SUBSTRUCTURE	N - Not Applicable
(61) CHANNEL & CHANNEL PROTECTION	6 - Bank slump, widespread minor damage
(62) CULVERT	8 - No noticeable or noteworthy deficiencies

Load Rating and Posting

(31) DESIGN LOAD	A - HL 93
(63) METHOD USED TO DETERMINE OPERATING RATING	8 - Load and Resistance Factor Rating (LRFR) rating report by rating factor (RF) method using HL-93 loadings.
(64) OPERATING RATING	2.07
(65) METHOD USED TO DETERMINE INVENTORY RATING	8 - Load and Resistance Factor Rating (LRFR) rating report by rating factor (RF) method using HL-93 loadings
(66) INVENTORY RATING	1.60
(70) BRIDGE POSTING	5 - Equal to or above legal loads
(41) STRUCTURE OPEN/POSTED/CLOSED	A - Open

Inspector: Lane,Chris
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Appraisal

(67) STRUCTURAL EVALUATION	8
(68) DECK GEOMETRY	N
(69) UNDERCLEARANCES, VERTICAL & HORIZONTAL	N
(71) WATERWAY ADEQUACY	8 - Bridge Above Approaches
(72) APPROACH ROADWAY ALIGNMENT	8 - Equal to present desirable criteria
(36) TRAFFIC SAFETY FEATURE	
36A) BRIDGE RAILINGS:	N - NA/Safety feature not required
36B) TRANSITIONS	N - NA/Safety feature not required
36C) APPROACH GUARDRAIL	1 - Meets acceptable standards
36D) APPROACH GUARDRAIL ENDS	0 - Does not meet acceptable standards/safety feature is required
(113) SCOUR CRITICAL BRIDGES	8 - Stable for scour conditions

Proposed Improvements

(75) TYPE OF WORK	
(75A) TYPE OF WORK PROPOSED	
(75B) WORK DONE BY	
(76) LENGTH OF STRUCTURE IMPROVEMENT (ft.)	
(94) BRIDGE IMPROVEMENT COST (\$K)	
(95) ROADWAY IMPROVEMENT COST (\$K)	
(96) TOTAL PROJECT COST	
(97) YEAR OF IMPROVEMENT COST ESTIMATE	
(114) FUTURE ADT	672
(115) YEAR OF FUTURE ADT	2036

Navigation Data

(38) NAVIGATION CONTROL	0 - No navigation control on waterway (bridge permit not required)
(111) PIER OR ABUTMENT PROTECTION	
(39) NAV VERT CLEARANCE	0
(116) MIN NAVIGATION VERT CLEARANCE, VERT LIFT BRIDGE	0
(40) NAV HORIZONTAL CLEARANCE	0

Inspector: Lane,Chris
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Inspection Notes

Structure Number: 1281

Town: Dayton

Structure Name: HILL

Structure Notes

2017 Twin concrete box culvert with precast block retaining walls.

Wearing Surface

Deck

NBI Item 58: N

Superstructure

NBI Item 59: N

Substructure

NBI Item 60: N

Culvert

NBI Item 62: 8

Too deep to wade.
Minor staining and abrasion.
One pop out in the middle of the eastern box on the east wall.
Minor misalignments inside both boxes.

Inspector: Lane,Chris
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Southwest retaining wall has minor settlement.

Channel

NBI Item 61: 6

Upstream channel alignment nearly parallel with roadway.
Inlet is well protected by a cast in place retaining wall.
Downstream channel alignment is good.
1' + of muck and various size rocks/stones throughout inside of box.

Other

Significant accident damage to right approach rail headed east. Damaged rail is above retaining wall.
Heavy brush around inlet and outlet.

Special Inspection

Monitoring

Pontis Notes

Inspector: Chris Lane
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Pictures



PHOTO 1
Description General roadway east



PHOTO 2
Description Upstream end south

Inspector: Chris Lane
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Pictures



PHOTO 3
Description Downstream end north

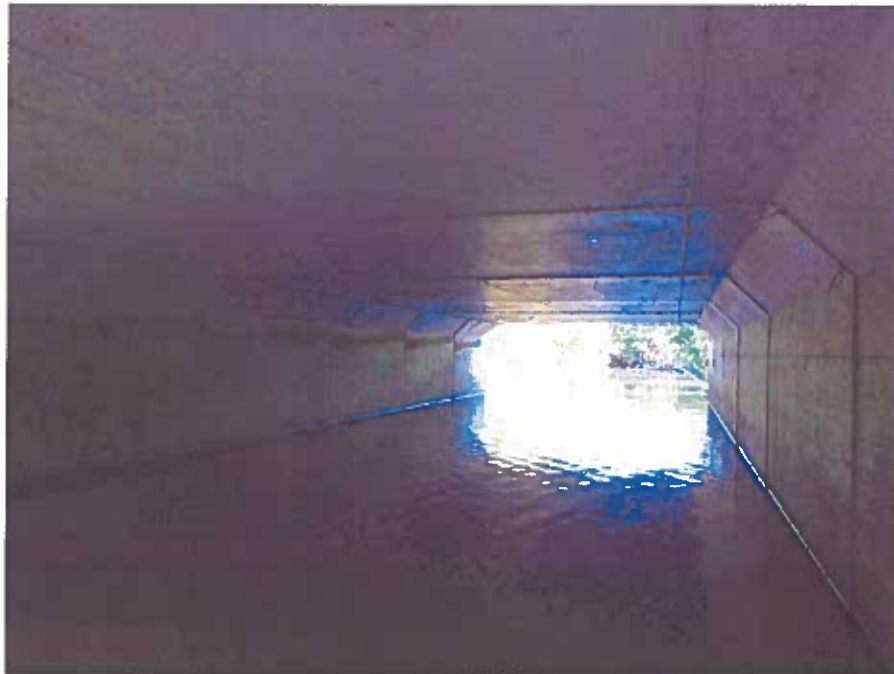


PHOTO 4
Description East barrel looking downstream north

Inspector: Chris Lane
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Pictures



PHOTO 5

Description West barrel looking downstream north



PHOTO 6

Description West barrel looking upstream south

Inspector: Chris Lane
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Pictures



PHOTO 7

Description East barrel looking upstream south



PHOTO 8

Description North guardrail

Inspector: Chris Lane
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Pictures



PHOTO 9

Description South guardrail



PHOTO 10

Description Significant accident damage to right approach rail headed east

Inspector: Chris Lane
Inspection Date: 09/04/2024

Structure Number: 1281
Facility Carried: BUZZEL ROAD

Highway Bridge Inspection Report

Pictures



PHOTO 11

Description Downstream channel looking north



PHOTO 12

Description Upstream channel looking west

Treasurer

From: Maine DOL <MaineDOL@subscriptions.maine.gov>
Sent: Tuesday, March 25, 2025 8:47 AM
To: treasurer@dayton-me.gov
Subject: Register: April Safety Classes



MAINE DEPARTMENT OF LABOR

45 State House Station • Augusta, Maine 04333-0045

Toll-Free: 1-877-SAFE-345 • www.safetyworksmaine.gov

Dear Employer,

Workplace safety and labor law requirements can seem complex - join the Maine Department of Labor for no-cost upcoming trainings!

Upcoming classes:

Wage & Hour Compliance -

April 2, 2025 | 9:00 a.m. – 12:00 p.m. Rockland Career Center, 91 Camden Street, Suite 201, Rockland
This course is designed for human resource or benefits professionals, accountants, business owners, managers, or payroll supervisors. Labor laws can be complex. This seminar covers wage and hour laws, including minimum wage, overtime, youth employment, severance pay, equal pay, rest breaks, leave requirements (earned paid leave, family medical leave, family sick leave and leave for victims of violence). This class addresses commonly asked labor-related questions.

Mine Safety & Health Administration: Refresher

April 3, 2025 | 8:00 a.m. – 5:00 p.m. Sanford Adult Education, 668 Main Street, Sanford
The Mine Safety and Health Administration (MSHA) requires all surface mining (i.e., stone crushing, gravel pit, etc.) employees to receive an eight-hour annual training. This one-day course will cover generic MSHA training. However, site-specific training will also need to be conducted once you return to your respective job sites.

Mine Safety & Health Administration: New Miner

April 7, 2025 | 8:00 a.m. – 5:00 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta

This course covers eight hours of classroom training under Part 46 training requirements per the Mine Safety and Health Administration for all new miners. This is only a portion of the new miner training requirements. The balance of this training must be completed by the employer.

Automotive Lift & Jack Stands Safety & Compliance -

April 8, 2025 | 8:30 a.m. – 12:30 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta

This half-day course provides training on the proper operation of multiple types of automotive lifts, jacks and jack stands, inspection, compliance reporting, training, and documentation required by various inspecting agencies. The course will provide the information needed for a safer workplace, which helps eliminate citations and can possibly lower a company's workers' compensation insurance expense. The course will have classroom and hands-on training.

Improving Your Safety Training Program -

April 9, 2025 | 8:30 a.m. – 4:00 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta

An effective safety training program will lead to positive effects on safety knowledge and the adoption of safe work practices and behaviors. This one-day training assists safety professionals and safety committees, learn how to analyze their audience, update on new training techniques, and develop top notch training programs.

NFPA 1 Fire Code -

April 10, 2025 | 8:30 a.m. – 4:30 p.m. SafetyWorks Training Institute, 45 Commerce Drive, Augusta

This one-day course provides overview training for fire fighters and emergency response personnel. This multi-part document has 16 sections to safeguard life and protect property from dangerous conditions caused by fire and explosion. Other fire codes including NFPA 101, 57, 58, 30, 13, 25, and 72 are referred to in this code.

Wage & Hour Compliance -

April 16, 2025 | 9:00 a.m. – 12:00 p.m. Freeport Community Library, 10 Library Drive, Freeport

This course is designed for human resource or benefits professionals, accountants, business owners, managers, or payroll supervisors. Labor laws can be complex. This seminar covers wage and hour laws, including minimum wage, overtime, youth employment, severance pay, equal pay, rest breaks, leave requirements (earned paid leave, family medical leave, family sick leave and leave for victims of violence). This class addresses commonly asked labor-related questions.

Silica Awareness -

April 18, 2025 | 8:30 a.m. – 12:30 p.m. Sanford Adult Education, 668 Main Street, Sanford

Exposure to silica dust is so common and dangerous that OSHA has strengthened the rules. This course helps participants identify silica in its process and reviews the Construction and General Industry standard requirements.

Impairment Detection Training for Employers -

April 24, 2025 | 8:30 a.m. – 3:30 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta

This one-day training session is designed to help owners, managers, and supervisors recognize and respond appropriately to employee-impairment in the workplace to reduce worker accidents and injuries. Participants will be taught procedures to detect impairment regardless of the substance or cause. This class is designed to fulfill the federal DOT requirements for reasonable suspicion training of supervisors. In addition, participants will learn how to develop and implement policies that address impairment in the workplace and are in compliance with Maine's Substance Use Testing Law.

Fire Extinguisher/Emergency Action Plan/Workplace Violence -

April 28, 2025 | 8:30 a.m. – 3:30 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta
Workplace emergencies include fire, medical, and workplace violence. This course covers the requirements of an emergency action plan, fire extinguisher use, and considering the potential for workplace violence. The SWTI Lab includes a fire extinguisher discharge activity to assist participants in learning how to use a fire extinguisher.

Preventing Musculoskeletal Injuries -

April 29, 2025 | 8:30 a.m. – 12:30 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta
Musculoskeletal (MSK) injuries can be a challenge to recognize as they often come on gradually from repetitive use. Other times these injuries are related to sprain or strain. In any event, MSKs make up the most injuries we see in the workplace. In this session you will learn: The importance of matching employee fitness to the essential physical demands of a job, evaluate a job looking to prevent MSK risks, how to successfully develop and implement a custom workplace stretching and strengthening program that improves flexibility and reduces sprain and strain severity and incidence, to properly respond to employees' early symptoms and provide effective first aid intervention that alleviates fear, prevents a disability mindset, and promotes recovery.

Wage & Hour Compliance –

April 30, 2025 | 9:00 a.m. – 12:00 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta
This course is designed for human resource or benefits professionals, accountants, business owners, managers, or payroll supervisors. Labor laws can be complex. This seminar covers wage and hour laws, including minimum wage, overtime, youth employment, severance pay, equal pay, rest breaks, leave requirements (earned paid leave, family medical leave, family sick leave and leave for victims of violence). This class addresses commonly asked labor-related questions.

Register and browse more SafetyWorks! classes:

https://www.safetyworksmaine.gov/training/scheduled_classes/register.shtml

If you have questions about safety or upcoming classes, reach out to SafetyWorks! at 1-877-SAFE-345 or general.bls-safetyworks@maine.gov.

If you have questions about Wage and Hour compliance, please reach out to the Wage and Hour Division at 207-623-7900 or bls.mdol@maine.gov, or visit www.maine.gov/labor/bls/.

SafetyWorks! is also a host site for the Region 1 OSHA Training Institute Education Center. To register go to <https://oshaedne.com/osha-503/> or call 800-449-6742. Please note, the below classes have a registration fee to attend.

The next classes will be:

March 31-April 4, 2025 5410 OSHA Standards for Maritime Standards

April 14-17, 2025 500 Trainer Course in OSHA Standards in Construction

Thank you,
The Maine Department of Labor

MAINE DEPARTMENT OF LABOR

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Treasurer

From: Maine DOL <MaineDOL@subscriptions.maine.gov>
Sent: Tuesday, March 25, 2025 9:03 AM
To: treasurer@dayton-me.gov
Subject: Register: April Wage & Hour Compliance Classes



SafetyWorks!

MAINE DEPARTMENT OF LABOR

45 State House Station • Augusta, Maine 04333-0045

Toll-Free: 1-877-SAFE-345 • www.safetyworksmaine.gov

Dear Employer,

Workplace labor law requirements can seem complex - join the Maine Department of Labor for no-cost upcoming trainings!

Upcoming Wage & Hour Compliance classes:

This course is designed for human resource or benefits professionals, accountants, business owners, managers, or payroll supervisors. Labor laws can be complex. This seminar covers wage and hour laws, including minimum wage, overtime, youth employment, severance pay, equal pay, rest breaks, leave requirements (earned paid leave, family medical leave, family sick leave and leave for victims of violence). This class addresses commonly asked labor-related questions.

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- April 30, 2025 from 9:00 a.m. – 12:00 p.m. SafetyWorks! Training Institute, 45 Commerce Drive, Augusta

Register and browse more SafetyWorks! classes:

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Thank you,
The Maine Department of Labor



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Treasurer

From: MCMA <info@mecomm.org>
Sent: Monday, April 7, 2025 1:20 PM
To: MCMA Info
Subject: Fwd: FW: PUC Posting of VSP/Cable TV Franchise Mediation Rules

Fyi, Station Managers, Staff, HD Requesters and Municipal officials,

This thread started back in December but some progress is being made for those of you who may wish to work with other municipalities to file a dispute with the PUC regarding the lack of compliance from Charter and Comcast on the HD upgrades to **their** Facility Transmission Equipment that they are required by law to make.

Also we will forward any updates we receive from the Maine Connectivity Authority regarding their adoption of the new Maine Model VSP Franchise agreement.

Thanks as always for your patience!

Tony



Tony Vigue, LPC Committee
Maine Community Media Association
443 Western Ave #1073
South Portland, ME 04106
Email: info@mecomm.org
Website: www.mecomm.org

----- Forwarded message -----

From: MCMA <info@mecomm.org>
Date: Mon, Apr 7, 2025 at 12:54 PM
Subject: Re: FW: PUC Posting of VSP/Cable TV Franchise Mediation Rules
To: McColman, Jordan <Jordan.D.McColman@maine.gov>
Cc: Schneider, Deirdre <Deirdre.Schneider@maine.gov>

Thank you very much Jody, still learning the process here!

Please keep us posted on your progress.

I'll pass this on to our Board of Directors and the municipal officials who are having these non-compliance issues.

Sincerely,

Tony



Tony Vigue, LPC Committee
Maine Community Media Association
443 Western Ave #1073
South Portland, ME 04106
Email: info@mecomm.org

Website: www.mecomm.org

On Thu, Apr 3, 2025 at 4:09 PM McColman, Jordan <Jordan.D.McColman@maine.gov> wrote:

Hi Tony,

With the rule coming back, right now we don't have a mechanism to receive or process disputes. Having said that, we anticipate that the process will work similarly to the originally proposed rule, where the PUC would receive filed disputes, but not be informed ahead of time that there were potential issues that might lead to a filed dispute. With these things, the PUC is the neutral mediator, and, as a matter of fairness, we really shouldn't correspond with one party or the other ahead of an actual filed dispute.

We anticipate going back to work to address the AG's concerns in the coming weeks, and hope to have a new notice of rulemaking out later this Spring.

Best,

Jody McColman (he/him)

Director, Telephone and Water Utility Industries

Maine Public Utilities Commission

18 State House Station

Augusta, ME 04333-0018

(207) 287-3831

www.maine.gov/mpuc

From: MCMA <info@mecomm.org>
Sent: Thursday, April 3, 2025 3:51:51 PM
To: Schneider, Deirdre <Deirdre.Schneider@maine.gov>
Subject: Re: PUC Posting of VSP/Cable TV Franchise Mediation Rules

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

OK thanks Deirdre, I'll let our folks know.

Should the PUC be copied on any current non-compliance issues or do they traditionally wait until a formal complaint is lodged?

Tony

On Thu, Apr 3, 2025 at 9:24 AM Schneider, Deirdre <Deirdre.Schneider@maine.gov> wrote:

Hello-

I am so sorry for the delay in responding, but I was waiting to reply due to an issue with the rulemaking . We were notified by the Attorney General's Office that the rule would not be approved(see attached letter). This means we have to start the rulemaking over. We are going to do this as expeditiously as possible.

Have a great day.

Deirdre

From: MCMA <info@mecomm.org>
Sent: Friday, March 28, 2025 2:42 PM
To: Schneider, Deirdre <Deirdre.Schneider@maine.gov>
Subject: Re: PUC Posting of VSP/Cable TV Franchise Mediation Rules

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Deirdre,

Thanks for your previous assistance with this topic, and I hope you are able to enjoy some of this early Spring weather before this weekend's reminder that we are still in Maine!

Some of the towns we are working with are having difficulty with Charter and Comcast regarding compliance with certain sections of the new law (LD1967).

If a Town (through their town attorney) would like to file a request for mediation with the PUC, are all the procedures now in place for filing? If so can you provide a link for me to pass on to them?

Thanks Deirdre.

Tony



Tony Vigue, LPC Committee

Maine Community Media Association
443 Western Ave #1073
South Portland, ME 04106

Email: info@mecomm.org

Website: www.mecomm.org

On Mon, Dec 9, 2024 at 2:45 PM Schneider, Deirdre <Deirdre.Schneider@maine.gov> wrote:

Hello,

The law is structured so there are two different options for the municipality or VSP to choose. One option is to choose the process for dispute resolution at the Commission (PUC) or the other is to seek binding arbitration. The binding arbitration option is not something that would be done at the Commission and why it was not included in the draft rule. My memory is not 100% either, but I thought earlier iterations of the bill had a binding arbitration option and our language just made it clear that there was an avenue at the Commission as well to assist in resolving disputes among the parties that was similar to our other dispute resolution processes (but I could be wrong).

As for comments on the rulemaking. If someone would like to submit a comment regarding the contents of the proposed rule they can register to file comments in the docket by registering here - <https://www.maine.gov/mpuc/online-services> or one could file a public comment without registering. The link I provided addresses both of these options. The Docket No. for this rulemaking is [2024-00316](#). We were not planning to hold a public hearing on this rule, but a hearing can be requested. If requesting a public hearing the deadline to file this request is December 31, 2024. The deadline for written comments is January 31, 2025.

I hope this provides some clarity. If not, feel free to follow-up.

Thank you,

Deirdre Schneider

Legislative Liaison

Maine Public Utilities Commission

From: MCMA <info@mecomm.org>

Sent: Monday, December 9, 2024 2:19 PM

To: Michael Bradley <mike@bradleywerner.com>

Cc: Schneider, Deirdre <Deirdre.Schneider@maine.gov>; Sachs, Melanie <melanie.sachs@legislature.maine.gov>

Subject: Re: PUC Posting of VSP/Cable TV Franchise Mediation Rules

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Michael,

Thank you for your comments, I am not able to attend the ACM conference, not sure if someone on the Board is going, we have our monthly zoom meeting tomorrow at 11 and I'll bring this up.

I had not planned to comment but I will forward your comments and this note to them. I am also copying Deirdre Schneider at the PUC in hopes she can advise for the best way to comment if you or the Board decides to comment on this matter.

There is a path to follow with designated responsibilities (but not who foots the cost) should a municipality or the industry request binding arbitration. Deidre can correct me but I think the PUC purposely worded that section to in that way insure that they are responsible for mediation services only.

3009-B(2) Says

"2. Binding arbitration. A municipality or a video service provider may request binding arbitration by a mutually agreed upon arbitrator from a statewide association of mediators. The arbitration must be conducted consistent with the general procedures set forth in the Uniform Arbitration Act. If the municipality and the video service provider are unable to agree on an arbitrator, they may request that a statewide association of mediators select an arbitrator. "

Also copying the sponsor of our bill, Rep Sachs, as she and I had this discussion with the PUC staff when we were deciding the language for the bill and I don't trust my memory.

Tony

On Mon, Dec 9, 2024 at 10:48 AM Michael Bradley <mike@bradleywerner.com> wrote:

Good morning Tony - Thanks for sharing this information with me. Will you be commenting on the binding arbitration option? Binding arbitration would be a form of dispute resolution, but it looks like the PUC is considering only mediation in their dispute resolution rules. I'm wondering how 3009-B(2) is being interpreted. It says that "a municipality or a video service provider may request binding arbitration..." If a municipality wants binding arbitration, who does it make the request to? The video service provider? The PUC? To me, it would make sense for the PUC to adopt rules that include mediation and binding arbitration. If the process allows the parties to voluntarily agree through mediation, but then sends the dispute to binding arbitration if there is no mediated agreement, it would seem to give all parties more incentive to resolve the dispute.

BTW, I'll be speaking (remotely) to the ACM-NE annual conference in Mystic later today. Will you be there?

Mike

Michael R. Bradley

Bradley Werner, LLC

(651) 379-0900 ext. 101

mike@bradleywerner.com

www.BradleyWerner.com

On Fri, Dec 6, 2024 at 3:36 PM MCMA <info@meccomm.org> wrote:

Greetings Municipal officials, PEG Staff and Attorneys,

Happy holidays from MCMA and here is your Friday update:

The PUC has posted the Notice of Rulemaking and Procedures for Franchise Dispute Resolution, (see attached) per the requirements of newly revised 30-A M.R.S. §§ 3008 and 3010, "except that the Commission will not address any provision of 30-A M.R.S. § 3010 relating to consumer rights or protections."

This process is for use by Municipalities that have not been able to resolve violations or non-compliance issues related to their franchise agreements with the Cable operators and is made possible by the passage of LD1967 earlier this year.

Comments to request a public hearing on the Rulemaking are due Dec 31st, and comments on Procedures are due Jan 31st.

"Any person may file substantive written comments on the proposed Rule in CMS in the above captioned Docket no later than Friday, January 31, 2025. All comments will appear in CMS. Commenters should refer to Docket No. 2024-00316 when submitting comments."

You can comment on these Rules using Docket Number 2024-00316 at:

<https://mpuc-cms.maine.gov/CQM.Public.WebUI/Comments/CaseNumberSearch.aspx>

Following adoption of the Rules, Municipalities will be able to submit complaints to the PUC using an email link that is provided in the procedures.

In other news, MCMA continues to work with MMA, MCA and the PUC to resolve the HD Transmission Equipment upgrade issue and finalize the new Maine Model VSP Franchise Agreement that municipalities can reference when renewing their franchises. Progress is being made however slowly, please bear with us. We have a number of options that we are exploring and will update you as they develop.

As always, if you have any questions or do not wish to receive these updates regarding the new cable/VSP Franchise law, please let us know.

Best wishes for a peaceful holiday season,

Tony



Tony Vigue, LPC Committee

Maine Community Media Association
443 Western Ave #1073
South Portland, ME 04106

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Website: www.mecomm.org