

SELECT BOARD MEETING MINUTES

PRESENT: Select Board Jarod Harriman, Christopher Belanger, Tom Kennie, Ben Harris, Town Hall Manager; Yvonne Shaw, Select Board Clerk & Tax Collector; Matt Sevigney, Ron Boone;

Angela Ward; Dylan Martin Fire Chief arrived after 7:13
Jimmy Hussey

ADMINISTRATIVE: Jarod Harriman declared the meeting open at 6:01 pm;

Select Board approved the Agenda;

The next regular meeting is **Monday, December 1, 2025 at 6:00 pm**

APPOINTMENTS: Crystal Berry, returning Budget Committee Member

OLD BUSINESS:

1. ROADS - Matt reported, working on road evaluations
2. GMFR – another electrical issue with the lights and the control in the new section; gear washer is dead – replacement parts may not be the answer – it's 20 years old. The gear has to be properly cleaned or it becomes a health issue.
3. Mold Testing Quotes – Tom moved to accept the quote from Evergreen Air Quality Services in the amount of **\$695.00. Passed 3/0**
4. Sale of Cemetery Plots – no updates
5. Spectrum still lists a Dayton Franchise Administrator – implies we have an existing franchise. What action do we want to take? Call Spectrum to take off the Franchise Administrator

NEW BUSINESS:

1. MMEHT 2026 rate announcement and premiums; Health Insurance Quotes. Ben spoke with P&C insurance. Ben to set a meeting with them.
2. EMS Billing Fee schedule -these are what the billing agency recommends. **Chris moved to accept the billing fee schedule as written. Passed 3/0**
3. Memo from Treasurer regarding 90-day intent to sell foreclosed properties. The Select Board wants Mr. Waddington to come to a meeting to speak to the Board, and hold the 90-day intent to sell letter for now.
4. Ethan Alcorn – wants to use the hall to hold a public meeting. He has called Yvonne [and he contacted Cat]. He is welcome to come to a select board meeting. [and he contacted Cat]

PUBLIC FORUM:**CORRESPONDENCE:**

1. Email from York County re GA employee that town would pay into
2. Southern Maine Area on Aging thank you

ITEMS SIGNED:

- 1. Warrants A/P & P/R
- 2. Select Board Minutes November 3, 2025
- 3. Training Request
- 4. Vacation request
- 5. 2025 Real Estate & Personal Property Monthly Report - October

- 1. "Tom moved to enter executive session to discuss the treasurer and deputy clerk positions, January employee raises, and any other employee matters that may arise, pursuant to: 1 M.R.S.A. § 405(6)(A) Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, etc., (1) An executive session may be held only if public discussion could be reasonable expected to cause damage to the individual's reputation or the individual's right to privacy would be violated."

time going in 6:44 PM

coming out of Executive Session at 7:13 pm with some motions.

Chris moved that we hire Angela Ward as the Town Treasurer starting January 1st, at a rate of \$25.00 an hour with a raise to \$28.00 to be voted on at the last Select Board meeting of March. Passed 3/0

Chris moved to hire Tammy Hussey for the position of Deputy Clerk at a rate of \$20.00 an hour effective January 1st, with a raise to \$25 to be discussed at the last Select Board meeting of March. Passed 3/0


Tom moved to accept the Town of Dayton employee pay changes effective January 1st, 2026. Passed 3/0


Discussion on Remote Meeting Access Policy

Discussion on RFB Waste Contract

Motion to adjourn by Tom; Passed 3/0; Adjourned at approximately 7:29 pm

*Minutes may not be verbatim; they may have been paraphrased for clarity.

 Jarod Harriman, Chair

 Chris Belanger

_____ Tom Kennie

Date: 12/1/25

SELECT BOARD MEETING**Monday November 17, 2025**

PLEASE SPEAK UP IF YOU ARE SPEAKING FROM THE FLOOR
 DO NOT STACK CHAIRS DURING MEETING-This meeting is being audio recorded

<i>Present</i>	Select Board:
<i>Others</i>	
<i>Call to Order</i>	TIME:
<i>Approve Agenda</i>	
<i>Appointment</i>	1. Crystal Berry, returning Budget Committee Member
<i>Old Business (Blue folder)</i>	2. ROADS – 3. GMFR – 4. Mold testing quotes 5. Sale of Cemetery Plots – Map Findings 6. Spectrum still lists a Dayton Franchise Administrator – implies we have an existing franchise. What action do we want to take?
<i>New Business (Orange folder)</i>	1. MMEHT 2026 rate announcement and premiums; Health Insurance Quotes 2. EMS Billing Fee schedule 3. Memo from Treasurer regarding 90 day intent to sell foreclosed properties
<i>Public Forum</i>	
<i>Correspondence</i>	1. Email from York County re GA employee that town would pay into 2. Southern Maine Area on Aging thank you
<i>Items to be signed</i>	1. Warrants A/P & P/R 2. Select Board Minutes November 3, 2025 3. Training Request 4. Vacation request 5. 2025 Real Estate & Personal Property Monthly Report - October
<i>Workshop</i>	Discussion on Remote Meeting Access Policy Discussion on RFB Waste Contract
<i>Executive Session (if any)</i>	1. "I make a motion to enter executive session to discuss the treasurer and deputy clerk positions, January employee raises, and any other employee matters that may arise, pursuant to: 1 M.R.S.A. § 405(6)(A) Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, etc., (1) An executive session may be held only if public discussion could be reasonable expected to cause damage to the individual's reputation or the individual's right to privacy would be violated." 2. please fill in the time going in _____ and coming out _____ of Executive Sessions, restart recorder to report any action taken, or "no action" and adjourn meeting.
<i>Outstanding Items</i>	1. <i>Catalis Website, we have a review to do and have already paid for any changes</i> 2. Revised Parking Ordinance for review (will require a town vote)
<i>Adjournment</i>	Motion made to adjourn at: _____ Next Meeting: Monday December 1, 2025 at 6:00 pm

Treasurer

From: MCMA <info@mecomm.org>
Sent: Wednesday, November 19, 2025 12:15 PM
To: MCMA Info
Subject: Fwd: MCMA Membership renewal reminder

Greetings Municipal officials and Community Media Stations,

A number of Towns have mentioned they are in the budget creation process and this would be a good time to include your MCMA membership for the next fiscal year which runs from June, 2026 to July 2027.

To assist you with estimating, our membership benefits and enrollment information can be found here: <https://ysg.bcm.mybluehost.me/membership/>

Also stay tuned for the updated MCMA VSP Model Franchise Agreement which will be released soon.

Apologies if you receive this more than once as you are on multiple lists here, please let us know if your email has changed or if you no longer wish to receive municipal franchise information

As always, thank you for your patience and service to Maine Communities!

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

COPY

TOWN OF DAYTON
33 Clarks Mills Rd.
Dayton, ME 04005
499-7526



Incorporated April 7, 1854

CERTIFICATE OF APPOINTMENT

To: Crystal Berry

The undersigned municipal officers of the Town of Dayton do hereby appoint and

confirm you as Budget Committee Member

Your term of office is to expire on 06/30/2027 (2yr term)

Given under our hands on this 17 day of November, 2025

[Signature]
[Signature]
[Signature]

Contact Information

Name: _____

Address: _____

Phone #: (H) _____ (C) _____

Email: _____

Evergreen Air Quality Services

35 Main Street, Suite 1
Windham, ME 04082
Phone: 207-310-7733
Email: angelo@evergreenairquality.com

Estimate

Date: October 28, 2025

To:

Town of Dayton, Maine
Town Office
33 Clarks Mills Rd
Dayton, ME

Project Description

Mold Testing and Assessment

Description	Quantity	Unit Price	Total
Report and Assessment Fee	1	\$500.00	\$500.00
Mold Sample Analysis	3	\$65.00	\$195.00

Subtotal: \$695.00

Total Estimate: \$695.00

Notes

- Includes three mold samples; additional samples billed at \$65 each.
- This estimate includes mold sampling and a full report with findings and recommendations.
- Valid for 30 days from the date of issue.
- Payment due upon completion of report delivery unless otherwise agreed.

Prepared by:
Evergreen Air Quality Services

Air Quality Management Services, Inc.

P.O. Box 2491 – Lewiston, Maine 04241-2491

Phone: 207 657-7360 Fax: 207 657-7361

Prepared By: Randy Geoffroy, CMI

INSPECTION / TESTING AGREEMENT - PROPOSAL

.....PLEASE READ CAREFULLY.....

This Agreement is between the Client named on page 3 of this agreement and Air Quality Management Services, Inc. (the Consultant). The Client hereby requests a(n) Initial Limited Mold Evaluation of the structure at the address named on page 3 of this agreement, for their sole use and benefit. Client warrants that they will read the following agreement carefully. The Client understands that they are bound by all the terms of this agreement. The Client warrants that they have secured all approvals necessary for the Consultant to conduct the Inspection / Testing of the Property. The Client also warrants that they will read the entire Inspection / Testing Report when received and shall promptly call the Consultant with any questions or concerns they may have regarding the Inspection / Testing or Report.

SCOPE OF SERVICES: The scope of the Inspection / Testing and Report is **Limited to: Air, Surface and Moisture Evaluations as specified under the "Scope of Work under this Agreement" on page 3** of the general readily accessible systems and components of the home / building to identify any system or component included in the Inspection which may be in need of immediate major repair or remediation at the time of the Inspection. The Inspection / Testing will be performed in accordance with the Standards of Practice of The industry (IAQA, IICRC, USEPA, ACGIH, or other common industry practices).

OUTSIDE THE SCOPE OF SERVICES: Any area which is not exposed to view, is concealed, or is inaccessible because of soil, walls, floors, carpets, ceilings, furnishings, or any other obstacle not included in this Inspection. The Inspection does not include any destructive testing / evaluation or dismantling (unless otherwise agreed and noted on page 3). Client agrees to assume all the risk for all conditions which are concealed from view or inaccessible at the time of the Inspection. Recent or existing weather conditions may also limit or restrict the results of the Inspection / testing.

Whether or not they are concealed, the following ARE OUTSIDE THE SCOPE OF THIS INSPECTION / TESTING:

- Building code, fire code or zoning ordinance violations.
- Structural, geological, soil, wave action, or hydrological stability, survey, engineering testing and analysis.
- Termites or other wood destroying organisms, rodents or other pests, or damage from or relating to the preceding.
- Asbestos, radon gas, urea formaldehyde, odors or noise, water or air quality, electromagnetic radiation, presence of chemicals or toxins, or any environmental or health hazards (unless specifically covered in the Scope of Work Section).
- Condition of detached buildings (unless otherwise agreed and added to the Scope).
- Private water or sewage systems, water softener/purifier systems, solar heating systems, radiant heat systems, saunas, or steam baths.
- Laundry appliances, Furnace heat exchangers
- Prediction of life expectancy, adequacy, or efficiency of any system or component.
- Specific components noted as being excluded in the Inspection Report.
- Security or fire safety systems, security bars and/ or safety equipment.
- Building value appraisal, repair cost estimates, or advisability to purchase the property.
- Pool or spa bodies and underground piping.
- Common elements of condominiums, townhouses, and villa style homes.

FURTHER EVALUATION: The Inspector / Professional Industrial Hygienist is limited to non-destructive evaluations and is further limited by accessibility, confined spaces, or other conditions that may pose a health and safety risk to the Inspector or occupants. Unless otherwise agreed, no destructive or intrusive investigations will be made into any building or mechanical system. AQM will conduct the inspection to the fullest of its abilities and within the industry constraints for our discipline.

EVALUATION / TESTING PURPOSE: The evaluation or testing is being conducted based on information provided to AQM by the Client and may be limited in scope based on this information. In most cases, AQM provides the proposal for services based on this information and does not have first hand insight or may not have conducted a sight visit / inspection prior to providing the proposal for services. In the event the scope of service changes or when onsite, AQM determines sampling as proposed would not be representative of what the Client wants to achieve, this agreement and charges may be changed onsite when AQM and the Client meet. All changes will be amended by hand on page 3 and initialed by AQM and the Client or their onsite representative.

CONFIDENTIAL REPORT: The Inspection Report prepared for Client is solely and exclusively for Client's own information and may not be relied upon by any other person. The Client is directly responsible for direct distribution or copy distribution of the report to all parties requiring information regarding the project only. AQM's report(s) can not be reformatted, changed, or copied for use by others (proprietary information). Client agrees to indemnify, defend, and hold the Consultant harmless from any third party claims arising out of Client's distribution of or disclosure of any portion of the Inspection Report.

DISCLAIMER OF WARRANTY: The Inspection and Inspection Report are not to be considered a guarantee, warranty of merchantability of fitness for a particular purpose, express or implied warranty, insurance policy or substitute for real estate transfer disclosures which may be required by law. Client acknowledges that failure of the building and/or its components can occur at any time, including the day after the inspection.

DISPUTES: Client understands and agrees that any claim for failure to accurately report the visually discernible conditions at the Subject Property, as limited herein above, shall be made in writing and submitted to the Consultant within ten business days of discovery. Client further agrees that, with the exception of emergency conditions, Client or Client's agents, tenants, employees or independent contractors will make no alterations, modifications or repairs to the claimed discrepancy prior to a re-inspection by the Consultant. Client understands and agrees that any failure to notify the Consultant as stated above shall constitute a waiver of any and all claims for said failure to accurately report the condition in question.

ARBITRATION: Any dispute concerning the interpretation of this Agreement or arising from this Inspection and Inspection Report, except one for inspection fee payment, shall be resolved by informal agreement between the parties, or failing such agreement, shall be submitted to final and binding arbitration conducted in accordance with the Rules and Procedures of the Expedited Arbitration of Home Inspection Disputes of Construction Arbitration Services, Inc. The decision of the Arbitrator appointed thereunder shall be final and binding and judgment on the award may be entered in any Court of Competent Jurisdiction.

ATTORNEY'S FEES: The prevailing party in any dispute arising out of this Agreement, the Inspection, or the Inspection Report shall be awarded no more than the fee(s) paid for the inspection, testing, and report(s) only. See Limitation on Liability below.

SEVERABILITY: Maine law shall govern this agreement. Client and the Consultant agree that should a Court of Competent Jurisdiction determine and declare that any portion of this agreement is void, invalid or unenforceable, the remaining provisions and portion(s) shall remain in full force and effect.

LIMITATION ON LIABILITY: THE CONSULTANT'S LIABILITY FOR MISTAKES OR OMISSIONS IN THIS INSPECTION / TESTING OR INSPECTION / TESTING REPORT IS LIMITED TO A REFUND OF THE FEE PAID FOR THIS INSPECTION / TESTING AND INSPECTION / TESTING REPORT.

THE LIABILITY OF CONSULTANT'S PRINCIPALS, AGENTS, AND EMPLOYEES IS ALSO LIMITED TO THE FEE PAID. THIS LIMITATION APPLIES TO ANYONE WHO IS DAMAGED OR HAS TO PAY EXPENSES OF ANY KIND BECAUSE OF MISTAKES OR OMISSIONS IN THIS INSPECTION AND REPORT. THIS LIABILITY LIMITATION IS BINDING ON CLIENT AND CLIENT'S SPOUSES, HEIRS, PRINCIPALS, ASSIGNS AND ANYONE ELSE WHO MAY OTHERWISE CLAIM THROUGH CLIENT. CLIENT ASSUMES THE RISK OF ALL LOSSES GREATER THAN THE FEE PAID FOR THE INSPECTION. CLIENT AGREES TO IMMEDIATELY ACCEPT A REFUND OF THE FEE AS FULL SETTLEMENT OF ANY AND ALL CLAIMS WHICH MAY ARISE FROM THIS INSPECTION.

FEE FOR THE INSPECTION / TESTING AND REPORT: The fee for the Inspection / Testing and Inspection / Testing Report is \$See Below and is due at or before the time of the Services. Payment by MC / Visa / Check / Cash.

PROPERTY ADDRESS: 33 Clarks Mills Road – Dayton, Maine 04005

REPORT NUMBER: 25-TBD **TENTATIVE INSPECTION DATE(S):** TBD

This Agreement represents the entire Agreement between the Client and Air Quality Management Services, Inc. By signing below you acknowledge that you have read, understand and agree to the scope of the inspection / testing and to all of the terms, conditions, and limitations of this Agreement. A facsimile copy of this Agreement and any signatures hereon shall be considered for all purposes as an original. You also agree to pay the fee listed above or as defined below.

Client: Town of Dayton – Ben Harris (Town Manager) **Date:** 11/13/2025

Mailing Address: _____

E-Mail Address: bharris@gmfire.org

Signature of Authorization: _____

Print Name: _____ **Phone:** _____

Company: _____ **Date:** _____

Method of Intended Payment (circle one): MC / Visa / Discover Check / Cash

Credit Card Type / Number: _____ **Expiration:** _____ **3 Digit Code:** _____ **ZIP Code**

***If payment terms are approved by AQM, payment is expected within 30 days of the evaluation. AQM will require a MC or Visa number prior to the evaluation to bill, if payment is not received within these terms.**

Scope of Work under this Agreement: Work requested to evaluate air quality (for total non-viable mold spores), assess any atypical mold presence/growth and make remedial recommendations in response to suspect mold issues in 3 Offices of the Town Hall Building

Testing / Services to be provided or completed:

Fee/Sample Type	Number of Samples/Hrs	Cost Per Sample/Hr	Sampling Fee	Sub-Total
Evaluation Fee	flat fee	\$275.00	\$275.00	
Report Development	flat fee	\$200.00	\$200.00	
Fungi Air (AOC)	4	\$75.00	\$300.00	
Surface Tape - Fungi	3	\$50.00	\$150.00	
Fungi-Viable	0	\$65.00	\$0.00	
Bacteria - Viable	0	\$65.00	\$0.00	
2-plate Protocol	0	\$125.00	\$0.00	
Sewage Sample	0	\$85.00	\$0.00	
IR Thermal Camera	0	250.00	\$0.00	
GrayWolf / Lighthouse IAQ-3016	flat fee	\$200.00	\$0.00	
Asbestos Bulk	0	\$18.00	\$0.00	
Lead Swipe	0	\$18.00	\$0.00	
TOTAL				\$925.00

Statement: The Client will receive an E-Mailed report for their convenience and reproduction or distribution of the report to/for their clients or contractors. In the event additional copies or additional services are requested from AQM, please refer to the above stated fee schedule as additional charges would apply (additional printed report copies mailed \$30.00/ea. or a mailed report on a CD for \$10.00/ea.). The final report will be provided within 10 to 15 working days following testing with verbal results provided when available. Unless otherwise agreed, AQM is not the Project Manager or Coordinator and was retained to conduct testing and provide recommendations ONLY.

November 5, 2025

Ben Harris
Town Office Manager
Town of Dayton
33 Clarks Mills Road
Dayton, ME 04005

Dear Ben Harris:

Sevee & Maher Engineers, inc. (SME) is pleased to provide you with this task and cost outline for performing Indoor Air Quality/Mold Assessment action at the Town Offices for the Town of Dayton located at 33 Clarks Mills Road in Dayton, Maine.

This activity will be comprised of the physical evaluation of interior/exterior areas of the structure to determine if environmental conditions could be contributing factors in creating any moisture/water intrusion issues that could thereby lead to mold growth reservoirs or other conditions that could become a causative agent for occupants to have respiratory or other health responses.

Air samples will be collected to determine airborne mold spore and particulate activity to assess if current conditions could create health/respiratory issues for occupants. Sample collection will consist of 3 Indoor air samples (1 – meeting room, 1 – treasurer’s office, and 1 – clerks’ office) with an outdoor control sample for comparative purposes. Surface sampling in the form of bulk/swab/wipe collection may or may not be conducted and be based the need from observed site conditions.

This action is not intended to be a comprehensive assessment of the entire structure, either for the interior or exterior areas, and does not include any minor or major intrusive or exploratory type assessment actions for evaluating such areas as inside fixed wall/ceiling/floor cavity areas or any attic space.

The assessment actions and sampling conducted will be performed in accordance with the Environmental Criteria and Assessment Guidelines, recommended by the U.S.EPA Environmental Criteria and Assessment Office, Office of Health and Environmental Assessment (ECAO-R-0315); American Conference of Governmental Industrial Hygienists (ACGIH); and the National Institute of Occupational Safety and Health (NIOSH).

A written report of analysis data, explanation of findings, and any recommendations for needed corrective actions will be issued approximately 7 -10 working days following completion of site inspection actions.

The costs to provide the above outlined services are at the following rate schedule:

ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

Ben Harris Town of Dayton IAQ-Mold Assessment Proposal Town Hall - 33 Clarks Mills Road.docx

- Indoor Air Quality Testing and Consulting
- Lead-Based Paint Testing
- Mold and Bacteria Testing
- Asbestos Testing
- Industrial Hygiene
- OSHA Compliance
- Training

Fixed Cost Items:

Project Manager	\$ 150.00
Site Industrial Hygienist	\$ 300.00
Travel Time	\$ 450.00 (Site + Lab)
Administration Support	\$ 225.00
Assessment Report	\$ 450.00
Communications Fee (3% labor)	\$ 47.25
Mileage Charge/Tolls	\$ 63.00 (Site + Lab)
Airborne Sampling (<i>profile</i>)	\$ 400.00 (1 outdoor/3 indoor samples)
	\$2,085.25 *

Potential Additional Sample Costs:

Mold/Particulate Air Samples	\$ 100.00/each (collected as requested)
Mold Surface Sampling (bulk/swab/wipe)	\$ 100.00/each (collected as needed)

***Payment method surcharges:**

Cash/Check/ACH/wire transfer/ZELLE	No surcharge fee
VENMO	1.9% surcharge fee
Credit Card (no AMEX)	3.5% surcharge fee

Please return a signed copy of this proposal to johnb@sme-engineers.com in order to proceed with scheduling.

SME appreciates the opportunity to provide these services to you.

If you have any questions, comments, or require additional information, please do not hesitate to contact me at 207.829.5016.

Sincerely,



John M. Boilard, RIHT, CMC
Senior Industrial Hygiene & Safety Specialist



ACCEPTANCE

BY SIGNING BELOW, CLIENT AGREES TO SME'S PROPOSAL AND PRICING AS OUTLINED ABOVE, ANY DOCUMENTS ATTACHED HERETO, AND SCHEDULE OF CONTRACT CONDITIONS AS ATTACHMENT "A".

PRINTED NAME: _____

TITLE: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

METHOD of PAYMENT:

Cash/Check/ACH/wire transfer/ZELLE _____

VENMO _____

Credit Card (pre-payment) _____

Visa _____ Master Card _____ Discover _____

(no AMEX)

Attachment A

Schedule of Contract Conditions

Scope of Services

Sevee & Maher Engineers (SME) shall perform the professional services designated and described in the proposal dated November 5, 2025, between SME and the Town of Dayton (hereafter referred to as the Client) which constitutes a part of this Schedule.

Ownership of Documents

All documents, including Drawings, Specifications, estimates, field notes, and other data, prepared or furnished under the scope of services described in the letter agreement are instruments of service in respect to the Project and shall remain the property of SME whether the Project is completed. Client may make copies thereof as is necessary to occupy and operate the Project by Client or others, however, such documents are not intended or represented to be suitable for additions, extensions, or completion of the Project by another engineer, use on any other project or use by anyone other than the client. Any reuse without written verification or adaptation by SME for the specific purpose intended is at Client's sole risk and without liability or legal exposure to SME or their independent contractors or consultants.

Opinions of Cost

In providing estimates of probable construction cost, the Client understands that SME has no control over the cost or availability of labor, equipment, or materials, or over market conditions or the Contractor's method of pricing, and that SME's estimates of probable construction costs are made on the basis of SME's professional judgment and experience. SME makes no warranty, expressed or implied, that the bids or the negotiated cost of the Work will not vary from SME's estimate of probable construction cost.

Health and Safety

SME shall be responsible for, and its employees shall follow, health and safety precautions which meet federal, state, and local standards, statutes, and regulations. SME shall not specify construction procedures, manage, or supervise construction, or implement or be responsible for health and safety procedures for other than its own employees or subconsultants. SME shall not share any responsibility for the acts, errors, or omissions of its subconsultants or other parties on the Project nor have control or change of, or be responsible for, construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs.

SME observation and testing of portions of the work of other parties on the Project shall not relieve such other parties from their responsibilities for performing their work in accordance with applicable health and safety requirements.

Risk Allocation

The Client hereby agrees to limit SME's total liability for any claims or damages of any nature whatsoever to a maximum amount equal to the total compensation received by SME under this agreement.

SME observation and testing of portions of the work of other parties on the Project shall not relieve other parties from their responsibilities for performing their work in accordance with applicable plans, and specifications.

Indemnification

SME agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors, and employees (collectively, Client) against all damages or liabilities, to the extent caused by SME's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom SME is legally liable. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless SME, its officers, directors, employees and subconsultants (collectively, SME) against all damages or liabilities, to the extent caused by the Client's negligent acts, errors or omissions in connection with the Project as well as the acts, errors or omissions of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable. Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

Project Suspension/Abandonment

If the Project is suspended or abandoned in whole or in part for more than three months, SME will be compensated for all services performed prior to receipt of written notice from the Client of such suspension or abandonment, together with payment of reimbursable expenses then due. If the Project is resumed after being suspended for more than three months, SME's compensation shall be equitably adjusted.

Dispute Resolution

To resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the Client and SME agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation.

The Client and SME further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution among the parties to all those agreements.

Compliance with Applicable Law

The Consultant shall exercise usual and customary professional care in its efforts to comply with applicable laws, codes, and regulations in effect as of the date of the letter proposal. Design changes made necessary by newly enacted laws, codes and regulations after this date shall entitle the Consultant to a reasonable adjustment in the schedule and additional compensation in accordance with the Additional Services provisions of this Agreement.

Payment(s) for Services Rendered

Each invoice, upon submittal, is due and payable by Client. Invoices are past due after 30 days unless other payment terms have been agreed upon. Past due amounts are subject to a charge on the outstanding balance of the lesser of one and one-half percent per month or part thereof (18 percent per annum) or the maximum permissible by law. Client agrees to pay SME's attorney's fees, interest, and all other costs incurred in collecting past due amounts. Unless otherwise agreed, SME shall be paid in full at the contract rates for any additional services performed at Client's request more than those stated in this Agreement.

The Client's obligation to pay for the Services contracted for is in no way dependent upon the Client's ability to obtain financing, payment from third parties, approval of governmental or regulatory agencies, or upon the Client's successful completion of a project. The Client shall remain obligated to pay SME for

the services even though the test results or report produced by SME may contain conclusions unfavorable to the Client's interests.

Invoice Number
Account Number
Security Code



Unresolved Inquiries - Office of the Attorney General, Consumer Protection Division, 6 State House Station, Augusta ME 04333
https://www.maine.gov/ag/consumer/complaints/complaint_form.shtml
Phone 1-800-436-2131 (Monday - Thursday, 9am to 12pm)

The following taxes, fees and surcharges are included in the price of the Spectrum Business Voice services - FEES AND CHARGES:
Connect ME Fund \$0.37, E911 Fee \$0.70, Federal USF \$6.44,
Regulatory Recovery Fee \$0.38, Sales Tax \$0.07, Service Providers Tax \$4.13, State USF \$0.88, TEAF Surcharge \$0.42.

IMPORTANT BILLING UPDATE FOR BUSINESS CUSTOMERS IN

MAINE - If you experience a Spectrum Business Internet@ service interruption for six or more consecutive hours, contact customer service at the phone number on this bill because you may be entitled to a prorated credit.

Also, you may be eligible to receive a prorated credit if you disconnect your Spectrum Business Internet@ or Spectrum WiFi service prior to the end of a billing cycle.

Past Due Fee / Late Fee Reminder - A late fee will be assessed for past due charges for service.

→ **Franchise Administrator** - Town of Dayton EDWARD LEBLANC III,
1ST SELECTMN 33 Clarks Mills Rd Dayton ME 04005-7119 Phone:
207-499-7526

Complaint Procedures: If you disagree with your charges, you need to register a complaint no later than 60 days after the due date on your bill statement.

11-5-25
if

Treasurer

From: Dylan Martin <dmartin@gmfire.org>
Sent: Thursday, November 13, 2025 9:08 AM
To: Benjamin Harris; Lindsey Gagne
Cc: Catherine Fisher
Subject: Selectboard Agenda
Attachments: R1401-1 EMS Billing Fee Schedule.pdf

Good Morning, could we please add this Regulation review/approval to each upcoming Selectboard Agenda's. This is our EMS Billing schedule that per the Inter-Local agreement each full board must approve to change. These rate increases are based on the recommendation of our Billing Company to keep in line with industry standard for the area. They fall within the 5% increase cap allowed by State Law. Current rates are below.

If approved by both towns, I will facilitate a mutual copy for everyone to sign before the effective date.

Miles	\$20
BLS	\$772
ALS	\$1,100
ALS 2	\$ 1,650
BLS Non-Emergent	\$331
ALS Non-Emergent	\$441
On-Scene No Tnsp.	\$400
Intercept	\$350

Dylan D. Martin

Fire Chief
Goodwins Mills Fire-Rescue
Office: (207) 499-7878
Email: dmartin@gmfire.org



GOODWINS MILLS FIRE-RESCUE

DAYTON - LYMAN

REG
1401

FIRE COMMISSION REGULATION

Revised: DRAFT

Appendix 1 - EMS Billing Fee Schedule

References: (a) GMFR Inter-Local Agreement

COPY

1.0) **Fee Schedule:** The following are fees charged for Emergency Medical Services (EMS).

1.1)	(A0425) Mileage	\$21/mile
1.2)	(A0429) Basic Life Support	\$811
1.3)	(A0427) Advanced Life Support 1	\$1,155
1.4)	(A0433) Advanced Life Support 2	\$1,733
1.5)	BLS Non-Emergency	\$348
1.6)	ALS Non-Emergency	\$464
1.7)	No Transport w/Interventions	\$400
1.8)	ALS Intercept	\$350

2.0) **Effective:** These fees are effective starting **January 01, 2026**, until so reviewed/changed.

3.0) **Approval:** In accordance with Reference (a) the Selectboards of Lyman and Dayton authorize and approve this fee schedule.

Lyman Selectboard

Dayton Selectboard

Lyman Selectboard

Dayton Selectboard

Lyman Selectboard

Dayton Selectboard

Lyman Selectboard

Lyman Selectboard

IMPORTANT NOTICE
 We are sending this notice to you as the key official of your employer group. Please share this notice with the appropriate individual(s) in your office.

**2026 RATE ANNOUNCEMENT
 NON-RATED (POOLED) GROUPS**

Mr Jarod Harriman, Chair Selectboard
 Town of Dayton
 33 Clarks Mills Rd
 Dayton, ME04005

The Maine Municipal Employees Health Trust (MMEHT) Board of Trustees has established 2026 rates for its health, dental, life, vision, income protection, and long term disability plans. This notice contains the 2026 Rate Adjustments by Benefit Plan Type, and information about the Health Plan Benefit Changes which will be effective January 1, 2026.

The Health Trust announces the following 2026 rate adjustments by benefit plan type.

Health Plans	9.0% increase for all active health plans
Dental Plan	5.0% increase
Vision Insurance Plan	Rate decrease with new vendor, please read details below
Life Insurance Plan	No adjustment to basic or supplemental life 15% increase to dependent life rates
Income Protection Plan	No adjustment
Long Term Disability Plan	No adjustment

These rate adjustments will become effective January 1, 2026. A full 2026 Rate Sheet is enclosed.

The health plan rate adjustments listed above apply to all Non-Rated Groups – that is, employer groups with 50 or fewer covered participants. Health plan premiums for the Individually Rated Groups (groups with 51 or more covered employees) will receive different adjustments, based upon the experience of the individual group. Rate adjustments for the Individually Rated Groups depend in part upon the group’s own claims experience, and in part upon the experience of the Health Trust as a whole.

During the past couple years, the Trust has been observing significantly higher medical costs due to inflation, higher hospital costs and increased utilization for health services and pharmacy. The Trust still has adequate reserves to provide stability and meet our obligations with a safety margin, as required. However, the amount that is available for mitigating premium increases is becoming limited.

The Health Trust is observing considerable increases in claims costs, which requires this higher-than-average rate adjustment. The pressures that the Health Trust faces are mirrored throughout the Maine market, where reported rates increases are even higher than for the non-profit Health Trust. The Maine Bureau of Insurance approved a 17.9% average increase for the community rated small group market in 2026.

Health Plan Benefit Changes Effective January 1, 2026

The Board of Trustees has elected to make changes to the Health Trust medical plan benefits for 2026, as a result of the increasing cost of healthcare. Affordability continues to be a concern for the Board. Benefit changes that impact fewer members help to keep premiums lower for all.

For all plans, the in-network and out-of-network deductible & coinsurance out-of-pocket maximums will be increased, effective January 1, 2026. There will also be changes specific to the Acadia plan. The \$100 copay for outpatient services will become 90% coinsurance and inpatient physician services will change from 100% to 90% coinsurance. For more details on the health plan changes for 2026, please refer to the Summaries of Benefits and Coverage available on the www.MMEHT.org website.

Employees who wish to make changes to their medical, dental or vision plan benefit elections for 2026, may do so during the Health Trust's Annual Open Enrollment period, November 15 – December 15, 2025, for a January 1, 2026 effective date. **Because of the changes listed above, all members on a health plan will receive a new ID card in January 2026.**

New Medicare Advantage Retiree Plan

Effective January 1, 2026, the Maine Municipal Employees Health Trust (MMEHT) will offer its Medicare-eligible retirees the Anthem Medicare Preferred (PPO) Medical and Prescription Drug with Senior Rx Plus plan. This Medicare Advantage Prescription Drug (MAPD) plan will offer retirees meaningful financial relief relative to the current rates, while maintaining strong, comparable coverage with minimal network and formulary disruption. Maine Municipal staff will continue to support the program and provide member services. For those employers who subsidize all or a portion of the plan, you will note the new premiums on your enclosed rate sheet.

Information on the new MAPD plan was distributed to participating retirees in late October. Please have retirees or current employees who have questions or concerns contact the Anthem Medicare Preferred (PPO) plan First Impressions Welcome Center at 1-833-848-8729 and reference the Group Code "ME002GRS" Monday through Friday, 8:00 AM to 9:00 PM ET, except holidays. The Maine Municipal Association Member Service Representatives will also be available to assist retirees with questions and issues once the new plan begins.

New Vision Vendor

The Maine Municipal Employees Health Trust is pleased to announce that we will be moving the vision plan benefits from VSP to EyeMed, effective January 1, 2026. Under EyeMed, benefits allowances will be enhanced, and premiums will be *lower*. There are also additional benefits such as extra eye exams for children and covered retinal imaging in conjunction with an eye exam. Most importantly, they offer a robust network of providers.

More information on EyeMed and the new benefits will be mailed to all participating members in early January 2026. Members will also receive an ID card directly from EyeMed. For more information, please visit the Trust website at www.MMEHT.org.

Thank You for Your Support

As a member of the Health Trust, you are part of a group self-insured plan that is committed to providing its employer groups and participants with superior customer service and quality benefit plans, and to using its strength in numbers to take full advantage of cost saving opportunities in the health care market, today and in the future. **The Board of Trustees appreciates your commitment to the Trust.**

Health Trust Board of Trustees

Melissa Flayhan, Chair
(Sanford Housing)

Jonathan Carter, Trustee (Retiree)

Greg L'Heureux, Trustee (Retiree)

Dale Olmstead, Trustee (Retiree)

James Gailey, Vice Chair
(Cumberland Cty)

Stephen Fields, Trustee (Hermon)

Erica LaCroix, Trustee (Farmington)

Christie Young, Trustee (Augusta)

Diane Barnes, Secretary
(North Yarmouth)

Erin Herbig, Trustee (Belfast)

Jessica Maloy, Trustee (Freeport)



MAINE MUNICIPAL
EMPLOYEES HEALTH TRUST

MONTHLY PREMIUMS FOR POOLED (NON-RATED) GROUPS
EFFECTIVE JANUARY 1, 2026

MEDICAL PLANS	ACTIVE EMPLOYEES & NON-MEDICARE RETIREES	ACADIA	BAXTER	KATAHDIN	MOOSEHEAD	PEMAQUID	
	Employee Only	\$1,476.73	\$1,405.91	\$1,359.40	\$1,254.12	\$1,206.50	
	Employee & Spouse	\$3,312.52	\$3,153.62	\$3,049.32	\$2,813.17	\$2,706.37	
	Employee with children	\$2,409.60	\$2,294.00	\$2,218.16	\$2,046.38	\$1,968.67	
	Family	\$3,312.52	\$3,153.62	\$3,049.32	\$2,813.17	\$2,706.37	
	COBRA REGULARS (18 Months)						
	Employee Only	\$1,506.26	\$1,434.03	\$1,386.59	\$1,279.21	\$1,230.63	
	Employee & Children	\$2,457.79	\$2,339.88	\$2,262.53	\$2,087.30	\$2,008.04	
	Employee & Spouse or Family	\$3,378.77	\$3,216.69	\$3,110.31	\$2,869.43	\$2,760.50	
	COBRA DISABILITY (up to 29 Months)						
	Employee Only	\$2,215.09	\$2,108.87	\$2,039.10	\$1,881.18	\$1,809.75	
	Employee & Children	\$3,614.39	\$3,441.00	\$3,327.25	\$3,069.57	\$2,953.00	
	Employee & Spouse or Family	\$4,968.78	\$4,730.43	\$4,573.98	\$4,219.76	\$4,059.56	

RETIRES	ANTHEM MEDICARE ADVANTAGE / PRESCRIPTION PLAN					
	<i>Participants must also have Medicare Part A & Part B</i>					
	Retiree Only with Medicare	\$472.43				
	Retiree & Spouse with Medicare	\$944.86				
	SPLIT CONTRACTS					
	<i>Dependent on Medicare eligibility</i>					
	Subscriber with Medicare, Spouse on Active Plan	\$1,949.16	\$1,878.34	\$1,831.83	\$1,726.55	\$1,678.93
	Subscriber on Active Plan, Spouse with Medicare	\$1,949.16	\$1,878.34	\$1,831.83	\$1,726.55	\$1,678.93
	<i>Please contact the Health Trust for Premium Rates for Retirees with children</i>					

OTHER BENEFITS	DENTAL PLAN	ACTIVE	RETIREE	COBRA
	Employee Only	\$46.44	\$47.37	\$47.37
	Employee & Spouse	\$80.17	\$81.77	\$81.77
	Employee with Children	\$153.02	\$156.08	\$156.08
	Family	\$153.02	\$156.08	\$156.08
	VISION PLAN	ACTIVE	COBRA	
	Employee Only	\$4.31	\$4.40	
	Employee & Spouse	\$8.60	\$8.77	
	Employee with Children	\$9.21	\$9.39	
	Family	\$14.73	\$15.02	
INCOME PROTECTION PLAN	\$2.14	Per \$100 of coverage per month		
LIFE (No Medical coverage)	\$0.30	Per \$1,000 of coverage per month		
SUPPLEMENTAL LIFE	\$0.30	Per \$1,000 of coverage per month		
DEPENDENT LIFE	\$2.10	for Option A	\$4.50	for Option B
LONG TERM DISABILITY				
EMPLOYER PAID:	\$0.44	Per \$100 of Covered Payroll		
EMPLOYEE PAID:		Age banded (Call the Health Trust for details)		

Memo from Treasurer, Town of Dayton

To The Select Board

November 24, 2025

Attached is the sample 90-day intent to sell letter to be used on the foreclosed properties. The 2023 foreclosure date is November 29, 2025. This date is automatic from the lien process already started on the 2023 taxes.

If the residents on the attached list have not paid in full on or before November 29th, this letter will be mailed on December 1, 2025 to start the 90 day clock.

STATE OF MAINE
MUNICIPALITY OF the Town of Dayton
NOTICE OF INTENT TO SELL YOUR FORMER PROPERTY
(36 M.R.S. § 943-C)

TO: [Name
Address
City, State ZIP Code]

[mm/dd/yyyy]

Notice of sale of foreclosed property

A tax lien mortgage held by the Town of Dayton for unpaid real estate taxes on your former property located at [PHYSICAL ADDRESS], referred to as [MAP/PLAN/LOT] was foreclosed on NOVEMBER 29, 2025. The Town of Dayton now owns this property. You are receiving this notice because the Town of Dayton intends to sell this property. Pursuant to 36 M.R.S. § 943-C, the Town of Dayton will list the property for sale with a real estate broker or agent for the highest reasonable price the property is anticipated to sell, and will convey the property via quitclaim deed to the successful buyer at the highest price at which the property is able to sell within 12 months after listing. Following the sale, the Town of Dayton will pay to you, as the former owner, any excess sale proceeds, after deducting:

- (1) The sum of all taxes owed on the property;
- (2) The sum of all taxes that would have been assessed on the property during the period following foreclosure when the property was owned by the Town of Dayton;
- (3) All accrued interest;
- (4) Fees, including advertising, mailing, recording, property listing and real estate broker or agent's fees to the extent that those fees are not included in the broker or agent's fee agreement;
- (5) Any other expenses incurred by the Town of Dayton in selling, maintaining, or improving the property, including documented administrative costs and reasonable attorney's fees;
- (6) The cost to the Town of Dayton of the lien and foreclosure process, including, but not limited to, reasonable attorney's fees; and

the Town of Dayton will provide you, as the former owner, with a written accounting of the excess sale proceeds itemizing any deductions upon request. If the Town of Dayton is unable, after 3 attempts, to contract with a real estate broker or agent, or the broker or agent is unable to sell the property within 12 months of listing, the Town of Dayton may sell the property in any manner authorized by the Town of Dayton's legislative body and will pay to you any excess sale proceeds as calculated above.

For purposes of this notice, “former owner” means the owner or owners of record at the time of foreclosure or, if deceased, the former owner’s heirs, devisees or personal representatives. Note that pursuant to 36 M.R.S. § 943-C (6), receipt of excess sale proceeds by the former owner is deemed to be a waiver of any right of the former owner to pursue a title action under 36 M.R.S. § 946-B.

If you have any questions, please contact me at Treasurer@Dayton-me.gov; 207-499-3035 to discuss this notice.

Catherine Fisher, Treasurer
33 Clarks Mills Road
Dayton, ME 04005

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
No Bills			0.00	0.00	0.00

Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Non Lien Summary

Total	0.00
-------	------

58 L BOGDAN, PHYLLIS C & <i>PAYD 11-17-25</i>	2023	3,470.23	2,880.65	589.58	
297 L	GAMASH, KEITH, TRUSTEE	2023	3,303.47	188.33	3,115.14
830 L	WADDINGTON, MICHAEL ROY	2023	4,461.50	1,644.22	2,817.28
Total for 3 Bills:	3 Accounts	11,235.20	4,713.20	6,522.00	

Payment Summary

Type	Principal	Interest	Costs	Total
C - Correction	-71.78	0.00	0.00	-71.78
L - Lien Costs	0.00	0.00	-98.92	-98.92
P - Payment	4,079.36	554.45	250.09	4,883.90
Total	4,007.58	554.45	151.17	4,713.20

Lien Summary

2023-1	3	6,522.00
Total	3	6,522.00

Total for 3 Bills:	11,235.20	4,713.20	6,522.00
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From: Town Clerk <townclerk@dayton-me.gov>
Sent: Tuesday, November 4, 2025 9:05 AM
To: Tracy Jacek
Subject: FW: GA

From: Betsy Oulton <betsy@hrmaineconsulting.com>
Sent: Tuesday, November 4, 2025 5:09 AM
Cc: Gregory T Zinser <gtzinser@yorkcountymaine.gov>; Linda Corliss <lmcorliss@yorkcountymaine.gov>
Subject: GA

Good morning, York County Towns/Cities!

York County has offered to provide GA services to members who wish to participate. There are currently 4 towns who have asked to participate. The County will hire a full-time GA employee, and you will pay them a portion of the salary/benefits, and small fee for the software they use and they will handle your town/city GA for you. Cumberland County currently offered this service, and it has been quite successful.

This email is just to find out if you are interested in hearing more about it – not a commitment. We started this process at the beginning of the year and would like to get this up and running as soon as we can.

I am only involved to help coordinate this for York County and any towns and cities who participate.

Please reach out directly to me by November 14th if you would like to hear more.

Thank you.

Sincerely,

Betsy



Betsy L. Oulton, AIC, SHRM-CP, PSHRA-SCP
HR Maine Consulting, LLC
2 Country Lane
Falmouth, ME 04105
207-615-4284
betsy@hrmaineconsulting.com
www.hrmaineconsulting.com

"Do to others as you would have them do to you." Luke 6:31



Southern Maine
AGENCY
On **AGING**
EMPOWERING OLDER ADULTS
AND THEIR CAREGIVERS

Angela...
we are so thankful
for your partnership
and continued support.
-Megan

October 28, 2025

Town of Dayton
Ms. Angela Cushman
33 Clarks Mills Road
Dayton, ME 04005-7119

"The general public doesn't understand how hard it is. I didn't expect to do this (caregiving) when we got married 54 years ago. It helps to just talk to other caregivers. I feel like I can breathe."

SMAA Family Caregiver Support Group Participant

Dear Ms. Cushman,

Thank you for your gift of \$1,000.00 to Southern Maine Agency on Aging!

Your trust in our mission helps more older Mainers and family caregivers receive the critical services they need to lead healthy and socially active lives.

Each year, Southern Maine Agency on Aging provided resources, support and direct services to over **19,000 individuals** in Cumberland and York Counties. With your help, we can continue to empower Maine's older adults by improving their physical, social, emotional, and economic well-being.

Thanks to generous supporters like you, we are able to create more engaging and inclusive care in our Adult Day Program, deliver meals *and* social connection via Meals on Wheels, provide **27,000 hours** of respite for family caregivers like the above participant, and provide essential Medicare Counseling to over **1,500 individuals**. All of this *and more* is possible because of community support like yours.

Thank you for creating a healthier, more socially connected, and more equitable Maine.

Warmly,

Megan Walton, CEO
Southern Maine Agency on Aging

6006

Fund: Unrestricted

Southern Maine Agency on Aging (SMAA) is a 501(c)(3) nonprofit organization. No goods or services were provided by SMAA in exchange for your contribution. Your donation is tax deductible as allowed by law.

2025 REAL ESTATE & PERSONAL PROPERTY MONTHLY TAX REPORT

COPY

OCTOBER 2025

I, Yvonne P. Shaw, Tax Collector for the Municipality of Dayton, York County, hereby certify the following activity with the collection of taxes for the year 2025.

Real & Personal Tax Commitments:	\$4,534,878.36
Supplemental Commitments Totaling:	\$0.00
Interest 8%	\$374.58
Grand Total to be collected	<u>\$4,535,252.94</u>

Cash Payments	\$4,275,213.93
Abatements Granted	
Tax Liens Recorded for Tax Year 2024	
A net total collected:	<u>\$4,275,213.93</u>

Balance Due: \$260,039.01


NOTES: 86 ACCCOUNTS WITH A BALNCE DUE

Given to the Board of Selectpersons this MONDAY,

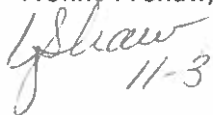
Town of Dayton Muncipal Officers:

Jarod Harriman _____

Christopher Belanger  _____

Thomas Kennie  _____

Respectively Submitted:
Yvonne P. Shaw, Tax Collector


11-3-2025

Excise Report Vehicle		2024-2025		CURRENT		PREVIOUS YEAR	
Month	EXCISE collected	TRANSFER collected	in-person vehicle count	rapid renewal	RR vehicle count	2025-2024 actual	2024-2025
July	\$44,798.89	\$24.00	232	\$12,436.44	73	\$57,259.33	\$54,078.36
August	\$43,005.46	\$30.00	181	\$8,838.77	45	\$51,874.23	\$51,422.55
Sept	\$47,115.98	\$39.00	198	\$15,382.02	67	\$62,537.00	\$50,810.51
Oct	\$40,283.02	\$33.00	172	\$9,974.26	56	\$50,290.28	\$53,052.71
Nov						\$0.00	
Dec						\$0.00	
Jan						\$0.00	
Feb						\$0.00	
March						\$0.00	
April						\$0.00	
May						\$0.00	
June						\$0.00	
TRUCK EXCISE	\$3,491.94					\$3,491.94	
totals:	\$178,695.29	\$126.00	783	\$46,631.49	241	\$225,452.78	\$209,364.13
SUBMITTED ON:							
Yvonne P Shaw						\$500,000.00	\$500,000.00
						GOAL	GOAL

TOWN OF DAYTON	EXCISE RECEIVED						
	2025-2026	2024-2025	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
JULY	\$57,259.33	\$ 54,078.36	\$ 51,045.75	\$ 47,151.29	\$ 45,677.65	\$ 58,320.42	\$ 47,833.75
AUGUST	\$51,874.23	\$ 51,422.55	\$ 68,800.73	\$ 53,154.76	\$ 45,263.53	\$ 48,228.24	\$ 45,367.51
SEPT	\$62,537.00	\$ 50,810.51	\$ 41,394.96	\$ 51,878.46	\$ 65,154.88	\$ 56,191.64	\$ 46,070.15
OCT	\$50,290.28	\$ 53,052.71	\$ 46,150.87	\$ 50,396.07	\$ 35,719.09	\$ 41,849.68	\$ 38,279.96
NOV		\$ 38,053.19	\$ 41,261.12	\$ 36,368.21	\$ 42,481.97	\$ 31,493.72	\$ 32,312.62
DEC		\$ 40,466.05	\$ 33,475.49	\$ 37,224.80	\$ 41,948.83	\$ 35,553.87	\$ 35,827.50
JAN		\$ 44,378.72	\$ 48,047.56	\$ 42,318.47	\$ 28,078.29	\$ 36,104.06	\$ 32,599.35
FEB		\$ 70,311.57	\$ 86,278.20	\$ 67,765.29	\$ 91,482.77	\$ 81,568.74	\$ 77,915.66
MAR		\$ 57,121.91	\$ 39,011.62	\$ 54,414.07	\$ 53,855.31	\$ 63,750.08	\$ 26,957.83
APR		\$ 60,318.65	\$ 48,763.26	\$ 73,652.44	\$ 61,556.29	\$ 54,903.61	\$ 16,906.00
MAY		\$ 70,284.77	\$ 64,335.15	\$ 59,328.85	\$ 45,135.50	\$ 47,721.85	\$ 19,641.24
JUNE		\$ 78,479.05	\$ 53,385.15	\$ 61,318.15	\$ 70,547.79	\$ 45,751.31	\$ 98,925.83
TRUCK REIMB	\$3,491.94	\$ 3,693.52	\$ 4,117.49	\$ 2,761.16	\$ 2,607.52		
TOTAL	\$225,452.78	\$ 672,471.56	\$ 626,067.35	\$ 637,732.02	\$ 629,509.42	\$ 601,437.22	\$ 518,637.40
needed for budget	\$500,000.00	\$ 500,000.00	\$ 475,000.00	\$ 400,000.00	\$ 380,000.00	\$ 380,000.00	\$ 365,000.00
TOTALS INCLUDE IN PERSON, AND RAPID RENEWAL REGISTRATIONS							
RESPECTFULLY SUBMITTED							
YVONNE P SHAW, TAX COLLECTOR							

4

COPY

TOWN OF DAYTON

Salary Increase/Payment Authorization Form

Employee name: Tracey Jacek

Date of Hire: 10/02/2023

	CURRENT INFORMATION	PROPOSED NEW INFORMATION
Salary/Hourly Rate	\$29.00/ 24 hours per week	\$30.45/24 hours per week
Job Title	CEO	CEO
Effective Date	06/05/2025	1/01/2026


Basis for change:

Payroll Adjustment

Other

****If Job Description is being changed, please attach a copy****

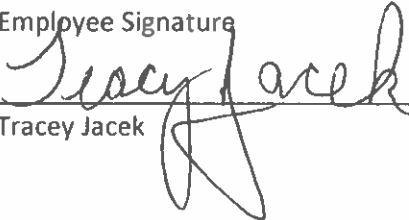
Approved by Board of Selectmen:


Jarod Hartman


Christopher Belanger


Thomas Kennie

Dated: 11/17/2025

Employee Signature

Tracey Jacek

TOWN OF DAYTON

COPY

Salary Increase/Payment Authorization Form

Employee name: Yvonne Shaw

Date of Hire: 5/27/2009

	CURRENT INFORMATION	PROPOSED NEW INFORMATION
Salary/Hourly Rate	\$31.51 / 22.5 hours per week	\$33.09 / 22.5 hours per week
Job Title	Tax Collector	Tax Collector
Effective Date	01/01/2025	01/01/2026


Basis for change:


Payroll Adjustment

Other

****If Job Description is being changed, please attach a copy****


Approved by Board of Selectmen:


Jarod Harriman


Christopher Belanger


Thomas Kennie

Dated: 11-17-2025

Employee Signature:

Yvonne Shaw

COPY

TOWN OF DAYTON

Salary Increase/Payment Authorization Form

Employee name: Angela Ward

Date of Hire: 07/29/2025

	CURRENT INFORMATION	PROPOSED NEW INFORMATION
Salary/Hourly Rate	\$25.00/ 22.5 hours per week	\$25.00/22.5 hours per week
Job Title	Deputy Clerk/Treasurer in training	Treasurer
Effective Date	11/06/2025	01/01/2026

Basis for change:

Payroll Adjustment

Other

****If Job Description is being changed, please attach a copy****

Approved by Board of Selectmen:



Jarod Harriman


Christopher Belanger


Thomas Kennie

Dated: 11/17/2025

Employee signature:


Angela Ward

TOWN OF DAYTON

Salary Increase/Payment Authorization Form

Employee name: Angela Ward

Date of Hire: 07/29/2025

	CURRENT INFORMATION	PROPOSED NEW INFORMATION
Salary/Hourly Rate	\$25.00/ 22.5 hours per week	\$25.00/22.5 hours per week
Job Title	Deputy Clerk/Treasurer in training	Treasurer
Effective Date	11/06/2025	01/01/2026-4/8/2026

Basis for change:

Payroll Adjustment

Other

****If Job Description is being changed, please attach a copy****

Approved by Board of Selectmen:

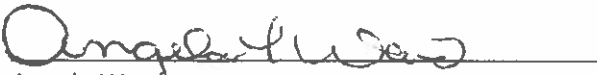

Jarod Harriman


Christopher Belanger


Thomas Kennie

Dated: 11/17/2025

Employee signature:


Angela Ward

COPY

TOWN OF DAYTON

Salary Change/Payment Authorization Form

Employee name: Catherine Fisher

Date of Hire: 05/12/2022

	CURRENT INFORMATION	PROPOSED NEW INFORMATION
Salary/Hourly Rate	\$31.55/22.5 hours per week	\$35.00/10 hours per week
Job Title	Treasurer/Select Board Clerk	GMFR Treasurer/Payroll
Effective Date	01/01/2026	4/9/2026-6/30/2026

Basis for change:

Payroll Adjustment

Other Job Description and hours

****If Job Description is being changed, please attach a copy****

Approved by Board of Selectmen:


Jarod Harriman


Christopher Belanger


Thomas Kennie

Dated: 11/17/25

Employee Signature


Catherine Fisher

TOWN OF DAYTON

COPY

Salary Change/Payment Authorization Form

Employee name: Catherine Fisher

Date of Hire: 05/12/2022

	CURRENT INFORMATION	PROPOSED NEW INFORMATION
Salary/Hourly Rate	\$31.55/40 hours per week	\$31.55 /22.5 hours per week
Job Title	Treasurer/Select Board Clerk	GMFR Treasurer/Assist Select Board Clerk
Effective Date	01/01/2025	1/01/2026

Basis for change:


Payroll Adjustment

Other Job Description and hours

****If Job Description is being changed, please attach a copy****

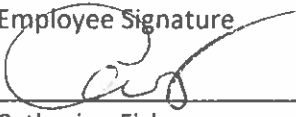
Approved by Board of Selectmen:


Jarod Harriman


Christopher Belanger


Thomas Kenzie

Dated: 11/17/25

Employee Signature

Catherine Fisher

REQUEST FOR PROPOSAL

CURBSIDE TRASH COLLECTION AND RECYCLING SERVICES

Town of Dayton, Maine

1. INTRODUCTION

The Town of Dayton, Maine is seeking proposals from qualified contractors to provide curbside municipal solid waste collection services and separate curbside recycling services for residential properties within the Town.

1.1 Town Profile

- **Approximate Roadway Miles:** 26 miles
- **Residential Homes:** Less than 650
- **FY2025 Waste Volume:** 687 tons of municipal solid waste
- **Disposal Facility:** ECO Maine, Portland, Maine

1.2 Contract Period

The Town requests bids for an initial **three (3) year** contract period with an option for a **two (2) year** extension, subject to mutual agreement of both parties.

2. SCOPE OF SERVICES

2.1 Municipal Solid Waste Collection

The Contractor shall provide weekly curbside collection of municipal solid waste from all residential properties within the Town of Dayton. All collected waste must be transported to ECO Maine in Portland, Maine.

2.2 Recycling Services

The Town requests a **separate bid** for curbside recycling services. Proposers should clearly itemize recycling collection costs separately from municipal solid waste collection costs.

2.3 Service Requirements

- Weekly collection of municipal solid waste
 - Collection schedule to be proposed by Contractor and approved by the Town
 - Collection from curbside or designated collection points
 - Proper disposal of all collected materials at designated facilities
 - Compliance with all federal, state, and local regulations
 - Holiday collection schedule to be coordinated with the Town
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3. PROPOSAL REQUIREMENTS

Proposals must include the following information:

3.1 Company Information

- Legal name and business address
- Contact person, phone number, and email address
- Business structure (corporation, LLC, partnership, etc.)
- Federal Tax ID number
- Years in business
- Maine business license information

3.2 Experience and Qualifications

- Number of years providing similar waste collection services
- Total number of similar municipal contracts currently held
- List of municipal references with contact information
- Description of proven track record in residential waste collection
- Any relevant certifications or awards

3.3 Capacity and Equipment

- Detailed description of equipment to be used (type, age, quantity)
- Description of maintenance program for equipment
- Number and qualifications of personnel assigned to this contract
- Description of backup equipment and personnel
- Location of equipment storage and maintenance facilities

3.4 Customer Service Plan

- Procedures for handling missed collections
- Response time for addressing collection issues
- Communication methods for residents (phone, email, website)
- Process for handling special requests or complaints
- Hours of availability for customer service inquiries

3.5 Resilience and Contingency Planning

- Plan for maintaining service during equipment breakdowns
- Backup resources available during peak demand or emergencies
- Strategy for addressing unforeseen circumstances (severe weather, staffing shortages, etc.)
- Business continuity plan

3.6 Insurance and Licensing

- Certificate of Insurance demonstrating minimum **\$2,000,000** in general liability insurance
- Workers' compensation insurance documentation
- Vehicle insurance documentation
- Any required state or local licenses and permits

3.7 Cost Proposal

Proposers must provide detailed pricing for:

- **Municipal Solid Waste Collection:** Total annual cost for three-year contract period (itemized by year)
- **Recycling Services:** Total annual cost for three-year contract period (itemized by year and submitted as a separate bid)
- Any additional fees or charges
- Proposed cost for optional two-year extension period
- Fuel adjustment clause, if any
- Explanation of any proposed price escalation or adjustment mechanisms

4. EVALUATION CRITERIA

The Town of Dayton will evaluate proposals based on the following criteria:

4.1 Experience of the Contractor (20%)

- Number of years of experience in waste collection
- Total number of similar operations/contracts
- Proven track record and quality of references

4.2 Capacity of the Contractor to Provide Service (20%)

- Quality, size, and quantity of equipment proposed
- Adequacy of labor force
- Backup resources and equipment availability

4.3 Customer Service Plan (15%)

- Response time commitments for collection issues
- Quality and accessibility of customer service procedures
- Communication methods and availability

4.4 Cost (25%)

- Total yearly cost of services requested
- Value for money
- Cost stability and transparency

4.5 Resilience (15%)

- Ability to overcome unforeseen circumstances
- Quality of contingency plans
- Business continuity measures

4.6 Insurance and Compliance (5%)

- Adequate insurance coverage (minimum \$2,000,000 general liability)
- Compliance with all licensing and regulatory requirements

5. SUBMISSION REQUIREMENTS

5.1 Submission Deadline

Proposals must be received by **5:00 Ppm January 5, 2025**

5.2 Submission Location

Submit proposals in sealed envelopes marked "Curbside Trash Collection RFP" to:

Ben Harris, Town Office Manager
Town of Dayton
33 Clarks Mills Road
Dayton, ME. 04005

5.3 Number of Copies

Submit **5** copies of the complete proposal.

5.4 Questions and Clarifications

Questions regarding this RFP should be submitted in writing to **Ben Harris** by **December 19, 2025**. Responses will be provided to all prospective bidders.

6. TERMS AND CONDITIONS

6.1 Right to Reject

The Town of Dayton reserves the right to reject any or all bids. The Town is not necessarily required to accept the lowest bid if that bid is deemed contrary to the best interests of the Town of Dayton.

6.2 Right to Negotiate

The Town reserves the right to negotiate with any bidder if that bidder is deemed to be the most suited to the Town of Dayton's needs.

6.3 Award Notification

The Town anticipates making an award decision by **March 30, 2026**. All bidders will be notified in writing of the Town's decision.

6.4 Contract Start Date

The anticipated contract start date is **July 1, 2026**.

6.5 Proposal Validity

Proposals shall remain valid for **90 days** from the submission deadline.

6.6 Public Records

All proposals submitted become the property of the Town of Dayton and are subject to Maine's Freedom of Access Act.

7. ADDITIONAL INFORMATION

7.1 Site Visit

Bidders are encouraged to conduct a site visit of the Town to assess collection routes and conditions. Contact **Ben Harris** to arrange a visit.

7.2 Pre-Bid Conference

A pre-bid conference will be held on **December 8, at 4:00pm in the Town Office Conference Room**. Attendance is optional but recommended.

8. CONTACT INFORMATION

For questions regarding this Request for Proposal, please contact:

Ben Harris
Town Office Manager
Town of Dayton
(207) 499-7725 bharris@gmfire.org

Issued: November 17, 2025
Town of Dayton, Maine

TOWN OF DAYTON
Remote Meeting Access Policy

DRAFT

Section 1. Purpose:

Maine law (Title 1 M.R.S. § 403-B) allows members of public bodies, in limited circumstances, to participate remotely in public meetings. While all members of the Town's public bodies should endeavor to attend meetings in person, the law seeks to promote greater participation in government meetings by allowing members to participate remotely when physical attendance is not practical.

Section 2. Adoption of Remote Participation:

This Policy is adopted in accordance with 1 M.R.S. § 403-B. This Policy applies to all public bodies of the Town of Dayton that are subject to the Maine Freedom of Access Act's (1 M.R.S. §§ 400 et seq.) public meeting requirements, including the following: Select Board; Planning Board; Board of Assessment Review; Board of Appeals; and all committees and subcommittees, whether such public bodies are appointed or elected.

Where this Policy is more stringent than 1 M.R.S. § 403-B, this Policy shall control.

Section 3. Permissible Reasons for Remote Participation:

Members of all public bodies are expected to be physically present for public meetings, except when being physically present is not practicable. Circumstances in which physical presence for one or more members is not practicable may include, but is not necessarily limited to, the following:

- A. Illness, other physical condition or temporary absence from the jurisdiction of the body that causes a member of the body to face significant difficulties traveling to and attending in person at the location in the notice under 1 M.R.S. § 406; and
- B. The existence of an emergency or urgent issue that requires the public body to meet by remote means.

It is the express desire of the Select Board that remote participation in meetings be an infrequent event, for both individual board members and the Town's public bodies as a whole. Chairs of public bodies shall interpret this Policy strictly and their decision to allow or not to allow remote participation shall be final and shall not be appealable.

Section 4. Procedures for Remote Participation:

Any member of a public body who wishes to participate remotely shall, at least 24 hours or as soon as reasonable possible prior to the meeting, notify the Chair (or the Chair's designee) and staff assigned to support the public body of his or her desire to do so and the reasons and

TOWN OF DAYTON
Remote Meeting Access Policy

facts supporting the request.

- A. Notice of the meeting must be provided in accordance with 1 M.R.S. § 406. When authorized under law or this Policy to attend by remote methods, said notice must include the means by which members of the public may access the meeting using remote methods. The notice must also identify a location for members of the public to attend in person. The public body may not determine that public attendance at a meeting will be limited solely to remote methods, except in circumstances where the public body must meet by remote methods.
- B. Prior to the meeting the Chair shall make every effort to ensure the equipment is available and function properly. If the required equipment is not available, then the Chair shall deny the request for remote participation.
- C. At the start of the meeting, the Chair shall announce the name of any member who will be participating remotely. This information shall be recorded in the meeting minutes.
- D. All votes taken during any meeting in which a member participates remotely shall be by roll call vote that can be seen and heard if using video technology, and heard if using only audio technology, by the other members of the public body and the public.
- E. A member participating remotely for an executive session shall affirm at the start of such session that no other person is present and/or able to hear the discussion at the remote location and that the session is not being remotely recorded by any device.
- F. A member of the public body who participates in a public meeting by remote methods is present for purposes of a quorum and voting.

Section 5. Minimum Requirements for Remote Participation:

- A. Except when an emergency or urgent issue requires the public body to meet by remote means, at a minimum, the person authorized to chair the meeting shall be physically present at the meeting.
- B. Members of the public must be afforded a meaningful opportunity to attend by remote methods when members of the public body participate by remote methods, and reasonable accommodations may be provided when necessary to provide access to individuals with disabilities.
- C. If the public body allows or is required to provide an opportunity for public input during the meeting, then an effective means of communication between the members of the body and the public must be provided.

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- D. The public body shall make all documents and other materials considered by the public body available, electronically or otherwise, to the public who attend by remote methods to the same extent customarily available to members of the public who attend the meetings of the public body in person, as long as additional costs are not incurred by the public body.
- E. Members of the public body who participate remotely and all person present at the meeting location shall be clearly seen and heard if using video technology, and clearly heard if using only audio technology, by the other members of the public body and the public.

Section 6. Acceptable Methods of Remote Participation:

- A. Telephone, internet, or satellite-enabled audio or video technology allowing simultaneous reception of information and may include other means when such means are necessary to provide reasonable accommodation to a person with a disability.
- B. Any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible and, if possible, clearly visible to all persons present at the meeting location.
- C. Public meetings shall not be conducted by text-only means, such as e-mail, text messages, or chat functions.
- D. The public body shall determine which of the acceptable methods may be used by its members.
- E. If technical difficulties arise as a result of utilizing remote participation, then the Chair should suspend discussion while reasonable efforts are made to correct any problem that interferes with the remote participant's ability to hear or be heard clearly by all persons at the meeting location. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred and subsequent reconnection, if achieved, shall be noted in the meeting minutes. A remote participant who is unable to reconnect shall be noted as absent.

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Adopted this _____ day of _____, 2026

Approved by Dayton Select Board: