

**- PUBLIC MEETING -
Hope Select Board
Meeting at 6:30 p.m.
September 12, 2023
Hope Town Office**

-AGENDA-

Call to Order:

Agenda Adjustments/Approval:

Public Comment (*Please limit comments to 2-3 minutes*):

Minutes:

- August 22, 2023:

Warrants:

New Business:

- FY 2023 Carry Forward, Administration - \$25,000:
- Create New Reserve Account for Vacation/Sick Time End of Employment Payouts:
- Utilize \$40,650 from FY23 Public Works, Roads Budget for FY23 FEMA Reimbursement Difference for Emergency Road Repairs from Halloween Storm:

Old Business:

Other Business:

Town Administrator's Report:

Adjournment:

MINUTES OF SELECT BOARD MEETING

**Hope Select Board
Tuesday, August 8, 2023
6:30 p.m.
Hope Town Office**

Board Members Present:

- Sarah Ann Smith, Charlie Weidman, Mike Brown, and Wayne Luce

Others Present:

- Samantha Mank

Call to Order:

- The meeting was called to order at 6:30 p.m. by Sarah.

Agenda Adjustments/Approval:

- Charlie made a motion to approve the agenda as written. It was seconded by Mike.
Motion passed 4-0

Public Comment:

- None

Minutes:

- August 8, 2023: Charlie made a motion to approve the August 8, 2023 minutes as written. It was seconded by Mike.
Motion passed 3-0-1 (Wayne)

Warrants 11, 12, 13, 14, & 15:

- The Select Board reviewed the warrants. Mike made a motion to approve and sign warrants 11, 12, 13, 14, and 15. It was seconded by Charlie.
Motion passed 4-0

New Business:

- None

Old Business:

- None

Other Business:

- None

Town Administrator's Report:

- Gartley and Dorsky have finalized the restoration plan for the Highfield Rd. property belonging to Doug Kelly. The plan has been sent to Doug for his review before sending it to the Town. Once it's been reviewed and sent to the Town, I will schedule an executive session with the Select Board, Town Attorney, CEO, and myself for a full review prior to accepting

or rejecting the plan and the proposed Consent Agreement. This is expected to happen in September.

- The Board of Appeals id meeting on Thursday to hear a request for a setback variance. This is needed before the CEO can issue any permits for the project.
- There have been many reports and articles regarding coverage for the Knox County dispatching and 911 services. There has been a six-month agreement between Waldo and Knox counties for Waldo to provide 911 dispatch services for Knox but all of the actual dispatching to local agencies still has to be handled through Knox County. There is still quite a bit of concern as to the origin of the problem as the municipalities have been assured that it is not due to a lack of finances. Some communities have contacted State Representatives to take a closer look at the root causes.
- The 2023 tax liens were filed on Friday, August 11th. The 2024 tax bills were mailed out on the same day.
- There were 5 new building permits and 3 plumbing permits since the 8/8/23 Select Board meeting:
 - Debora Richardson 116 Loon Ln. Exca./Fill in SZ
 - Chad Holbrook 35 Lincolnville Rd. Accessory Structure
 - Brad Wellman 9 Barrett Hill Rd. Addition
 - James Denman 10 White Hart Ln. Single Family Dwelling
 - Chris Robinson 83 Gurney Hill Rd. GM Solar Panels
- There are 4 RE accounts for 2022, totaling \$19,198.08. Unpaid 2022 real estate taxes will automatically foreclose on February 27, 2024, if the accounts are not paid in full.
- There are 29 RE accounts for 2023, totaling \$66,355.83. Unpaid 2023 real estate taxes will automatically foreclose on February 11, 2025, if the accounts are not paid in full.
- There are 1,190 RE accounts for 2024, totaling \$3,471,523.70.
- The cash has not been out of balance since the Select Board meeting on 8/8/23.

Board of Assessors:

- Suspend as Select Board/Convene as Assessors: Charlie made a motion to suspend as the Select Board and to convene as the Board of Assessors at 6:45 p.m. It was seconded by Mike.
Motion passed 4-0
- 2023 Municipal Valuation Report (MVR): The Select Board reviewed the MVR as prepared and submitted by Vern, the Assessors Agent. Charlie made a motion to approve and sign the 2023 MVR as presented. It was seconded by Mike.
Motion passed 4-0
- Adjourn as Assessors/Reconvene as Select Board: Charlie made a motion to adjourn as the Board of Assessors and to reconvene as the Select Board at 6:50 p.m. It was seconded by Mike.
Motion passed 4-0

Executive Session:

- Pursuant to 22 M.R.S. §4306 – General Assistance/Hope Chest: Charlie made a motion to enter Executive Session pursuant to 22 M.R.S. §4306 at 7:03 p.m. It was seconded by Mike.
Motion passed 4-0
- Charlie made a motion to exit Executive Session at 7:05 p.m. It was seconded by Mike.
Motion passed 4-0
- Action as Result of Executive Session: Charlie made a motion to approve the request for assistance. It was seconded by Wayne.
Motion passed 4-0

Adjournment:

- Charlie made a motion to adjourn at 7:07 p.m. It was seconded by Mike.
Motion passed 4-0

DRAFT



TOWN OF HOPE

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To: Samantha Mank, Administrator
Sarah Ann Smith, SB Chair
Charles Weidman, SB Vice Chair
Michael Brown
Wayne Luce
Michael Schultz
William Brewer, CPA
William Pearse Jr., BC Chair

From: Chelsea Summers, Bookkeeper
Date: August 3, 2023
Subject: FY23 Fourth Quarter Financial Report

Attached is the FY23 financial report for the period **July 1, 2022 through June 30, 2023**.
The report contains the following **unadjusted summaries and statements**:

- A. Property Tax Collection: Amounts committed and collected as of 6/30/2023
- B. Automobile Excise Tax: Amounts budgeted and collected as of 6/30/2023
- C. Revenue Summary: For the period July 1, 2022 through June 30, 2023
- D. Expense Summary: For the period July 1, 2022 through June 30, 2023
- E. Balance Sheet: As of 6/30/2023
- F. List of cash and investment accounts: Balances as of 6/30/2023

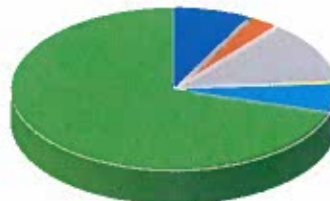
Please let me know if you have any questions and I will do my best to provide further information. I can best be reached by emailing finance@hopemaine.org.

D.

Expense Summary Report July 1, 2022 to June 30, 2023

Account	Budget Net	Quarter 4 Net	Unexpended	%Spent
01 - ADMIN	525,977.00	413,701.04	112,275.96	78.65
01 - PAYROLL	224,022.00	189,004.50	35,017.50	84.37
02 - GENERAL	232,732.00	169,768.40	62,963.60	72.95
10 - MUN BLDG	15,313.00	11,141.14	4,171.86	72.76
25 - PROF SERV	51,660.00	41,906.00	9,754.00	81.12
40 - GEN ASSIST	2,250.00	1,881.00	369.00	83.60
05 - PUB. SAFETY	167,884.00	169,722.56	-1,838.56	101.10
03 - ACO	7,795.00	4,660.04	3,134.96	59.78
05 - FIRE DEPT	106,211.00	111,185.91	-4,974.91	104.68
06 - AMBULANCE	53,878.00	53,876.61	1.39	100.00
15 - PUBLIC WORKS	717,723.00	676,894.15	40,828.85	94.31
12 - RECREATION	10,062.00	10,594.31	-532.31	105.29
13 - STR LIGHTS	1,400.00	1,119.54	280.46	79.97
15 - ROADS	642,717.00	602,063.44	40,653.56	93.67
20 - SANITATION	58,643.00	58,643.00	0.00	100.00
55 - CEMETERIES	4,901.00	4,473.86	427.14	91.28
20 - RESERVES	57,398.00	23,398.00	34,000.00	40.76
70 - EMERG ROAD	20,000.00	20,000.00	0.00	100.00
71 - FIRE DEPT EQ	9,170.00	9,170.00	0.00	100.00
72 - FIRE TRUCK	15,000.00	15,000.00	0.00	100.00
73 - MUN BLDG	5,000.00	5,000.00	0.00	100.00
74 - OFFICE EQ	2,000.00	2,000.00	0.00	100.00
77 - SOLAR PROJEC	6,228.00	6,228.00	0.00	100.00
78 - REVALUATION	0.00	-34,000.00	34,000.00	----
28 - COUNTY TAX	303,265.00	303,264.89	0.11	100.00
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30 - EDUCATION	4,036,265.00	3,783,514.16	252,750.84	93.74
30 - HES	3,268,670.00	3,020,171.91	248,498.09	92.40
32 - CSD	767,595.00	763,342.25	4,252.75	99.45
Final Totals	5,808,512.00	4,164,663.26	1,643,848.74	71.70

Summary by Cost Center



- ADMINISTRATION
- PUBLIC SAFETY
- PUBLIC WORKS
- RESERVES
- COUNTY TAX
- EDUCATION

E.

Balance Sheet
6/30/2023

Assets

Cash

1010-00 PRIMARY CHECKING	1,155,680.08
1013-00 HRA ACCOUNT	929.11
1020-00 1ST ADVISORS - GENERAL RESERVE	534,939.69
1025-00 PETTY CASH AND CHANGE FUND	350.00

Real Estate Taxes

1100-21 R/E TAXES 21	51.59
1100-22 R/E TAXES 22	0.00
1100-23 R/E TAXES 23	138,702.14
1100-24 R/E TAXES 24	-15,952.14

Personal Property Taxes

1150-23 P/P TAXES 23	0.00
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Tax Liens

1200-21 TAX LIENS 21	0.00
1200-22 TAX LIENS 22	18,290.75

Other Current Assets

1300-00 PREPAID EXPENSES	3,456.29
1310-00 PREPAID ELECTRICITY	3,263.28
1340-00 ELECTRICITY CLEARING	0.00
1425-00 ACCOUNTS RECEIVABLE	725.78
1430-00 DUE FROM SPECIAL REV FUNDS	215,063.97

Total Assets 2,055,500.54

Liabilities

2010-00 ACCOUNTS PAYABLE	43991.12
2015-00 SEPTIC PROGRAM RESERVE	401.71
2020-00 MISC. RESERVES & LIABILITIES	4,727.42
2022-00 DUE TO HOPE SOLAR	-430.93
2025-00 SCHOOL RESERVES	21,831.51
2035-00 TRUE PARK RESERVE	1,152.12
2040-11 DUE TO HOPE CHEST	7,696.17
2050-00 DUE TO EMP - MMA HEALTH TRUST	222.82
2060-00 DUE TO CEMETERY FUND	0.00
2200-00 DEF. PROP.TAX	51,899.78
2205-00 FIRE DEPT EQUIPMENT RESERVE	19,960.42
2210-00 MUN BLDG R&M RESERVE	14,404.72
2215-00 RENOVATIONS RESERVE	2,405.28
2220-00 FIRE TRUCK R&M RESERVE	15,000.00
2225-00 EMERGENCY ROAD REPAIRS RES	-257,545.71
2230-00 TAX MAP UPDATE RESERVE	0.00
2235-00 REVALUATION RESERVE	1.00
2240-00 OFFICE EQUIP. RESERVE	7,213.80
2250-00 SOLID WASTE RESERVE	141,720.71
2437-00 DUE TO PRE-K	5,284.75

Total Liabilities 129,334.78

Fund Balance 1,926,165.76

Total Liabilities + Fund Balance 2,055,500.54