



TOWN MANAGER

TO: Board of Selectmen
FROM: Joe Roach
RE: March 3, 2025 Meeting Notes
DATE: February 26, 2025

#7. I recommend authorizing me to sign the Excise Tax collection agreement with Lincoln Plantation.

I am working on two airport projects (taxi lane construction design & airfield striping) that require independent fee estimates. I have approved one IFE with another expected soon. IFE's are a way for the Town to know that our engineer (Stantec) has provided a competitive proposal. The Town pays the independent consultant for IFE's up front, then we may roll the cost into the overall project for reimbursement later on. I am requesting authority to expend up to \$6,000 for two IFE's from the Airport Reserve.

#8. A formal follow-up from Preti is included regarding the recent citizen's petition.

The preliminary 2026 state valuation is included for information. No action is necessary.

Please refer to the Comp Plan chapters received at the last meeting and bring any comments to the meeting.

#9. The draft Airport Bylaws are included here for information. The Commission did not meet in February, so these have not been reviewed by the commission as a group.

TOWN OF RANGELEY BOARD OF SELECTMEN

James Jannace, Chairman
Ethan Shaffer, Vice-Chairman
Samantha White
Jacob Beaulieu
Keith Savage



15 School Street
Rangeley, ME 04970
Fax – 207.864.3578
207.864.3326

MEETING MARCH 3, 2025, 6:00 PM

- 1. Call Meeting To Order & Declare a Quorum**
- 2. Conflict of Interest Disclosure**
- 3. Adjustments To The Agenda**
- 4. Public To Speak On A Non-Agenda Item**
- 5. Boards & Committees**
 - January 22, 2025 – Planning Board, Regular Meeting
 - January 27, 2025 – ZBOA, Regular Meeting
- 6. Review of Minutes**
 - February 18, 2025 – BOS Regular Meeting
- 7. Consent Items**
 - Interlocal Agreement to Collect Excise Tax – Lincoln Plantation
 - Authorize Town Manager to Sign
 - Grant Acceptance – 2025 Fire Department Forestry Grant - \$8,400 w 50% Match
 - Vendor's License
 - Rangeley Health & Wellness
 - Airport Taxi Lane Project – Airport Reserve up to \$6,000
- 8. Old Business**
 - Police Department Schedule
 - Citizen Petition
 - Preliminary 2026 State Valuation
 - Houseboat Legislature
 - Comp Plan Update
 - Housing
 - Public Services
 - Capital Investments
 - Emergency Services Study
 - Airport Bylaws - DRAFT

9. **New Business**
 - CMP Tree Care
10. **Correspondence**
 - Sandy River Plantation
11. **Read Into Record**
12. **Town Manager Report**
 - Department Updates
 - Calendar
 - March 2, 2025 – Nomination Papers Available
 - March 11, 2025, 5PM – Joint Meeting with Budget Committee – Budget Committee Recommendations Presented
 - March 17, 2025, 5PM – Special Town Meeting Public Hearing
 - March 17, 2025, 5:30PM – Public Input Public Hearing for June Town Meeting
 - April 8, 2025 – Special Town Meeting
 - April 11, 2025 – Nomination Papers Due to Clerk
 - April 11, 2025 – Warrant Due to Clerk
 - April 11, 2025 – Voter Petition Deadline
 - April 11, 2025 – Proposed / Petitioned Ordinances Due to Clerk
 - April 11, 2025 – Call for Election
 - May 5, 2025, 5PM – Final Public Hearing for June Town Meeting
 - June 3, 2025 – Last Date to Post Signed Warrant
 - June 10, 2025 – Town Meeting
 - Other Business
13. **Selectboard Communication**
14. **Executive Session – M.R.S.A. Title 1, Chapter 13, Subchapter 1, §405(6)**
 - MRSA Title 1, Chapter 13, Subchapter 1, §405(6)(A) – Personnel Matters, Town Manager Contract
15. **Adjournment**

Any public member desiring to address the Board shall be recognized by the Chair, shall state name and address for the record, and shall limit remarks to the questions under discussion. All remarks and questions addressed to the administration of Town shall be addressed to the Town Manager or the Board of Municipal Officers through the Chair and not to any municipal town employee. No person other than members of the Board and the person having the floor shall enter into any discussion either directly or through a member of the Board without the permission of the presiding officer.

Public members attending Board meetings also shall observe the same rules of propriety, decorum, and good conduct applicable to the members of the Board. Any person making personal impertinent and slanderous remarks, or who becomes boisterous while addressing the Board or those attending the Board meeting shall be removed from the room if so directed by the presiding officer.

Join Zoom Meeting
<https://zoom.us/j/91015267554>
Meeting ID: 910 1526 7554
Call In: 1-929-205-6099



TOWN OFFICE
15 School Street
Rangeley, Maine 04970

PLANNING BOARD

Leon Libby, Chairman
Noel Dolbier, Vice-Chairman
Leo Cerminara
Peter Krauss
Jonathan Lewis
Reid Wischnowsky (Alternate)
Breck Parker, CEO/Advisor
Marti Belt, Secretary

January 22, 2025
6:00 PM Regular Meeting
Meeting Minutes

Board Members: Leo Cerminara, Peter Krauss, Jon Lewis, Reid Wischnowsky (Lee Libby & Noel Dolbier-absent)

Staff: Breck Parker, Marti Belt

Please see sign in sheet for public attendees

1. Open the Meeting – 6:00 PM
2. Pledge of Allegiance
3. Declare a Quorum and Disclose Conflict of Interest
4. Adjustments to the Agenda – None
5. Public to Speak on a Non-Agenda Item - None
6. Review of Minutes
 - January 08, 2025 – Regular Meeting
 - Reid Wischnowsky motion to accept minutes as written
 - Peter Krauss second. **Vote 4-0**
7. Correspondence - None
8. New Business - None
9. Continuing Business
 - Conditional Use Permit Application – 19 Orgonon Circle, Map 011, Lot 003
 - Leo Cerminara motion to grant application.
 - Reid Wischnowsky second. **Vote 4-0**
10. Next Meeting – February 12, 2025, at 6:00 PM.
11. Adjourn Meeting
 - Jon Lewis motion to adjourn at 6:13 PM
 - Peter Krauss second. **Vote 4-0**



TOWN OFFICE
15 School Street
Rangeley, Maine 04970

ZONING BOARD OF APPEALS

Brian St. Louis
Dennis Marquis
Ryan Wilbur

Marti Belt Secretary

Meeting Minutes
January 27, 2025
5:00 PM

Board Members: Brian St. Louis, Dennis Marquis, Ryan Wilbur

Staff: Marti Belt, Breck Parker

Please see sign in sheet for public attendees

1. Call Meeting to Order – 5:25 PM
2. Adjustments to the Agenda - None
3. Review and Approve Meeting Minutes
 - October 02, 2024, Meeting
 - Ryan Wilbur motion to accept minutes as written.
 - Dennis Marquis second. **Vote 3-0**
4. Correspondence - None
5. New Business
 - Noyes Real Estate Agency - 2198 Main Street, Map 004, Lot 015-A – Administrative Appeal of Planning Board Decision
 - Ryan Wilbur motion to set public hearing on February 19, 2025, at 5:00 PM.
 - Dennis Marquis second. **Vote 3-0**
6. Old Business - None
7. Adjournment
 - Ryan Wilbur motion to adjourn at 5:27 PM.
 - Dennis Marquis second. **Vote 3-0**

Reoccurring ZOOM Information:

<https://zoom.us/j/98586998964>

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 985 8699 8964

****In accordance with the Town's Remote Participation Policy (found at townofrangeley.com), Zoom is only available to the public if one or more of the Board members will be participating remotely****

RANGELEY BOARD OF SELECTMEN
REGULAR MEETING
FEBRUARY 18, 2025, 6PM

In Attendance: James Jannace, Chairman / Ethan Shaffer, Vice-Chairman / Jacob Beaulieu

Absent: Samantha White / Keith Savage

Staff: Joe Roach, Town Manager / Traci Lavoie, Assistant Town Manager

Planning Consultant: Donna Larsen Kane, LK Planning

See Sign-In for Public Attendance

1. OPEN MEETING – DECLARE A QUORUM – 6PM
2. CONFLICT OF INTEREST DISCLOSURE – None
3. ADJUSTMENTS TO AGENDA
4. PUBLIC TO SPEAK ON A NON-AGENDA ITEM
Leeanna Wilbur – Dislike of 4-day workweek.
Jim Higgins – Fire Department formula should be adjusted to spread the 2% it costs Rangeley to the Plantations.
5. BOARDS AND COMMITTEES – Provided
 - January 15, 2025 – Ordinance Committee, Regular Meeting
6. REVIEW AND APPROVE MEETING MINUTES
 - February 3, 2025 – BOS Regular Meeting
Vice-Chairman Shaffer motioned to approve with any additions or corrections.
Selectman Beaulieu second VOTE: 3-0-2 (White / Savage Absent)
 - February 11, 2025 – BOS Budget Committee Meeting Notes
Vice-Chairman Shaffer motioned to approve with any additions or corrections.
Selectman Beaulieu second VOTE: 3-0-2 (White / Savage Absent)
7. CONSENT ITEMS
 - Approve Draft Warrant for Special Town Meeting
Vice-Chairman Shaffer motioned to approve the Town of Rangeley Draft Warrant for Special Town Meeting April 8, 2025, 8AM to 8PM.
Selectman Beaulieu second VOTE: 3-0-2 (White / Savage Absent)
 - Community Development Block Grant Program – Beth Brunswick Memorial Fund
Vice-Chairman Shaffer motioned to authorize the Town Manager to sign the intent to apply from for the CDBG for the childcare center.
Selectman Beaulieu second VOTE: 3-0-2 (White / Savage Absent)
 - Consent to Occupancy – T-Hangar Lease Number 001

Vice-Chairman Shaffer motioned to approve the Consent to Occupancy for Hangar 007 to Steve Walters.

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

- Appointment – CRC

Vice-Chairman Shaffer motioned to appoint Chris Farmer to the CRC, term ending June 30, 2027.

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

- Schedule Special Town Meeting Public Hearing – March 17, 2025

Vice-Chairman Shaffer motioned to set the Special Town Meeting Public Hearing for March 17, 2025, 5PM.

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

- Schedule Warrant Public Input Public Hearing for March 17, 2025

Vice-Chairman Shaffer motioned to set the public input Public Hearing for June Town Meeting for March 17, 2025, 5:30PM.

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

- Schedule Comp Plan Public Hearing for April 2, 2025

Vice-Chairman Shaffer motioned to table till another suggested date by the CRC.

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

- Schedule Final Warrant Public Hearing – May 5, 2025

Vice-Chairman Shaffer motioned to set the final public hearing for the June Town Meeting Warrant for May 5, 2025, 5PM.

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

8. OLD BUSINESS

- Houseboat Legislature – more information at the next meeting.

- Comp Plan Update – will be on the next agenda with a full Board.

9. NEW BUSINESS

- Citizen Petition

Vice-Chairman Shaffer motioned to receive and acknowledge the petition.

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

Discussion: The Town Manager is to get legal clarification and statutes from Attorney Langsdorf. Vice-Chairman Shaffer wanted information from when we transitioned from open floor town meeting to secret ballot.

Please see video for full discussion.

- Emergency Services Study

Discussion: The Town Manager is to ask the Fire Chief for data if we were to take the service over in-house.

10. CORRESPONDENCE – None

11. READ INTO RECORD – None

12. TOWN MANAGER REPORT

- Calendar

March 2, 2025 – Nomination Papers Available for Town Meeting

March 11, 2025, 5PM – Joint Meeting with Budget Committee – Budget Committee
Recommendations Presented

March 17, 2025, 5PM – Special Town Meeting Public Hearing

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June 3, 2025 – Last Date to Post Signed Warrant

June 10, 2025 – Town Meeting

13. SELECTBOARD COMMUNICATION – None

14. EXECUTIVE SESSION – M.R.S.A. Title 1, Chapter 13, Subchapter 1, §405(6) – None

15. ADJOURNMENT

Vice-Chairman Shaffer motioned to adjourn at 7:09PM

Selectman Beaulieu second

VOTE: 3-0-2 (White / Savage Absent)

***These minutes are not typed verbatim. Please see Townofrangeley.com for video**TJL*

Interlocal Agreement to Collect Excise Tax

REC'D 2/18/25

Effective Date: 1/1/2025

Expiration Date: 12/31/2025

Whereas the parties to the Agreement, the Town of Rangeley and Lincoln Plantation have entered this Agreement to be effective as of January 1, 2025.

Whereas the Town of Rangeley agrees to collect excise tax on motor vehicles and to do motor vehicle registrations from Lincoln Plantation should other offices be closed for the reasons of normal business hours, sickness, family emergencies, workshops, bereavement and vacations, or hardware or inventory issues. When an office needs to act on this agreement they shall notify the other office, and give an estimate of how long services are needed.

Whereas all monies collected on behalf of Lincoln Plantation shall be forwarded to the town accompanied by the pink portion of the customer's registration. The correct Geo Code for Lincoln Plantation is 17160.

Specific to the customers from Lincoln Plantation, they will be asked to write a check separate and distinct to Lincoln Plantation for the amount owed towards excise tax on the customer's personal check made payable to Lincoln Plantation. State and agency fees may be paid in whatever manner the collecting town office sees fit.

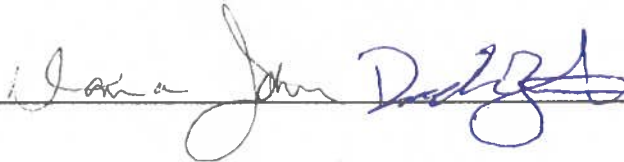
The Town of Rangeley shall take no compensation from Lincoln Plantation for this service.

This agreement shall remain in effect and shall be reviewed each year in January.

Any party who wishes to withdraw from this agreement prior to the end of the term of said Agreement shall do so by giving the other town/plantation written notice thirty days prior to the date of withdrawal.



Lincoln Plantation

 2.4.25

Date

Town of Rangeley

Date



Office of:

Selectmen
Town Manager
Treasurer
Tax Collector
Police Department
Fire Department

Telephone: 207.864.3326

TOWN OFFICE
15 School Street

Rangeley, Maine 04970

Office of:

Town Clerk
Code Enforcement Officer
Parks & Recreation
Assessor
Public Works

Fax: 207.864.3578

GRANT APPLICATION FORM

Name of Grant: 2025 Forestry Grant

Employee Name: Michael Bacon

Department: Fire Department

Grant Amount: \$8,400

Matching Funds: 50% To Come From PPE Fiscal Budget

Describe how you found out about grant: State of Maine Mailing

What specifically the grant will purchase or pay for: Innotex Rescue Tech Pant & Coat
Wildland NFPA 1977

How grant will benefit the municipality: This will allow us to equip 7 firefighters with
wildland firefighter gear. This gear is also dual use as technical rescue gear.

Matching funds from Town and source you will use: Current PPE Fiscal Budget

Annual new budget cost associated with accepting the grant: None

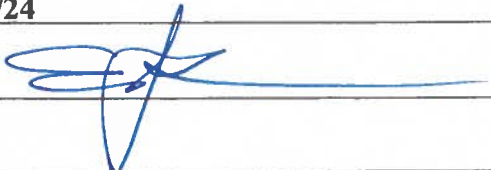
Amount of time you will need to utilize to make this grant happen: Fitting of gear 15 minutes
per firefighter.

Employee time needed to implement: Under 1 hour to review safety instructions.

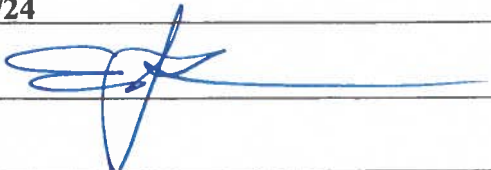
Grant time limits, if applicable: Must be purchased by 12/31/2025

Expected Application Date: 10/15/24

Grant Close Date: 11/20/24

Town Manager Approval: 

Date: 2-26-25

Select Board Acceptance: 

Date: _____

Chairman Signature

☐ Added to Grant Binder

☐ Final Copy Given to Treasurer

Z/Grants 10/2024





JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
MAINE FOREST SERVICE
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333

AMANDA E. BEAL
COMMISSIONER

January 15, 2025

Rangeley Fire Department
15 School ST Rangeley ME 04970-4132

Dear Fire Chief Michael Bacon,

My name is Terri Teller, and I have recently taken on the role of Forest Fire Prevention Specialist for the Maine Forest Service. For the past five years, I worked as a Forest Ranger in the Saco River District before moving to this position. Kent Nelson has moved into a different role with the Maine Forest Service and will be focusing his time on Community Wildfire Defense Grants. Kent got this year's Volunteer Fire Assistance (VFA) grant process off to a great start, which included the new digital application. I will be the primary point of contact for the remainder of this year's grant process, but Kent is providing lots of assistance, so we hope it will be a seamless transition for you. My full contact information is at the bottom of this letter.

The Maine Fire Chief Association's Forestry Committee and four Forest Rangers met on December 19, 2024, to review applications for this year's VFA grants. We are pleased to inform you that the Committee awarded your fire department / town \$4200.00 in grant funds (to be used with an equal share of local funds) to purchase the following items:

Item(s):	Quantity:	Total award amount for item(s):
Innotex Rescue Tech Pant & Coat (Wildland Certified NFPA 1977)	7	4200

PATTY CORMIER, DIRECTOR
MAINE FOREST SERVICE
18 ELKINS LANE, HARLOW BUILDING



PHONE: (207) 287-2791

WWW.MAINEFORESTSERVICE.GOV

Town of Rangeley
Office of the Clerk
15 School Street
Rangeley, ME 04970
(207) 864-3326 ext. 110
(207) 8643578 FAX

REC'D 2/26/25

All Vendor's Licenses require applications are turned in no less than 30 days in advance. For a new vendor: a public hearing is required by Ordinance. **If operated at a business, it may require**

☐ NEW
☒ RENEWAL

A. Type of License

☐ Mobile Food Truck ☒ Farmer's Market ☐ Regular Route/Mobile
☒ Site Specific/ Private Property ☐ Sidewalk/Street/Lunch Wagon

B. Applicant Information

Name: Rangeley Health and Wellness
DBA (Business Name): _____ ☒ Non-Profit Organization/Corporation
Address: 25 Dallas Hill Road / PO Box 722 Daytime Phone # 864-4397
City: Rangeley State: ME Zip: 04970 Cell Phone # _____
e-mail: margarita@rangeleyhealthandwellness.com website: www.rrhwp.org

CHECK THOSE THAT APPLY:

☐ One Day (Mon-Thurs) ☐ One Day (Fri-Sun) ☐ One Week (Mon-Sun) ☐ One Month ☒ Season

C. Nature of Business

☒ Perishable ☒ Non Perishable ☒ Crafts/Other

Specifications of products to be vended: apparel, concert tickets, sundries, drinkware, logoware

Day(s) and Hour(s) of Operation: all town festivals, farmers markets, RHW property

Specifications of location or route where vending is to be conducted:

all town festivals, farmers markets, RHW property

Property Owner Permission Obtained: ☒ YES ☐ NO * WRITTEN PERMISSION ATTACHED

Description of Signage: _____

(Mobile Vendor)

Vehicle Plate#: n/a

*NEW VENDORS ATTACH PHOTOGRAPHS OF VENDING UNIT

****COPIES OF DRIVER'S LICENSE, STATE ISSUED LICENSES AND PROOF OF INSURANCE**

D. Affidavit

I hereby declare and affirm that all matters and facts set forth in the vendor license application are true and correct to the best of my knowledge, information and belief. I agree to comply with Section 14.8 of Chapter 14 of the Town of Rangeley Code, as may be amended and to take whatever action is required by the Town to bring the vendor operation into compliance if complaints of non-compliance are received and verified.

MDutile
Signature of Applicant

2/26/2025

Margarita Dutile
Printed Name of Applicant

Note: Non-Profit Applicant License Fees May be Waived please provide copy of 501c3 Status

Z:Town

PENDING
PROOF OF
INSURANCE

APPROVAL / DISAPPROVAL

☐ APPROVED:

1. Additional conditions if applicable: _____

☐ DISAPPROVED:

1. Reason: _____

2. Corrective Action Required: _____

☐ DEPOSIT / USER FEE REQUIRED

☐ AMOUNT: \$ _____

☐ ADDITIONAL INFORMATION REQUIRED: _____



James Jannace

Ethan Shaffer

Samantha White

Jacob Beaulieu

Keith Savage



Chief Richard E. Caton IV
Rangeley Police Department

15 School Street
Rangeley, Maine 04970
207-864-3579
policechief@rangeleyme.org

February 18, 2025

Town Manager Joe Roach,

This letter is used to help explained the current schedule that the 3 patrol officers of the Rangeley Police Department are currently working.

The Rangeley Police Department is currently operating on a 24hr schedule rotation. I will call the officers A, B and C. The work pay week for the Town of Rangeley is Monday through Sunday and I will use January 1st as a Monday for this example.

Officer A comes into work at 8AM on Monday January 1st, and will work patrol until midnight January 2nd. At midnight Officer A will then be considered on an on-call status and is subject to call outs for emergencies between this time. At 6AM Tuesday January 2nd Officer A will be removed from the on-call status and placed back on patrol until 8AM.

Officer B will then start patrol at 8AM on Tuesday, January 2nd until Midnight January 3rd when Officer B goes to an on-call status until 6AM. At 6AM Officer B will then resume patrol until 8AM.

Officer C relieves Officer B on January 3rd at 8AM and works patrol until Midnight when officer C will then go on an on-call status until 6AM. Officer C will then resume patrol at 6AM January 4th until 8AM. At this time the rotation will start over, and Officer A will come back on patrol at 8AM.

During this schedule the officer that works Monday will also work Thursday and Sunday of the same week. Officer B works Tuesday and Friday and Officer C works Wednesday and Saturday. Each week the officers rotate days meaning Officer A started Monday week 1 and Officer B would start Monday on Week 2 and Officer C would start the 3rd week on Monday. Each Day worked is 18 hours of patrol work with 6 hours on-call time.

Week 1 Officer A works patrol 54 hours with 18 hours on-call. Officer B works patrol 36 hours with 12 hours on call, and Officer C works patrol 36 hours with 12 hours on-call.

Week 2 Officer B now works 54 hours patrol with 18 hours on-call. Officer C works patrol 36 hours with 12 hours on-call and Officer A works 36 hours patrol with 12 hours on-call.

Week 3 Officer C now works 54 hours patrol with 18 hours on-call. Officer A works patrol 36 hours with 12 hours on-call and Officer B works 36 hours patrol with 12 hours on-call.

Week 4 The rotation goes back to the start of Week 1 and continues. (See attached Schedule)

Respectfully submitted

A handwritten signature in black ink, appearing to read "Richard E. Caton IV".

Richard E. Caton IV
Chief of Police

Weekly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000	C- 0000-0600 On Call C- 0600-0800 A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000
C- 0000-0600 On Call C- 0600-0800 A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000	C- 0000-0600 On Call C- 0600-0800 A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000	C- 0000-0600 On Call C- 0600-0800 A- 0800-0000
A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000	C- 0000-0600 On Call C- 0600-0800 A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000	C- 0000-0600 On Call C- 0600-0800 A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000
B- 0000-0600 On Call B- 0600-0800 C- 0800-0000	C- 0000-0600 On Call C- 0600-0800 A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000	C- 0000-0600 On Call C- 0600-0800 A- 0800-0000	A- 0000-0600 On Call A- 0600-0800 B- 0800-0000	B- 0000-0600 On Call B- 0600-0800 C- 0800-0000

Kristin M. Collins
kcollins@preti.com
Direct Dial: 207.791.3292

M E M O R A N D U M

TO: Town of Rangeley Select Board

FROM: Kristin M. Collins and Stephen E.F. Langsdorf

DATE: February 24, 2025

RE: **Validity of Citizens Petition re: Referendum Voting**

We have reviewed a submitted citizens' petition which, if approved, would require "the town meeting in June 2025...be held in person in it's Traditional historical form rather than by secret ballot as was voted on by warrant article B20 on June 11, 2024." Our opinion is that the Select Board should exercise its discretion to reasonably refuse this petition, because only the Select Board, and not town meeting, has the authority to determine whether a particular business article is considered by an open meeting or by secret ballot.

The statutory authority for a secret ballot meeting is found in 30-A M.R.S. § 2528, which permits a town, by a meeting held at least 90 days before the annual meeting, to accept the secret ballot process. Once the secret ballot process has been accepted, the statute provides that it applies to the election of all town officials required to be elected by ballot (and any others designated by the vote), except the moderator. However, as to other business articles, a secret ballot election can be called "by order of the municipal officers or on written petition [of 10% of voters in the last gubernatorial election]." Therefore, the statute leaves discretion to the Select Board the choice of whether to use secret ballot voting for a particular article.

Maine's Law Court has addressed the question of whether an ordinance or town meeting vote can dictate the manner of voting once a town has otherwise accepted the secret ballot voting process. In *Blanchet v. Town of Waldoboro*, the Select Board chose to use an open meeting format to address the municipal budget, despite an ordinance purporting to require use of secret ballot voting. The Court denied a citizen's challenge to the resulting budget, holding that under 30-A M.R.S. § 2501, statutory provisions regarding the manner of voting could only be altered by a municipal charter and therefore not by a town meeting vote or ordinance. In other words, Section 2528 gives the Select Board the discretion to choose the manner of voting for a particular article, and this discretion can only be eliminated by a charter.

Because of the Law Court's holding in *Blanchet*, the Select Board should consider both the 2024 warrant article requiring secret ballot, and the 2025 petition requiring open meeting, to be nonbinding and advisory. The Select Board should refuse the petition because it seeks legally invalid action, and should consider the 2024 article to be advisory only. The Board may choose

the manner in which each necessary article is presented to the voters for the 2025 annual town meeting.



JANET T. MILLS
GOVERNOR

STATE OF MAINE
MAINE REVENUE SERVICES
P.O. BOX 9106
AUGUSTA, MAINE
04332-9106

ADMINISTRATIVE & FINANCIAL SERVICES

KIRSTEN LC FIGUEROA
COMMISSIONER

MAINE REVENUE SERVICES

JEROME D. GERARD
EXECUTIVE DIRECTOR

February 2025

Municipal Assessors and Chairman of the Board of Selectpersons:

RE: Preliminary 2026 State Valuation

Dear Municipal Official(s):

Enclosed you will find a copy of the preliminary 2026 State Valuation report for your municipality as prepared by a field representative of the Property Tax Division. This valuation represents the full equalized value of all taxable property in the municipality as of **April 1, 2024**. Please note that these figures are preliminary and are being forwarded to you at this time in order to provide for your review and allow time for any contribution of additional comments and/or pertinent data.

The State Valuation is compiled by determining, through field work and meetings with local officials, the approximate ratio of full value on which local assessments are made, and by then adjusting the local assessed values in accordance with the Rules of Procedure Used to Develop State Valuation (08-125 Chapter 201). State Valuation is a mass appraisal estimate of the 100% market value of all taxable property of a municipality and is established annually by the State Tax Assessor. The enclosed report is comprised of five (5) parts: the Sales Ratio Analysis; BETE audit; State Valuation Analysis (PTF303.4); Report of Assessment Review, a three (3) year comparison (PTF303); and Report of Assessment Review, informational review (PTF303.2).

If after reviewing this report you find any errors or inconsistencies, need clarification or simply wish to discuss the report, please call the Property Tax Division at 624-5600 or fax your concerns to us at 287-6396. Alternatively, you may contact your area field representative from Maine Revenue Service, Property Tax Division directly for the purpose of discussing any additional information pertinent to the preliminary State Valuation.

The Proposed 2026 State Valuation Notice will be sent by certified mail on or before September 30, 2025.

Property Tax Division
REPORT OF ASSESSMENT REVIEW



Municipality	Rangeley	County	Franklin
	2024	2025	2026
1. State Valuation	868,900,000	973,200,000	1,037,800,000
2. Amount of Change	204,150,000	104,300,000	64,600,000
3. Percent of Change	30.71%	12.00%	6.64%
4. Eff. Full Value Rate (line 6d/1)	0.00908	0.00873	0.00853
5. Local mil Rate 22-23-24	0.01506	0.01223	0.01223
6a. Commitment 2022-23-24	7,882,065	8,914,970	9,064,008
6b. Homestead Reimbursement	74,483	65,528	65,528
6c. BETE Reimbursement	3,513	1,014	15,985
6d. Total (6a, 6b & 6c)	7,960,061	8,981,513	9,145,522
6e. % change from prior year (6d.)	3.16%	12.83%	1.83%
	2023	2024	
A. Municipal Valuation	728,942,800	741,129,000	
Net Supplements / Abatements	(314,070)	(241,680)	Amount of Change
Homestead (Exempt Valuation)	5,358,000	5,358,000	
BETE (Exempt Valuation)	82,950	1,307,050	
Adjusted Municipal Valuation	734,069,680	747,552,370	13,482,690
			1.84%
B. Sales Information			
Sales Period Used	07/22 - 06/23	07/23 - 06/24	
			Combined Sales Ratio
State Valuation	2025	2026	
# of Sales	100	54	
# of Appraisals			
Residential Study			Percent of Change
Weighted Average	68%	65%	
Average Ratio	69%	65%	-5.80%
Assessment Rating	17	22	
Waterfront Study			
Weighted Average	66%	66%	
Average Ratio	69%	69%	
Assessment Rating	16	22	
Condominium Study			
Weighted Average	72%		
Average Ratio	72%		-100.00%
Assessment Rating	8		
Certified Ratio	100%	100%	

PTF303 (Rev 11/13)

STATE VALUATION ANALYSIS

Municipality			Rangeley		County		Franklin	
Municipal Valuation - 2024			100%		Declared Certified Ratio		2026 State Valuation	
LAND					Ratio		Source	
Electrical Utilities (Trans & Dist)				7,474,797	100%	Declaration Value	7,474,776	
Classified Tree Growth			9,685	ac	2,644,430	100%	State Rates	2,644,427
Classified Farm Land			100	ac	79,100	84%	Adj. Cert Ratio	94,167
Classified Farm Woodland			260	ac	71,110	100%	State Rates	71,108
Classified Open Space			3,683	ac	1,595,300	84%	Adj. Cert Ratio	1,899,167
Classified Working Waterfront				ac				
Commercial Lots					15,182,961	84%	Adj. Cert Ratio	18,074,954
Industrial Lots					168,000	84%	Adj. Cert Ratio	200,000
Residential Lots					103,459,660	65%	Residential Study	159,168,708
Waterfront & Water Influenced Lots					203,599,939	69%	Water Study	295,072,375
Condominium Lots					14,600,400	68%	Combined Study	21,471,176
Working Forest Roads				ac				
Waste Acres			298	ac	25,000	84/ Mun Avg	125/ac SR	37,210
# Undeveloped Acres			5,297	ac	11,906,700	2248/ Mun Avg	1015/ac SR	5,376,010
					360,807,397		TOTAL LAND	511,584,078
BUILDINGS								
			# accts					
Commercial					44,574,100	84%	Adj. Cert Ratio	53,064,405
Industrial					767,100	84%	Adj. Cert Ratio	913,214
Residential					162,754,700	65%	Residential Study	250,391,846
Waterfront & Water Influenced					145,124,100	69%	Water Study	210,324,783
Condominiums					20,210,000	68%	Combined Study	29,720,588
					373,430,000		TOTAL BUILDINGS	544,414,836
PERSONAL PROPERTY								
			# accts					
Commercial					6,891,603	100%	Cert Ratio	6,891,603
Industrial								
Other								
					6,891,603		TOTAL PERSONAL	6,891,603
TOTALS					741,129,000			1,062,890,517
Adjustments (Net Abates/Supp)					(233,380)	68%	Combined Study	(343,206)
Adjustments (Comm., Ind. & Pers.)					(8,300)	84%	Adj. Cert Ratio	(9,881)
Homestead (Exempt Valuation)					5,358,000	65%	Residential Study	8,243,077
BETE (Exempt Valuation)					1,307,050	100%	Cert Ratio	1,307,050
ADJUSTED TOTAL					747,552,370			1,072,087,557
TIF ADJUSTMENTS					TIF Development Program Fund		385,795	(34,288,012)
NET w/ ADJUSTMENTS & TIF								1,037,799,545
STATE VALUATION								1,037,800,000

STATE OF MAINE Sales Ratio Analysis - 2026 State Valuation

Municipality:

Rangeley

County:

Franklin

1 Year - COMBINED STUDY

Weighted Avg. =	66%	=	23,289,300	/	35,311,149
Average Ratio =	68%	=	25.76	/	38
Avg. Deviation =	15	=	792	/	54
Quality Rating =	22	=	15	/	68%

Average Selling Price =

\$653,910

2024

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	W	7 2023	4568	90	006	42		\$2,650,000	\$1,089,200	0.41	27
2	R	3 2024	4621	83	11	002-002		\$535,000	\$236,900	0.44	24
3	R	10 2023	4591	257	005	009-013,012		\$329,000	\$143,700	0.44	24
4	W	2 2024	4615	279	037	111		\$287,000	\$131,400	0.46	22
5	R	4 2024	4632	207	10	59-14		\$550,000	\$269,400	0.49	19
6	R	9 2023	4580	254	008	078-004A		\$385,000	\$192,700	0.50	18
7	R	10 2023	4586	150	7	108-2		\$489,000	\$253,300	0.52	16
8	R	2 2024	4614	33	30	30		\$670,000	\$364,000	0.54	14
9	R	5 2024	4635	243	8	18-C-3		\$990,000	\$530,600	0.54	14
10	W	6 2024	4642	91	18	14		\$1,975,000	\$1,071,000	0.54	14
11	W	9 2023	4576	309	6	52		\$1,000,000	\$540,800	0.54	14
12	W	11 2023	4596	290	29	12		\$775,000	\$418,600	0.54	14
13	R	2 2024	4613	174	012	050-003		\$569,000	\$319,600	0.56	12
14	M	3 2024	4624	90	8	120-002-A		\$611,500	\$339,400	0.56	12
15	R	4 2024	4631	279	34	44		\$825,000	\$460,800	0.56	12
16	R	7 2023	4568	23	12	41-106		\$341,750	\$194,100	0.57	11
17	R	10 2023	4588	323	038	024-006		\$796,000	\$455,000	0.57	11
18	R	10 2023	4591	233	036	33		\$275,000	\$156,700	0.57	11
19	R	4 2024	4626	119	12	57-2-1		\$420,000	\$243,000	0.58	10
20	R	6 2024	4644	53	008	084		\$495,000	\$294,000	0.59	9
21	R	2 2024	4613	148	012	041-104		\$270,000	\$166,000	0.61	7
22	W	3 2024	4622	239	006	022		\$340,000	\$206,600	0.61	7
23	R	6 2024	4641	82	008	121-011		\$705,000	\$432,500	0.61	7
24	W	10 2023	4587	219	23	12		\$1,800,000	\$1,129,100	0.63	5
25	R	11 2023	4599	103	6	64-13		\$350,000	\$219,800	0.63	5
26	R	6 2024	4640	248	12	60		\$169,000	\$108,700	0.64	4
27	W	7 2023	4567	102	45	26		\$2,303,000	\$1,480,900	0.64	4
28	R	7 2023	4561	236	010	001		\$368,000	\$233,800	0.64	4
29	W	9 2023	4582	246	29	28		\$370,000	\$240,300	0.65	3
30	M	2 2024	4614	243	040	001-007		\$309,000	\$209,600	0.68	
31	R	9 2023	4578	202	8	26		\$495,000	\$338,500	0.68	
32	W	9 2023	4579	299	041	016		\$995,000	\$694,300	0.70	2
33	W	9 2023	4581	348	043	010		\$325,000	\$236,300	0.73	5
34	W	1 2024	4607	247	11	029-005		\$1,200,000	\$882,400	0.74	6
35	R	7 2023	4564	132	012	055-004		\$499,999	\$375,200	0.75	7
36	R	5 2024	4634	150	8	048-001-A & E		\$776,000	\$593,400	0.76	8
37	W	1 2024	4612	58	035	017		\$2,635,000	\$2,088,200	0.79	11
38	R	7 2023	4565	50	010	017-A		\$268,000	\$216,700	0.81	13
39	W	1 2024	4608	139	047	054-5		\$273,000	\$227,100	0.83	15
40	R	8 2023	4574	273	8	88		\$205,000	\$170,000	0.83	15
41	M	10 2023	4590	200	37	21-C		\$369,000	\$306,300	0.83	15
42	W	4 2024	4631	317	035	016		\$1,045,000	\$873,500	0.84	16
43	R	8 2023	4573	253	8	51		\$175,000	\$147,300	0.84	16
44	R	11 2023	4593	71	37	47		\$150,000	\$126,900	0.85	17
45	W	2 2024	4615	315	26	15		\$750,000	\$644,000	0.86	18
46	M	9 2023	4585	115	46	2		\$279,900	\$239,700	0.86	18
47	R	8 2023	4575	96	36	29		\$235,000	\$205,000	0.87	19
48	M	4 2024	4628	292	004	037-003		\$400,000	\$356,600	0.89	21
49	R	9 2023	4576	138	35	62		\$150,000	\$134,700	0.90	22
50	W	1 2024	4608	304	033	011		\$425,000	\$401,100	0.94	26
51	R	4 2024	4629	128	007	046		\$250,000	\$242,200	0.97	29
52	R	10 2023	4591	153	8	65-9		\$645,000	\$664,900	1.03	35
53	R	1 2024	4610	302	038	026		\$325,000	\$357,300	1.10	42

STATE OF MAINE Sales Ratio Analysis - 2026 State Valuation

Municipality:

Rangeley

County:

Franklin

1 Year - Residential Study

Weighted Avg. =	65%	=	8,846,700	/	13,705,749
Average Ratio =	65%	=	13.73	/	21
Avg. Deviation =	14	=	434	/	31
Quality Rating =	22	=	14	/	65%

Average Selling Price = \$442,121 2024

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	R	3 2024	4621	83	11	002-002		\$535,000	\$236,900	0.44	21
2	R	10 2023	4591	257	005	009-013,012		\$329,000	\$143,700	0.44	21
3	R	4 2024	4632	207	10	59-14		\$550,000	\$269,400	0.49	16
4	R	9 2023	4580	254	008	078-004A		\$385,000	\$192,700	0.50	15
5	R	10 2023	4586	150	7	108-2		\$489,000	\$253,300	0.52	13
6	R	2 2024	4614	33	30	30		\$670,000	\$364,000	0.54	11
7	R	5 2024	4635	243	8	18-C-3		\$990,000	\$530,600	0.54	11
8	R	2 2024	4613	174	012	050-003		\$569,000	\$319,600	0.56	9
9	R	4 2024	4631	279	34	44		\$825,000	\$460,800	0.56	9
10	R	7 2023	4568	23	12	41-106		\$341,750	\$194,100	0.57	8
11	R	10 2023	4588	323	038	024-006		\$796,000	\$455,000	0.57	8
12	R	10 2023	4591	233	036	33		\$275,000	\$156,700	0.57	8
13	R	4 2024	4626	119	12	57-2-1		\$420,000	\$243,000	0.58	7
14	R	6 2024	4644	53	008	084		\$495,000	\$294,000	0.59	6
15	R	2 2024	4613	148	012	041-104		\$270,000	\$166,000	0.61	4
16	R	6 2024	4641	82	008	121-011		\$705,000	\$432,500	0.61	4
17	R	11 2023	4599	103	6	64-13		\$350,000	\$219,800	0.63	2
18	R	6 2024	4640	248	12	60		\$169,000	\$108,700	0.64	1
19	R	7 2023	4561	236	010	001		\$368,000	\$233,800	0.64	1
20	R	9 2023	4578	202	8	26		\$495,000	\$338,500	0.68	3
21	R	7 2023	4564	132	012	055-004		\$499,999	\$375,200	0.75	10
22	R	5 2024	4634	150	8	048-001-A & B		\$776,000	\$593,400	0.76	11
23	R	7 2023	4565	50	010	017-A		\$268,000	\$216,700	0.81	16
24	R	8 2023	4574	273	8	88		\$205,000	\$170,000	0.83	18
25	R	8 2023	4573	253	8	51		\$175,000	\$147,300	0.84	19
26	R	11 2023	4593	71	37	47		\$150,000	\$126,900	0.85	20
27	R	8 2023	4575	96	36	29		\$235,000	\$205,000	0.87	22
28	R	9 2023	4576	138	35	62		\$150,000	\$134,700	0.90	25
29	R	4 2024	4629	128	007	046		\$250,000	\$242,200	0.97	32
30	R	10 2023	4591	153	8	65-9		\$645,000	\$664,900	1.03	38
31	R	1 2024	4610	302	038	026		\$325,000	\$357,300	1.10	45

STATE OF MAINE Sales Ratio Analysis - 2026 State Valuation

Municipality:

Rangeley

County:

Franklin

1 Year - Waterfront & Water Influenced Study

Weighted Avg. =	66%	=	12,991,000	/	19,636,000
Average Ratio =	69%	=	8.24	/	12
Avg. Deviation =	15	=	271	/	18
Quality Rating =	22	=	15	/	69%

Average Selling Price = \$1,090,889 2024

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	W	7 2023	4568	90	006	42		\$2,650,000	\$1,089,200	0.41	28
2	W	2 2024	4615	279	037	111		\$287,000	\$131,400	0.46	23
3	W	6 2024	4642	91	18	14		\$1,975,000	\$1,071,000	0.54	15
4	W	9 2023	4576	309	6	52		\$1,000,000	\$540,800	0.54	15
5	W	11 2023	4596	290	29	12		\$775,000	\$418,600	0.54	15
6	W	3 2024	4622	239	006	022		\$340,000	\$206,600	0.61	8
7	W	10 2023	4587	219	23	12		\$1,800,000	\$1,129,100	0.63	6
8	W	7 2023	4567	102	45	26		\$2,303,000	\$1,480,900	0.64	5
9	W	9 2023	4582	246	29	28		\$370,000	\$240,300	0.65	4
10	W	9 2023	4579	299	041	016		\$995,000	\$694,300	0.70	1
11	W	9 2023	4581	348	043	010		\$325,000	\$236,300	0.73	4
12	W	1 2024	4607	247	11	029-005		\$1,200,000	\$882,400	0.74	5
13	W	1 2024	4612	58	035	017		\$2,635,000	\$2,088,200	0.79	10
14	W	1 2024	4608	139	047	054-5		\$273,000	\$227,100	0.83	14
15	W	4 2024	4631	317	035	016		\$1,045,000	\$873,500	0.84	15
16	W	2 2024	4615	315	26	15		\$750,000	\$644,000	0.86	17
17	W	1 2024	4608	304	033	011		\$425,000	\$401,100	0.94	25
18	W	9 2023	4584	42	7	024-002		\$488,000	\$636,200	1.30	61

Business Equipment Tax Exemption Audit

Municipality: Rangeley

Date: 01/08/2025

County: Franklin

Municipal Official(s): Roger Peppard (Assessors's Agent - RJD Appraisal Inc.)

Municipal Valuation - 2024

2026 State Valuation

	<u>Yes</u>	<u>No</u>	<u>Comment(s)</u>
1. Are application(s) available for inspection?	15 of 15 X		
2. Are application(s) signed for/approved by the assessor?	X		
3. Do the equipment date(s) of purchase and/or date(s) put in service meet BETE parameters?	X		
4. Is the item description sufficient to reasonably determine eligibility under program guidelines?	X		
5. Does the property qualify for BETE?	X		
6. Are municipal depreciation schedules evident and uniformly employed?	X		
7. Is all BETE value incorporated in the tax commitment book, MVR and Tax Rate Calculation Form (including enhanced reimbursement forms when applicable)?	X		
8. Is all qualified property adjusted by the municipal assessment ratio?	X		

Additional Comments: CSC Serviceworks, Inc. includes an air compressor located at a retail facility.

Signature: Kyle Fletcher
Field Rep.

Property Tax Division

REPORT OF ASSESSMENT REVIEW

Municipality	Rangeley	County	Franklin
---------------------	-----------------	---------------	-----------------

I. Valuation System

A. Land: Tax Maps by	Sewall	Date:	1965
Undeveloped Acreage	2,400, 1,800 & 1,600/ac	Undeveloped Lots	Unit Base Lots
Road Frontage		Water Frontage	Varying Location Unit FF
House Lots	Unit Base Lots + Site Development	Other	
B. Buildings : Revaluation By:	Stevens, Robert - 04/01/2007	Computerized Records	TRIO, Full
C. Personal Property:	Assessed? Y/N ☒	Method Used:	RCNLD
	Is Cert Ratio Applied? Y/N ☒		

II. Assessment Records / ConditionWebsite w/VAL data Y/N ☒Web Address <http://www.townofrangeley.com>

Valuation Book	Computer - TRIO - Good	Tree Growth Forms	On File - Good
Property Record Cards	TRIO - Good	Farm Land Forms	On File - Good
Veteran Exemption Forms	On File - Good	Open Space Forms	On File - Good
Homestead Exemption Forms	On File - Good	Working Waterfront Forms	Not Applicable

III. Supplements and Abatements

Supplements: Number Made	2	Value Supplemented	85,400
Abatements: Number granted (excluding current use penalties)	11	Value Abated	(327,080)

IV. Statistical Information

Number of Parcels	2,507	Land Area	25,490
Taxable Acres	22,064	Bog/Swamp	298
Population (2020)	1,222		

V. Comments or Plans for Compliance

Market adjustments implemented for 2023. Central Maine Power valuation included Personal Property. Personal Property Valuation should not be include in the Real Estate Valuation.

VI. Audit Information

Municipal Official providing data:	<u>Roger Peppard (Assessors's Agent - RJD Appraisal Inc.)</u>
Date(s) of Field Audit:	<u>01/08/2025</u>

VII. Office Review

Recommended by:	<u>Kyle Fletcher</u>
	Field Rep
Checked by:	<u>LL</u>
Approved by:	<u>Tony Pinette</u> 2.12.2025
	2/20/2025
Copies Mailed: (date)	



RANGELEY FIRE RESCUE

ESTABLISHED 1894

Chief Michael Bacon

(207) 864-3800
FireChief@rangeleyme.org

January 27th, 2025

Re: Request for EMS Information

Town Manager Joe Roach,

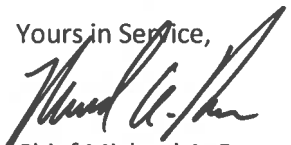
I understand that at the Selectboard meeting of January 18th, 2025 it was requested that the Fire Department may have some information regarding some issues that may have arisen in regards to the town EMS services.

The information that the Fire Department briefly looked into is several years old and we would need to update to speak to intelligently.

Several concerns have arisen over the proposed increases which are occurring over the entire Maine Health EMS system, response times, coverage, etc...

For my department to do our due diligence with the request of the Selectboard, I would like to pull the reports needed and give the proper due diligence in research.

Yours in Service,



Chief Michael A. Bacon
Rangeley Fire Rescue



STEPHEN A. BEAN MUNICIPAL AIRPORT
AIRPORT COMMISSION
By-Laws

DRAFT

ARTICLE I. PREAMBLE

Section 1. NAME

The name of the commission is The Stephen A. Bean Airport Commission.

Section 2. PURPOSE

The purpose of this Commission will be to promote goodwill between the Airport and the citizens of Rangeley. The Stephen A. Bean Airport Commission is responsible for the care and operation of the Airport and the land upon which the airport is located. The Airport Commission is composed of members with a variety of backgrounds to oversee airport operations, management and employees; and to support and promote compliance with state and federal guidelines for public airports.

Consistent with an up-to-date Airport Capital Improvement Plan (CIP), the Airport Commission is dedicated to making the airport a safe, reliable and efficient travel option, while remaining a self-sufficient asset to the Rangeley Region.

Goals of the Airport Commission shall include, but are not limited to:

- Review aviation procedures, navigation approaches and departures.
- Maintain an up-to-date airport Capital Improvement Plan (CIP).
- Control and administration of airport buildings and related property.
- Update and modernize airport facilities, equipment and airport security to ensure maximum safety and efficiency.
- Oversee finances and seek alternative forms of funding, such as FAA grants and those from other public and private sources.

The Stephen A. Bean Airport property is situated on Loon Lake Road, Rangeley, consisting of land and buildings, easements, fixtures, equipment and tools and all other property, both real and personal which is part of, or used at, the existing airport facility together with all leases, receivables and all other intangible property.

Section 3. INTENTIONS

It is the intention of the Commission to work with Rangeley town officials and the Airport Manager, in seeking assistance from Federal, State and Local Government as well as the private sector in the form of grants, loans, gifts and other available assistance to carry out the goals of the Commission and the Municipality. The Airport Manager shall be responsible to the Commission in complying with laws, ordinances, maintenance, operation and so forth, at local, state and national levels to further the development of the Stephen A. Bean Airport. The Commission shall endeavor to assist and influence both the public and private sectors of the Town of Rangeley and surrounding communities, as may be appropriate to furthering the purpose of the Commission. The Airport Manager reports to the Airport Commission who ultimately reports to the Board of Selectmen.

ARTICLE II. STEPHEN A. BEAN AIRPORT COMMISSION ADMINISTRATIVE POLICY

Section 1. MEMBERSHIP

The five (5) member volunteer commission is nominated by the standing commission and appointed to staggered three-year terms by the Board of Selectmen. Upon expiration of a member's term, that term can be renewed for an additional three years, contingent upon a majority vote of the Airport Commission.

A. Qualifications for Members

Members are preferred to have experience in aviation, such as a pilot's license, aviation degree, career experience including but not limited to air traffic control, Part 135 operations, flight school/FBO ops, aircraft maintenance or similar career paths, composed of 60 percent resident and up to 40 percent non-resident taxpayer of the town of Rangeley.

B. Resignation of Commission Members

1. In the event of a resignation, including but not limited to, lack of attendance, lack of interest, inability to serve or otherwise similar, the commission member must give notice of their intent to the Chairman or Vice Chairman.
2. If in the event of death, incapacitation, or the Commission Member no longer meets the eligibility requirements for office, removal may be approved by a majority vote of the commission and executed by the Chairman or Vice Chairman.

Section 2. PRINCIPAL OFFICERS

The officers shall be a Chairman and a Vice Chairman, to be elected annually by the Commission on its first meeting following their appointment by the Board of Selectmen and shall be known as Officers of the Airport Commission.

1. Chairman: The Chairman shall preside at all regular, special and executive session meetings as well as workshops of the Commission and conduct the meetings consistent with Robert's Rules of Order except when Robert's Rules of Order are in conflict with the rules and regulations of the Airport Commission.
 1. The Chairman shall appoint, with consent of a majority of the Commission members, members of any committees established by the Commission.

2. The Chairman shall be an Ex-Officio member of any committee established by the Commission.
3. The Chairman may delegate his duties to the Vice-Chairman when the workload or circumstances dictate that it is in the best interest of the Commission.

2. Vice-Chairman: The Vice-Chairman shall assume the duties of the Chairman when the Chairman is absent or when it is determined the workload or circumstances dictate that it is in the best interest of the Committee to do so.

Section 3. ATTENDANCE

1. It shall be the obligation of each member of the Airport Commission to attend all scheduled meetings unless excused by the Chairman or his representative and is to be read into the minutes of the meeting. A written notice should be provided to any public official or any other individual if their attendance is desired at a meeting.
2. Failure to attend four (4) consecutive regular meetings, or four (4) of any eight (8) consecutive meetings, without the recorded consent of the Chairman, shall be construed as resignation from the Commission.

Section 4. MEMBERSHIP RECORD

A current directory of The Stephen A. Bean Airport Commission members will be maintained at all times and shall contain addresses, phone numbers, length and expiration date of term.

Section 5. AIRPORT MANAGER

The Airport Manager shall be nominated by a majority vote of the Airport Commission and appointed by the Board of Selectmen. The Airport Manager is responsible for:

- Day to Day Operations
- Strategic Planning
- Regulatory Compliance
- Infrastructure Development

- Reports to the Airport Commission
- Marketing, Customer Service and Public Relations

The Airport manager reports directly to the Airport Commission and, ultimately, to Rangeley town officials.

ARTICLE III. MEETINGS

Section 1. REGULAR MEETINGS

Regular meetings of the Airport Commission shall be held on the last Monday of the month at a time and public place previously designated by the Commission. The Airport Manager or his designated representative shall send notices of a regular meeting to each board member at least five days before such meeting.

Section 2. SPECIAL MEETINGS

Special meetings of the Airport Commission can be called by the Chairman or by a majority of the Commission members upon reasonable notice to all members and the public.

Section 3. MEETING AGENDA AND ORDER OF BUSINESS

The Airport Manager or his designated representative shall prepare an agenda for each Commission meeting. The order of business shall be as follows:

1. Call to order and roll call with recording of members present or absent and indications as to whether absences are with the consent of the Chairman
2. Approval of the previous meeting's minutes
3. Public to speak
4. Correspondence to be read into record
5. Reports to the commission
6. Reports of the Airport Manager
7. Old Business
8. New Business
9. Announcements
10. Adjournment

Section 4. PROCEEDINGS

1. All meetings shall be conducted in accordance with Robert's Rules of Order and in compliance with the State of Maine "Right to Know" Law.
2. Duties of the Secretary:
 1. The Secretary of the Commission shall keep a faithful record of all meetings of the Commission and send proper notices of the meetings and all public meetings of the Commission and generally to perform those duties as may be required by the Chairperson or its members.
 2. The minutes of all official meetings will be taken by the Secretary and will be distributed to all members within a minimum of five days prior to the next meeting.
 3. The Secretary shall keep a record of all resolutions, transactions, correspondence, funding and determinations of the Commission. All records shall be deemed public and may be inspected at the Town Office during normal business hours and in the presence of the Secretary or other authorized personnel.

Section 5. QUORUM

A majority of the members of the Airport Commission constitutes a quorum.

Section 6. COMMISSION DECISIONS

The act of a majority of the members present at a meeting, at which a quorum is present, shall be the act of the Commission.

Section 7. CONFLICT OF INTEREST

A member of the Stephen A. Bean Airport Commission shall abstain in the discussion and voting on an issue if the following exists:

1. A member is, by reason of interest, placed in a situation of temptation to serve or be perceived to serve his own personal interest.
2. Any question of whether a member should abstain from discussion and voting on a particular issue or matter before the Commission shall be by majority vote of the members except the member being challenged, who may not vote.

ARTICLE IV. EFFECTIVE DATE

These By-Laws are effective as of _____ when they were adopted by the Stephen M. Bean Airport Commission. Subsequent modifications to these By-Laws shall be voted upon and approved by the majority of the Stephen A. Bean Commission Members.

CHAIRPERSON

VICE-CHAIRPERSON

MEMBER

MEMBER

MEMBER

MEMBER

MEMBER



February 11, 2025

TOWN MANAGER
RANGELEY
15 SCHOOL STREET
RANGELEY, ME 04970-4132

Reliable electricity service for your community

Dear Town Manager,

We live in the most heavily forested state in the nation but having beautiful trees too close to our electrical wires can cause power outages or lead to other public safety issues. In fact, tree-related damage, especially during strong storms, was the number one cause of power outages last year. That's why we work year-round to maintain safe clearances around our lines. It's the most effective way we can reduce tree-related outages and deliver the reliable electricity service you depend on. We know trees are an important part of any community, and our local arborist is ready to work with you.

Our Tree Care crews will be conducting tree work in your community in 2025. They will prune and remove trees, brush, and other vegetation within public rights-of-way to ensure safe and reliable electricity service to your community. We hire only qualified contractors who are trained to use techniques sanctioned by the Tree Care Industry Association.

We'll keep you informed

People who live adjacent to public roads have the right to consult with us before routine work takes place. If you are interested in consulting with us about any of this tree work, please contact us at **group.arborists_cmp@cmpco.com**. Please note, if trees cause outages or pose an immediate hazard to safety or service reliability, we will perform emergency tree work and may not be able to consult with you beforehand.

In an effort to keep our customers informed about the Tree Care plans in your community, on the back of this letter is a poster that you can display on a community bulletin board in your municipal office. Customers can also visit **cmpco.com/TreeCare** for additional information about our Tree Care program.

We are proud to deliver safe, reliable electricity service to the communities of Maine. I look forward to working with you on Tree Care in your community in 2025.

Thank you.

Sincerely,

Kathryn Manende Hall

Katie Manende Hall
Manager, Vegetation Management

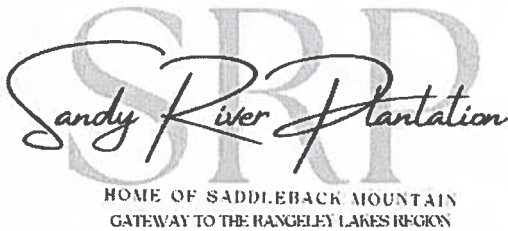
Central Maine Power's Tree Care Program

Tree Care is an important part of our efforts to deliver the reliable electricity delivery service your community depends on. In 2025, our qualified contractors may be conducting tree work in your community.

We know trees are an important part of any community and we hire only qualified contractors who are trained to use techniques sanctioned by the Tree Care Industry Association.



We are proud to deliver safe, reliable electricity service to your community.
Visit **cmpco.com** for more information about our Tree Care Program.



Sandy River Plantation
33 Town Hall Road
Sandy River Plt. ME. 04970
sandyriverplantation@outlook.com
Office 207 864-2234
Fax 207 864-5897

REC'D 2/18/25

February 5, 2025

Dear Members of the Rangeley Selectboard,

We hope this message finds you all well.

At a recent Board of Assessors meeting, we discussed and agreed to reach out to clearly communicate Sandy River Plantation's position on a couple of topics that have continued to appear as discussion points on the Quarterly Meeting Agenda.

Sandy River Plantation intends to continue utilizing the planning services provided by the Land Use Planning Commission (LUPC) and the police services provided by the Franklin County Sheriff's Department for the foreseeable future.

As such, the Board respectfully requests that Sandy River Plantation be excluded from any regional planning efforts, budget considerations, or matters related to Planning and Police Services moving forward. This will help ensure clarity and prevent the topic from being raised unnecessarily as a point of discussion for Sandy River Plantation at future regional quarterly meetings.

We appreciate your understanding on this matter. Should you have any questions or need further clarification, please don't hesitate to reach out.

Sincerely,

Sandy River Plantation Board of Assessors
Steve Carr, First Assessor
Joanne Taylor, Second Assessor
Rodney Varney, Third Assessor