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# Town of Dixmont, Maine General Resolution Program Financial Application

**For General Obligation Borrowers - Towns, Cities, Counties,  
School Districts, etc.**

Long Term Bonds

Construction  
Projects

Capital  
Improvements

Acquisitions

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# MAINE MUNICIPAL BOND BANK

## GENERAL RESOLUTION PROGRAM APPLICATION

**Types of Borrowers:** This application is designed for the purpose of obtaining financial information from districts, municipalities, and other governmental units. As a result, different information will be required for each type of unit. In certain cases, it may be appropriate to note that a particular section is not applicable to the specific district, municipality, or governmental unit. The following is a brief summary of the sections that are applicable to a specific type of borrower:

**MUNICIPALITIES/GOVERNMENTAL UNITS:** The application should be filled out with information concerning the municipality and/or governmental unit. If the municipality has any stand-alone debt, it should be reflected as part of the debt and financial information. An applicant will use General Fund financial information only when completing the Financial Info worksheet of this General Resolution Application.

**SCHOOL DISTRICTS:** If the school district debt is backed by a General Obligation pledge of the municipality or municipalities in the district, both district and municipal information will be required. When completing the Financial Info, Tax Info and Economic Info worksheets of this General Resolution Application, the district must obtain financial information from each city or town served by the school district.

**WATER AND SEWER DISTRICTS:** If the applicant is a water district or sewer district, a different application is needed. Please contact the Bond Bank to obtain a copy of the Financial Application for Revenue Borrowers or visit our website at <https://www.mmbb.com/programs/general-resolution-program/>

**Repayment Source:** Loan applications and supporting financial information will be reviewed for evidence of a dedicated source of revenue (in this case, property taxes) that is sufficient to cover repayment of the proposed loan, plus all existing indebtedness and operating costs of the borrower.

**Local Bond Counsel:** It is strongly recommended that an applicant consult local bond counsel before completing the General Obligation Financial Application. Bond counsel is an attorney with expert knowledge of bond procedures who will issue a bond opinion confirming that the bonds issued by the applicant meet all requirements for tax-exempt status. For a current listing of approved Bond Counsel, please visit the Bond Bank's webpage at <https://www.mmbb.com/programs/general-resolution-program/>

**Application Instructions:** Line-by-line instructions to help you fill out the General Resolution Program application are available. To obtain the most current version of the General Obligation Program's Fillable Application and Instructions, please visit our website at <https://www.mmbb.com/programs/general-resolution-program/>

Careful completion of the application will contribute to quick processing of your loan request. Please bring to our attention any additional information that is not disclosed in the Application or the supporting documentation. If you have any questions or need help completing the application form, please call or email Toni Reed at 207-622-9386 ext. 213 or Makenzie Carlow at ext. 208.

**When you are applying for a loan please remember to:**

1. Contact your local bond counsel and advise them of your intentions to borrow. Also, please select from the drop down, the name of the firm and bond counsel on your application.
2. Make sure you have your local authorization to borrow as laid out in your charter, by-laws, or state statute. This needs to be done prior to the sale of your bond.
3. Review our bond issue schedule to ensure you can meet all deadlines.
4. If you are refinancing debt, you will need to receive a payoff balance as of the MMBB closing date and that amount should equal the amount you are borrowing.
5. If you are refinancing debt, describe on your application what the original purpose of the debt was.
6. Bids on projects need to be received prior to pricing to ensure proper bond pricing amounts.
7. Please tell us if you are paying off a temporary BAN on your application.
8. Your loan will be priced as a level principal payment authorization if not otherwise specified.
9. For all water districts: receive PUC approval prior to pricing bond as outlined on our bond issue schedule.

The undersigned Government Unit (the applicant) hereby requests the Maine Municipal Bond Bank (the Bank) to purchase the following described obligation of the applicant. *This application shall not constitute a contract or commitment to enter into a contract.*

**GENERAL INFORMATION**

Name of Applicant	Town of Dixmont, Maine
Mailing Address	PO Box 100 Dixmont ME 04932
Physical Address	758 Western Ave, Dixmont ME 04932

	Chief Administrative Officer	Contact Person (if different)	Billing Contact Person (if different)
Name	David Bright	Tim Rogers	Shirlene Lindsey
Title	First Selectperson	Road Commissioner	treasurer
Telephone	207-356-6062	207-605-6411	207-234-2294
Fax	207- 234-2716	207- 234-2716	207- 234-2716
Email	selectboard@dixmont.me	dixmontroads@gmail.com	dixmont@dixmont.me

Purpose of Borrowing: (Please type in a detailed reason for borrowing or attach a separate page with description) *If refinancing debt, please include original purpose of loan amortization schedule.*

Major repairs and reconstruction of up to 20 miles of town gravel roads. Work to include test borings to see if base replacement is needed, water management including ditching, proper crowning, and culvert replacements, as well as assessment of each road's readiness for future paving. (see cost breakdown)

How much, if any, of the proposed loan is for the refinance of a BAN:           \$0.00          

If applicable, what is the original issue date of the loan being refinanced:           n/a          

Source of Funds	
Amount Requested from Bond Bank (this application)	\$ 5,000,000
Federal grant or loan- <i>Specify</i>	\$ 0
State grant or loan- <i>Specify</i>	\$ 0
Applicant's share	\$ 25,000
Other- <i>Specify</i>	\$ 0
Other- <i>Specify</i>	\$ 0
<b>Total Source of Funds</b>	<b>\$ 5,025,000</b>



Bond Counsel Information: (see approved list at <https://www.mmbb.com/programs/general-resolution-program/>)

Dropdown menu

Bond Counsel: Dan Pittman

Firm: Eaton Peabody

Telephone: 207-947-0111

Email: dpittman@eatonpeabody.com

Mailing Address: P.O. Box 1210, Bangor, ME 04402

Form of Authorization:  Referendum  Council  Town Meeting  Other

Amount Authorized: \$ pending Date of Authorization: 3/16/24

Project Bid Date\*: 4/2/2024 Expected Completion Date: 10/31/2025

Has bond counsel reached a preliminary determination that the interest on your bond will be exempt from federal income taxes?  Yes  No

\* Bids on projects need to be received prior to pricing to ensure proper bond pricing amounts

### **MATURITY SCHEDULE OF APPLICANT'S PROPOSED BOND ISSUE**

How many years do you want to borrow for? 10

Level principal payments

Level principal and interest payments

Fiscal Year End Date: 1/31/2035



If you have more than one project, please indicate how you would like them to be treated:

Separate Loans

Aggregate Loans

*A maturity schedule can be obtained by visiting our website at <https://www.mmbb.com/programs/general-resolution-program/> or the Bond Bank can provide one for you.*

Please provide an anticipated spend down schedule of loan proceeds in space below or attach separate sheet.

**FINANCIAL INFORMATION**

*PLEASE INCLUDE 3 MOST RECENT FINANCIAL AUDIT REPORTS WITH APPLICATION. PLEASE ALSO PROVIDE A CURRENT YEAR-TO-DATE BUDGET TO ACTUAL EXPENDITURES.*

Current fiscal year:

Any anticipated financial changes in the current unaudited fiscal year from previous?     Yes     No

If so, please explain:

Any anticipated financial changes in the next fiscal year?     Yes     No

If so, please explain:

**Please answer and explain the following questions:**

Please discuss the current fiscal year's budget and the assumptions used. How is the budget tracking so far year-to-date? Are there any expected significant deviations from previous budgets?

We are only in the first week of the fiscal year, Town Meeting is March 16, 2024. Budget currently within normal parameters. We expect no significant deviations.

Any financial challenges or delays in revenues?

None anticipated

Are you expecting a surplus or deficit in current fiscal year? What factors drove operating results?

We generally show a small surplus, which is sometimes used to augment revenue in the following fiscal year. We anticipate a surplus this year. Town is not allowed to run a deficit.

Any unplanned or one-time revenues or expenditures?

None anticipated. (But climate change is constantly looming)

Do you have any concerns over your ability to pay debt service?

No.

Do you have a five-year capital improvement plan? If so, please provide a copy.

Yes, see attached.

Do you have a fund balance policy? If so, please explain or provide a copy.

Yes. See attached.

Has there been any recent changes in leadership or key executive or financial management?

No.

Do you have a cyber security plan or cyber security insurance?

Yes.

Have you ever had a cyber-attack or been a target of an attack?

No.

**DEBT INFORMATION**

Any new debt secured since your last audit?

If so, please provide explanation and debt schedule if outside of MMBB.

No.

Any approved debt not issued yet?

If so, please briefly explain:

n/a

Any anticipated large projects in the next two years?

We anticipate a roof repair on the salt/sand shed this year. The bid came in at \$32,000.

We are in discussions with the Dixmont Volunteer Fire Department about a new central fire station. We will seek federal grants for that. Construction is likely four or five years out.

The only other large project we are planning is the one for which we're seeking this bond.

**OUTSTANDING DEBT NOT WITH THE BOND BANK**

**PLEASE ATTACH YOUR DEBT SCHEDULES FOR ALL DEBT NOT WITH MMBB**

Installment loan on public works truck. The loan is through Machias Savings Bank.

The amortization information is as follows:

TRANSACTION DATE	ORIGINAL LOAN AMOUNT	ORIGINAL LOAN TERM	INTEREST RATE	INITIAL PRINCIPAL AND INTEREST PAYMENT	ACCOUNT NUMBER
March 31, 2022	\$46,540.80	60 Months	2.880%	\$9,972.56	3140010530

PAYMENT NUMBER	PAYMENT MONTH / YEAR	TOTAL PAYMENT AMOUNT	MONTHLY PAYMENT BREAKDOWN		PRINCIPAL BALANCE
			PRINCIPAL	INTEREST	
0	03/22	\$0.00	\$-40.00	\$0.00	\$46,100.80
0	03/22	\$0.00	\$-400.00	\$0.00	\$46,140.80
1	08/22	\$9,972.56	\$9,402.90	\$569.66	\$46,540.80
2	08/23	\$9,972.56	\$8,888.13	\$1,084.43	\$37,137.90
3	08/24	\$9,972.56	\$9,145.41	\$827.15	\$28,249.77
4	08/25	\$9,972.56	\$9,414.71	\$557.85	\$19,104.36
5	08/26	\$9,972.56	\$9,689.62	\$282.94	\$9,689.65
<b>TOTAL</b>	-	\$49,862.80	\$46,100.77	\$3,322.03	-

**TAX INFORMATION** (RSU's/MSAD's must complete for each City/Town in the District)

Tax Rate and Tax Collections

Fiscal Year	Tax Rate (Per \$1,000 of Assessed Value)	Total Taxes Billed	Collected by End of Fiscal Year		Collected by End of Second Year	
			Dollar Amount	% of Tax Levy	Dollar Amount	% of Tax Levy
2023	13.60	\$1,479,591.26	\$1,343,143.67	90.78%	\$0.00	90.78%
2022	13.00	\$1,361,739.45	\$1,309,124.51	96.14%	\$43,321.09	99.32%
2021	13.00	\$1,422,076.70	\$1,343,643.46	94.48%	\$49,676.99	97.98%
2020	13.00	\$1,402,013.65	\$1,327,283.08	94.67%	\$49,676.99	98.21%
2019	12.25	\$1,348,329.46	\$1,264,120.01	93.75%	\$67,113.02	98.73%

Property Valuations (SAD's to complete for each City/Town in the District)

Year Ending (Most Recent Year)	Local Assessed Value (Real Estate + Personal Property)	State Assessed Value
_1___/_31___/___2023__	\$109,260,150	\$143,250,000

Date of Last Re-evaluation: \_\_4\_\_\_/\_\_\_1\_\_\_/2018\_\_

Composition of Tax Base: Please provide current fiscal year estimates for the following:

Commercial and Industrial \_\_42.28\_\_\_% Residential \_\_57.72\_\_\_%

Tax Due Dates: \_10\_\_\_/\_31\_\_\_/2024\_\_

Penalties and/or interest charged on overdue taxes: \_8.5%

Basis of Accounting (check one)  Cash  Modified Accrual  Full Accrual



**ECONOMIC INFORMATION** (RSU's/MSAD's must complete for each City/Town in the District)

List top five taxpayers with more than 10% of total assessed value:

Taxpayer	percentage
Central Maine Power	21.170%
Gray Television Group	0.842%
Versant Power	0.799%
John I,B, Pine Jr. M.D.	0.642%
Heartwood Equestrian	0.609%

Are you anticipating any changes in the largest taxpayer?  Yes  No

If yes, why? \_\_\_\_\_

Yes  No Are any of these employers expected to make major changes in workforce or operations?  
If yes, why?

Yes  No Are there any other factors that have occurred since the date of the last annual report or financial statements that would significantly affect your revenue, expenditures, or overall financial condition?  
If yes, please list:

Yes  No Is there pending litigation, not covered by insurance, that is significant or material that could impact your financial condition? *If yes, please provide a statement explaining any such lawsuit.*

Yes  No Is there a place in your community or pending before the governing body, a limitation on the ability of governmental unit to raise, through taxes or rates, or expend from revenue, funds necessary to pay the costs incurred if you issue the debt called for in this application? *If yes, please provide a copy of the ordinance or proposed governmental unit action, explaining the possible limitation.*

Yes  No Are there any limitations (e.g., local ordinance, statutory, or regulation) governing the amount of bonded or general obligation debt that you may incur?  
If yes, please explain:

Yes  No Are there any other issues that could materially impact the overall credit strength? If so, please explain.

**STATEMENT OF DEFAULT**

We hereby certify that (*application's name*) Town of Dixmont, Maine has not defaulted on any payment of matured Principal and/or Interest. If default has occurred, please provide details on a separate page.

The applicant must enclose the following documentation with the completed application. *Please indicate whether it is enclosed or not applicable.*

Enclosed      N/A

- One copy of each of the last three annual Audited Financial Statements.
- Please include a YTD budget to actual report.
- School districts (MSAD's, RSU's & CSD's) should include the most recent audited financial statement from each municipality within the district.
- If the last Audited Financial Statement is more than 12 months old, please submit the most recent unaudited financial statement. As well as a statement to why the audit is not final and when it will become finalize.

***NOTE: THE BOND BANK MAY ASK FOR EXTRA ITEMS SUCH AS A BUDGET, TRIAL BALANCE STATEMENTS, REVENUE & EXPENSE REPORTS, ETC.***

Any material facts that amplify the financial effect on the community not requested in this application should be noted here:

Final approval for this application rests with the annual Town Meeting which will be held on Saturday, March 16, 2024. The warrant will include an article that reads "Shall the town vote to approve an application to the Maine Municipal Bond Bank for a \$5 million bond to fund repairs and reconstruction of some of the town's gravel roads."

Should that article fail the town will withdraw its application. The town will communicate with the MMBB on Monday, March 18, as to the results of the voting.

A YTD budget to actual report is not included as we are at the very beginning of our fiscal year.

The facts and representations in this application form are from the official records of this unit and are correct in all material aspects to the best of our knowledge.

Chief Administrative Officer: \_\_\_\_\_

David L. Bright, First Selectperson, Town of Dixmont, Maine\_\_



Date: 2/7/2024