

**Town of Belgrade  
Board of Selectpersons**

May 3, 2022 / 6:30 p.m.  
Belgrade Town Office  
990 Augusta Road

This meeting will be conducted in person.  
The public may also view the meeting and participate online at  
<https://us02web.zoom.us/j/81131427984>

**A G E N D A**

**Call to order and Pledge of Allegiance**

***Open meeting***

**1. PUBLIC COMMENT**

**2. OLD BUSINESS**

- A. Approval of April 19, 2022, **Selectboard minutes**.
- B. Approval of April 26, 2022, **Selectboard minutes**.

**3. NEW BUSINESS**

**A. Appointments.**

- 1. Dan MacGlashing – Recreation director
- 2. Bob Lewis – Cemetery Committee (reappointment).

**B. Discussion and consideration of **First-Responders Memorial** location.**

**C. Discussion and consideration of **amending snowplowing contract**.**

**D. Discussion and consideration of **issuing road-paving bond**.**

**E. Discussion and consideration of **harassment and sexual harassment policy**.**

**F. Discussion of **ARPA funding public hearing**.**

**G. Discussion of a **gathering for all Town employees, board and committee members**.**

**H. Discussion and consideration of **advertisement for town manager search**.**

**I. Consideration of supplemental tax warrant for **tree growth removal penalties**:**

- 1. Supplemental 21-01, tax map 13, lot 23, totaling \$55,156.83
- 2. Supplemental 21-02, tax map 5, lot 1D, totaling \$4,955.22

**4. WARRANT**

**5. TOWN MANAGER REPORT**

**6. EXECUTIVE SESSION: 1 M.R.S.A. §405(6)(A) – Personnel matter**

# **Town of Belgrade Board of Selectpersons**

**April 19, 2022 / 6:30 p.m.**

**Belgrade Town Office**

**990 Augusta Road**

**This meeting can be watched at**

**<https://youtu.be/YcsbnQfzUBk>**

## **MINUTES**

**Selectboard members present:** Melanie Jewell, Barbara Allen, Carol Johnson, Rick Damren, Dan Newman.

**In-person attendees:** Transfer Station Committee chair Bruce Galouch, Town Manager Anthony Wilson, Debra Lord Cooke.

**Remote attendees:** Appeals Board member Nicholas Alexander, Road Commissioner Jason Stevens, Code Enforcement Officer Richard Greenwald, Planning Board member Sara Languet, Library Board of Trustees member Dianne Dowd, Kennebec Journal reporter Jessica Lowell, iWorQ account executive Joseph Vernon, Transfer Station Director Ken Scheno.

Ms. Allen called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

Ms. Johnson moved to open the public hearing. Mr. Damren seconded. Motion approved 3-0, with two absent. (Ms. Jewell and Mr. Newman attended later in the meeting.) Ms. Allen read the two articles to be on the June 14 warrant. The public had no questions or comments. Ms. Johnson moved to close the public hearing. Mr. Damren seconded. Motion approved 3-0, with two absent.

Ms. Johnson moved to open the meeting. Mr. Damren seconded. Motion approved 3-0, with two absent.

**1. PUBLIC COMMENT.** Mrs. Johnson noted curly leaf pond weed, an invasive species, has been found in a stream between North and Great ponds. She encouraged that a 7 Lakes Alliance webinar on the plant be posted on the Town's website. She also reminded attendees of the April 27 joint meeting of Town committees that work on lake issues. She suggested ARPA funds be used toward improving lake water quality.

Mrs. Dowd, as chair of the Belgrade Historical Society, reported the Old Town Meeting House renovation is complete and will be used during the Memorial Day observation. Mrs. Dowd, who also serves as a Library Board Trustee, reported the

title for this year's Community Read will be "The Lowering Days," a novel by Maine author Gregory Brown.

## 2. OLD BUSINESS

- A. Approval of April 5, 2022, and April 13, 2022, **Selectboard minutes**. Ms. Johnson moved approval of the April 5, 2022, minutes. Ms. Allen seconded. Motion approved 3-0, with two absent. Mr. Damren moved approval of the April 13, 2022, minutes. Ms. Johnson seconded. Motion approved 3-0, with two absent.

## 3. NEW BUSINESS

- A. **Appointment:** Debra Lord Cooke – Comprehensive Plan Implementation Committee. Ms. Allen moved to approve the appointment. Ms. Johnson seconded. Motion approved 3-0, with two absent.
- B. Discussion and consideration of contract for **code enforcement software**. Ms. Johnson moved to approve the contract with iWorQ at a cost of \$6,000 the first year and \$3,500 each year thereafter. Mr. Damren seconded. Motion approved 3-0, with two absent.
- C. Discussion and consideration of **Requests for Proposal**:
  - 1. Road paving and chip-sealing. Mr. Damren moved to remove excavation and added gravel from the RFP so the Road Commissioner could perform that work. Ms. Jewell seconded. Motion approved 4-0, with one absent. The Board agreed to split the paving and chip-seal RFPs. Ms. Allen moved approval of the hot mix asphalt paving RFP. Ms. Jewell seconded. Motion approved 4-0, with one absent. Ms. Jewell moved to approve the latex modified chip seal RFP. Ms. Allen seconded. Motion approved 4-0, with one absent.
  - 2. Transfer Station skid steer. Ms. Jewell moved approval of the purchase of a Kubota skid steer with a high-flow option and a power sweeper from MB Tractor and Equipment of Fairfield for \$57,828, with a delivery date of no later than Sept. 15. Ms. Johnson seconded. Motion approved 4-0, with one absent.
  - 3. Cleaning Services. Ms. Johnson moved approval of the RFP for a one-year contract with a two-year option. Ms. Allen seconded. Motion approved 4-0, with one absent.
- D. Discussion and consideration of executing two-year contract option with RKO for **annual financial audit**. Mr. Damren moved to approve the contract's extension. Ms. Johnson seconded. Motion approved 4-0, with one absent.
- E. Discussion of proposed **sexual harassment policy**. The Board discussed including volunteers in the policy, and approving the policy before determining who should undergo harassment training and how. Ms. Jewell moved to table the policy. Mr. Damren seconded. Motion approved 4-0, with one absent.
- F. Discussion and consideration of **extending Moratorium Ordinance** regarding Commercial Solar Facilities, Commercial Wind Energy Facilities and

Telecommunications Towers. Ms. Jewell moved to extend the current moratorium, which expires May 5, for 180 days to Nov. 5, 2022. Ms. Allen seconded. Motion approved 4-0, with one absent.

G. Acceptance of **town manager's resignation**. Ms. Jewell moved to approve the acceptance "with regret," with an effective date of May 31, 2022. Ms. Allen seconded. Motion approved 4-0, with one absent.

4. **WARRANT**. Ms. Allen moved approval of warrant 43 for \$91,414.62. Mr. Damren seconded. Motion approved 4-0, with one absent.

5. **TOWN MANAGER REPORT**. The Town Manager reported a Recreation director candidate will be interviewed the following day. He reminded the Board of the April 27 joint committee meeting on lake issues. And he noted roads are no longer posted.

6. **EXECUTIVE SESSION: 1 M.R.S.A. §405(6)(A) – Personnel matter**

The Selectboard exited open session and entered into executive session at 8:09 p.m. The Board exited executive session and returned to open session at 8:45 p.m. Ms. Jewell read the Selectboard's official acknowledgement of the town manager's resignation, which said the resignation was accepted "with regret," and in which the Board thanked Mr. Wilson for his "dedication and excellent service" to the Town, and wished him well in his future endeavors.

Mr. Damren moved that Ms. Jewell as Board chair should contact the Maine Municipal Association about the town manager search. Ms. Johnson seconded. Motion approved 5-0.



**Town of Belgrade  
Board of Selectpersons**

**April 26, 2022 / 6:30 p.m.**

**Belgrade Town Office**

**990 Augusta Road**

**MINUTES**

**Selectboard members present:** Melanie Jewell, Barbara Allen, Carol Johnson, Rick Damren, Dan Newman.

Ms. Jewell called the meeting to order at 6:31 p.m.

**1. EXECUTIVE SESSION:** 1 M.R.S.A. §405(6)(A) – Personnel matter

The Selectboard entered executive session at 6:31 p.m. The Board exited executive session and returned to open session at 8:17 p.m.

Mr. Newman moved that the Board chair work to finalize the advertisement for the town manager search and consider it on May 3. Mr. Damren seconded. Motion approved 5-0.

The meeting adjourned at 8:20 p.m.

# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: May 3, 2022  
Re: Recreation director appointment

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An interview committee of Selectboard chair Melanie Jewell, Board of Parks and Recreation chair Linda Bacon, resident Erin Merrill and I recommend the appointment of Dan MacGlashing as the Town's recreation director.

Dan has prior experience working in the recreation program for the Town of York, including six years as a camp coordinator. He has also worked as a snowboard instructor at Sugarloaf, Carrabassett Valley Academy and Kents Hill School. He earned a bachelor's degree in special education from the University of Maine at Farmington, and has experience teaching special needs children. He is also a Belgrade resident.

Dan impressed the interview panel with his energy, enthusiasm and ideas. He has already crafted a daily schedule for our summer camp program and is throwing himself into learning about the rec program and the Center for All Seasons. We believe he will be a good fit for the program and for our community.

March 22, 2022

990 Augusta Road  
Belgrade, ME 04917

Dear Town of Belgrade Management,

My name is Daniel MacGlashing, and I am interested in the position of Belgrade Assistant Summer Camp Supervisor. Due to my extensive experience working with and directing childrens' programs, I believe I am an excellent candidate for this position.

From 2009 to 2015, I was the co-director of the York Parks and Rec summer day camp. In this position, I helped plan and implement a daily schedule, facilitated games and activities, and supervise fieldtrips. It was also my responsibility to schedule, train, and supervise camp staff. In late 2015, I began working at Sugarloaf Mountain as a snowboard coach. For three seasons, I worked with kids ranging in ages from 4 – 15 years old. On the hill, I worked with a wide range of abilities and understandings, and off the hill I helped run childrens' programs for aftercare. With these jobs, I was not only responsible for childrens' safety and well-being, but also needed to teach them how to ski and snowboard. In my fourth year in Carrabassett Valley, I was offered an opportunity to work with the Carrabassett Valley Academy (CVA) Weekend Developmental Program. After my first season with the program, I became a director. This required scheduling and training coaches, coaching the 25 kids in the program, and communicating with parents.

In 2020, I moved to the Belgrade region. I began running the Kents Hill Freestyle Ski and Snowboard team. I continue to do this in the winter. Now that I am more permanently located in this region of Maine, I am looking to get back into recreation and summer camps. I know I will bring a tool belt of varying skills, a fresh perspective, and the required level of energy to this position.

Thank you for your time and consideration. I look forward to hearing from you.

Daniel MacGlashing



## Daniel MacGlashing



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**Profile:** Flexible employee with a positive attitude and a vast knowledge of child development. Has a strong understanding of the multiple intelligences and different types of learners, and the ability to communicate constructively with diverse individuals. Patient, confident, and energetic.

**Education:**

- University of Maine at Farmington - B.S., Special Education K-8; May 2010

**Work Experience:**

- **Kents Hill School – Freestyle Ski and Snowboard Coach Winter 2019 – Current**
  - Worked with a variety of high school aged students in snowboarding and skiing.
  - Responsible for building terrain park, planning practices, and group management.
  - Managed a wide range in abilities during practice – from beginners to expert level.
- **Carrabassett Valley Academy – Weekend Program Director – Winter 2018 – 2021**
  - Worked with a variety of children ages 7-14 in competitive snowboarding.
  - Grew the program from 15 to 25 athletes.
  - Responsible for the scheduling of five coaches and planning practices.
  - Maintained strong communication with parents, students, and coaches through weekly emails, in person conversations, and phone calls.
- **Sugarloaf Perfect Turn Snowboard & Ski Instructor Winter 2015, 2016 & 2017**
  - Worked with variety of students ages 3-45 predominately in snowboarding.
  - Taught group, SADS, private and weekend program lessons.
  - Trained new and returning staff.
- **York Parks and Rec. Camp Director Summer 2009-2015**
  - Played an instrumental role in growing the camp from 25 – 50 children per day to 45 – 90 children per day.
  - Coordinated activities for children ages 7-14.
  - Activities included: Hikes, river tubing, amusement parks, beach and lake visits.
  - Supervised and scheduled between 4-7 counselors.

**Leadership and Activities:**

- Lead York Parks and Rec. National League Baseball; Spring 2014-2016
- High school and middle school math and English tutor; 2012-2016
- Certified AASI level II instructor and Children Specialist I
- Voted Friendliest Beaver in UMF's graduating class of 2010

**TOWN OF BELGRADE  
EMPLOYMENT APPLICATION**

PRE-SERVICE QUESTIONNAIRE – EQUAL OPPORTUNITY EMPLOYER

INSTRUCTIONS: PLEASE PRINT AND FILL OUT COMPLETELY. Date 3/21/2022

**PERSONAL INFORMATION**

Name: MacGlashing Daniel, R \_\_\_\_\_ Soc. Sec. No. [REDACTED]  
Last First Initial  
Mailing Address: [REDACTED] City/Town State Zip Code  
Street Address: [REDACTED] City/Town State Zip Code  
Telephone Numbers [REDACTED] Daytime Evening Mobile

Are you over 18 years old? ☐ Yes ☐ No Have you ever been employed by this town? ☐ Yes ☐ No If Yes, when?

From \_\_\_\_\_ to \_\_\_\_\_ Position \_\_\_\_\_

Are you either a U.S. Citizen or do you have the legal right to work in the United States? ☐ Yes ☐ No

Valid State License/ID # [REDACTED] Expires 10/19/22 Who referred you to us? Camille Fontaine

Are you a veteran? ☐ Yes ☐ No Branch of Service \_\_\_\_\_ Final Rank \_\_\_\_\_

**EDUCATION :**

	Name/Location	Years Completed	Degree Received/Major Field
High School	York	4	Yes
	2006		
College	U. Maine Farmington	4	B.S. SPED
	2010		
Trade. Business or Correspondence School			
Other			

List any special skills, special studies/research work or training you possess (machine operator, mechanical skills, computer operator, etc.

Community Health Minor 2010 UMF, previously certified by PSIA/ AASI for ski and snowboard instruction, previously certified by USASA for competition snowboard coach

**POSITION DESIRED:**

Position Assistant Camp Director Salary Desired 25.00/hr When Available ASAP

**EMPLOYMENT HISTORY / EXPERIENCE**

Are you currently employed? ☐ Yes ☐ No If yes, may we contact your present employer? ☐ Yes ☐ No

In the table below, list your last three employers starting with the most recent.

EMPLOYER	DATES (MO/YR)	JOB TITLE	REASON FOR LEAVING
Name Kents Hill	From 2019 Nov	Head freestyle snowboard and ski coach	Season has come to an end. Winter only
Address 1614 Main ST Readfield	To Current		
Name Foreside PM	From 2021 May	Contracted Builder/Operator	Season started for Kents Hill
Address 59 Underwood RD Falls	To 2021 Nov		
Name Lakeside Landscaping	From 2020 Apr	Laborer	Season started for Kents Hill
Address 13 Station RD, Belgrade	To 2020 Nov		

#### REFERENCES

List three persons, not related to you, who have known you for at least one year.

Leah Brackett	152 Quebec St Farmington, ME 04938	[Redacted]
Name	Address	Phone
Josh Reynolds	1614 Main St Readfield, ME 04349	[Redacted]
Name	Address	Phone
Pat Phair	13 Station RD Belgrade	[Redacted]
Name	Address	Phone

Are you willing to submit to a background check? ☐ Yes ☐ No Are you willing to submit to a drug screen? ☐ Yes ☐ No

Have you ever been convicted of a felony or other crimes? ☐ Yes ☐ No (Responding Yes does not automatically disqualify you from employment.) If you answered Yes, please explain the circumstances OUI Farmington Maine 2009

#### AUTHORIZATION

"I certify that the facts contained in this application are true and complete to the best of my knowledge and I understand that, falsified statements and omissions on this application shall be grounds for disqualification or if employed, dismissal. I authorize investigation of all statements contained herein and the references and employers listed to give you all information concerning my previous employment or service and any pertinent information they may have, personal or otherwise, and release the municipality from all liability for any damage that may result from utilization of such information. I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized municipal representative. This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws."

Date 3/21/22 Signature Daniel MacGlashing

DO NOT WRITE BELOW THIS LINE

#### INTERVIEW NOTES

Interviewed by \_\_\_\_\_ Date \_\_\_\_\_

Remarks				
Neatness			Character	
Personality			Abilities	
Hired	Dept.	Position	Start Date	Pay Rate

APPROVED: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
HIRING MANAGER TOWN MANAGER SELECT BOARD CHAIR FOR THE BOARD





UNIVERSITY OF MAINE AT FARMINGTON  
FITNESS & RECREATION CENTER  
152 QUEBEC ST. FARMINGTON, ME 04938  
TEL 207.778.7495 FAX 207.778.7202

March 15, 2022

To Whom It May Concern:

I am writing this letter of recommendation on behalf of Dan MacGlashing, a recent applicant to your school. I have known Dan since the fall of 2006 when we were introduced through the UMF intramural sports program. Dan was a participant at the time and I was the director of the program. As a member of a team that competed in several sports, Dan was expected to exhibit positive leadership. His energy and enthusiasm were evident from the start. He was a strong positive leader of his team.

As I grew to know Dan I recognized his ability to be a positive role model in the competitive arena. He also possessed a playfulness and energy that spread to others. In the fall of 2007 Dan became part of my student staff supervising intramural sports. As a participant in the intramural sports program, Dan was well aware of the challenges this job presented to the staff. Officials are often harassed and argued with as players contest the calls. The officials must be consistent and fair. They must not allow the negative attitudes of others affect their job performance. Dan was able to take it all in stride. He was confident, fair, and always managed to maintain a level of enthusiasm.

Beginning in spring of 2008, Dan began working for me in our children's programs. These included our Cradles and Crayons Program for non-school-aged children, in our After School Program for children ages 6-12, and our vacation camps. Children's programs give Dan the opportunity to shine. He was a real asset to us. His energy and enthusiasm were hard to match. He was always fair and consistent with discipline and showed patience when others would give up. He was a great role model, not only for the participants but also for new staff. Dan also completed a Community Health Practicum in the After School Program where he not only initiated and supervised activities but also created a games manual, a working copy of which is still used today as a games resource for student staff.

In the summer of 2019, Dan returned to UMF and worked as the Assistant Director for our summer day camp. He showed great strength as a leader of the team and in managing groups of children. It was a dream come true to have someone with Dan's skill set and personality running our camp.

In all of Dan's roles at the facility he demonstrated excellent leadership skills, enthusiasm, and responsibility. Dan proved himself to be a reliable and proactive employee. His presence has surely been missed.

I recommend Dan without hesitation. I have no doubt that he will be an asset to your organization.

Sincerely,

A handwritten signature in cursive script that reads "Leah Brackett".

Leah Brackett  
Assistant Director/Coordinator of  
Intramural Sports and Children's Programs  
University of Maine Farmington  
Fitness and Recreation Center



# TOWN OF BELGRADE



## Board/Committee Appointment & Re-appointment Application

Date: \_\_\_\_\_

Application for Appointment or re-appointment to:

☐ Planning Board  
☐ Board of Appeals  
☐ Dams Committee  
☒ Cemetery Committee  
☐ Library Trustee  
☐ Long Range Planning Com.

☐ Board of Parks & Recreation  
☐ Board of Assessment & Review  
☐ Transfer Station & Recycling Com.  
☐ Budget Committee  
☐ Tree Committee  
☐ Comprehensive Plan Review Committee

Other \_\_\_\_\_

If this is a re-appointment please state the number of years you have served 10

Name Robert A. Lewis

Address \_\_\_\_\_

Phone # (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Email: \_\_\_\_\_

Place of Employment Retired

Education & Experience University of Maine, Retired from Maine State Museum - Archaeology

Interests and Hobbies Fishing, Birding and wood working

Why do you wish to serve on a municipal board or committee?

To give back to the ~~the~~ Town I have enjoyed

### References

Name Mary Vogel Phone # \_\_\_\_\_  
Name [Signature] Phone # \_\_\_\_\_

Please Return to:

Town Clerk (townclerk@townofbelgrade.com)  
Town of Belgrade  
990 Augusta Road  
Belgrade, ME 04917

OFFICE USE: (Must be completed and filed with oath of office)

Board Chair contacted: Y N Term to be filed: \_\_\_\_\_ Term year end: \_\_\_\_\_



# Memo

To: Board of Selectpersons  
From: MacGregor Stocco  
Date: May 3, 2022  
Re: First-responders memorial

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Dear Board of Selectpersons,

We appreciate your continued support of the proposal to construct a memorial to honor Belgrade First-Responders. If you have not had a chance, please take a look at our website: [belgraderespondersmemorial.org](http://belgraderespondersmemorial.org). The website has up-to-date fundraising totals, as well as design information and a list of people and businesses who have already donated. To date, we have raised \$2,875 toward our goal of \$12,000 in private funds! Though it seems we still have a long way to go, we are actually right on the cusp. We have received a generous matching offer, up to \$5,000. This effectively cuts our goal in half!

Our committee members have received multiple "feelers" from residents who are ready to donate. They are simply waiting for final approval of a location, a sort of final declaration that this project will in fact happen. Therefore, we come before you tonight with a request to approve a final location.

Last fall, you requested the location be geographically central, and we listened, and have investigated multiple possible locations. We looked at many factors, such as accessibility, foot traffic and drainage. We recommend placing it in front of the Town Office, in the grassy area to the right if you are facing the front main entrance. We could even put some pavers leading from the existing paved walkway to the Memorial, along with some framing vegetation. It could be a really nice addition to the Town Office.

We do have some fundraising ideas for this summer. However, given the interest from people in donating, once there is final approval of a location, we strongly believe we will have all the private funds raised in short order.

I look forward to speaking with you Tuesday night.

Thank you,

Mac Stocco





BELGRADE  
FIRST RESPONDERS



HONORING THOSE  
PAST and PRESENT

Thank you for your service



# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: May 3, 2022  
Re: Snowplow contract

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See attached a request from Warren Brothers Construction, the Town's snowplowing contractor.

Warren Bros. Construction  
168 Warren Hill Road  
Smithfield, ME 04978

Travis: (207) 314-6403  
Terry: (207) 314-6402  
Office: (207) 362-5652

March 8, 2022

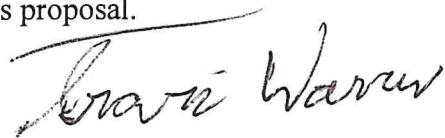
Town of Belgrade  
Belgrade Town Office  
990 Augusta Rd  
Belgrade, ME 04917

RE: Increasing Fuel Costs

Due to the unexpected rise in the cost of fuel, Warren Bros. Construction is proposing the Town of Belgrade reimburse Warren Bros. Construction any additional cost of fuel over the price of \$4.00 a gallon.

This proposal would be in effect starting September, 2022, and would continue until the Plow Contract ends in 2024.

Please contact us with any concerns or questions about this proposal.

Respectfully, 

Warren Bros. Construction

# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: May 3, 2022  
Re: Harassment policy

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Section II of the Town's Employment Guidelines speak briefly to the issue of harassment and sexual harassment. It states: "The Town of Belgrade recognizes the dignity of the individual employee and the right of the employee to work in an environment that is free from intimidation and harassment. Such intimidation or harassment based on sex, race, color, religion, national origin, age, or physical/mental handicap is in violation of this policy and federal and state laws. Sexual harassment is deliberate or repeated unsolicited comments, gestures, or physical contact of a sexual nature that are unwelcome. Sexual harassment undermines the integrity of the employment relationships, destroys morale, interferes with productivity, and adversely affects the careers of employees. Such action is unacceptable conduct and will not be condoned or tolerated. It is considered grounds for disciplinary action up to and including discharge."

If the Selectboard is interested in adopting a more robust harassment policy, the Maine Municipal Association offers the attached three-page document, which incorporates the tweaks discussed at the April 19 Board meeting.

# Harassment & Sexual Harassment Policy

The municipality of Belgrade is committed to providing its employees with a safe and respectful work environment free from all forms of illegal intimidation and harassment. Illegal harassment and sexual harassment are strictly prohibited. This includes harassment based on race or color, gender, sexual orientation, physical or mental disability, age, ancestry, national origin, religion, veteran's status, genetic predisposition, whistleblower activity, or workers compensation history.

This policy applies to all officials and employees of the municipality of Belgrade, as well as all volunteers, non-employee guests, customers, invitees, vendors, and suppliers.

## Definitions:

**Sexual Harassment:** Sexual harassment is a form of illegal gender discrimination and is prohibited by Title VII of the federal Civil Rights Act and by the Maine Human Rights Act.

Sexual harassment is defined as: unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

- (a) submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment,
- (b) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
- (c) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Sexual harassment can also include conduct that is not sexual in nature, but is gender related or directed at an individual because of gender. It includes harassment of the same or of the opposite sex.

Examples of sexual harassment include, but are not limited to:

- Offensive sexual flirtations, gestures, leering;
- Verbal or physical abuse of a sexual nature or directed at an individual because of gender;
- Advances or propositions;
- Lewd jokes or nicknames;
- Sexually suggestive sounds, writings, comments or gestures;
- Unwelcome touching or advances, sexual practical jokes or horseplay;

- Display of sexually suggestive, lewd or offensive objects, pictures or materials.

**Illegal Harassment:** Illegal Harassment is defined as unwelcome conduct or behavior based on race, color, gender, sexual orientation, disability, age, ancestry, national origin, religion, veteran's status, genetic pre-disposition, whistleblower status or workers compensation history when: (1) enduring the conduct becomes a condition of continued employment; (2) submission to or rejection of the conduct is used as the basis for employment decisions affecting the individual; or (3) the conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment

Examples, include, but are not limited to:

- Physical abuse, such as shoving, punching, tripping, stalking, groping;
- Damage to personal possessions;
- Verbal harassment/abuse, such as threats, innuendoes, foul language;
- Racist comments or derogatory stereotypes;
- Offensive jokes;
- Inappropriate comments, slurs, ridicule or jokes about an employee's accent, disability, age, religion, gender, sexual orientation;
- Inappropriate or offensive nicknames.

**Harassment and Sexual Harassment Strictly Prohibited:**

The municipality of Belgrade does not tolerate sexual harassment or harassment based on race, color, gender, sexual orientation, disability, age, ancestry, national origin, religion, genetic predisposition, whistleblower status or workers compensation history. Any such conduct is strictly prohibited and will be grounds for disciplinary action.

All employees and officials are expected and required to treat each other professionally and respectfully. Supervisors are responsible to create and maintain a work environment free of harassment and discrimination. Supervisory staff are responsible to actively stop or prevent inappropriate conduct and are required to take immediate and appropriate action whenever becoming aware of conduct in violation of this policy. Corrective action is required regardless of whether a complaint is filed.

**Complaint Process:**

The municipality of Belgrade will promptly and fully investigate any issues of harassment or discrimination in the workplace. Every complaint will be promptly and thoroughly investigated. All employees and officials are required to cooperate fully in any investigation. If warranted, the municipality may take appropriate disciplinary action against any employee or official found to have engaged in harassment, which may

include disciplinary action and/or measures to prevent a re-occurrence. Confidentiality will be preserved to the fullest extent possible, consistent with Maine law and our need to respect the rights of all employees involved.

Any municipal employee or official who witnesses, becomes aware of, or is the recipient of, harassment or discrimination in violation of this policy is encouraged and expected to report it to his/her supervisor or to the contact persons listed below. Complaints may be filed by contacting your supervisor or by contacting the Town Manager, in person at 990 Augusta Road, at 207-495-2258 or at [townmanager@townofbelgrade.com](mailto:townmanager@townofbelgrade.com). If the complaint involves the Town Manager, the chair of the Board of Selectpersons should be contacted.

### **Maine Human Rights Commission:**

Any employee or official who believes that he/she has been the subject of illegal discrimination or harassment also has the right to file a complaint with the Maine Human Rights Commission (MHRC). The MHRC is the state agency responsible for enforcing state employment discrimination laws. In most cases, a complaint must be filed with the MHRC within 300 days of the date of the act of illegal discrimination/harassment.

There is no requirement that an employee utilize the municipality's internal complaint process first, nor is it required that any internal process be exhausted before a MHRC complaint is initiated. For more information on how to file a charge with the MHRC, contact the MHRC at 51 State House Station, Augusta, Maine 04333-0051 or by telephone at 624-6290, TTY: Maine Relay 711. Additional information is available on the MHRC website at: [www.maine.gov/mhrc/index.shtml](http://www.maine.gov/mhrc/index.shtml)

### **Retaliation Prohibited:**

No employee or official shall be retaliated against for reporting suspected discrimination or harassment or for participating in any part of the complaint process.

If you have any questions concerning this policy, please contact the Town Manager, in person at 990 Augusta Road, at 207-495-2258 or at [townmanager@townofbelgrade.com](mailto:townmanager@townofbelgrade.com).

Adopted by the Board of Selectpersons on this 3rd day of May 2022.

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Melanie Jewell, Chair



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Barbara Allen, Vice-Chair

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Rick Damren

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Dan Newman

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Carol Johnson

# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: May 3, 2022  
Re: ARPA public input

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Last year, the Town received \$166,292.08 in American Rescue Plan Act (ARPA) funds from the federal government. Next fall, we will receive the same amount, for a total of \$332,584.16. There is an opportunity to supplement and/or leverage those funds with additional ARPA funding from Kennebec County, though that may require accelerating the timeline.

Funds must be appropriated by Dec. 31, 2024, and spent by Dec. 31, 2026. That presents an opportunity to engage in a public process to reach a recommendation for voters to consider, possibly at the 2023 Town Meeting.

Attached is a piece written by the Maine Municipal Association's legislative analyst on the allowable uses of ARPA funds under the final rules adopted by the U.S. Department of Treasury. Those rules have been relaxed to allow spending the funds on "government services," defined as any service traditionally provided by a government. As you can imagine, that's an expansive list.

The public, of course, will have ideas about how the funds should be used. This could be viewed as a competitive process in which funds are allocated to the highest priority needs that yield the greatest public benefit. We previously talked about residents proposing allowable uses of the funds during a series of public meetings, after which, the Board of Selectpersons can begin discussing the merits of the viable options. Eventually, whatever is proposed would be presented to the voters to appropriate the funds.

Now that we are past the hubbub of Town meeting, it's a good time to talk about details of the public input process, including a timeline.

## An overview of ARPA's final rule

In May 2021, the U.S. Department of Treasury published the interim final rule describing eligible and ineligible uses of funds, sought feedback from the public on these program rules, and began to distribute funds. Since then, governments have used funds to meet their immediate pandemic response needs and begin building a strong and equitable recovery, such as through providing vaccine incentives, development of affordable housing, and construction of infrastructure to deliver safe and reliable water.

Prior to publishing the final rule, Treasury carefully considered the feedback provided through its public comment process and other forums. The final rule delivers broader flexibility and greater simplicity in the program. Among other clarifications and changes, the final rule provides the following features:

- **Replacing lost public sector revenue.** The final rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount – in many cases their full award – for government services, with streamlined reporting requirements.

Government services generally include any service traditionally provided by a government. Here are some common examples, although this list is not exhaustive:

- Construction of schools and hospitals.
  - Road-building and maintenance, and other infrastructure.
  - Health services.
  - General government administration, staff, and administrative facilities.
  - Environmental remediation.
  - Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles).
- **Addressing public health and economic impacts.** In addition to programs and services, the final rule clarifies that recipients can use funds for capital expenditures that support an eligible COVID-19 public health or economic response. For example, recipients may build certain affordable housing, childcare facilities, schools, hospitals, and other projects consistent with final rule requirements.

In addition, the final rule provides an expanded set of households and communities that are presumed to be “impacted” and “disproportionately impacted” by the pandemic, thereby allowing recipients to provide responses to a broad set of households and entities without requiring additional analysis.

Further, the final rule allows for a broader set of uses to restore and support government employment, including hiring above a recipient's pre-pandemic baseline, providing funds to employees that experienced pay cuts or furloughs, avoiding layoffs, and providing retention incentives.

- **Providing premium pay.** The final rule delivers more streamlined options to provide premium pay, by broadening the share of eligible workers who can receive premium pay without a written justification while maintaining a focus on lower-income and frontline workers performing essential work.
- **Constructing water, sewer and broadband infrastructure.** The final rule significantly broadens eligible broadband infrastructure investments to address challenges with broadband access, affordability and reliability, and adds additional eligible water and sewer infrastructure investments, including a broader range of lead remediation and stormwater management projects.

*Neal Goldberg is a Legislative Analyst for the Maine Municipal Association. Contact him at [ngoldberg@memun.org](mailto:ngoldberg@memun.org).*

# Memo

**To:** Board of Selectmen/Assessors  
**From:** Rob Duplisea, Assessors Agent  
**Date:** 5/3/2022  
**Re:** Explanation of Tax Supplementals

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Supplemental 21-01

Polly Beatie, Map 13 Lot 23

2.05 acres have been removed from Tree Growth Classification

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Supplemental 21-02

Chris & Diana Grondin, Map 5 Lot 1D

2.00 acres have been removed from Tree Growth Classification

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Respectfully Submitted,

Rob Duplisea CMA  
Assessors Agent

# TOWN OF BELGRADE



990 Augusta Road  
Belgrade, ME 04917

Phone: (207) 495-2258

Fax: (207) 495-2742

E-mail: [townoffice@belgrademaine.com](mailto:townoffice@belgrademaine.com)

## SUPPLEMENTAL TAX CERTIFICATE AND WARRANT 36 M.R.S.A. SECTION 713

### Tax Year and Warrant Numbers: 2021-1 & 2

I, the undersigned Assessor of Town of Belgrade, County of Kennebec, State of Maine, hereby do commit Nicholas Poole, Tax Collector, the following supplemental tax in the total amount of \$60,112.05 which were omitted from assessment, or were invalid or void by reason of illegality or irregularity from the April 1, 2021 valuation records. The powers of the original warrant dated July 15, 2021 for calendar year 2021 are extended by virtue of Title 36 MRSA Sec 713 as amended.

Payment is due June 30, 2022

Interest begins to accrue July 1, 2022

No	Name	Map/Lot	Acc #	Amount	Reason
1.	Polly Beatie	M13 L23	2055	\$55,156.83	Tree Growth Removal Penalty
2.	Chris & Diana Grondin	M5 L1D	501	\$4,955.22	Tree Growth Removal Penalty

Approved by the Belgrade Board of Selectpersons on May 3, 2022.

\_\_\_\_\_  
Assessor

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Assessor

\_\_\_\_\_  
Assessor

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Assessor

\_\_\_\_\_  
Assessor

Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00743 A.B.L. ROOFING AND CONSTRUCTION</b>						
0165	22514	05	GARAGE ADDITION ROOF INST	186		
GARAGE ADDITION ROOF INST			G 3-601-00		6,000.00	0.00
			CAPITAL PROJ / MAINT. GARAG			
<b>Vendor Total-</b>					<b>6,000.00</b>	
<b>00664 ALL SEASONS TREE SERVICE</b>						
0165	22515	05	CFAS DALTON TREE REMOVAL	2413		
CFAS TREE REMOVAL			E 13-02-35-08		2,500.00	0.00
			FACILITIES / CFAS - REPAIRS / BUILDING			
DALTON TREE REMOVAL			E 13-11-35-08		500.00	0.00
			FACILITIES / DALTON - REPAIRS / BUILDING			
<b>Vendor Total-</b>					<b>3,000.00</b>	
<b>00168 ATLANTIC PARTNERS EMS, INC</b>						
0165	22516	05	BAILER/HOPPER REPAIRS	667357		
HOPPER			E 15-05-35-10		1,000.00	0.00
			SOLID WASTE / WASTE - REPAIRS / HOPPER			
BAILERS			E 15-05-35-12		1,488.30	0.00
			SOLID WASTE / WASTE - REPAIRS / BALERS			
<b>Vendor Total-</b>					<b>2,488.30</b>	
<b>00289 AUGUSTA FUEL CORP.</b>						
0165	22517	05	GARAGE HEATING	5950354		
GARAGE HEATING			E 13-04-20-05		71.19	0.00
			FACILITIES / GARAGE - SERVICES / HEATING			
<b>Vendor Total-</b>					<b>71.19</b>	
<b>00118 B&amp;B EMBROIDERY</b>						
0165	22518	05	CLOTHING	47843		
CLOTHING			E 05-05-30-08		45.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / CLOTHING			
<b>Vendor Total-</b>					<b>45.00</b>	
<b>00671 BAR HARBOR BANK &amp; TRUST</b>						
0165	22519	05	CEMETERY PORTFOLIO TRANSF	2021		
CEMETERY PORTFOLIO TRANSF			R 01-22		15,250.00	0.00
			GEN'L GOV. - GRAVE OPENIN			
<b>Vendor Total-</b>					<b>15,250.00</b>	
<b>00020 CENTRAL MAINE POWER</b>						
0165	22521	05	SALT&SAND ELECTRICITY	718001344123		
SALT&SAND ELECTRICITY			E 13-05-20-04		26.48	0.00
			FACILITIES / SALT & SAND - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>					<b>26.48</b>	
0165	22521	05	DEPOT FD ELECTRICITY	725001164169		
DEPOT FD ELECTRICITY			E 13-07-20-04		82.87	0.00
			FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>					<b>82.87</b>	
0165	22521	05	OLD TOWN HOUSE ELECTRIC	723001264211		
OLD TOWN HOUSE ELECTRIC			E 13-13-20-04		17.06	0.00
			FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>					<b>17.06</b>	
0165	22521	05	TOWN OFFICE ELECTRICITY	714001378989		
TOWN OFFICE ELECTRICITY			E 13-09-20-04		556.58	0.00
			FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>					<b>556.58</b>	
0165	22521	05	TOWN GARAGE ELECTRICITY	704001430380		
TOWN GARAGE ELECTRICITY			E 13-04-20-04		54.47	0.00

Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
FACILITIES / GARAGE - SERVICES / ELECTRICITY						
Invoice Total-					54.47	
0165	22521	05	LAKES FD ELECTRICITY	711001389333		
LAKES FD ELECTRICITY			E 13-06-20-04		144.57	0.00
FACILITIES / FD:LAKES - SERVICES / ELECTRICITY						
Invoice Total-					144.57	
0165	22521	05	10 DALTON ELECTRICITY	717001354430		
10 DALTON ELECTRICITY			E 13-11-20-04		90.65	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY						
Invoice Total-					90.65	
0165	22521	05	8 DALTON ELECTRICITY	722001289996		
8 DALTON ELECTRICITY			E 13-11-20-04		273.02	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY						
Invoice Total-					273.02	
0165	22521	05	18 DALTON ELECTRICITY	717001353483		
18 DALTON ELECTRICITY			E 13-11-20-04		16.86	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY						
Invoice Total-					16.86	
0165	22521	05	CFAS OUTBUILDING ELECTRIC	702001443939		
CFAS OUTBUILDING ELECTRIC			E 13-02-20-04		16.86	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY						
Invoice Total-					16.86	
0165	22521	05	CFAS ELECTRICITY	711001388358		
CFAS ELECTRICITY			E 13-02-20-04		486.36	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY						
Invoice Total-					486.36	
0165	22521	05	WINGS MILLS DAM ELECTRIC	723001259228		
WINGS MILLS DAM ELECTRIC			E 96-01-99-99		21.57	0.00
DAMS / DAMS - EXPENSE / EXPENSE						
Invoice Total-					21.57	
0165	22521	05	MAIN ST DAM ELECTRICITY	724001214846		
MAIN ST DAM ELECTRICITY			E 96-01-99-99		23.32	0.00
DAMS / DAMS - EXPENSE / EXPENSE						
Invoice Total-					23.32	
0165	22521	05	NBCC ELECTRICITY	702001441231		
NBCC ELECTRICITY			E 13-03-20-04		138.88	0.00
FACILITIES / NBCC - SERVICES / ELECTRICITY						
Invoice Total-					138.88	
0165	22521	05	NBFD ELECTRICITY	702001441230		
NBFD ELECTRICITY			E 13-08-20-04		70.53	0.00
FACILITIES / FD:NB - SERVICES / ELECTRICITY						
Invoice Total-					70.53	
Vendor Total-					2,020.08	
00328 CITY OF WATERVILLE						
0165	22522	05	DISPATCH FEES	4/1-6/30/2022		
DISPATCH FEES			E 05-10-99-99		3,293.34	0.00
PUBLIC SAFTY / DISPATCH - EXPENSE / EXPENSE						
Vendor Total-					3,293.34	
00000 ELAINE EADLER						
0165	22523	05	RENTAL CANCELLATION	4/27/2022		
RENTAL CANCELLATION			R 25-04		500.00	0.00
RECREATION - RENTALS						
Vendor Total-					500.00	



## Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00139 FIRE TECH &amp; SAFETY</b>						
0165	22524	05	GLOVES	203772		
GLOVES			E 05-05-40-04		433.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PURCHASES / EQUIPMENT			
			Vendor Total-		433.00	
<b>00288 GALE/CENGAGE LEARNING</b>						
0165	22525	05	MAY LARGE PRINT	77623625		
MAY LARGE PRINT			E 30-01-30-09		49.38	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Invoice Total-		49.38	
0165	22525	05	BOOKS AND PERIODICALS	77299716		
BOOKS AND PERIODICALS			E 30-01-30-09		74.72	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Invoice Total-		74.72	
			Vendor Total-		124.10	
<b>00066 GENERATORS OF MAINE, INC</b>						
0165	22526	05	RESCUE 6 REPAIRS	9170		
RESCUE 6 REPAIRS			E 05-05-35-04		1,329.63	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - REPAIRS / FIRE TRUCKS			
			Vendor Total-		1,329.63	
<b>00434 GROUP DYNAMIC, INC.</b>						
0165	22527	05	MAY MONTHLY HRA	L2205-016000064		
MAY MONTHLY HRA			E 23-10-99-99		28.00	0.00
			INSURANCE / HRA ADMIN - EXPENSE / EXPENSE			
			Vendor Total-		28.00	
<b>00009 HAMMOND LUMBER COMPANY</b>						
0165	22529	05	NEW GARAGE SCREWS	5392457		
NEW GARAGE SCREWS			G 3-601-00		60.96	0.00
			CAPITAL PROJ / MAINT. GARAG			
			Invoice Total-		60.96	
0165	22529	05	METAL TO MAKE A RACK	5391794		
METAL TO MAKE A RACK			E 13-02-35-08		152.86	0.00
			FACILITIES / CFAS - REPAIRS / BUILDING			
			Invoice Total-		152.86	
0165	22529	05	NEW GARAGE LUMBER	5387806		
NEW GARAGE LUMBER			G 3-601-00		5,934.04	0.00
			CAPITAL PROJ / MAINT. GARAG			
			Invoice Total-		5,934.04	
0165	22529	05	GARAGE ADDITION STAPLES	5399177		
GARAGE ADDITION STAPLES			G 3-601-00		17.37	0.00
			CAPITAL PROJ / MAINT. GARAG			
			Invoice Total-		17.37	
0165	22529	05	GARAGE ADDITION SCREWS	5395641		
GARAGE ADDITION SCREWS			G 3-601-00		22.80	0.00
			CAPITAL PROJ / MAINT. GARAG			
			Invoice Total-		22.80	
0165	22529	05	MATERIALS FOR TS OFFICE	5395638		
MATERIALS FOR TS OFFICE			E 13-09-35-08		43.37	0.00
			FACILITIES / TRANSFER STA - REPAIRS / BUILDING			
			Invoice Total-		43.37	
0165	22529	05	DALTON TRIM METAL	5411687		
DALTON TRIM METAL			E 13-11-35-08		345.10	0.00
			FACILITIES / DALTON - REPAIRS / BUILDING			

Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>Invoice Total-</b>					<b>345.10</b>	
0165	22529	05	PAINT DALTON	5411625		
PAINT DALTON	E 13-11-35-08				48.73	0.00
	FACILITIES / DALTON - REPAIRS / BUILDING					
<b>Invoice Total-</b>					<b>48.73</b>	
0165	22529	05	GARAGE ADD. TAPE&BOLTS	5411780		
GARAGE ADD. TAPE&BOLTS	G 3-601-00				46.90	0.00
	CAPITAL PROJ / MAINT. GARAG					
<b>Invoice Total-</b>					<b>46.90</b>	
0165	22529	05	GARAGE ADDITION CLIPS	5405607		
GARAGE ADDITION CLIPS	G 3-601-00				7.20	0.00
	CAPITAL PROJ / MAINT. GARAG					
<b>Invoice Total-</b>					<b>7.20</b>	
0165	22529	05	GARAGE ADDITION LUMBER	5404454		
GARAGE ADDITION LUMBER	G 3-601-00				465.00	0.00
	CAPITAL PROJ / MAINT. GARAG					
<b>Invoice Total-</b>					<b>465.00</b>	
0165	22529	05	GARAGE ADDITION LUMBER	5408234		
GARAGE ADDITION LUMBER	G 3-601-00				61.08	0.00
	CAPITAL PROJ / MAINT. GARAG					
<b>Invoice Total-</b>					<b>61.08</b>	
<b>Vendor Total-</b>					<b>7,205.41</b>	
<b>00285 HUB INTERNATIONAL NEW ENGLAND</b>						
0165	22530	05	2022 VOLUNTEER FF INSURAN	2022		
2022 VOLUNTEER FF INSURAN	E 23-30-99-99				1,462.00	0.00
	INSURANCE / VOLUNTEER FD - EXPENSE / EXPENSE					
<b>Vendor Total-</b>					<b>1,462.00</b>	
<b>00491 JORDAN LUMBER CO</b>						
0165	22531	05	HOSES FORESTRY GRANT	260494		
HOSES FORESTRY GRANT	E 05-05-40-03				1,650.00	0.00
	PUBLIC SAFTY / FD/ RSC DEPT - PURCHASES / EQUIPMENT					
<b>Vendor Total-</b>					<b>1,650.00</b>	
<b>00189 KENNEBEC VALLEY COUNCIL OF</b>						
0165	22532	05	7/22-6/30/2022 MEMBERSHIP	2022		
7/22-6/30/2022 MEMBERSHIP	E 01-10-14-02				7,589.00	0.00
	GEN'L GOV. / ADMIN - MEMBERSHIP / KVCOG					
<b>Vendor Total-</b>					<b>7,589.00</b>	
<b>00296 LIFESAVERS, INC</b>						
0165	22533	05	TOWN OFFICE AED PADS	220026		
TOWN OFFICE AED PADS	E 01-10-30-04				271.02	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OPERATING					
<b>Vendor Total-</b>					<b>271.02</b>	
<b>00001 MAINE MUNICIPAL</b>						
0165	22534	05	BENEFITS	MAY 2022		
DENTAL INSURANCE	G 1-226-00				402.00	0.00
	GEN'L FUND / DENTAL INS					
LIFE INSURANCE	G 1-229-00				12.00	0.00
	GEN'L FUND / LIFE INS					
VISION INSURANCE	G 1-231-00				19.87	0.00
	GEN'L FUND / VISION INS					
HEALTH INSURANCE:ADMIN	E 01-10-10-13				1,864.42	0.00
	GEN'L GOV. / ADMIN - PERSONNEL / BENEFITS					
HEALTH INSURANCE:FACILITY	E 13-01-10-13				932.21	0.00
	FACILITIES / GENERAL - PERSONNEL / BENEFITS					

Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
HEALTH INSURANCE			G 1-225-00		2,269.69	0.00
			GEN'L FUND / HEALTH INS.			
HEALTH INSURANCE:FD			E 05-05-10-13		2,000.72	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PERSONNEL / BENEFITS			
HEALTH INSURANCE:MANAGER			E 01-15-10-13		932.21	0.00
			GEN'L GOV. / MANAGER - PERSONNEL / BENEFITS			
HEALTH INSURANCE:LIBRARY			E 30-01-10-13		932.21	0.00
			LIBRARY / LIBRARY - PERSONNEL / BENEFITS			
HEALTH INSURANCE: TS			E 15-05-10-13		932.21	0.00
			SOLID WASTE / WASTE - PERSONNEL / BENEFITS			
HEALTH INSURANCE: CEO			E 01-20-10-13		43.79	0.00
			GEN'L GOV. / CODE ENFORCE - PERSONNEL / BENEFITS			
Vendor Total-					10,341.33	
00002 MAINE MUNICIPAL ASSOCIATION						
0165	22535	05	BOA MANUAL	1000425828		
			E 01-05-13-01		35.00	0.00
BOA MANUAL			GEN'L GOV. / APP'LS BOARD - EDUCATION / EDUCATION			
Invoice Total-					35.00	
0165	22535	05	BOA MANUAL	1000425847		
			E 01-05-30-03		35.00	0.00
BOA MANUAL			GEN'L GOV. / APP'LS BOARD - SUPPLIES / OFFICE			
Invoice Total-					35.00	
0165	22535	05	BOA MANUAL	10000425828		
			E 01-05-30-03		35.00	0.00
BOA MANUAL			GEN'L GOV. / APP'LS BOARD - SUPPLIES / OFFICE			
Invoice Total-					35.00	
Vendor Total-					105.00	
00650 MARSHALL BUILDERS, INC.						
0165	22536	05	GARAGE ADD ROOF TRUSTS	2022		
			G 3-601-00		10,500.00	0.00
GARAGE ADD ROOF TRUSTS			CAPITAL PROJ / MAINT. GARAG			
Vendor Total-					10,500.00	
00742 MB TRACTOR & EQUIPMENT						
0165	22537	05	NEW SKID STEER	2022		
			G 1-501-00		57,828.00	0.00
NEW SKID STEER			GEN'L FUND / UNDESIGNATED			
Vendor Total-					57,828.00	
00728 MCCORMACK BUILDING SUPPLIES						
0165	22538	05	CORD	595623		
			E 13-01-30-04		59.99	0.00
CORD			FACILITIES / GENERAL - SUPPLIES / OPERATING			
Vendor Total-					59.99	
00256 MODERN PEST SERVICES						
0165	22539	05	CFAS PEST CONTROL	5258415		
			E 13-02-20-12		72.00	0.00
CFAS PEST CONTROL			FACILITIES / CFAS - SERVICES / PEST CONTROL			
Vendor Total-					72.00	
00182 PIKE INDUSTRIES, INC.						
0165	22540	05	CRUSHED STONE	1176661		
			E 10-01-30-04		770.23	0.00
CRUSHED STONE			PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING			
Invoice Total-					770.23	
0165	22540	05	COLD PATCH	1177151		
			E 10-01-30-04		125.84	0.00
COLD PATCH						

Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING						
Invoice Total-					125.84	
Vendor Total-					896.07	
00003 REGISTRY OF DEEDS						
0165	22541	05	1 LIEN DISCHARGE			
1 LIEN DISCHARGE			E 01-10-47-01		19.00	0.00
GEN'L GOV. / ADMIN - FEES / DISCHARGE						
Vendor Total-					19.00	
00034 RSU # 18						
0165	22542	05	INSTALLMENT-			
RSU # 18 INSTALLMENT			E 31-01-99-99		550,041.80	0.00
SCHOOL / RSU 18 - EXPENSE / EXPENSE						
Vendor Total-					550,041.80	
00478 SEACOAST SECURITY, INC						
0165	22543	05	CFAS BATTERIES REPLACED	772983		
CFAS BATTERIES REPLACED			E 13-02-20-10		89.68	0.00
FACILITIES / CFAS - SERVICES / SECURITY						
Vendor Total-					89.68	
00612 SPECTRUM ENTERPRISE						
0165	22544	05	APRIL BILL	956055001041322		
CFAS			E 25-30-20-01		169.98	0.00
RECREATION / REC PROGRAMS - SERVICES / COMMUNICATIO						
DEPOT FD			E 05-05-20-01		49.99	0.00
PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUNICATIO						
LIBRARY			E 30-01-20-01		86.35	0.00
LIBRARY / LIBRARY - SERVICES / COMMUNICATIO						
TOWN OFFICE			E 01-10-20-01		109.64	0.00
GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO						
TRANSFER STATION			E 15-05-20-01		129.98	0.00
SOLID WASTE / WASTE - SERVICES / COMMUNICATIO						
LAKES FD			E 05-05-20-01		177.27	0.00
PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUNICATIO						
Vendor Total-					723.21	
00424 STEVENS, JASON						
0165	22545	05	SWEEP, DEAD TREES, POT HOLE	4/17/2022		
SKID STEER 13 HRS			E 10-01-20-07		798.85	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
SWEEPER 13 HRS			E 10-01-20-07		299.00	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
LABOR			E 10-01-20-07		339.66	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
MINI EXCAVATOR 8HRS			E 10-01-20-07		897.04	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
1 TON 13 HRS			E 10-01-20-07		790.53	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
Invoice Total-					3,125.08	
0165 22545 05 SWEEP ROADS 4/3/2022						
SKID STEER 14HRS			E 10-01-20-07		860.00	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
SWEEPER 14HRS			E 10-01-20-07		322.00	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
LABOR			E 10-01-20-07		264.18	0.00
PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED						
Invoice Total-					1,446.18	
0165	22545	05	SWEEP ROADS	4/10/2022		

Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
SKID STEER 18HRS			E 10-01-20-07		1,106.10	0.00
		PUBLIC WORKS /	ROADS-GM - SERVICES / CONTRACTED			
SWEeper 18HRS			E 10-01-20-07		414.00	0.00
		PUBLIC WORKS /	ROADS-GM - SERVICES / CONTRACTED			
LABOR			E 10-01-20-07		339.66	0.00
		PUBLIC WORKS /	ROADS-GM - SERVICES / CONTRACTED			
Invoice Total-					1,859.76	
Vendor Total-					6,431.02	
00048 TREASURER, STATE OF MAINE						
0165	22546	05	PLUMBING PERMITS			
			G 1-211-00		100.00	0.00
PLUMBING PERMITS			GEN'L FUND / PLUMB. PERM.			
Vendor Total-					100.00	
00178 WARREN BROTHERS						
0165	22547	05	PLOWING CONTRACT	5/9/2022		
			E 10-10-20-07		29,604.00	0.00
PLOWING CONTRACT			PUBLIC WORKS / PLOW & SAND - SERVICES / CONTRACTED			
Vendor Total-					29,604.00	
00369 WB MASON CO, INC						
0165	22548	05	GRAY FOLDERS	228818065		
			E 01-10-30-03		26.48	0.00
GRAY FOLDERS			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
Invoice Total-					26.48	
0165	22548	05	RECEIPT ROLLS	229001293		
			E 01-10-30-03		13.99	0.00
RECEIPT ROLLS			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
Invoice Total-					13.99	
0165	22548	05	CLIPS	228818081		
			E 01-10-30-03		22.80	0.00
CLIPS			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
Invoice Total-					22.80	
Vendor Total-					63.27	
00206 WORKPLACE HEALTH						
0165	22549	05	RESPIRATOR QUESTIONNAIRE	321894		
			E 05-05-20-11		145.00	0.00
RESPIRATOR QUESTIONNAIRE			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL			
Invoice Total-					145.00	
0165	22549	05	SPIROMETRY, PHYSICAL EXAM	321356		
			E 05-05-20-11		157.00	0.00
SPIROMETRY, PHYSICAL EXAM			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL			
Invoice Total-					157.00	
Vendor Total-					302.00	
00421 YANKEE COMMUNICATIONS						
0165	22550	05	NEW INSTALLATION	INV22-0300		
			E 05-05-40-04		1,861.54	0.00
NEW INSTALLATION			PUBLIC SAFTY / FD/ RSC DEPT - PURCHASES / EQUIPMENT			
Vendor Total-					1,861.54	

Warrant 49

Jrnl	Check	Month	Invoice Description	Reference	
Description	Account		Proj	Amount	Encumbrance
			Prepaid Total-	0.00	
			Current Total-	721,797.98	
			EFT Total-	0.00	
			Warrant Total-	721,797.98	

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM SET AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

MELANIE JEWELL, SELECTPERSON CHAIR \_\_\_\_\_  
RICHARD W. DAMREN, JR., SELECTPERSON \_\_\_\_\_  
DANIEL NEWMAN, SELECTPERSON \_\_\_\_\_  
BARBARA ALLEN, V. CHAIR \_\_\_\_\_  
CAROL JOHNSON, SELECTPERSON \_\_\_\_\_  
M. ANTHONY WILSON, TOWN MANAGER \_\_\_\_\_

# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: May 3, 2022  
Re: Town Manager's report

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When would the Board like to present the **Spirit of America honorees** with their awards? Options would include the planned beanhole supper on Aug. 6 or one of the Thursday night concerts from July through September.

CEO Richard Greenwald, Town Clerk Mary Vogel and I had our initial Zoom meeting with iWorQ regarding the setup of our **code enforcement software**. Our project manager has established a go-live date of June 28. In the interim, we will be working with our project manager to customize the software to our needs.

We received word April 28 that our new Transfer Station **compactor container** that immediately developed leaks upon its arrival will be replaced in two weeks.

We have successfully hired a part-time **Planning Board secretary**, Alexandra Austin, who is a new resident of our community. She started on Friday, taking minutes for the Planning Board's special meeting to alleviate some of an application backlog.

I've included my recap of the **joint meeting on lakes**. Afterward, participants said they found the discussion worthwhile and energizing. We have some worthy ideas to explore, particularly at Lakes Committee meetings.

**From:** [Anthony Wilson](#)  
**To:** [Town of Rome Board of Selectmen](#); [ceo@romemaine.com](mailto:ceo@romemaine.com); [Bert Languet](#); [bert@goldenpondwealth.com](mailto:bert@goldenpondwealth.com); [Janna Townsend](#); [Linda Rockwell Warner](#); [Ella Bowman](#); [David Savage](#); [Selectboard@sidneymaine.org](mailto:Selectboard@sidneymaine.org); [kballard@sidneymaine.org](mailto:kballard@sidneymaine.org); [selectboard@mtvernonme.org](mailto:selectboard@mtvernonme.org); [Andrew Marble](#); [Anthony Wilson](#); [cmckelwa@hotmail.com](mailto:cmckelwa@hotmail.com); [Jim.Hillier@jeheymaine@gmail.com](mailto:Jim.Hillier@jeheymaine@gmail.com); [Isreich@colby.edu](mailto:Isreich@colby.edu); [mebarrett2017@twc.com](mailto:mebarrett2017@twc.com); [Mike Guarino](#) ([mainewilderness@gmail.com](mailto:mainewilderness@gmail.com)); [Pat.Donahue@pldcamp.msn.com](mailto:Pat.Donahue@pldcamp.msn.com); [Paul Feinberg](#); [Anthony Wilson](#); [crgsnbe@yahoo.com](mailto:crgsnbe@yahoo.com); [George Seel](#); [Julie Morrison](#); [Mary Vogel](#); [Peter Rushton](#); [perushton@roadrunner.com](mailto:perushton@roadrunner.com); [peterfsargent@aol.com](mailto:peterfsargent@aol.com); [Rich Baker](#); [Richard Greenwald](#); [Sara Languet](#); [Dee Cooke](#); [Kimberly Dallas](#); [kwallmainelakes@gmail.com](mailto:kwallmainelakes@gmail.com); [vogel9252@roadrunner.com](mailto:vogel9252@roadrunner.com); [Michael Donohue](#); [Barbara Allen](#); [Carol Johnson](#); [Daniel Newman](#); [Melanie Jewell](#); [Richard Damren](#); [Dan Newman](#); [Melanie Jewell](#); [Ricky Damren](#) ([oak934@yahoo.com](mailto:oak934@yahoo.com))  
**Subject:** joint meeting on lakes last night  
**Date:** Thursday, April 28, 2022 9:20:28 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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All, thanks to those of you who attended and participated in last night's joint meeting of the Lakes Committee, the Planning Board and the Comp Plan Implementation Committee. I've heard outstanding feedback about what a productive discussion was had.

To underscore the importance of conserving our lakes, a reminder that 60 percent of Belgrade's taxable value is along the town's shorelines. (The number is much higher in Rome.) And, as Dr. Danielle Wain pointed out last night, of Maine's 6,000 lakes, the Maine Department of Environmental Protection has deemed 21 of them to be impaired. Of those 21, three are in the Belgrades – East Pond, Great Pond and Long Pond. That's largely because of development along their shores. The other four lakes are classified as threatened.

For those of you who were unable to attend, and to recap for those of you who did, here were some of the main takeaways from last night. If I misstate anything or if I fail to mention an important point, please reply all and weigh in.

- There was a sense that the necessary ordinances are in place (though there is a question of consistency among ordinances across the watershed), so **enforcement** is key to ensuring adherence to ordinances and the permits issued under those regulations to prevent erosion and runoff of phosphorous into the lakes. There was talk about the potential need for a 40-hour-a-week code enforcement officer to ensure the capacity to do that. Rome CEO Andy Marble mentioned the possibility of a 7 Lakes Alliance code enforcement officer who would focus exclusively on shoreland enforcement (thus lending some enforcement consistency while reducing the workload on town CEOs). That strikes me as an intriguing idea. After the meeting, Lakes Committee member Paul Feinberg suggested inviting Andy to a Lakes Committee meeting to learn more of his thoughts on the benefits of full-time CEOs and other enforcement challenges. (Andy is widely respected for his shoreline expertise among his peers and by the DEP.) That would also be a worthy conversation for the Planning Board and Comp Plan Committee to have; the groups might reach a consensus and joint recommendation to the Selectboard.
- The action plan of each lake's **watershed survey** includes recommendations that municipalities could take, from remediation to education. Additionally, some of the proposed actions, such as attending to town roads and culverts, are categorized as having high, medium or low impacts. Costs are associated with some of those actions, as in the recent Messalonskee watershed survey. The Lakes Committee is, in my mind, the proper place for



those recommendations to be prioritized. That recommendation could then be given to the Selectboard for a proper disbursement of who should be responsible for what, with timelines attached.

- A key point Danielle raised is the connectivity of the Belgrades' lakes. That is, a drop of water that falls onto East Pond eventually flows into North Pond, then Great Pond, then Long Pond, then Messalonskee. The same happens with a raindrop that falls into McGrath Pond and Salmon Lake. Thus, it was suggested that all the town governments in the watershed should be talking and coordinating. An **interlocal agreement**, similar to that which yielded the Dams Committee with representatives from Belgrade, Rome, Mount Vernon, Sidney and Oakland, might be the answer to that. That could ensure some consistency of ordinances and enforcement ... and help to end the "thank God that wasn't my lake" sentiment when an algal bloom happens in another pond.
- Given the importance of the lakes to our communities, a case was also made that **federal ARPA funds** be used to address town roads and properties (such as Long Pond Beach) that are contributing phosphorous to the lakes. Again, this might be an opportunity for the three Town committees represented last night to engage in advocacy and issue a recommendation to the Selectboard. A discussion of a public process for gathering citizen input on the appropriation of ARPA funds will occur at Tuesday night's Selectboard meeting.
- There was also talk about **septic system inspections and replacements**. Andy noted that Rome included in its Shoreland Zoning Ordinance a requirement for an inspection whenever a camp changes hands. But again, he said a CEO having the bandwidth to track whether that has been done is an issue. There was also talk about using grants to replace septic systems, but I noted that DEP program is only for the poorest of the poor. This morning, Town Clerk Mary Vogel, vice-chair of the Comp Plan Committee, suggested a revolving loan fund to help middle-income folks with that expense. That struck me as an intriguing idea.

Again, thanks to all for you time and attention. Please chime in with your thoughts, including any omissions or misstatements above.

## **Anthony Wilson**

Town Manager  
Town of Belgrade

**Office:** 207-495-2258

**Cell:** 207-592-6031

### **Town Office**

990 Augusta Road  
Belgrade, ME 04917

[townofbelgrade.com](http://townofbelgrade.com)





All our lakes are connected!



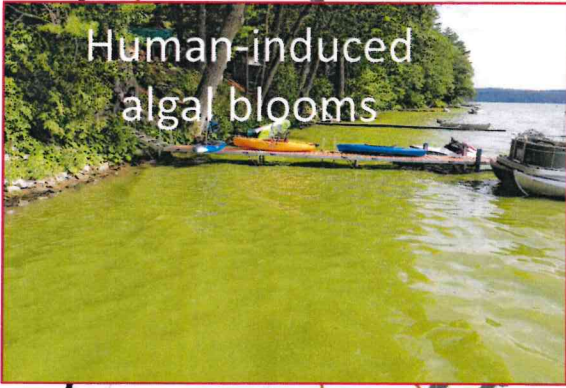
And all of our lakes are threatened or impaired!

 **THREATENED**

 **IMPAIRED**

There are only 21 impaired lakes in Maine, and 3 are in our watershed!

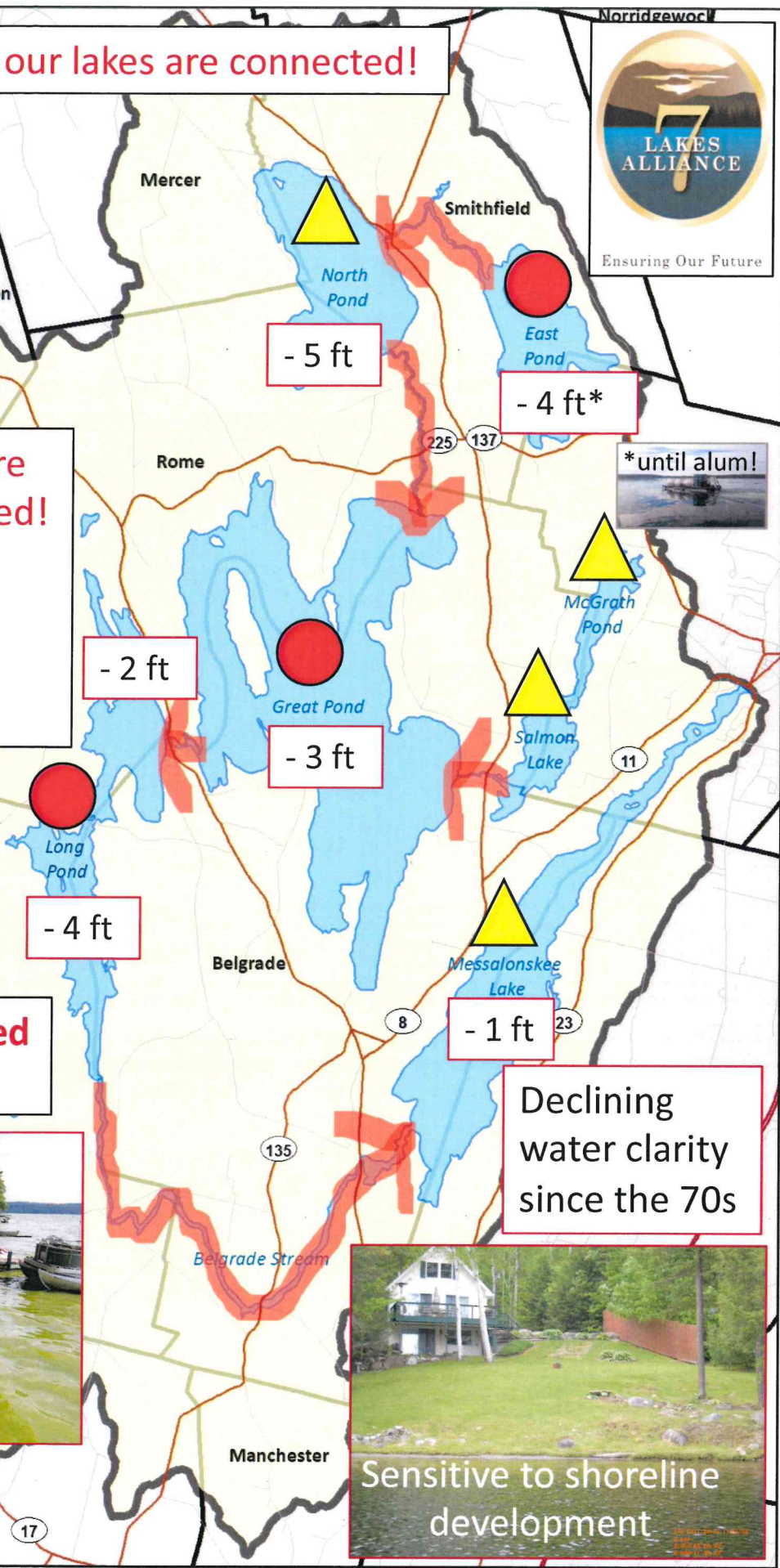
Why are they impaired or threatened?



Human-induced algal blooms



Sensitive to shoreline development



\*until alum!

Declining water clarity since the 70s