

TOWN OF BELGRADE
Meeting Agenda
BOARD OF SELECTPERSONS
JUNE 6, 2023 / 6:30 P.M.
BELGRADE TOWN OFFICE

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

Call to Order and Pledge of Allegiance

Establish quorum.

Open Meeting

- 1. Public Comment**
- 2. Review and approve minutes of May 16, 2023**
- 3. UNFINISHED BUSINESS**
 - A. Policy Updates
 - B. Property Management Proposals
 - C. Flower Group
- 4. NEW BUSINESS**
 - A. Appointments, Resignations
 - B. Fire Department Dry Hydrant RFP
 - C. Expenditures of Selectboard Funds
- 5. OTHER BUSINESS**
- 6. WARRANTS**
- 7. TOWN MANAGER REPORT**
- 8. EXECUTIVE SESSION:** pursuant to 1 M.R.S.A. §405(6) – personnel matter.

Memo

Minutes

Review and approve minutes of May 16, 2023.

TOWN OF BELGRADE
Meeting Minutes
BOARD OF SELECTPERSONS
MAY 16, 2023 / 6:30 P.M.
BELGRADE TOWN OFFICE

The public may also view the meeting online at <https://youtu.be/CrtcTeYyrl0>

Call to Order and Pledge of Allegiance at 6:36 p.m. by Chair Barbara Allen.

Quorum established.

Open Meeting

Public Comment - none

Review and approve minutes of May 1 and May 2, 2023:

Motion to approve minutes of May 1, 2023 as presented by Selectperson Melanie Jewell, seconded by Chair Barbara Allen, vote 4-0.

Motion to approve minutes of May 2, 2023 as presented by Selectperson Melanie Jewell, seconded by Selectperson Peter Rushton, vote 4-0.

UNFINISHED BUSINESS

Policy Updates:

Motion to table holiday policy update by Selectperson Melanie Jewell, seconded by Selectperson Peter Rushton, vote 4-0.

Motion to table employee descriptions policy update by Chair Barbara Allen, seconded by Selectperson Peter Rushton, vote 4-0.

Comprehensive Plan, Map Digitization / American Rescue Plan funding:

The Board would like to have CAI come to a future meeting to give a presentation on their map digitization services and to answer questions.

Motion to approve \$28,000 from American Rescue Plan Funds for comprehensive plan updates through KVCOG, seconded by Vice Chair Carol Johnson, vote 4-0.

Motion by Selectperson Melanie Jewell to table map digitization through CAI until they are able to make a presentation and answer questions from the Board of Selectpersons, seconded by Chair Barbara Allen, vote 4-0.

Dalton Lease Agreements

Possible end of June lease ready on 8 Dalton. Selectpersons Barbara Allen and Carol Johnson will work with the Town Manager on an RFP to get out late this week or early next for property managers.

Motion to put out an RFP for management services for the Dalton properties with a deadline of June 2, seconded by Selectperson Melanie Jewell, vote 4-0.

NEW BUSINESS

Appointments, Resignations:

Motion by Selectperson Melanie Jewell to table the appointment of Kelsie Lee until she can be available in person, seconded by Chair Barbara Allen, vote 4-0.

Motion by Selectperson Melanie Jewell to accept with regret, the resignation of Rhaeto Pfister from the Transfer Station Committee, seconded by Vice Chair Carol Johnson, vote 4-0.

Belgrade/Rome Memorandum of Understanding re: LPI

Motion to approve the Memorandum of Understanding between the Town of Belgrade and Town of Rome for reciprocal Local Plumbing Inspector coverage, seconded by Selectperson Melanie Jewell, vote 4-0.

Cemeteries/Municipal Office Grub Control:

Discussion on having an outside company complete the work of town employees. The cemetery and town office are in rough shape.

Motion by Selectperson Melanie Jewell to hire Turf Doctor to treat cemeteries and town office in the amount of \$9,690 out of American Rescue Funds and to coordinate with the Code Enforcement Officer and Cemetery Committee to make a long term plan going forward, seconded by Selectperson Peter Rushton, vote – no vote taken.

Motion to amend the motion by Selectperson Melanie Jewell to remove ‘Turf Doctor’, seconded by Selectperson Peter Rushton, vote 4-0.

Motion to approve and accept the amended motion by Chair Barbara Allen, seconded by Selectperson Peter Rushton, vote 4-0.

OTHER BUSINESS

Pickleball:

The Board supports fundraising efforts as granted through a perpetuity article for pickleball courts. The committee should check with the town’s Code Enforcement Officer and Planning Board for any zoning restrictions.

WARRANTS

State Payables Warrant 52

Motion by Chair Barbara Allen to approve warrant 52 in the amount of \$9,866.00, seconded by Selectperson Melanie Jewell, vote 4-0.

Payroll Warrant 53

Motion by Chair Barbara Allen to approve warrant 53 in the amount of \$19,954.16, seconded by Selectperson Melanie Jewell, vote 4-0.

BMV Warrant 54

Motion by Chair Barbara Allen to approve warrant 54 in the amount of \$11,398.25, seconded by Selectperson Melanie Jewell, vote 4-0.

AP Warrant 55

Motion by Chair Barbara Allen to approve warrant 55 in the amount of \$167,136.94, seconded by Vice Chair Carol Johnson, vote 4-0.

Payroll Warrant 56

Motion by Chair Barbara Allen to approve warrant 56 in the amount of \$20,502.33, seconded by Vice Chair Carol Johnson, vote 4-0.

BMV Warrant 57

Motion by Chair Barbara Allen to approve warrant 57 in the amount of \$11,774.61, seconded by Vice Chair Carol Johnson, vote 4-0.

TOWN MANAGER REPORT

RSU 18 Budget Meeting – Will be held May 18 at 6 p.m., Messalonskee High School Performing Arts Center, 131 Messalonskee High Drive, Oakland for the purpose of determining the Budget Meeting Articles.

Memorial Day planting – Volunteers will meet May 25 at 9 a.m. at the Old Town House to plant flowers at the cemeteries for Memorial Day. In the event of inclement weather, the planting will be done May 26. Contact Mary Vogel for more information.

Village Green Craft Fair Series – May 28 from 9 a.m. to 2 p.m. Contact Dan MacGlashing for more information. Additional dates: June 25, July 30, August 27, September 24, October 7.

Book Signing – the Belgrade Historical Society will hold a book signing by author Eric Hooglund for the newly released photo history of Belgrade on June 3 from 10 a.m. – 12 noon. Books are available for purchase (\$22.00). Contact Diane Dowd for more information.

Plant Swap – The Senior Resources Committee is holding a plant swap (indoor/outdoor plants and seedlings) on June 3 from 10 a.m. to 12 noon at the North Belgrade Community Center. Contact Mary Vogel for more information.

First Responders Memorial Dedication - scheduled for Sunday, June 4 at 2 p.m. Contact Mac Stucco for more information.

Browntail Moth - A grant application will be finalized and submitted by the due date of May 16 for all municipal properties in the Town of Belgrade.

Dams Committee - Attended the May 8 meeting of the Dams Committee. After so much rain and the issues caused, it looks like things are finally getting back to normal. Dick Greenan, Chair of the Committee will be doing a dams tour in a couple of weeks – I will be attending to learn more about how they are all connected and better understand how each affects our lakes and ponds.

Department Head Meeting - Held May 4, we discussed items from the May 2 Selectboard meeting; their preference for holidays as discussed at the May 2 meeting; an employee appreciation / summer kick-off lunch for employees.

North Belgrade Fire Station Dedication – Attended Saturday, May 6. Well planned and attended by friends, family and community leaders; incredibly beautiful. A great tribute in honor of Rick Damren.

CivicPlus permit and code enforcement module demo – Hans and I were able to see a demo of the CivicPlus modules. The current iWorq system has limited capabilities, our website provider offers an upgraded system that works with our site and future GIS map data to help populate the modules as well. The first year set-up costs and fees could be covered under Rescue Plan funds in the amount of

\$16,400 and then budgeted going forward for the annual fee. We currently spend \$3,500 annually for the iWorq system. I have a request in to see if any of the annual fee for iWorq can be refunded if the Board chose to go with CivicPlus. I hope to bring this to the Board at a future meeting for consideration.

Information building – information / updates were provided to the Board this week. The Town does not own the land or building, the historical society may have some interest in it.

Railroad – I had several calls about the washed-out tracks and emergency repair work done. DEP is involved and we have provided additional concerns and photos from our residents to them.

Lakes station – paving was done May 10.

Facilities – we have two new employees who started this week. We currently run two vehicles, with four employees – a third vehicle would help tremendously. A 2-ton truck could also be used in the winter with a plow and sander. I have Cory checking on pricing and availability for a new F550 which could also fall under Rescue Plan Funds if the Board approves.

Volunteer Flower Group – They are planning to be a private group and accept donations for materials to put some planters around town, recruit volunteers. Once they are ready, we will schedule them for a future Selectboard agenda for discussion, consideration, and approval from the Boar to proceed.

Water District – we have one trustee appointed, I reached out to a resident to see if there is any interest in serving and am waiting to hear back. If they would like to be appointed, we will need one more to fill the three positions. I touched base with the State on the design plans – they are in the contractual process with the design engineering firm now and hope to have the paperwork finalized soon. On a parallel front, they met with a driller at 19 Depot Road to locate the new well site and should be drilling in the near term. They have also collected a sample from the Pinkham Cove (new possible contamination) property and will notify us when they have the results.

On the radar

Water Trustee appointments (2 positions open)

Dalton management and lease agreements

Comprehensive Plan Committee / Plan updates

GIS mapping (digitized maps and parcel data)

LD 2003

Possible Broadband Committee

Strategic Planning/Goals for 2023

Talking Sign – waiting for repairs

PSAP Service – confirm provider to state by end of June

4 Day Work Week / Preferred Employer

Permit/Code Enforcement Modules – updates

F550 Truck for Facilities

Motion by Chair Barbara Allen to exit the regular meeting at 8:13 p.m., seconded by Selectperson Peter Rushton, vote 4-0.

Motion by Chair Barbara Allen to enter executive session pursuant to 1 M.R.S.A. §405(6) – personnel matter, at 8:14 p.m., seconded by Selectperson Melanie Jewell, vote 4-0.

Motion by Chair Barbara Allen to exit executive session at 8:54 p.m., seconded by Selectperson Melanie Jewell, vote 4-0.

Motion by Selectperson Melanie Jewell to enter regular session at 8:55 p.m., seconded by Chair Barbara Allen, vote 4-0.

Motion by Chair Barbara Allen to approve the six-month evaluation of the Town Manager, seconded by Selectperson Melanie Jewell, vote 4-0.

Motion by Selectperson Melanie Jewell to adjourn the meeting at 8:56 p.m., seconded by Vice Chair Carol Johnson, vote 4-0.

Memo

Policy Updates

Carried from your May 2 meeting, as part of an on-going review of the Employee Guidelines handbook, I would respectfully request these updates for holidays and employee status/definitions.

As requested, there are three options for holidays and updates from May 2 have been incorporated into the employee status/definitions.

UPDATE/NOTE: Juneteenth was recognized as a paid holiday for eligible employees in 2022 so a precedent has been established. It would be my recommendation to update the employee handbook with this holiday added in (see Option 3).

PROPOSED: Polling Department Heads, the majority prefer to keep the list as is; second choice would be to remove Patriots Day and add in Juneteenth.

HOLIDAYS

All full-time and regular permanent part-time employees, including those on probation who have served at least 30 days, shall be entitled to paid holidays as follows:

<u>OPTION 1</u>	<u>OPTION 2</u>	<u>OPTION 3</u>
New Year's Day	New Year's Day	New Year's Day
Martin Luther King Day	Martin Luther King Day	Martin Luther King Day
Presidents Day	Presidents Day	Presidents Day
Patriots Day	Memorial Day	Patriots Day
Memorial Day	Juneteenth	Memorial Day
Independence Day	Independence Day	Juneteenth
Labor Day	Labor Day	Independence Day
Indigenous Peoples Day	Indigenous Peoples Day	Labor Day
Veterans Day	Veterans Day	Indigenous Peoples Day
Thanksgiving Day	Thanksgiving Day	Veterans Day
Day after Thanksgiving Day	Day after Thanksgiving Day	Thanksgiving Day
Christmas Day	Christmas Day	Day after Thanksgiving Christmas Day

When a holiday falls on a Sunday, the following Monday shall be deemed a holiday. When a holiday falls on Saturday, it shall be observed on the preceding Friday. In case a holiday falls on a vacation period, it is not counted as part of annual vacation allowance; an additional day of vacation may be added to the earned vacation time.

Employees, the nature of whose job requires them to work on any of these holidays, shall receive 1.5 times their hourly base rate for all hours worked as holiday pay.

Whenever any conflict or doubt arises as to the date of the holiday observance, the date shall be as determined by the Town Manager.

All full-time and regular permanent part-time employees shall be eligible to receive holiday pay equivalent to the employee's normal workday (total hours) if the holiday falls on a day they are normally scheduled to work.

CURRENT LANGUAGE.....

E. Holidays: The Town of Belgrade officially observes eleven holidays. These holidays include

NEW YEAR'S DAY,
MARTIN LUTHER KING DAY,
PRESIDENT'S DAY,
PATRIOT'S DAY,
MEMORIAL DAY,
INDEPENDENCE DAY,
LABOR DAY,
~~COLUMBUS DAY~~, INDIGENOUS PEOPLES DAY
VETERANS' DAY,
THANKSGIVING (including the Friday following Thanksgiving) and
CHRISTMAS

These are paid holidays for all full-time employees. Permanent Part-time employees are paid if the holiday falls on a day they are normally scheduled to work. In the event a holiday falls on a Saturday or Sunday, the preceding Friday or following Monday will be provided as a paid holiday. All observances of holidays and office closures will be coordinated by the Town Manager and approved by the Board of Selectpersons.

PROPOSED:

EMPLOYEE STATUS and DEFINITIONS

All employees are in a PROBATIONARY status for the first SIX (6) MONTHS of employment unless an individual contract specifies otherwise. The probationary period shall be considered an extension of the selection process.

The following types of appointments may be made to the Town's service in conformity with the rules established:

DEFINITIONS:

FULL-TIME EMPLOYEE--A full-time position shall be on a continuing or indefinite basis. The employee shall be required to work the standard work week as determined by the Board of Selectpersons of 40 hours. The employee shall have completed a probationary period and shall receive all benefits provided herein.

PERMANENT PART-TIME EMPLOYEE— An employee in this category works less than the normal work week (40 hours), but at least 20 hours or more per week on a continuing or indefinite basis. He/she is subject to all personnel rules and regulations. The individual is eligible for certain work-related benefits. Limited vacation, sick leave and holidays may apply (see Section VIII)

PART-TIME EMPLOYEE--A part-time position may be on a continuing or indefinite basis. The incumbent shall be required to work a standard work week of less than thirty-two (32) hours per week. The work schedule will vary depending on operational need. The employee may be called in to fill vacancies due to the leaves or absences of full-time employees. The employee will be paid an hourly wage and is not entitled to the benefits provided herein.

ON-CALL EMPLOYEE- An on-call position shall not have a definite schedule of standard hours and is subject to call based upon an operational need. The work is intermittent in nature. The employee will be paid an hourly wage and is not entitled to benefits provided herein. The employee may be entitled to mileage reimbursement. The employee may be appointed and subject to an annual stipend.

TEMPORARY EMPLOYEE--A temporary position may be appointed for a project for a finite period of time, to fill a specific need of less than a permanent nature, or to fill a temporary vacancy of a full-time or part-time position. Department heads will make a recommendation to the Town Manager when a need arises. The employee will be paid an hourly wage and is not entitled to the benefits provided herein.

DEPARTMENT HEAD- The Town of Belgrade recognizes the following positions as department heads under the Town Manager: Town Clerk, Sexton, Facilities Maintenance Director, Code Enforcement Officer, Fire Chief, Transfer Station Manager, Library Director, Parks and Recreation Director.

SALARIED EMPLOYEE- A salaried employee is one for whom the wages are fixed from one pay period to the next. The number of hours a salaried employee works may fluctuate from week to week; however, the employee would be required to work as many hours as it takes to satisfactorily meet the needs and demands of that position. A salaried employee shall be

considered exempt from overtime and is not eligible for compensatory time.

EXEMPT EMPLOYEE - A salaried employee may also be considered an exempt employee if the employee meets all of the following criteria:

Must be paid at least \$41,401 per year (\$796.17 per week).

Must be paid on a salary basis.

Must perform exempt job duties called "executive", "professional" or "administrative".

Exempt executive job duties include regularly supervising two or more other employees, having management as the primary duty, and also having input into the job status of other employees (such as hiring, firing, promotion, or assignments).

Exempt administrative job duties include office work which is directly related to management or general business operations of The Town of Belgrade, and a primary component of which involves the exercise of independent judgment and discretion about matters of significance.

NON-EXEMPT EMPLOYEE- Non-exempt employees are paid on an hourly basis for hours worked and are entitled to overtime pay in accordance with the provisions of the FLSA.

ESSENTIAL EMPLOYEE- Non-exempt employees who are designated as essential employees are required to work when a closing is authorized, usually in operations that must provide services around the clock.

EMPLOYMENT STATUS BY POSITION

Town Manager	Full-time	Salaried, Exempt
Clerk	Full-time	Non-Exempt
Deputy Clerk	Full-time	Non-Exempt
Deputy Clerk	Full-time	Non-Exempt
Treasurer/Tax Collector	Full-time	Non-Exempt
Facilities Maintenance Director	Full-time	Essential
Facilities	Perm. Part-Time	Non-Exempt
Assistant Sexton/Maintenance	Full-time	Non-Exempt
Custodial/Maintenance	Full-time	Non-Exempt
Seasonal Summer	Temporary	Non-Exempt
Recreation Director	Full-time	Non-Exempt
Recreation	Perm. Part-Time	Non-Exempt
ASEP Recreation	Part-time	Non-Exempt
Summer Recreation	Temporary	Non-Exempt
Library Director	Full-time	Non-Exempt
Library	Perm. Part-Time	Non-Exempt
Library	Perm. Part-Time	Non-Exempt
Transfer Station Manager	Full-time	Non-Exempt
Transfer Station	Perm. Part-Time	Non-Exempt
Transfer Station	Perm. Part-Time	Non-Exempt
Transfer Station	Perm. Part-Time	Non-Exempt
Firefighter 1 & 2/EMS	Full-time	Essential

CURRENT LANGUAGE....

SECTION IV – STATUS AND TYPES OF EMPLOYMENT

All employees are in a PROBATIONARY status for the first SIX (6) MONTHS of employment unless an individual contract specifies otherwise. The probationary period shall be considered an extension of the selection process.

The following types of appointments may be made to the Town’s service in conformity with the rules established:

A. **FULL-TIME:** A full-time employee generally works forty hours per week and on a continuing basis (indefinitely). He/she is subject to all personnel rules and policies, and receives all Page 2 benefits and rights provided in accordance with those rules and policies established in these guidelines

B. **PERMANENT PART-TIME:** An employee in this category works less than the normal work week (40 hours), but at least 20 hours or more per week on a continuing basis (indefinite). He/she is subject to all personnel rules and regulations. The individual is eligible for certain work related benefits. Limited vacation, sick leave and holidays may apply (see Section VIII)

C. Employees who work on a non-permanent (as needed) basis, usually within a limited time frame, and generally for less than 20 hours per week. Note: Some employees in positions designated as TEMPORARY may work 40 hours or more for limited periods of time. They are not entitled to benefits such as health insurance, holiday pay, sick leave and/or vacation.

Note: The status of each existing position, i.e., (Full-time, Permanent Part-time, or Temporary) is designated in this document. Should new positions be created this document will be amended to reflect that positions status. See Section XIV.

SECTION XIV

EMPLOYMENT STATUS BY POSITION

Position	Status
Town Manager	Full-time
Clerk/Tax Collector	Full-time
Deputy Clerk	Full-time
Treasurer	Full-time
Executive Board Secretary/Deputy Clerk	Full-time
Facilities Maintenance and Grounds Supervisor/Sexton	Full-time
Recreation Director	Full-time
Library Director	Permanent Part-time
Library Assistant	Temporary
Transfer Station: Manager	Permanent Part-time
Attendant – Compactor	Temporary
Attendant – Recycling Center	Temporary
Seasonal Cemetery Laborers	Temporary
Firefighter 1 & 2/EMS	Full-time

Memo

Dalton Property Management Proposals

A request for proposals was posted and sent out to area agencies Monday, May 22. Proposals were due Friday, June 2 at 4 p.m. Proposals were opened Monday, June 5 at 10 a.m. with the public able to attend. These will be organized and provided to the Board of Selectpersons by close of business June 5 for review and consideration at the June 6 regular Board meeting.

A copy of the RFP is included here.

Property Management Services

Request for Proposal

Town of Belgrade / 990 Augusta Road, Belgrade, ME 04917 / 207.495.2258 / www.townofbelgrade.com

THE TOWN OF BELGRADE is soliciting proposals to find a qualified firm to provide real estate property management services for THE TOWN OF BELGRADE.

Responsibilities will include:

- Inspect buildings and grounds prior to rental with photo and/or video documentation.
- Secure suitable tenant, conduct background and credit checks and provide documentation of background check to town.
- Collect and submit security deposit to the Town to hold for damages.
- Collect monthly rent and submit to the Town.
- Notify the Town immediately of needed repairs, maintenance or other issues. The Town will be responsible for both interior and exterior repairs and maintenance including lawn mowing and snowplowing. Tenant is responsible for walkways and stairs.

Scope of Services / Requirements:

The firm selected to provide property management services will be expected to meet the requirements and provide the services set forth below:

- The selected firm must be a professional firm whose business includes property management services.
- The firm must have been in existence as a business entity performing such services for a minimum of three (3) years.
- The firm must have all necessary permits and licenses to perform the requested service.
- The contractor shall provide the TOWN with proof of Commercial General Liability, Automobile Liability, Professional Liability (Errors & Omissions), naming the Town of Belgrade as additional insured, in the amount of not less than \$1,000,000 per occurrence; \$2,000,000 aggregate. The contractor will also provide the town with proof of Worker's Compensation Insurance in the amount required by Maine law and as necessary.
- Core skills include comprehensive knowledge and understanding of relevant property management laws and operations in Maine, excellent oral and written communication skills, sound judgment, the ability to work well with and maintain the confidence of the THE TOWN OF BELGRADE Board and staff, and the ability to deliver services in a timely and cost-effective manner.
- The selected firm shall comply with all Federal, State, and Local laws and follow the most restrictive guidance in cases of conflicting guidance.
- The initial term of the contract awarded pursuant to this RFP will be for a one (1) year period with THE TOWN OF BELGRADE retaining three (3) one-year options to renew. Contractor will be notified ninety (90) days prior to the expiration or renewal of the contract.

- The Town reserves the right to cancel the contract within the year for negligence of services by the property management company.

Proposals must be received by 4:00 p.m. on Friday, June 2, 2023. Proposals will be publicly opened on Monday, June 5, 2023 at 10 a.m. by the Town Manager. The public may attend.

The Board of Selectpersons will review all bids at a regularly scheduled meeting on Tuesday, June 6 at 6:30 p.m. The TOWN reserves the right to reject any and all bids, wholly or in part; to waive technical defects; and to make awards in the manner deemed to be in the best interests of the TOWN.

The Town of Belgrade is an Equal Opportunity Employer. The Town of Belgrade considers applicants for all positions without regard to race, color, religion, creed, sex (including pregnancy), national origin, age, physical or mental disabilities, sexual orientation, gender identity, gender expression, genetic information, or any other basis protected by federal, state, and/or local law.

Memo

Flower Group

Jill Twist and a group of volunteers would like to speak with the Board about creating a Flower or Garden Committee for beautification around Belgrade.

Memo

Appointments/Resignations

Appointments:

Tabled from your May 16 meeting, Kelsie Lee to the Board of Appeals (alternate) and Board of Assessment & Review.

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|---|--|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input checked="" type="checkbox"/> Board of Appeals <i>Alternate</i> | <input checked="" type="checkbox"/> Board of Assessment & Review |
| <input type="checkbox"/> Dams Committee | <input type="checkbox"/> Transfer Station & Recycling Com. |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Budget Committee |
| <input type="checkbox"/> Library Trustee | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Long Range Planning Com. | <input type="checkbox"/> Comprehensive Plan Review Committee |
| <input type="checkbox"/> Senior Resource Committee | |
| Other _____ | |

If this is a re-appointment please check the box and state the number of years. _____ years

Name Kelsie Lee
 Address _____
 Phone # (Home) _____ (Work) _____ Email: _____
 Place of Employment State of ME
 Education & Experience see attached

Interests and Hobbies walking, parenting, exercising, fishing

Why do you wish to serve on a municipal board or committee?
yes - the Board of Tax appeals.

References

Name Breana Bissell Phone # _____
 Name BETH Sommers Phone # _____

Please Return to: Town Manager
 Town of Belgrade
 990 Augusta Road
 Belgrade, ME 04917

I understand that as a committee member, I will be required to read the Town of Belgrade Anti-Harassment and Discrimination Policy. Please check the box (Required)

Memo

Fire Department Dry Hydrant RFP

Chief Dan MacKenzie has requested review and approval from the Board on an RFP for a dry hydrant in the village (draft included here for your review).

Sending out the RFP now will give us an idea of cost to see if this could be completed this fall with the current budget or planned and budgeted for 2024.



Town of Belgrade
990 Augusta Road
Belgrade, ME 04917

207.495.2258

May 2023

REQUEST FOR PROPOSAL
Fire Protection Dry Hydrant Installation

The Town of Belgrade is seeking a formal bid to install a fire protection dry hydrant located at Long Pond Drive in the village of Belgrade Lakes (Long Pond).

Sealed bids will be received at the Belgrade Town Hall addressed to: Town Manager, Attn: Dry Hydrant Installation Project- 990 Augusta Road, Belgrade, Maine 04917 until 2 PM on Wednesday, June 14, 2023. Bids will be publicly opened on Thursday, June 15, 9 a.m. by the Belgrade Fire-Rescue Chief and Town Manager. The Board of Selectpersons will review a list of bids at their regularly scheduled meeting on June 20, 2023 at 6:30 p.m.

Please forward your bid, using the form provided, along with documentation for the equipment to be installed/provided, in a sealed envelope showing the name and address of the bidder and marked, **“Fire Protection Dry Hydrant Installation Project”**

A pre-bid meeting will be held at the site location for those interested on _____ to become familiar with the layout and to note or make recommendations that may vary from the specifications.

The Town of Belgrade reserves the right to reject any and all bids and to make the award in the town's best interest.

Sincerely,

Chief Dan MacKenzie
Fire-Rescue Chief

May 2023

Fire Protection Dry Hydrants –

Scope of Work:

- Perform all work in accordance with DEP Permit by Rule Standards Section 3 Intake Pipes & Water Monitoring Devices.
- Dredge and remove sediment from pond at a minimum 20 feet around intake pipe and dredge to the pond bottom without piercing/damaging natural or manmade liners.
 - Install a new dry hydrant at the site using:
 - 6-inch Schedule 40 PVC piping.
 - Two 90-degree Elbows.
 - Static lift shall not exceed 15 feet.
 - The vertical standpipe connecting to the water intake shall be at least 4 ½ feet deep to prevent freezing.
 - Intake pipe shall be installed to prevent silting.
 - Intake pipe shall be secured to a concrete pad or approved equivalent to prevent settling.
 - 6-inch back flush screen/strainer installed on the intake pipe.
 - 6-inch female NH steamer swivel with strainer and cap, positioned at 90-degree elbow 24 inches above road grade. (Exact positioning approved by Fire Dept. at the time of installation.)
 - Vertical pipe must be protected by a culvert (or similar device) with concrete poured between the culvert pipe and hydrant pipe.
 - All pipe connections sealed with proper adhesive.
 - Erosion control installed around new appliance
- Successful test with Fire Department once install is complete.
- Property used to access the work area shall be restored to pre-construction condition.

Project Schedule:

The proposal must include a proposed timeline for completion. This project has been identified as a HIGH priority project and it is the Town's desire to start and complete work as soon as possible.

Depending on the bid amounts, this may need to be budgeted for in 2024, looking for fall installation (fall of 2023 or 2024).

May 2023

STANDING CONDITIONS AND INSTRUCTIONS TO BIDDERS

- Bidders shall use the enclosed form for quotations. In bid forms and specifications, an article or material is defined by using a trade name and catalog number of a manufacturer or firm, the term "or approved equal" if not inserted therewith, shall be implied. Any reference to a particular manufacturers' product, either by trade name or by limited description, has been made solely for the purpose of more clearly indicating the minimum standard of quality desired. The term "or approved equal" is defined as meaning any other make which in the opinion of the town is of such character, quality and performance equivalence as to serve the purpose for which it is to be used equally as well as that specified. Consideration will be given to proposals submitted on alternate commodities to the extent that such action is deemed to serve the best interest of the Town of Belgrade. The bidder quoting on a commodity other than as specified, shall furnish complete identification, descriptive literature, or data with respect to the alternate commodity they propose to furnish.
- Submit a separate unit price for each item unless otherwise specified in the bid request. Award will be made on a basis of each item, or as a group, whichever is in the best interest of the Town of Belgrade.
- Please indicate the firm's name and manually sign bid in ink before returning it to the town. Failure of bidder to sign the bid may be cause for rejection of bid.
- Bid amendments thereto, or withdrawals of bids, received after the opening date and hour will not be considered. Bids shall be subject to acceptance by Contract Agreement and Purchase Order by the town. Bids may be withdrawn by written notice, provided such notice is received prior to the time set for the opening of bids.
- Bids are opened publicly. Bidders or their representatives may be present at bid openings. Tabulations will, after the award of the contract, be available for public inspection and copies of tabulations will be sent upon request by individual bidders.
- Any discrepancy between unit and total price will be governed by unit price as quoted in the original bid.
- The Town of Belgrade reserves the right to waive any formality and technicality in bids, which are deemed in the best interest of the Town of Belgrade.
- Awards will be made to the lowest responsible bidder considering the quality of the services, supplies, materials or equipment to be supplied, their conformity with specifications, the purpose for which it is required, date of delivery, and ultimate cost thereof to the town; the intent being to purchase in a manner that will best secure the greatest possible economy consistent with the grade or quality of services, supplies, materials and equipment best adapted for the purpose for which it is needed.
- Samples of items, when required, must be furnished free of charge prior to opening of bids and, if not destroyed, will upon request be returned EXPRESS COLLECT unless STAMPS for postage and insurance are forwarded with bid. PLEASE DO NOT ENCLOSE BID IN PACKAGE WITH SAMPLES.

May 2023

- The firm must furnish the item(s) as specified in the bid and any deviation therefrom will be grounds for rejection.
- All transportation charges, including expense for freight, mail etc., shall be prepaid and at the expense of the firm unless otherwise specified in the bid.
- Please specify terms and cash discounts. Time, in connection with discount offered, will be computed from date of delivery at destination after final inspection and acceptance, or from date of correct invoice, whichever is later.
- Time of proposed delivery must be stated in definite terms. If time varies for different items, the bidder shall so state. If time is the essence of the bid, the earliest date may be a factor in the award.
- The town is exempt from payment of Federal Excise Taxes on the articles not for resale, Federal Transportation Tax on all shipments and Maine Sales Tax and Use Taxes. Please quote less these taxes. Upon application, an exemption certificate will be furnished with the Purchase Order when required.
- No contract may be assigned, sublet, or transferred without the written consent of the town.
- In case of default by the firm, the right is reserved by the Town of Belgrade to procure the materials or supplies from other sources and charge any excess cost occasioned thereby to the firm. However, the firm shall not be held liable for any failure or delays in fulfillment of this contract arising from strikes, fires, Act of God, or any other case(s), which by reasonable diligence could not be prevented.
- The successful bidder may be required to furnish a certificate of insurance and may also be required to furnish a bond conditioned for full and faithful performance of the contract.
- The General Conditions and Instructions to bidders shall be an integral part of the attached specifications.

May 2023

GENERAL CONDITIONS

1. Equal Employment Opportunity

Attention of the Firm is particularly called to the requirement for ensuring that employees and applicants for employment are not discriminated against because of their race, creed, color, sex, or national origin.

2. Insurance

Except as otherwise provided by this Agreement, the CONTRACTOR shall obtain and maintain throughout the term of this Agreement at no expense to the OWNER the following insurance coverages:

a. **Comprehensive Liability Insurance** in the following amounts:

- Bodily injury: \$1,000,000.00 per occurrence and \$1,000,000.00 per person.
- Property damage: \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.

Such insurance shall be obtained and maintained to protect the CONTRACTOR, any subcontractor performing work covered by this Agreement, and the OWNER from claims and damages that may arise from operations under this Agreement, whether such operations be by CONTRACTOR or by a subcontractor or by anyone directly or indirectly employed by them.

b. **Automobile Liability Insurance** in the amount of not less than Four Hundred Thousand Dollars (\$400,000) or such other amount as may be required by the Maine Tort Claims Act (14 M.R.S.A. §8101 *et seq.*) as amended from time to time, combined single limit, to protect the CONTRACTOR, any subcontractor performing work covered by this Agreement, and the OWNER from claims and damages that may arise from operations under this Agreement, whether such operations be by CONTRACTOR or by a subcontractor or by anyone directly or indirectly employed by them.

c. **Workers' Compensation Insurance** in amounts required by Maine law and **Employer's Liability Insurance**, as necessary, as required by Maine law. In case any class of employees engaged in hazardous work under this Agreement is not protected under the Workers' Compensation Act, the CONTRACTOR shall provide for the protection of its employees not otherwise protected. The CONTRACTOR shall ensure that any subcontractors must provide proof of Workers' Compensation Insurance and Employer's Liability Insurance, as necessary, as required by Maine law.

d. All such insurance policies shall name the OWNER and its officers, agents and employees as additional insureds, except that for purposes of Workers' Compensation Insurance, the CONTRACTOR and its subcontractors instead may provide a written waiver of subrogation rights against the OWNER. The CONTRACTOR, prior to commencement of work under this Agreement, and any of its subcontractors, prior to commencement of work under any subcontract, shall deliver to the OWNER certificates satisfactory to the OWNER evidencing such insurance coverages, which certificates shall state that the CONTRACTOR and its subcontractors must provide written notice to the OWNER at least thirty (30) days prior to cancellation, non-renewal, material modification or expiration of any policies, evidenced by return receipt of United States Certified Mail. Replacement certificates shall be delivered to the OWNER prior to the effective date of cancellation, termination, material modification

May 2023

or expiration of any such insurance policy. The CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance coverages required under this subparagraph and such insurance policies have been approved by the OWNER, nor shall the CONTRACTOR allow any of its subcontractors to commence work on any subcontract until all such insurance policies have been obtained by the subcontractor and approved by the OWNER. All such insurance policies shall have a retroactive date which is the earlier of the date of this Agreement between the parties or the CONTRACTOR'S commencement of services there under.

3. Indemnification

The CONTRACTOR agrees to defend, indemnify, and hold harmless the OWNER, its officers, agents, and employees against any and all liabilities, causes of action, judgments, claims or demands, including attorney's fees and costs, for personal injury (including death) or property damage arising out of or caused by the performance of work under this Agreement by CONTRACTOR, its subcontractors, agents or employees

4. Requirements

The requirements contained herein must be adhered to without exception. The requirements imposed by Town of Belgrade participation are:

The Town of Belgrade shall have the right to terminate this agreement with the Firm after giving them seven (7) days written notice of termination in the event of any default by the Firm.

It shall be considered a default by the Firm whenever they shall:

Declare bankruptcy, become insolvent, or assign their assets for the benefit of their creditors;

Disregard or violate provisions of the contract documents or fail or prosecute the work according to the agreed schedule of completion.

5. Safety and Health Regulations

The Firm shall at all times, comply with O.S.H.A. regulations and enforce the subconsultants to abide accordingly. Any violation either by Firm or their subcontractors shall be the sole responsibility of the firm.

6. Method of Payment

The town will make lump sum payment to the Firm upon the Firm's submittal for such payments for completion, acceptance, and delivery of the equipment to the Town Office 990 Augusta Road, Belgrade, Maine. The Town of Belgrade will process said invoice upon written acknowledgment from the Belgrade Fire- Rescue that said amount requested has been satisfactorily completed. Payment will thereby be made at the town's next scheduled payment cycle.

May 2023

BID PROPOSAL

TO: TOWN OF BELGRADE, MAINE
Dry Hydrant Installation Project
Belgrade, ME 04917

The undersigned proposes to furnish one (1) Fire Protection Dry Hydrant installation at Long Pond Drive in the village of Belgrade Lakes.

With all necessary equipment and accessories in accordance with the Instruction to Bidders and Specifications, both of which are incorporated herein.

(1) Fire Protection Dry Hydrant – Long Pond Drive \$ _____

Name of Company: _____

Signed by: _____

Title: _____

Address: _____

Email address: _____

Telephone number: _____ Fax number: _____

Date: _____

Memo

Expenditures of Selectboard Funds

Discussion on process of expending Selectboard funds. Current account expenses included for your review / discussion.

Expense Detail Report

Department(s): E 01-01-10-11 - E 01-01-99-99
January to December

Account-----				Current			Unexpended
Date	Jrnl	Desc---		Budget	Debits	Credits	Balance
01 - GENERAL GOVERNMENT				14,855.00	0.00	0.00	14,855.00
01 - SELECT BOARD				14,855.00	0.00	0.00	14,855.00
10 - PERSONNEL				7,105.00	0.00	0.00	7,105.00
11 - SALARIES				6,600.00	0.00	0.00	6,600.00
01/04/23	P 0004	01/04/23 Payroll (Dist)			450.00	0.00	
		January		0.00	450.00	0.00	6,150.00
02/01/23	P 0037	02/01/23 Payroll (Dist)			450.00	0.00	
		February		0.00	450.00	0.00	5,700.00
03/01/23	P 0071	03/01/23 Payroll (Dist)			450.00	0.00	
		March		0.00	450.00	0.00	5,250.00
04/05/23	P 0134	04/05/23 Payroll (Dist)			550.00	0.00	
		April		0.00	550.00	0.00	4,700.00
05/03/23	P 0178	05/03/23 Payroll (Dist)			550.00	0.00	
		May		0.00	550.00	0.00	4,150.00
		Object.....		6,600.00	2,450.00	0.00	4,150.00
13 - BENEFITS				505.00	0.00	0.00	505.00
01/04/23	P 0004	01/04/23 Payroll(MTaxTot)			6.53	0.00	
01/04/23	P 0004	01/04/23 Payroll(FICATot)			27.90	0.00	
		January		0.00	34.43	0.00	470.57
02/01/23	P 0037	02/01/23 Payroll(MTaxTot)			6.53	0.00	
02/01/23	P 0037	02/01/23 Payroll(FICATot)			27.90	0.00	
		February		0.00	34.43	0.00	436.14
03/01/23	P 0071	03/01/23 Payroll(MTaxTot)			6.53	0.00	
03/01/23	P 0071	03/01/23 Payroll(FICATot)			27.90	0.00	
		March		0.00	34.43	0.00	401.71
04/05/23	P 0134	04/05/23 Payroll(MTaxTot)			7.98	0.00	
04/05/23	P 0134	04/05/23 Payroll(FICATot)			34.10	0.00	
		April		0.00	42.08	0.00	359.63
05/03/23	P 0178	05/03/23 Payroll(MTaxTot)			7.98	0.00	
05/03/23	P 0178	05/03/23 Payroll(FICATot)			34.10	0.00	
		May		0.00	42.08	0.00	317.55
		Object.....		505.00	187.45	0.00	317.55
		Expense.....		7,105.00	2,637.45	0.00	4,467.55
13 - EDUCATION				250.00	0.00	0.00	250.00
01 - EDUCATION				250.00	0.00	0.00	250.00
03/08/23	A 0074	BROADBAND WEBINAR			40.00	0.00	
03/22/23	A 0100	BROADBAND WEBINAR			40.00	0.00	
03/29/23	A 0129	VOID - BROADBAND WEBINAR			-40.00	0.00	
		March		0.00	40.00	0.00	210.00
04/05/23	A 0128	ELECTED OFFICIALS WORKSHO			70.00	0.00	
		April		0.00	70.00	0.00	140.00
05/02/23	W 0180	05/02/2023 C/R			0.00	20.00	
		May		0.00	0.00	20.00	120.00
		Object.....		250.00	110.00	20.00	160.00
		Expense.....		250.00	110.00	20.00	160.00
31 - SPECIAL PROJECTS				7,500.00	0.00	0.00	7,500.00
01 - SPECIAL PROJECTS				7,500.00	0.00	0.00	7,500.00
		Expense.....		7,500.00	0.00	0.00	7,500.00
		Division....		14,855.00	2,747.45	20.00	12,127.55
		Department..		14,855.00	2,747.45	20.00	12,127.55
Final Totals				14,855.00	2,747.45	20.00	12,127.55

Memo

Warrants

Payroll Warrant 58	20,654.38
BMV Warrant 59	12,436.79
Payroll Warrant 60	20,858.94
BMV Warrant 61	15,589.29
AP Warrant 62	716.00 (<i>newsletter postage</i>)
AP Warrant 63	604,752.66
State Payables Warrant 64	33,745.38
Payroll Warrant 65	

WARRANT: 58

Check	D / D	Check	Employee	Gross Pay
Total	14,064.34	18,898.81		18,503.27

Put into A/P	6,486.15
Taken out of A/P	(4,730.58)
Total Payroll	20,654.38

Count	
Checks	27

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.

BARBARA ALLEN, SELECTPERSON CHAIR _____
MELANIE JEWELL, SELECTPERSON _____
DANIEL NEWMAN, SELECTPERSON _____
PETER RUSHTON, SELECTPERSON _____
CAROL JOHNSON, V. CHAIR *Carol Johnson* _____
LORNA DEE NICHOLS, TOWN MANAGER _____

Payroll Check Register
Pay Date: 05/24/2023

Check	D / D	Check	Amount	Date	Employee
Employee Checks					
23931	0.00	103.89	103.89	05/24/23	966 RYAN A LEVESQUE
202302393 1	837.52	0.00	837.52	05/24/23	990 CORY D ALEXANDER
202302393 2	485.74	0.00	485.74	05/24/23	172 DANIELLE M BEDARD
202302393 3	708.48	0.00	708.48	05/24/23	20 JARED N BOND
202302393 4	952.67	0.00	952.67	05/24/23	113 TRAVIS S BURTON
202302393 5	716.70	0.00	716.70	05/24/23	853 EDWARD C CALL
202302393 6	455.01	0.00	455.01	05/24/23	244 ANDREW P DAVIDSON
202302393 7	531.83	0.00	531.83	05/24/23	74 WESLEY M DAY
202302393 8	304.58	0.00	304.58	05/24/23	232 LESLIE R. DIMICK
202302393 9	248.97	0.00	248.97	05/24/23	822 LYNDESEY A FISHER
202302394 0	316.44	0.00	316.44	05/24/23	899 MARY C GRANHOLM
202302394 1	296.27	0.00	296.27	05/24/23	844 ALAINA B HOOD
202302394 2	477.27	0.00	477.27	05/24/23	194 CHARLENE G HOULE
202302394 3	761.45	0.00	761.45	05/24/23	837 DANIEL R MACGLASHING
202302394 4	445.75	0.00	445.75	05/24/23	875 KEVIN K MERRILL
202302394 5	669.66	0.00	669.66	05/24/23	845 DEBORAH P NICHOLS
202302394 6	1,111.98	0.00	1,111.98	05/24/23	03 LORNA DEE NICHOLS
202302394 7	439.06	0.00	439.06	05/24/23	173 AARON L PELKEY
202302394 8	898.00	0.00	898.00	05/24/23	200. NICHOLAS C POOLE
202302394 9	714.48	0.00	714.48	05/24/23	979 HANS CHRISTIAN RASMUSSEN
202302395 0	176.29	0.00	176.29	05/24/23	892 KIM E RIDEOUT-DAWES
202302395 1	880.22	0.00	880.22	05/24/23	191 KENNETH J SCHENO
202302395 2	1,151.39	0.00	1,151.39	05/24/23	07 MARY VOGEL
202302395 3	484.58	0.00	484.58	05/24/23	902 ISAAC W WORCESTER
Total	14,064.34	103.89	14,168.23		
Direct Deposit Checks					
202302395 4	0.00	14,064.34	14,064.34	05/24/23	D / D 213 ANDROSCOGGIN SAVINGS BANK
Total	0.00	14,064.34	14,064.34		
Trust & Agency Checks					
202302395 5	0.00	4,093.47	4,093.47	05/24/23	T & A 4 DEPARTMENT OF TREASURY
202302395 6	0.00	637.11	637.11	05/24/23	T & A 1 TREASURER, STATE OF MAINE

Payroll Check Register

Pay Date: 05/24/2023

Check	D / D	Check	Amount	Date	Employee
Total	0.00	4,730.58	4,730.58		

Summary

Checks:	Regular	103.89	24
	D / D	14,064.34	1
	Employee	14,168.23	
	T & A	4,730.58	2
	Voided		0
Total	18,898.81	27	

Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account	Proj	Amount	Encumbrance	
00021 STATE OF MAINE, BMV					
0214	23932	05	BMV REPORT 5/12-5/20/23		
BMV REPORT 5/12-5/20/23	G 1-214-00			12,436.79	0.00
GEN'L FUND / BMV					
Vendor Total-				12,436.79	
Prepaid Total-				0.00	
Current Total-				12,436.79	
EFT Total-				0.00	
Warrant Total-				12,436.79	

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BARBARA ALLEN, SELECTPERSON CHAIR _____
MELANIE JEWELL, SELECTPERSON _____
DANIEL NEWMAN, SELECTPERSON _____
PETER RUSHTON, SELECTPERSON _____
CAROL JOHNSON, V. CHAIR *Carol Johnson* _____
LORNA DEE NICHOLS, TOWN MANAGER _____

WARRANT: 60

Check	D / D	Check	Employee	Gross Pay
Total	14,395.90	25,152.23		18,663.94

Put into A/P **6,355.69**
Taken out of A/P **(10,648.98)**

Total Payroll **20,858.94**

Count

Checks 30

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.

BARBARA ALLEN, SELECTPERSON CHAIR Barbara Allen
MELANIE JEWELL, SELECTPERSON _____
DANIEL NEWMAN, SELECTPERSON _____
PETER RUSHTON, SELECTPERSON _____
CAROL JOHNSON, V. CHAIR _____
LORNA DEE NICHOLS, TOWN MANAGER _____

Payroll Check Register
Pay Date: 05/31/2023

Check	D / D	Check	Amount	Date	Employee
Employee Checks					
23933	0.00	107.35	107.35	05/31/23	966 RYAN A LEVESQUE
202323933	804.39	0.00	804.39	05/31/23	990 CORY D ALEXANDER
202323934	722.92	0.00	722.92	05/31/23	172 DANIELLE M BEDARD
202323935	722.23	0.00	722.23	05/31/23	20 JARED N BOND
202323936	952.67	0.00	952.67	05/31/23	113 TRAVIS S BURTON
202323937	681.90	0.00	681.90	05/31/23	853 EDWARD C CALL
202323938	451.01	0.00	451.01	05/31/23	244 ANDREW P DAVIDSON
202323939	531.83	0.00	531.83	05/31/23	74 WESLEY M DAY
202323940	304.58	0.00	304.58	05/31/23	232 LESLIE R. DIMICK
202323941	62.33	0.00	62.33	05/31/23	967 DAWSON J DINGUS
202323942	211.25	0.00	211.25	05/31/23	822 LYNDESEY A FISHER
202323943	360.61	0.00	360.61	05/31/23	899 MARY C GRANHOLM
202323944	296.27	0.00	296.27	05/31/23	844 ALAINA B HOOD
202323945	434.95	0.00	434.95	05/31/23	194 CHARLENE G HOULE
202323946	761.45	0.00	761.45	05/31/23	837 DANIEL R MACGLASHING
202323947	696.56	0.00	696.56	05/31/23	875 KEVIN K MERRILL
202323948	669.66	0.00	669.66	05/31/23	845 DEBORAH P NICHOLS
202323949	1,111.98	0.00	1,111.98	05/31/23	03 LORNA DEE NICHOLS
202323950	439.06	0.00	439.06	05/31/23	173 AARON L PELKEY
202323951	898.00	0.00	898.00	05/31/23	200. NICHOLAS C POOLE
202323952	680.37	0.00	680.37	05/31/23	979 HANS CHRISTIAN RASMUSSEN
202323953	176.29	0.00	176.29	05/31/23	892 KIM E RIDEOUT-DAWES
202323954	921.51	0.00	921.51	05/31/23	191 KENNETH J SCHENO
202323955	1,008.32	0.00	1,008.32	05/31/23	07 MARY VOGEL
202323956	495.76	0.00	495.76	05/31/23	902 ISAAC W WORCESTER
Total	14,395.90	107.35	14,503.25		

Direct Deposit Checks					
202323957	0.00	14,395.90	14,395.90	05/31/23	D / D 213 ANDROSCOGGIN SAVINGS BANK
Total	0.00	14,395.90	14,395.90		

Trust & Agency Checks					
23934	0.00	4,201.42	4,201.42	05/31/23	T & A 2 MISSIONSQUARE - 457-304797
202323958	0.00	4,285.39	4,285.39	05/31/23	T & A 4 DEPARTMENT OF TREASURY
202323959	0.00	1,496.26	1,496.26	05/31/23	T & A 6 MAINE PERS
202323960	0.00	665.91	665.91	05/31/23	T & A 1 TREASURER, STATE OF MAINE
Total	0.00	10,648.98	10,648.98		

Summary			
Checks:	Regular	107.35	25
	D / D	14,395.90	1
	Employee	14,503.25	
	T & A	10,648.98	4
	Voided		0
	Total	25,152.23	30

Warrant 61

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account	Proj	Amount		
00021 STATE OF MAINE, BMV					
0224	23935	05	BMV REPORT 5/20-5/26/2023		
BMV REPORT 5/20-5/26/2023	G 1-214-00			15,589.29	0.00
	GEN'L FUND / BMV				
		Vendor Total-		15,589.29	
		Prepaid Total-		0.00	
		Current Total-		15,589.29	
		EFT Total-		0.00	
		Warrant Total-		15,589.29	

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BARBARA ALLEN, SELECTPERSON CHAIR Barbara Allen

MELANIE JEWELL, SELECTPERSON _____

DANIEL NEWMAN, SELECTPERSON _____

PETER RUSHTON, SELECTPERSON _____

CAROL JOHNSON, V. CHAIR _____

LORNA DEE NICHOLS, TOWN MANAGER _____

Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00070 UNITED STATES POST OFFICE						
0228	23937	05	JUNE 2023 NEWSLETTER			
JUNE 2023 NEWSLETTER			E 01-10-30-01		716.00	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE					
			Vendor Total-		716.00	
			Prepaid Total-		0.00	
			Current Total-		716.00	
			EFT Total-		0.00	
			Warrant Total-		716.00	

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BARBARA ALLEN, SELECTPERSON CHAIR Barbara J. Allen
 MELANIE JEWELL, SELECTPERSON _____
 DANIEL NEWMAN, SELECTPERSON _____
 PETER RUSHTON, SELECTPERSON _____
 CAROL JOHNSON, V. CHAIR _____
 LORNA DEE NICHOLS, TOWN MANAGER _____

Warrant 63

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00664 ALL SEASONS TREE SERVICE						
0226	23938	06	MCGRATH POND TREE REMOVE	354		
MCGRATH POND TREE REMOVE	E 10-01-20-07				1,500.00	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED			
Vendor Total-					1,500.00	
00004 AMERICAN LOGGERS FIRE SUPPRESSION L						
0226	23939	06	CFAS FIRE SUPPRESSION	9071		
CFAS FIRE SUPPRESSION	E 13-03-35-17				137.00	0.00
			FACILITIES / NBCC - REPAIRS / EXTINGUISHER			
Vendor Total-					137.00	
00289 AUGUSTA FUEL CORP.						
0226	23940	06	TS OFF RD DIESEL	6006007		
TS OFF RD DIESEL	E 15-05-30-02				315.29	0.00
			SOLID WASTE / WASTE - SUPPLIES / FUEL			
Invoice Total-					315.29	
0226	23940	06	LAKES FD HEATING	6005201		
LAKES FD HEATING	E 13-06-20-05				490.38	0.00
			FACILITIES / FD:LAKES - SERVICES / HEATING			
Invoice Total-					490.38	
Vendor Total-					805.67	
00000 AVERY, WILLIAM P						
0226	23941	06	EXCISE TAX REIMBURSEMENT	5/17/2023		
EXCISE TAX REIMBURSEMENT	R 01-13				27.76	0.00
			GEN'L GOV. - EXCISE - MV			
Vendor Total-					27.76	
00271 BERNSTEIN, SHUR, SAWYER & NELSON						
0226	23942	06	TAN LEGAL FEES	4041352		
TAN LEGAL FEES	E 29-01-42-04				2,850.00	0.00
			DEBT SERVICE / DEBT SERVICE - INTEREST / TAN			
Vendor Total-					2,850.00	
00263 BOB THE PLUMBER, INC.						
0226	23943	06	LEAK ON WATER MANIFOLD	6991		
LEAK ON WATER MANIFOLD	E 13-04-35-08				61.00	0.00
			FACILITIES / GARAGE - REPAIRS / BUILDING			
Vendor Total-					61.00	
00000 BOLDUC, SUSAN						
0226	23944	06	YOGA 5 WEEKS	5/26/2023		
YOGA 5 WEEKS	E 25-30-20-07				168.75	0.00
			RECREATION / REC PROGRAMS - SERVICES / CONTRACTED			
Vendor Total-					168.75	
00200 CENTRAL MAINE POWER						
0226	23946	06	GARAGE ELECTRICITY	714001717086		
GARAGE ELECTRICITY	E 13-04-20-04				44.04	0.00
			FACILITIES / GARAGE - SERVICES / ELECTRICITY			
Invoice Total-					44.04	
0226	23946	06	NBFD ELECTRICITY	721001637656		
NBFD ELECTRICITY	E 13-08-20-04				73.58	0.00
			FACILITIES / FD:NB - SERVICES / ELECTRICITY			
Invoice Total-					73.58	
0226	23946	06	TOWN OFFICE ELECTRICITY	717001693888		
TOWN OFFICE ELECTRICITY	E 13-14-20-04				431.75	0.00
			FACILITIES / TOWN OFFICE - SERVICES / ELECTRICITY			

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
				Invoice Total-	431.75	
0226	23946	06	OLD TOWN HOUSE ELECTRICIT	723001594123		
OLD TOWN HOUSE ELECTRICIT	E 13-13-20-04				21.15	0.00
FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICITY				Invoice Total-	21.15	
0226	23946	06	DEPOT FD ELECTRICITY	723001594122		
DEPOT FD ELECTRICITY	E 13-07-20-04				54.38	0.00
FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY				Invoice Total-	54.38	
0226	23946	06	SALT&SAND ELECTRICITY	722001625761		
SALT&SAND ELECTRICITY	E 13-05-20-04				67.42	0.00
FACILITIES / SALT & SAND - SERVICES / ELECTRICITY				Invoice Total-	67.42	
0226	23946	06	VILLAGE GREEN ELECTRICITY	714001712353		
VILLAGE GREEN ELECTRICITY	E 13-10-20-04				20.16	0.00
FACILITIES / PARKS - SERVICES / ELECTRICITY				Invoice Total-	20.16	
0226	23946	06	NBCC ELECTRICITY	706001762449		
NBCC ELECTRICITY	E 13-03-20-04				180.66	0.00
FACILITIES / NBCC - SERVICES / ELECTRICITY				Invoice Total-	180.66	
0226	23946	06	MAIN ST DAM ELECTRICITY	708001749786		
MAIN ST DAM ELECTRICITY	G 3-596-00				20.65	0.00
CAPITAL PROJ / DAMS				Invoice Total-	20.65	
0226	23946	06	WINGS MILL DAM ELECTRICIT	722001620171		
WINGS MILL DAM ELECTRICIT	G 3-596-00				16.96	0.00
CAPITAL PROJ / DAMS				Invoice Total-	16.96	
0226	23946	06	8 DALTON ELECTRICITY	712001725700		
8 DALTON ELECTRICITY	E 13-11-20-04				95.51	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY				Invoice Total-	95.51	
0226	23946	06	CFAS ELECTRCITITY	718001675616		
CFAS ELECTRCITITY	E 13-02-20-04				471.13	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY				Invoice Total-	471.13	
0226	23946	06	CFAS OUTBUILDING	716001702248		
CFAS OUTBUILDING	E 13-02-20-04				20.16	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY				Invoice Total-	20.16	
0226	23946	06	LAKES FD ELECTRICITY	724001544653		
LAKES FD ELECTRICITY	E 13-06-20-04				176.97	0.00
FACILITIES / FD:LAKES - SERVICES / ELECTRICITY				Invoice Total-	176.97	
0226	23946	06	18 DALTON ELECTRICITY	725001485592		
18 DALTON ELECTRICITY	E 13-02-20-04				20.16	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY				Invoice Total-	20.16	
022C	23946	06	10 DALTON ELECTRICITY	703001781894		
10 DALTON ELECTRICITY	E 13-11-20-04				104.44	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY				Invoice Total-	104.44	
0226	23946	06	TS ELECTRICITY	706001773382		

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
TS ELECTRICITY			E 13-09-20-04		502.15	0.00
FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY						
Invoice Total-					502.15	
Vendor Total-					2,321.27	
00099 CHARTER COMMUNICATIONS						
0226	23947	06	NBCC INTERNET	0010732052523		
NBCC INTERNET			E 13-03-20-01		118.00	0.00
FACILITIES / NBCC - SERVICES / COMMUNICATIO						
Vendor Total-					118.00	
00468 CONSOLIDATED COMMUNICATIONS						
0226	23948	06	TOWN OFFICE FAX LINE			
TOWN OFFICE FAX LINE			E 01-10-20-01		51.27	0.00
GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO						
Invoice Total-					51.27	
0226	23948	06	FD FAX LINE			
FD FAX LINE			E 05-05-20-01		49.47	0.00
PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO						
Invoice Total-					49.47	
Vendor Total-					100.74	
00657 CREATIVE DIGITAL IMAGING						
0226	23949	06	2023 TAX BILL POSTAGE	2023		
2023 TAX BILL POSTAGE			E 01-10-30-01		2,000.00	0.00
GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE						
Vendor Total-					2,000.00	
00107 DAVID HALLOWELL CONSTRUCTION LLC						
0226	23950	06	CEMETERY LOAM	1614		
CEMETERY LOAM			E 12-01-30-04		142.50	0.00
CEMETERY / CEMETERY - SUPPLIES / OPERATING						
Vendor Total-					142.50	
00126 DEMCO						
0226	23951	06	OPERATING SUPPLIES	7314367		
OPERATING SUPPLIES			E 30-01-30-04		119.52	0.00
LIBRARY / LIBRARY - SUPPLIES / OPERATING						
Vendor Total-					119.52	
00224 DUNBAR, LAURA						
0226	23952	06	READING SUPP, ART SUPPLIE	5/23/2023		
READING SUPP, ART SUPPLIE			E 62-01-99-99		394.40	0.00
DC STEVENS / DC STEVENS - EXPENSE / EXPENSE						
Vendor Total-					394.40	
00586 FINE LINE PAVING & GRADING						
0226	23953	06	LAKES FD PAVING	9818		
LAKES FD PAVING			E 13-06-35-08		5,557.00	0.00
FACILITIES / FD:LAKES - REPAIRS / BUILDING						
Vendor Total-					5,557.00	
00403 FIRE SERVICE COMPLIANCE ASSOCIATES						
0226	23954	06	TS CONSULTANT	2023		
TS CONSULTANT			E 15-05-15-06		1,300.00	0.00
SOLID WASTE / WASTE - PROFESSIONAL / SAFETY						
Vendor Total-					1,300.00	
00428 GALBRAITH, JULIA						
0226	23955	06	YOGA 9 WEEKS	5/26/2023		
YOGA 9 WEEKS			E 25-30-20-07		680.00	0.00

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
RECREATION / REC PROGRAMS - SERVICES / CONTRACTED						
Vendor Total-					680.00	
00288 GALE/CENGAGE LEARNING						
0226	23956	06	MAY LARGE PRINT	81130635		
MAY LARGE PRINT			E 30-01-30-09		51.98	0.00
LIBRARY / LIBRARY - SUPPLIES / BOOKS						
Invoice Total-					51.98	
0226	23956	06	APRIL LARGE PRINT	81039984		
APRIL LARGE PRINT			E 30-01-30-09		25.99	0.00
LIBRARY / LIBRARY - SUPPLIES / BOOKS						
Invoice Total-					25.99	
Vendor Total-					77.97	
00066 GENERATORS OF MAINE, INC						
0226	23957	06	CFAS HANDICAP DOORS	3222		
CFAS HANDICAP DOORS			E 13-02-35-08		717.77	0.00
FACILITIES / CFAS - REPAIRS / BUILDING						
Vendor Total-					717.77	
00434 GROUP DYNAMIC, INC.						
0226	23958	06	JUNE 2023 HRA	L2306		
JUNE 2023 HRA			E 23-10-99-99		36.00	0.00
INSURANCE / HRA ADMIN - EXPENSE / EXPENSE						
Vendor Total-					36.00	
00009 HAMMOND LUMBER COMPANY						
0226	23959	06	NBFD PAINTERS	6572084		
NBFD PAINTERS			E 13-08-35-08		15.98	0.00
FACILITIES / FD:NB - REPAIRS / BUILDING						
Invoice Total-					15.98	
0226	23959	06	CEMETERY, SCREWS, ROPE	6636085		
CEMETERY			E 12-01-30-04		31.03	0.00
CEMETERY / CEMETERY - SUPPLIES / OPERATING						
Invoice Total-					31.03	
0226	23959	06	CEMETERY BOLT	6636256		
CEMETERY BOLT			E 12-01-30-04		35.90	0.00
CEMETERY / CEMETERY - SUPPLIES / OPERATING						
Invoice Total-					35.90	
Vendor Total-					82.91	
00301 HOULE, CHARLENE R						
0226	23960	06	MILEAGE REIMBURSMENT 26	5/18/2023		
MILEAGE REIMBURSMENT 26			E 01-10-20-02		11.44	0.00
GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI						
Vendor Total-					11.44	
00404 JORDAN EQUIPMENT CO						
0226	23961	06	CEMETERY SUPPLIES	P00827		
CEMETERY SUPPLIES			E 12-01-30-04		123.86	0.00
CEMETERY / CEMETERY - SUPPLIES / OPERATING						
Vendor Total-					123.86	
00550 KYOCERA						
0226	23962	06	COPIER CONTRACT	55L2345550		
COPIER CONTRACT			E 01-10-20-07		538.50	0.00
GEN'L GOV. / ADMIN - SERVICES / CONTRACTED						
Vendor Total-					538.50	
00836 LABBE HAZEL						

Warrant 63

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0226	23963	06	FITNESS CLASS		05/26/2023	
FITNESS CLASS			E 25-30-20-07		157.50	0.00
			RECREATION / REC PROGRAMS - SERVICES / CONTRACTED			
			Vendor Total-		157.50	
00638 LEAF						
0226	23964	06	REC COPIER LEASE		14798907	
REC COPIER LEASE			E 25-30-20-07		43.94	0.00
			RECREATION / REC PROGRAMS - SERVICES / CONTRACTED			
			Vendor Total-		43.94	
00406 LONGFELLOW'S GREENHOUSES						
0226	23965	06	CEMETERY FLOWERS		131673	
CEMETERY FLOWERS			E 12-01-99-01		1,581.94	0.00
			CEMETERY / CEMETERY - EXPENSE / FLOWERS			
			Vendor Total-		1,581.94	
00727 MAID4U						
0226	23966	06	TOWN OFFICE CLEANING		MAY 2023	
TOWN OFFICE CLEANING			E 13-14-20-09		700.00	0.00
			FACILITIES / TOWN OFFICE - SERVICES / CLEANING			
			Invoice Total-		700.00	
0226	23966	06	CFAS CLEANING		MAY 2023	
CFAS CLEANING			E 13-02-20-09		1,420.00	0.00
			FACILITIES / CFAS - SERVICES / CLEANING			
			Invoice Total-		1,420.00	
0226	23966	06	LAKES FD CLEANING		MAY 2023	
LAKES FD CLEANING			E 13-06-20-09		400.00	0.00
			FACILITIES / FD:LAKES - SERVICES / CLEANING			
			Invoice Total-		400.00	
0226	23966	06	NBCC CLEANING		MAY 2023	
NBCC CLEANING			E 13-03-20-09		400.00	0.00
			FACILITIES / NBCC - SERVICES / CLEANING			
			Invoice Total-		400.00	
			Vendor Total-		2,920.00	
00001 MAINE MUNICIPAL						
0226	23967	06	BENEFITS			
DENTAL INSURANCE			G 1-226-00		100.50	0.00
			GEN'L FUND / DENTAL INS			
LIFE INSURANCE			G 1-229-00		291.32	0.00
			GEN'L FUND / LIFE INS			
HEALTH INSURANCE:ADMIN			E 01-10-10-13		1,988.02	0.00
			GEN'L GOV. / ADMIN - PERSONNEL / BENEFITS			
HEALTH INSURANCE:FACILITY			E 13-01-10-13		994.01	0.00
			FACILITIES / GENERAL - PERSONNEL / BENEFITS			
HEALTH INSURANCE			G 1-225-00		1,230.24	0.00
			GEN'L FUND / HEALTH INS.			
HEALTH INSURANCE:REC			E 25-30-10-13		994.01	0.00
			RECREATION / REC PROGRAMS - PERSONNEL / BENEFITS			
HEALTH INSURANCE:FD			E 05-05-10-13		1,988.02	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PERSONNEL / BENEFITS			
HEALTH INSURANCE:MANAGER			E 01-15-10-13		994.01	0.00
			GEN'L GOV. / MANAGER - PERSONNEL / BENEFITS			
HEALTH INSURANCE:LIBRARY			E 30-01-10-13		994.01	0.00
			LIBRARY / LIBRARY - PERSONNEL / BENEFITS			
HEALTH INSURANCE:TS			E 15-05-10-13		994.01	0.00
			SOLID WASTE / WASTE - PERSONNEL / BENEFITS			
			Vendor Total-		10,568.15	

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00037 MAINE RESOURCE RECOVERY ASSOC						
0226	23968	06	FREON UNITS REMOVED	186926		
FREON UNITS REMOVED	E 15-05-20-13			263.50		0.00
	SOLID WASTE / WASTE - SERVICES / DISPOSAL					
			Vendor Total-	263.50		
00668 MAINE STATE FED. OF FIREFIGHTERS						
0226	23969	06	2023-2024 DUES	59145		
2023-2024 DUES	E 05-05-14-07			405.00		0.00
	PUBLIC SAFTY / FD/ RSC DEPT - MEMBERSHIP / FD					
			Vendor Total-	405.00		
00742 MB TRACTOR & EQUIPMENT						
0226	23970	06	LAWN MOWER EQUIPMENT	F111995		
LAWN MOWER EQUIPMENT	E 13-01-35-01			12.81		0.00
	FACILITIES / GENERAL - REPAIRS / EQUIPMENT					
			Vendor Total-	12.81		
00310 MMTCTA						
0226	23971	06	DEB EXCISE TAX TRAINING	1000442125		
DEB EXCISE TAX TRAINING	E 01-10-13-01			85.00		0.00
	GEN'L GOV. / ADMIN - EDUCATION / EDUCATION					
			Vendor Total-	85.00		
00256 MODERN PEST SERVICES						
0226	23972	06	CFAS PEST CONTROL	5859845		
CFAS PEST CONTROL	E 13-02-20-12			83.00		0.00
	FACILITIES / CFAS - SERVICES / PEST CONTROL					
			Vendor Total-	83.00		
00751 MOSQUITO BANDITOS						
0226	23973	06	HISTORY HOUSE SPRAY			
HISTORY HOUSE SPRAY	E 13-01-20-07			99.00		0.00
	FACILITIES / GENERAL - SERVICES / CONTRACTED					
			Vendor Total-	99.00		
00838 NATIVE NOTIONS						
0226	23974	06	MEMORIAL WORK			
FIRST RESP MEMORIAL	G 4-569-00			6,885.00		0.00
	TRUST FUND / FD MEMORIAL					
LAKES MEMORIAL	E 13-10-35-08			1,005.00		0.00
	FACILITIES / PARKS - REPAIRS / BUILDING					
			Vendor Total-	7,890.00		
00235 NEOKRAFT SIGNS						
0226	23975	06	TOWN OFFICE SIGN REPAIRS	SC12265		
TOWN OFFICE SIGN REPAIRS	E 13-14-35-08			798.53		0.00
	FACILITIES / TOWN OFFICE - REPAIRS / BUILDING					
			Vendor Total-	798.53		
00675 NORTHERN STARS PLANETARIUM						
0226	23976	06	ENRICHMENT	5/23/2023		
ENRICHMENT	E 62-01-99-99			902.50		0.00
	DC STEVENS / DC STEVENS - EXPENSE / EXPENSE					
			Vendor Total-	902.50		
00780 PITNEY BOWES INC						
0226	23977	06	PINTEY BOWE MACHINE	1023072667		
PINTEY BOWE MACHINE	E 01-10-20-07			84.27		0.00
	GEN'L GOV. / ADMIN - SERVICES / CONTRACTED					
			Vendor Total-	84.27		

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00003 REGISTRY OF DEEDS						
0226	23978	06	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						
0226	23979	06	INSTALLMENT-			*** SEPARATE ***
RSU # 18 INSTALLMENT	E 31-01-99-99				556,617.67	0.00
	SCHOOL / RSU 18 - EXPENSE / EXPENSE					
			Invoice Total-		556,617.67	
0226	23980	06	BELGRADE REC TRIP	23-84		
BELGRADE REC TRIP	E 25-30-20-02				556.45	0.00
	RECREATION / REC PROGRAMS - SERVICES / TRANSPORTATI					
			Invoice Total-		556.45	
			Vendor Total-		557,174.12	
00837 SKOWHEGAN EQUIPMENT RENTAL						
0226	23981	06	WALK BEHIND SWEEPER	13648		
WALK BEHIND SWEEPER	E 13-01-20-06				210.00	0.00
	FACILITIES / GENERAL - SERVICES / RENTALS					
			Vendor Total-		210.00	
00612 SPECTRUM ENTERPRISE						
0226	23982	06	INTERNET AND PHONE	144009001050723		
LAKES FD	E 05-05-20-01				187.97	0.00
	PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO					
TRANSFER STATION	E 15-05-20-01				129.98	0.00
	SOLID WASTE / WASTE - SERVICES / COMMUNICATIO					
TOWN OFFICE	E 01-10-20-01				109.81	0.00
	GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO					
CFAS	E 25-30-20-01				219.97	0.00
	RECREATION / REC PROGRAMS - SERVICES / COMMUNICATIO					
LIBRARY	E 30-01-20-01				87.01	0.00
	LIBRARY / LIBRARY - SERVICES / COMMUNICATIO					
DEPOT FD	E 05-05-20-01				59.99	0.00
	PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO					
			Vendor Total-		794.73	
00000 STANLEY BOLDOC						
0226	23983	06	EXCISE REIMBURSMENT	5/15/2023		
EXCISE REIMBURSMENT	R 01-13				59.16	0.00
	GEN'L GOV. - EXCISE - MV					
			Vendor Total-		59.16	
00048 TREASURER, STATE OF MAINE						
0226	23984	06	PLUMBING PERMITS			
PLUMBING PERMITS	G 1-211-00				120.00	0.00
	GEN'L FUND / PLUMB. PERM.					
			Vendor Total-		120.00	
00063 TREASURER, STATE OF MAINE						
0226	23985	06	FILE CABINET	158469SS		
FILE CABINET	E 01-10-30-04				30.00	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OPERATING					
			Vendor Total-		30.00	
00304 VOGEL, MARY						
0226	23986	06	MILEGAE REIMBURSMENT 64	5/18-5/26/2023		
MILEGAE REIMBURSMENT 64	E 01-10-20-02				28.16	0.00

A / P Warrant

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI			
			Vendor Total-		28.16	
00000 VOLL, JOHN						
0226	23987	06	EXCISE REIMBURSMENT	5/11/2023		
EXCISE REIMBURSMENT			R 01-13		149.51	0.00
			GEN'L GOV. - EXCISE - MV			
			Vendor Total-		149.51	
00013 WASTE MANAGEMENT OF						
0226	23988	06	CFAS DUMPSTER	20669999-2080-0		
CFAS DUMPSTER			E 13-02-20-06		92.74	0.00
			FACILITIES / CFAS - SERVICES / RENTALS			
			Vendor Total-		92.74	
00369 WB MASON CO, INC						
0226	23989	06	CFAS PAPER TOWELS	238496877		
CFAS PAPER TOWELS			E 25-30-30-04		308.04	0.00
			RECREATION / REC PROGRAMS - SUPPLIES / OPERATING			
			Vendor Total-		308.04	
			Prepaid Total-		0.00	
			Current Total-		604,752.66	
			EFT Total-		0.00	
			Warrant Total-		604,752.66	

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.

- BARBARA ALLEN, SELECTPERSON CHAIR _____
- MELANIE JEWELL, SELECTPERSON _____
- DANIEL NEWMAN, SELECTPERSON _____
- PETER RUSHTON, SELECTPERSON _____
- CAROL JOHNSON, V. CHAIR _____
- LORNA DEE NICHOLS, TOWN MANAGER _____

Department Summary

Vendor	Amount	Account
01 GEN'L GOV.		
01-0 GEN'L GOV. / NO DIVISION CONT'D		
00000 - AVERY, WILLIAM P	27.76	R 01-13 GEN'L GOV. - EXCISE - MV
00468 - CONSOLIDATED COMMUNICATIONS	51.27	E 01-10-20-01 GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO
00301 - HOULE, CHARLENE R	11.44	E 01-10-20-02 GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI
00550 - KYOCERA	538.50	E 01-10-20-07 GEN'L GOV. / ADMIN - SERVICES / CONTRACTED
00001 - MAINE MUNICIPAL	1,988.02	E 01-10-10-13 GEN'L GOV. / ADMIN - PERSONNEL / BENEFITS
00001 - MAINE MUNICIPAL	994.01	E 01-15-10-13 GEN'L GOV. / MANAGER - PERSONNEL / BENEFITS
00780 - PITNEY BOWES INC	84.27	E 01-10-20-07 GEN'L GOV. / ADMIN - SERVICES / CONTRACTED
00003 - REGISTRY OF DEEDS	19.00	E 01-10-47-01 GEN'L GOV. / ADMIN - FEES / DISCHARGE
00000 - STANLEY BOLDUC	59.16	R 01-13 GEN'L GOV. - EXCISE - MV
00063 - TREASURER, STATE OF MAINE	30.00	E 01-10-30-04 GEN'L GOV. / ADMIN - SUPPLIES / OPERATING
00000 - VOLL, JOHN	149.51	R 01-13 GEN'L GOV. - EXCISE - MV
00612 - SPECTRUM ENTERPRISE	109.81	E 01-10-20-01 GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO
00304 - VOGEL, MARY	28.16	E 01-10-20-02 GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI
00310 - MMTCTA	85.00	E 01-10-13-01 GEN'L GOV. / ADMIN - EDUCATION / EDUCATION
00657 - CREATIVE DIGITAL IMAGING	2,000.00	E 01-10-30-01 GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE
Division Total-	6,175.91	
Department Total-	6,175.91	
05 PUBLIC SAFETY		
05-0 PUBLIC SAFETY / NO DIVISION CONT'D		
00612 - SPECTRUM ENTERPRISE	59.99	E 05-05-20-01 PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUN
00612 - SPECTRUM ENTERPRISE	187.97	E 05-05-20-01 PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUN
00001 - MAINE MUNICIPAL	1,988.02	E 05-05-10-13 PUBLIC SAFETY / FD/ RSC DEPT - PERSONNEL / BENEF
00668 - MAINE STATE FED. OF FIREFIGHTER	405.00	E 05-05-14-07 PUBLIC SAFETY / FD/ RSC DEPT - MEMBERSHIP / FD
00468 - CONSOLIDATED COMMUNICATIONS	49.47	E 05-05-20-01 PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUN
Division Total-	2,690.45	
Department Total-	2,690.45	
10 PUBLIC WORKS		
10-0 PUBLIC WORKS / NO DIVISION CONT'D		
00664 - ALL SEASONS TREE SERVICE	1,500.00	E 10-01-20-07 PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACT
Division Total-	1,500.00	
Department Total-	1,500.00	
12 CEMETERY		
12-0 CEMETERY / NO DIVISION CONT'D		
00107 - DAVID HALLOWELL CONSTRUCTION	142.50	E 12-01-30-04 CEMETERY / CEMETERY - SUPPLIES / OPERATING
00404 - JORDAN EQUIPMENT CO	123.86	E 12-01-30-04 CEMETERY / CEMETERY - SUPPLIES / OPERATING
00009 - HAMMOND LUMBER COMPANY	31.03	E 12-01-30-04 CEMETERY / CEMETERY - SUPPLIES / OPERATING
00009 - HAMMOND LUMBER COMPANY	35.90	E 12-01-30-04 CEMETERY / CEMETERY - SUPPLIES / OPERATING
00406 - LONGFELLOW'S GREENHOUSES	1,581.94	E 12-01-99-01 CEMETERY / CEMETERY - EXPENSE / FLOWERS
Division Total-	1,915.23	
Department Total-	1,915.23	
13 FACILITIES		
13-0 FACILITIES / NO DIVISION CONT'D		
00838 - NATIVE NOTIONS	1,005.00	E 13-10-35-08 FACILITIES / PARKS - REPAIRS / BUILDING
00742 - MB TRACTOR & EQUIPMENT	12.81	E 13-01-35-01 FACILITIES / GENERAL - REPAIRS / EQUIPMENT
00727 - MAID4U	700.00	E 13-14-20-09 FACILITIES / TOWN OFFICE - SERVICES / CLEANING
00727 - MAID4U	1,420.00	E 13-02-20-09 FACILITIES / CFAS - SERVICES / CLEANING
00727 - MAID4U	400.00	E 13-06-20-09 FACILITIES / FD:LAKES - SERVICES / CLEANING
00727 - MAID4U	400.00	E 13-03-20-09 FACILITIES / NBCC - SERVICES / CLEANING
00289 - AUGUSTA FUEL CORP.	490.38	E 13-06-20-05 FACILITIES / FD:LAKES - SERVICES / HEATING
00013 - WASTE MANAGEMENT OF	92.74	E 13-02-20-06 FACILITIES / CFAS - SERVICES / RENTALS

Department Summary

Vendor	Amount	Account
13 FACILITIES CONT'D		
13-0 FACILITIES / NO DIVISION CONT'D		
00009 - HAMMOND LUMBER COMPANY	15.98	E 13-08-35-08 FACILITIES / FD:NB - REPAIRS / BUILDING
00256 - MODERN PEST SERVICES	83.00	E 13-02-20-12 FACILITIES / CFAS - SERVICES / PEST CONTROL
00751 - MOSQUITO BANDITOS	99.00	E 13-01-20-07 FACILITIES / GENERAL - SERVICES / CONTRACTED
00235 - NEOKRAFT SIGNS	798.53	E 13-14-35-08 FACILITIES / TOWN OFFICE - REPAIRS / BUILDING
00001 - MAINE MUNICIPAL	994.01	E 13-01-10-13 FACILITIES / GENERAL - PERSONNEL / BENEFITS
00837 - SKOWHEGAN EQUIPMENT RENTAL	210.00	E 13-01-20-06 FACILITIES / GENERAL - SERVICES / RENTALS
00586 - FINE LINE PAVING & GRADING	5,557.00	E 13-06-35-08 FACILITIES / FD:LAKES - REPAIRS / BUILDING
00004 - AMERICAN LOGGERS FIRE SUPPRESS	137.00	E 13-03-35-17 FACILITIES / NBCC - REPAIRS / EXTINGUISHER
00099 - CHARTER COMMUNICATIONS	118.00	E 13-03-20-01 FACILITIES / NBCC - SERVICES / COMMUNICATIO
00066 - GENERATORS OF MAINE, INC	717.77	E 13-02-35-08 FACILITIES / CFAS - REPAIRS / BUILDING
00263 - BOB THE PLUMBER, INC.	61.00	E 13-04-35-08 FACILITIES / GARAGE - REPAIRS / BUILDING
00020 - CENTRAL MAINE POWER	44.04	E 13-04-20-04 FACILITIES / GARAGE - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	73.58	E 13-08-20-04 FACILITIES / FD:NB - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	431.75	E 13-14-20-04 FACILITIES / TOWN OFFICE - SERVICES / ELECTRICIT
00020 - CENTRAL MAINE POWER	21.15	E 13-13-20-04 FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICI
00020 - CENTRAL MAINE POWER	54.38	E 13-07-20-04 FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	67.42	E 13-05-20-04 FACILITIES / SALT & SAND - SERVICES / ELECTRICIT
00020 - CENTRAL MAINE POWER	20.16	E 13-10-20-04 FACILITIES / PARKS - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	180.66	E 13-03-20-04 FACILITIES / NBCC - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	95.51	E 13-11-20-04 FACILITIES / DALTON - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	471.13	E 13-02-20-04 FACILITIES / CFAS - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	20.16	E 13-02-20-04 FACILITIES / CFAS - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	176.97	E 13-06-20-04 FACILITIES / FD:LAKES - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	20.16	E 13-02-20-04 FACILITIES / CFAS - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	104.44	E 13-11-20-04 FACILITIES / DALTON - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	502.15	E 13-09-20-04 FACILITIES / TRANSFER STA - SERVICES / ELECTRICI
Division Total-	15,595.88	
Department Total-	15,595.88	

15 SOLID WASTE

15-0 SOLID WASTE / NO DIVISION CONT'D

00037 - MAINE RESOURCE RECOVERY ASSOC	263.50	E 15-05-20-13 SOLID WASTE / WASTE - SERVICES / DISPOSAL
00612 - SPECTRUM ENTERPRISE	129.98	E 15-05-20-01 SOLID WASTE / WASTE - SERVICES / COMMUNICATIC
00001 - MAINE MUNICIPAL	994.01	E 15-05-10-13 SOLID WASTE / WASTE - PERSONNEL / BENEFITS
00289 - AUGUSTA FUEL CORP.	315.29	E 15-05-30-02 SOLID WASTE / WASTE - SUPPLIES / FUEL
00403 - FIRE SERVICE COMPLIANCE ASSOCIA	1,300.00	E 15-05-15-06 SOLID WASTE / WASTE - PROFESSIONAL / SAFETY
Division Total-	3,002.78	
Department Total-	3,002.78	

23 INSURANCE

23-0 INSURANCE / NO DIVISION CONT'D

00434 - GROUP DYNAMIC, INC.	36.00	E 23-10-99-99 INSURANCE / HRA ADMIN - EXPENSE / EXPENSE
Division Total-	36.00	
Department Total-	36.00	

25 RECREATION

25-0 RECREATION / NO DIVISION CONT'D

00836 - LABBE HAZEL	157.50	E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA
00428 - GALBRAITH, JULIA	680.00	E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA
00000 - BOLDUC, SUSAN	168.75	E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA
00638 - LEAF	43.94	E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA
00001 - MAINE MUNICIPAL	994.01	E 25-30-10-13 RECREATION / REC PROGRAMS - PERSONNEL / BENEI
00034 - RSU # 18	556.45	E 25-30-20-02 RECREATION / REC PROGRAMS - SERVICES / TRANSP
00612 - SPECTRUM ENTERPRISE	219.97	E 25-30-20-01 RECREATION / REC PROGRAMS - SERVICES / COMMU

Department Summary

Vendor	Amount	Account
25 RECREATION CONT'D		
25-0 RECREATION / NO DIVISION CONT'D		
00369 - WB MASON CO, INC	308.04	E 25-30-30-04 RECREATION / REC PROGRAMS - SUPPLIES / OPERAT
Division Total-	3,128.66	
Department Total-	3,128.66	
29 DEBT SERVICE		
29-0 DEBT SERVICE / NO DIVISION CONT'D		
00271 - BERNSTEIN, SHUR, SAWYER & NELSON	2,850.00	E 29-01-42-04 DEBT SERVICE / DEBT SERVICE - INTEREST / TAN
Division Total-	2,850.00	
Department Total-	2,850.00	
30 LIBRARY		
30-0 LIBRARY / NO DIVISION CONT'D		
00612 - SPECTRUM ENTERPRISE	87.01	E 30-01-20-01 LIBRARY / LIBRARY - SERVICES / COMMUNICATIO
00001 - MAINE MUNICIPAL	994.01	E 30-01-10-13 LIBRARY / LIBRARY - PERSONNEL / BENEFITS
00126 - DEMCO	119.52	E 30-01-30-04 LIBRARY / LIBRARY - SUPPLIES / OPERATING
00288 - GALE/CENGAGE LEARNING	51.98	E 30-01-30-09 LIBRARY / LIBRARY - SUPPLIES / BOOKS
00288 - GALE/CENGAGE LEARNING	25.99	E 30-01-30-09 LIBRARY / LIBRARY - SUPPLIES / BOOKS
Division Total-	1,278.51	
Department Total-	1,278.51	
31 SCHOOL		
31-0 SCHOOL / NO DIVISION CONT'D		
00034 - RSU # 18	556,617.67	E 31-01-99-99 SCHOOL / RSU 18 - EXPENSE / EXPENSE
Division Total-	556,617.67	
Department Total-	556,617.67	
62 DC STEVENS		
62-0 DC STEVENS / NO DIVISION CONT'D		
00675 - NORTHERN STARS PLANETARIUM	902.50	E 62-01-99-99 DC STEVENS / DC STEVENS - EXPENSE / EXPENSE
00224 - DUNBAR, LAURA	394.40	E 62-01-99-99 DC STEVENS / DC STEVENS - EXPENSE / EXPENSE
Division Total-	1,296.90	
G/L Account Total	1,296.90	
G/L Accounts		
G/L Accounts-0 / NO DIVISION CONT'D		
00048 - TREASURER, STATE OF MAINE	120.00	G 1-211-00 GEN'L FUND / PLUMB. PERM.
00001 - MAINE MUNICIPAL	1,230.24	G 1-225-00 GEN'L FUND / HEALTH INS.
00001 - MAINE MUNICIPAL	100.50	G 1-226-00 GEN'L FUND / DENTAL INS
00001 - MAINE MUNICIPAL	291.32	G 1-229-00 GEN'L FUND / LIFE INS
00020 - CENTRAL MAINE POWER	20.65	G 3-596-00 CAPITAL PROJ / DAMS
00020 - CENTRAL MAINE POWER	16.96	G 3-596-00 CAPITAL PROJ / DAMS
00838 - NATIVE NOTIONS	6,885.00	G 4-569-00 TRUST FUND / FD MEMORIAL
Division Total-	8,664.67	
G/L Account Total	8,664.67	
Final Total-	604,752.66	

A / P Warrant

Warrant 64

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account	Proj	Amount		
00023 INLAND FISHERIES AND WILDLIFE					
0230	23992	06	05012023-05312023	May 2023 IF&W	
May Inland Fish & Wildlif	G 1-215-00			33,635.38	0.00
	GEN'L FUND / IF&W				
			Vendor Total-	33,635.38	
00349 TREASURER, STATE OF MAINE					
0230	23993	06	05012023-05312023	May Vitals Mont	
May Monthly Report Vitals	G 1-213-00			12.00	0.00
	GEN'L FUND / STATE VITALS				
			Vendor Total-	12.00	
00024 TREASURER, STATE OF MAINE (A.W.)					
0230	23994	06	05012023-05312023	May Monthly Dog	
ANIMAL REPORT	G 1-210-00			98.00	0.00
	GEN'L FUND / DOG LICENSES				
			Vendor Total-	98.00	
			Prepaid Total-	0.00	
			Current Total-	33,745.38	
			EFT Total-	0.00	
			Warrant Total-	33,745.38	

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.

BARBARA ALLEN, SELECTPERSON CHAIR _____
MELANIE JEWELL, SELECTPERSON _____
DANIEL NEWMAN, SELECTPERSON _____
PETER RUSHTON, SELECTPERSON _____
CAROL JOHNSON, V. CHAIR _____
LORNA DEE NICHOLS, TOWN MANAGER _____

TM Report 06/06/2023

Memorial Day Ceremony – A beautiful day and very well attended event. Thank you to the Cemeteries Committee, Mary Vogel, Cory Alexander and his crew, along with our Fire & Rescue Department for making this so successful! Thank you, also, to the Selectboard members who attended. We had 17 volunteers planting flowers the Thursday prior to – a big thank you to all!

Village Green Craft Fair Series – Contact Dan MacGlashing for more information. Upcoming dates: June 25, July 30, August 27, September 24, October 7. CFAS will also host a July 4 Yard Sale.

Browntail Moth – Several folks have been calling looking for information on how best to rid their properties of these pests. The State of Maine has a comprehensive information booklet available on their website, which has been posted to the Town's Facebook page.

Department Head Meeting – scheduled for June 8.

Railroad – CEO Hans Rasmussen and I will be meeting to go over issues that remain and how these will be addressed with the railroad company and State of Maine this week. Selectboard members have been invited to attend.

NE Bank visit – former contact with Androscoggin has joined N.E. Bank and met with the Town Manager, Mary Vogel and Nick Poole to discuss services and products available to the Town. It has been at least ten years since the Town has put a banking RFP out, the Board may want to consider adding to the RFP list after June voting.

Meetings with CEO and residents – Hans and I have met with residents to discuss their concerns with violations or potential violations and the best way to get to compliance.

PW RFP follow-ups – ad hoc committee member Sara Languet and I have been working to make phone calls as a follow up to the email RFP sent out to be sure they received the information and to answer any questions they may have, also to remind them of the deadline to submit a proposal (June 16). This will be an agenda item for June 20.

Dangerous Buildings – CEO Hans Rasmussen has been identifying dangerous buildings as he conducts work throughout the area. This information is being sent to the Board as an fyi in the event of future action the Board may decide to take.

CAI will present June 20 – at the request of the Board of Selectpersons, CAI has been scheduled to make a presentation to the Board at a regular meeting on June 20 to discuss map digitization.

Grub Control – The cemetery is being raked and then re-seeded and watered. Once that is complete Turf Doctor will come in toward the end of June to treat the area.

Property Management RFP – went out May 22 with a due date of June 2. This is an agenda item for June 6.

Employee Cookout – all employees and Selectboard members were invited to enjoy a kickoff to summer cookout on June 2.

Talking sign - the talking sign has been repaired and is now back in service.

First Responder Memorial – landscaping is complete and dedication ceremony held June 4.

Belgrade Bulletin – summer edition completed as a special events only publication printed in-house, folded and mailed out late the week of May 29 prior to June 13 voting.

On the radar

Water Trustee appointments (2 positions open)

Dalton management and lease agreements (RFP out, agenda item 6/6)

Comprehensive Plan Committee / Plan updates (KVCOG contracted for updates)

GIS mapping (digitized maps and parcel data – CAI will present 6/20)

LD 2003

Possible Broadband Committee

Strategic Planning/Goals for 2023

PSAP Service – confirm provider to state by end of June

4 Day Work Week / Preferred Employer

Permit/Code Enforcement Modules – updates

Truck for Facilities

CFAS repairs

American Rescue Fund expenditures (finalize)

Tax Commitment, Tax Stabilization Reimbursement (LD290)