

TOWN OF BELGRADE  
**Meeting Agenda**  
BOARD OF SELECTPERSONS  
MARCH 7, 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**

Review, approve Minutes of February 21, 2023

**Public Comments**

***Open Meeting***

**1. OLD BUSINESS**

Annual Town Meeting Warrant Review with moderator

LD 1 Tax Levy Limit/Finalize Article 29 to post the Warrant

CFAS Repairs/Recommendations

**2. NEW BUSINESS**

Animal Shelter Contract renewal

Appointments

RFP's: Assessing, Heating/Plumbing, Pest Services, Tree Services, Sand & Salt

**3. WARRANTS**

**4. TOWN MANAGER REPORT**

**5. EXECUTIVE SESSION: 1 M.R.S.A. §405(6) – if needed.**

# Memo

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## February 21, 2023 Minutes

Review and approval of the February 21, 2023, minutes.

TOWN OF BELGRADE  
**Meeting Minutes**  
BOARD OF SELECTPERSONS  
FEBRUARY 21, 2023 / 6:30 P.M.  
BELGRADE TOWN OFFICE

**The public may view the meeting online at <https://youtu.be/ywElg7dHzzY>**

**Present:** Chair Melanie Jewell, Vice Chair Barbara Allen, Selectperson Carol Johnson, Selectperson Daniel Newman (7 p.m. arrival), Town Manager Lorna Dee Nichols, George Seel, Bruce Galouch, Sara Languet, Annalee Morris-Polley, Ben Bolduc, Ruth Dunbar, John Testa.

**Remote participants (via Zoom):** Dan McKenzie, Mary Vogel, DC, Elena Guarino, Littlemac, Local, Kirt, Kristen King, Brandon, Tyler, Andrew Mannett, Adam, Nicholas Alexander, iPhone.

**Call to Order and Pledge of Allegiance by Chair Melanie Jewell at 6:32 p.m.**

*Review, approve Minutes of February 7, 2023*

**Chair Melanie Jewell motioned to accept the minutes of February 7, 2023 as amended, seconded by Selectperson Carol Johnson, vote 3-0.**

**Public Comments**

Bruce Galouch asked the Selectboard to consider waiting until it is storming before deciding to close facilities. He also suggested that the Transfer Station and Town Office be open on Saturdays for any hours closed due to a storm to serve taxpayers.

Sara Languet spoke of the cost sharing formula with RSU 18 and the upcoming budget presentations to members of RSU 18. In the past, a presentation was made to all communities as a whole. Chair Melanie Jewell and the Board agreed this was a good idea and that Sara should draft a letter for the Town to sign in support of this request.

**Open Meeting**

**OLD BUSINESS**

*Spirit of America Nominations*

The Spirit of America Foundation Tribute is presented in the name of Maine Municipalities to local individuals, organizations, or projects for outstanding community service.

Nominations are submitted for review by the Select Board and recipients will be recognized at the Annual Town Meeting.

Nomination received from Mary Vogel for Catharine Damren.

**Chair Melanie Jewell motioned to accept the nomination of Catharine Damren for the 2023 Spirit of America Award, seconded by Selectperson Carol Johnson, vote 3-0.**

**NEW BUSINESS**

*Bar Harbor Trust Presentation*

Bar Harbor Trust presented account information and market conditions of 2022 and their outlook for 2023.

*Foreclosure Bids*

Bids for 1046 West Road closed at noon on Thursday, February 16 and were opened Friday morning (February 17) at 8 a.m. in a public setting with Zoom access by the Town Manager. Deputy Clerk Deb Nichols assisted, there were 25 bids received.

The Town received funds from the previous owner on Tuesday, February 21 for all taxes and fees due.

**Chair Melanie Jewell motioned to accept the previous owner's funds as payment in full of all taxes and fees owed, seconded by Vice Chair Barbara Allen, vote 4-0.**

Chair Melanie Jewell thanked all bidders and asked staff to deposit bidder checks into the Town's account and to have the Treasurer write checks back to the bidders, which creates a paper trail. In the future, the Board may discuss changes to the policy on how checks are made payable for the bidding process. Checks will be issued on a separate AP warrant. The property now reverts to the previous owner.

The Board asked the Town Manager to notify the previous owner of the Board's decision and to cc: the full Board.

#### *Cemetery Lot Sale*

Robert and Jodi McGlashing made a request to the Cemetery Committee to purchase a lot in Belgrade to be buried with family. They are non-residents, the Cemetery Committee recommended approval of their request.

**Chair Melanie Jewell motioned to authorize the sale of a cemetery lot to Robert and Jodi McGlashing, per a recommendation by the Cemetery Committee, seconded by Vice Chair Barbara Allen, vote 4-0.**

#### *Fire Department / Land search*

Fire Chief Dan MacKenzie has requested approval from the Board to send out letters to landowners for a potential location for a new fire station.

Selectperson Carol Johnson volunteered to work on the letter and bring to the building committee. The Board agreed to take this up at their March 7 meeting. Fire Chief Dan McKenzie will also work with the Communications Committee to get this information into the next newsletter.

#### **PW Ad Hoc Committee directives & appointments**

Discussion on what the Board would like to charge or direct the ad hoc committee to do; how many members the committee should have; appointments to the committee.

The Board agreed upon a maximum number of 15 members and to include ex-officio members Selectperson Carol Johnson, Town Manager Lorna Dee Nichols and Transfer Station Director Ken Scheno. The committee will pick its own chair. Set up sub-groups, the Town Manager will do all office work, look at a 6-month time frame for good information and data/recommendations for the Board of Selectpersons. The list of directives provided by the Town Manager was approved with some amendments from the Board.

**Vice Chair Barbara Allen motioned to accept the directives list, seconded by Selectperson Daniel Newman, vote 4-0.**

**Chair Melanie Jewell motioned to appoint the following as members of the Public Works Ad Hoc committee, seconded by Selectperson Carol Johnson, vote 4-0.**

Carl Cooke  
Cory Alexander  
Craig Alexander  
Keith Alexander  
John Skinner  
Kevin Hawes  
Michael Harrington  
David Stevens  
Thomas Streznewski Jr  
Jason Stevens

Chair Melanie Jewell motioned to appoint ex-officio members Selectperson Carol Johnson, Town Manager Lorna Dee Nichols, Transfer Station Director Ken Scheno, seconded by Selectperson Daniel Newman, vote 4-0.

#### WARRANTS

Payroll Warrant 18 16,776.19

Chair Melanie Jewell motioned to accept payroll warrant 18 in the amount of \$16,776.19, seconded by Selectperson Carol Johnson, vote 4-0.

BMV Warrant 19 2,468.50

Chair Melanie Jewell motioned to accept BMV warrant 19 in the amount of \$2,468.50, seconded by Selectperson Carol Johnson, vote 4-0.

AP Warrant 20 74,215.74

Chair Melanie Jewell motioned to accept AP warrant 20 in the amount of \$74,215.74, seconded by Selectperson Carol Johnson, vote 4-0.

Payroll Warrant 21 16,908.36

Chair Melanie Jewell motioned to accept payroll warrant 21 in the amount of \$16,908.36, seconded by Selectperson Carol Johnson, vote 4-0.

BMV Warrant 22 2,100.00

Chair Melanie Jewell motioned to accept BMV warrant 22 in the amount of \$2,100.00, seconded by Selectperson Carol Johnson, vote 4-0.

#### TOWN MANAGER REPORT

- Audit is completed for FY 2022 and sent out to the Board for review.
- Town Clerk Mary Vogel completed the Town Report and that should be mailed out soon from the printer, a digital copy is available on the Town's website. We spent a tremendous amount of time setting up the addresses in the format needed by the printer. This should be looked at going forward for an easier and more cost-effective way to get reports to residents.
- Spirit of America nominations are due by March 1, we have received four nominations.
- Maine D.O.T. is moving forward with the final design of the water supply system.
- Candidate Forum March 1 hosted by the Communications Committee
- CEO Hans and I met with residents about a waterfront property that has been an ongoing source of concern to neighbors.
- Held a Department Head meeting to roll out a Wellness Program for employees and for everyone to get up to speed on what's happening with each department; discussion on upcoming safety training (Super Sunday) March 12 hosted by the Fire/Rescue Department to include CPR training.
- Communications Committee working on spring newsletter.
- Reviewing risk management and safety training

- I, Mary and Nick attended training through Maine Government Finance Officers Association on February 9. The presentations and a link to view the training were emailed out to the Selectboard.
- Mary and I will attend General Assistance training March 14.
- Absentee ballots are now available through March 15, election of officers and articles 3-7 secret ballot voting will be held Friday, March 17 from 8 a.m. to 8 p.m. at the Center for All Seasons.
- Annual Town Meeting will be held in person at the Center for All Seasons on Saturday, March 18 beginning at 1 p.m.
- There are several upcoming steering committee meetings for the lakes which I plan to attend (Great Pond, Messalonskee, Long Pond) – two the week of February 20 and another to be scheduled later. If I am unable to be there, I will send CEO Hans Rasmussen so that we have Town representation.
- Draft RFP for a tree service provider is included for the Board's review and consideration at a future meeting.

DRAFT

# Memo

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## **Annual Town Meeting Warrant**

Review warrant with moderator Paul Mills.

# TOWN OF BELGRADE

## STATE OF MAINE Kennebec, S.S.

To Jeremy Damren, of the Town of Belgrade, in the said County and State:

Greetings: In the name of the State, you are hereby required to notify and warn inhabitants of the Town of Belgrade, qualified to vote in Town affairs, to assemble at the Center For All Seasons, in said Town, Friday, March 17, 2023, at 7:45 a.m. to elect a Moderator to preside at said meeting, to elect Town Officers for the ensuing year(s) and to vote by secret ballot on Articles 2 to 7. Polls are to be open from 8:00 a.m. to 8:00 p.m.

The inhabitants of the Town of Belgrade, qualified to vote in the Town affairs, are hereby also warned to assemble at the Belgrade Community Center for All Seasons, on Saturday, March 18, 2023, at 1:00 p.m., to act on Article 8 to the end of the warrant.

### ARTICLE 1

To elect a Moderator to preside at said meeting.

### ARTICLE 2

To elect Town Officers for the ensuing years:

One Selectperson to a three-year term (Expires 2026)

One Selectperson to a two-year term (Expires 2025)

One School Board Member to a three-year term (July 2023-June 2026)

### ARTICLE 3

Shall the Town vote to raise and appropriate from taxation \$1,138 for the Sexual Assault Crisis and Support Center?

2022	2023
<u>Actual</u>	<u>request</u>
\$1,116.00	\$1,138.00

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

Budget Committee recommendation:

YES 3

NO 0

ABSENT 2

### ARTICLE 4

Shall the town vote to raise and appropriate from taxation \$60,000 for Lake Protection, to be disbursed in the amounts indicated to the following organizations and from the following funding sources:

	2022	2023
	<u>Actual</u>	<u>request</u>
Belgrade Lakes Association (Great Pond milfoil removal)	\$16,000.00	\$24,000.00
Friends of Messalonskee (Belgrade Stream milfoil removal)	\$13,100.00	\$19,650.00
7 Lakes Alliance (Courtesy boat inspection, Youth Conservation Corps)	\$ 8,400.00	\$12,600.00
McGrath-Salmon Lake Association (Courtesy boat inspection, Youth Conservation Corps, Port-O-Let)	\$ 2,500.00	\$ 3,750.00
<b>TOTAL</b>	<b>\$40,000.00</b>	<b>\$60,000.00</b>
<b>Funding from non-property tax sources:</b>		
Water Quality Improvement Fund	\$20,000.00	\$ 0.00
<b>Funding from property taxes</b>	<b>\$20,000.00</b>	<b>\$60,000.00</b>

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

Budget Committee recommendation:

YES 0

NO 3

ABSENT 2

### ARTICLE 5

Shall the Town vote to raise and appropriate from taxation \$1,488 to help fund Spectrum Generations for Belgrade residents?



		<u>2022 Actual</u>		<u>2023 request</u>
		<b>\$1,488.00</b>		<b>\$1,488.00</b>
Selectboard recommendation:	YES 3	NO 1	ABSENT 0	
Budget Committee recommendation:	YES 3	NO 0	ABSENT 2	

**ARTICLE 6**

Shall the Town vote to raise and appropriate from taxation \$1,500 to help fund Hospice Volunteers of Waterville Area?

		<u>2022 Actual</u>		<u>2023 request</u>
		<b>\$1,500.00</b>		<b>\$1,500.00</b>
Selectboard recommendation:	YES 4	NO 0	ABSENT 0	
Budget Committee recommendation:	YES 3	NO 0	ABSENT 2	

**ARTICLE 7**

Shall the Town approve an update to the Town's Cemetery ordinance, which was last amended in 2022?

Selectboard recommendation:	YES 4	NO 0	ABSENT 0
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**\*\*\*GENERAL GOVERNMENT\*\*\***

**ARTICLE 8**

To see if the Town will authorize the Board of Selectpersons to act on the following:

- Spend an amount not to exceed one-fourth of the approved budget for 2023 between January 1, 2024, and the date of the regular 2024 Town Meeting.
- Vote to accept all overdrafts and balances that have lapsed and are not otherwise directed to the undesignated fund.

Selectboard recommendation:	YES 4	NO 0	ABSENT 0
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**ARTICLE 9**

To see if the Town will vote pursuant to 36 MRSA section 506 to authorize the tax collector to accept prepayment of property taxes prior to the delivery of the tax commitment to the tax collector by the assessors without payment of interest.

Selectboard recommendation:	YES 4	NO 0	ABSENT 0
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**ARTICLE 10**

To see if the town will set Friday, September 1, 2023, as the date 2023 property taxes are due. For taxes paid after September 1, 2023, interest will be charged at a rate of 3.9% per annum. Interest will continue until the tax and tax lien are paid in full. Additionally, to see if the Town will set the interest rate to be paid by the Town on taxes paid and later abated at 2% per annum. Interest will accrue from the date of the tax payment to the date the abated amount is refunded to the taxpayer.

Selectboard recommendation:	YES 4	NO 0	ABSENT 0
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**ARTICLE 11**

To see if the town will appropriate estimated revenues in the amount of \$1,654,996 from the following sources to reduce the property tax commitment:

	<u>2022 Budget</u>	<u>2022 actual</u>	<u>2023 proposed</u>
Vehicle excise tax	\$1,005,316.00	\$1,097,937.38	\$1,000,000.00
Boat excise tax	\$ 9,996.00	\$ 10,516.00	\$ 9,996.00
Interest & cost fees	\$ 15,875.00	\$ 10,000.00	\$ 10,000.00
Cable franchise fees	\$ 47,803.00	\$ 49,717.00	\$ 49,000.00
Bank interest	\$ 13,520.00	\$ 18,763.00	\$ 20,000.00
Homestead exemption	\$ 216,591.00	\$ 216,007.00	\$ 216,000.00
Municipal revenue sharing	\$ 315,080.00	\$ 418,671.83	\$ 350,000.00
<b>TOTAL</b>	<b>\$1,624,181.00</b>	<b>\$1,821,612.21</b>	<b>\$1,654,996.00</b>

Selectboard recommendation:	YES 4	NO 0	ABSENT 0
Budget Committee recommendation:	YES 4	NO 0	ABSENT 1

**ARTICLE 12**

To see if the town will appropriate \$7,500 from building permits, \$8,700 from plumbing fees, and raise and appropriate from taxation \$784,520, for a total of \$800,720, for municipal operations and administrative activities as follows:

	<u>2022 Budget</u>	<u>2022 actual</u>	<u>2023 proposed</u>
Selectboard	\$ 14,855.00	\$ 14,842.49	\$ 14,855.00
Board of Appeals	\$ 1,300.00	\$ 210.00	\$ 1,350.00
Administration	\$426,010.00	\$380,795.03	\$504,995.00
Town Manager	\$112,490.00	\$103,056.49	\$106,220.00
Code Enforcement	\$ 56,325.00	\$ 41,331.51	\$ 59,000.00
Planning Board	\$ 6,350.00	\$ 816.77	\$ 7,250.00
Hearings and Elections	\$ 11,950.00	\$ 9,207.43	\$ 11,950.00
Historian	\$ 500.00	\$ 0.00	\$ 500.00
Insurance	\$ 98,200.00	\$ 85,909.72	\$ 94,600.00
<b>TOTAL</b>	<b>\$727,980.00</b>	<b>\$636,169.44</b>	<b>\$800,720.00</b>

**Funding from non-property tax sources:**

From undesignated fund	\$ 0.00	\$ 0.00	\$ 0.00
Plumbing fees	\$11,585.00	\$10,916.00	\$ 8,700.00
Building permit fees	\$ 8,250.00	\$ 8,682.00	\$ 7,500.00
<b>TOTAL</b>	<b>\$19,835.00</b>	<b>\$19,598.00</b>	<b>\$16,200.00</b>

**Funding from property taxes**

**\$708,145.00**

**\$784,520.00**

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

Budget Committee recommendation:

YES 4

NO 0

ABSENT 1

**\*\*\*PUBLIC SAFETY\*\*\***

**ARTICLE 13**

To see if the town will appropriate \$45,271 in non-tax revenue, and raise and appropriate from taxation \$434,284 for Public Safety, for a total of \$479,555 as follows, with any unexpended balance from the Fire & Rescue Department budget lapsing into its equipment capital reserve:

	<u>2022 Budget</u>	<u>2022 actual</u>	<u>2023 proposed</u>
Emergency Mgmt. Director	\$ 0.00	\$ 0.00	\$ 500.00
Fire & Rescue Department	\$324,925.00	\$224,021.62	\$409,405.00
Municipal streetlights	\$ 1,500.00	\$ 1,382.33	\$ 1,800.00
Animal Control Officer	\$ 13,200.00	\$ 9,968.52	\$ 13,700.00
Health Officer	\$ 550.00	\$ 900.00	\$ 550.00
Dispatch	\$ 52,500.00	\$ 43,512.62	\$ 53,600.00
<b>TOTAL</b>	<b>\$392,675.00</b>	<b>\$279,785.09</b>	<b>\$479,555.00</b>

**Funding from non-property tax sources:**

Town of Rome contribution	\$ 0.00	\$25,000.00	\$32,500.00
Fire Dept. cost recovery revenue	\$ 9,200.00	\$ 9,200.00	\$11,271.00
Dog fees	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00
<b>TOTAL</b>	<b>\$11,200.00</b>	<b>\$36,200.00</b>	<b>\$45,271.00</b>

**Funding from property taxes**

**\$381,475.00**

**\$434,284.00**

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

Budget Committee recommendation:

YES 4

NO 0

ABSENT 1

**ARTICLE 14**

To see if the town will vote to raise and appropriate from taxation \$592,519 for Public Works as follows, with any unexpended balance lapsing into the roads capital reserve:

	<u>2022 Budget</u>	<u>2022 actual</u>	<u>2023 proposed</u>
General road maintenance	\$155,675.00	\$157,210.37	\$172,275.00
Winter Maintenance contract	\$298,000.00	\$297,821.00	\$314,000.00
Fuel escalator (winter maint.			

Contract)	\$ 0.00	\$ 0.00	\$ 12,000.00
Sand and salt	\$101,000.00	\$ 48,206.00	\$140,000.00
<b>TOTAL</b>	<b>\$554,675.00</b>	<b>\$503,237.37</b>	<b>\$638,275.00</b>

**Funding from non-property tax sources:**

Local Roads Assistance Program (LRAP)	\$ 46,504.00	\$ 46,504.00	\$ 45,756.00
From undesignated fund	\$ 0.00	\$ 0.00	\$ 0.00
From capital reserves	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL</b>	<b>\$ 46,504.00</b>	<b>\$ 46,504.00</b>	<b>\$ 45,756.00</b>

**Funding from property taxes \$554,675.00 \$592,519.00**

Selectboard recommendation: YES 4 NO 0 ABSENT 0  
 Budget Committee recommendation: YES 4 NO 0 ABSENT 1

**\*\*\*CEMETERIES\*\*\***

**ARTICLE 15**

To see if the Town will appropriate \$9,568 in income from the Cemetery portfolio, and raise and appropriate from taxation \$62,597, for a total of \$72,165, for the cost of operation and maintenance of the cemeteries as follows:

	<b>2022</b>	<b>2022</b>	<b>2023</b>
	<b>Budget</b>	<b>actual</b>	<b>proposed</b>
<b>TOTAL</b>	<b>\$23,125.000</b>	<b>\$21,147.77</b>	<b>\$72,165.00</b>

**Funding from non-property tax sources:**

Cemetery Portfolio	\$ 8,886.26
ICS Perpetual Care	\$ 314.74
Guy A. Yeaton Cemetery Trust	\$ 79.85
Lacroix Cemetery Trust	\$ 287.40
<b>TOTAL</b>	<b>\$ 9,568.25</b>

**Funding from property taxes \$62,597.00**

Selectboard recommendation: YES 4 NO 0 ABSENT 0  
 Budget Committee recommendation: YES 4 NO 0 ABSENT 1

**\*\*\*FACILITIES AND GROUNDS\*\*\***

**ARTICLE 16**

To see if the town will appropriate \$1,550 from the library mowing contract, and raise and appropriate from taxation \$414,690, for a total of \$416,240, for the maintenance of facilities and grounds as follows:

	<b>2022</b>	<b>2022</b>	<b>2023</b>
	<b>Budget</b>	<b>actual</b>	<b>proposed</b>
General	\$145,700.00	\$180,803.78	\$220,100.00
Center for All Seasons	\$ 59,570.00	\$ 40,528.08	\$ 49,870.00
North Belgrade Comm. Ctr.	\$ 17,880.00	\$ 11,449.87	\$ 14,840.00
Maintenance garage	\$ 4,350.00	\$ 4,829.11	\$ 8,400.00
Salt and sand shed	\$ 1,150.00	\$ 683.74	\$ 2,600.00
Lakes fire station	\$ 19,920.00	\$ 15,801.79	\$ 19,945.00
Depot fire station	\$ 4,920.00	\$ 5,360.52	\$ 8,705.00
North Belgrade fire station	\$ 4,765.00	\$ 3,742.86	\$ 7,350.00
Transfer Station	\$ 12,265.00	\$ 11,314.43	\$ 24,665.00
Parks	\$ 9,400.00	\$ 3,227.39	\$ 11,000.00
Dalton Road properties	\$ 12,050.00	\$ 13,174.26	\$ 27,550.00
Dams	\$ 0.00	\$ 0.00	\$ 400.00
History House	\$ 425.00	\$ 0.00	\$ 3,200.00
Town Office	\$ 22,415.00	\$ 18,264.15	\$ 16,615.00
Library	\$ 500.00	\$ 935.18	\$ 1,000.00
<b>TOTAL</b>	<b>\$315,310.00</b>	<b>\$310,115.16</b>	<b>\$416,240.00</b>

**Funding from non-property tax sources:**

Library mowing/plowing contract	\$ 1,378.00	\$ 1,378.00	\$1,550.00
Dalton revenue fund	\$30,000.00	\$30,000.00	\$ 0.00
Facilities capital reserve	<u>\$30,000.00</u>	<u>\$30,000.00</u>	<u>\$ 0.00</u>
<b>TOTAL</b>	<b>\$61,378.00</b>	<b>\$61,378.00</b>	<b>\$1,550.00</b>

**Funding from property taxes**

**\$452,650.00**

**\$414,690.00**

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

Budget Committee recommendation:

YES 4

NO 0

ABSENT 1

**\*\*\*SOLID WASTE\*\*\***

**ARTICLE 17**

To see if the town will appropriate \$30,000 from anticipated revenue from Solid Waste operations, \$10,000 from undesignated funds, and raise and appropriate from taxation \$325,800 for a total request of \$365,800.

	<u>2022</u> <u>Budget</u>	<u>2022</u> <u>actual</u>	<u>2023</u> <u>proposed</u>
<b>TOTAL</b>	<b>\$328,500.00</b>	<b>\$280,909.77</b>	<b>\$365,800.00</b>
<b>Funding from non-property tax sources:</b>			
From undesignated	\$ 0.00	\$ 0.00	\$10,000.00
Solid waste revenue	\$30,000.00	\$30,000.00	\$30,000.00
Solid waste capital reserve	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
<b>TOTAL</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$40,000.00</b>

**Funding from property taxes**

**\$298,500.00**

**\$325,800.00**

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

Budget Committee recommendation:

YES 4

NO 0

ABSENT 1

**\*\*\*LIBRARY\*\*\***

**ARTICLE 18**

To see if the town will appropriate \$8,524 from the library capital reserve, and raise and appropriate from taxation \$101,501 for library services as follows, with any unexpended balance lapsing into the library capital reserve:

	<u>2022</u> <u>Budget</u>	<u>2022</u> <u>actual</u>	<u>2023</u> <u>proposed</u>
<b>TOTAL</b>	<b>\$102,025.00</b>	<b>\$93,117.96</b>	<b>\$110,025.00</b>

**Funding from non-property tax sources:**

Library capital reserve	\$ 8,524.00	\$ 8,524.00	\$ 8,524.00
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**Funding from property taxes:**

**\$93,501.00**

**\$101,501.00**

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

Budget Committee recommendation:

YES 4

NO 0

ABSENT 1

**ARTICLE 19**

To see if the town will authorize the Board of Selectpersons to enter into a one-year contract with the Friends of the Belgrade Public Library for up to \$3,000 to be paid by the Friends to the Town for plowing and mowing services to be performed by the Town at the Library property on Depot Road.

Selectboard recommendation:

YES 4

NO 0

ABSENT 0

**ARTICLE 20**

To see if the town will appropriate \$69,000 from anticipated recreation revenue, and raise and appropriate from taxation \$157,045 for recreation services, with any unexpended balance lapsing into the recreation capital reserve:

	<u>2022</u> <u>Budget</u>	<u>2022</u> <u>actual</u>	<u>2023</u> <u>proposed</u>
<b>TOTAL</b>	<b>\$190,625.00</b>	<b>\$165,042.39</b>	<b>\$226,045.00</b>

**Funding from non-property tax sources:**

Recreation revenue	\$ 60,000.00	\$ 60,000.00	\$ 69,000.00
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<b>Funding from property taxes</b>	<b>\$130,625.00</b>			<b>\$157,045.00</b>
<i>Selectboard recommendation:</i>	YES 4	NO 0	ABSENT 0	
<i>Budget Committee recommendation:</i>	YES 4	NO 0	ABSENT 1	

**ARTICLE 21**

To see if the town will vote to appropriate \$12,500 from undesignated funds, \$12,500 from the Emergency Fuel Fund and to raise and appropriate from taxation \$4,780 for a total of \$29,780 for social services as follows:

	<u>2022 Budget</u>	<u>2022 actual</u>	<u>2023 proposed</u>
General Assistance	\$ 5,000.00	\$ 1,670.90	\$ 5,000.00
Emergency Fuel Fund	\$ 5,000.00	\$ -193.20	\$20,000.00
Senior Resources Committee	\$ 3,500.00	\$ 1,421.09	\$ 3,500.00
Community event traffic control	\$ 760.00	\$ 260.00	\$ 780.00
Christmas wreaths	\$ 500.00	\$ 500.00	\$ 500.00
<b>TOTAL</b>	<b>\$14,760.00</b>	<b>\$ 3,658.79</b>	<b>\$29,780.00</b>

**Funding from non-property tax sources:**

From undesignated fund	\$ 5,000.00	\$ 5,000.00	\$12,500.00
Emergency fuel fund	\$ 5,000.00	\$ 5,000.00	\$12,500.00
<b>TOTAL</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$25,000.00</b>

<b>Funding from property taxes</b>	<b>\$ 4,760.00</b>			<b>\$ 4,780.00</b>
<i>Selectboard recommendation:</i>	YES 4	NO 0	ABSENT 0	
<i>Budget Committee recommendation:</i>	YES 4	NO 0	ABSENT 1	

**ARTICLE 22**

To see if the town will raise and/or appropriate \$1,500 to support the Belgrade Senior Volunteer Work Program, which allows seniors 60 and older to earn benefits up to \$750, with the benefits to be paid through a tax abatement from the overlay fund toward their property taxes, and to authorize unused funds to be placed into a special reserve account called the Senior Volunteer Work Ordinance Fund.

<i>Selectboard recommendation:</i>	YES 4	NO 0	ABSENT 0
<i>Budget Committee recommendation:</i>	YES 4	NO 0	ABSENT 1

**ARTICLE 23**

To see if the town will raise and appropriate from taxation \$23,418 for Belgrade's share of 2023 operations/maintenance costs of the Village Dam, Wings Mills and Salmon Lake dams.

	<u>2022 Budget</u>	<u>2022 actual</u>	<u>2023 proposed</u>
<b>TOTAL</b>	<b>\$18,168.00</b>	<b>\$18,168.00</b>	<b>\$23,418.00</b>

<b>Funding from property taxes</b>	<b>\$18,168.00</b>			<b>\$23,418.00</b>
<i>Selectboard recommendation:</i>	YES 4	NO 0	ABSENT 0	
<i>Budget Committee recommendation:</i>	YES 4	NO 0	ABSENT 1	

**ARTICLE 24**

To see if the town will approve the creation of a Public Works Capital Reserve Account, for the purpose of preparing for the possibility that outside contracted resources are not available in future years, and to appropriate \$500,000 from undesignated funds to fund the account.

<i>Selectboard recommendation:</i>	YES 4	NO 0	ABSENT 0
<i>Budget Committee recommendation:</i>	YES 4	NO 0	ABSENT 1

**ARTICLE 25**

To see if the town will appropriate \$490,000 from the undesignated fund, in the following amounts for the following purposes:

	<u>2022 Balance*</u>	<u>2023 proposed</u>
Fire & Rescue Capital Reserve	\$271,027.00	\$ 75,000.00
Fire & Rescue Building Capital Reserve	\$330,000.00	\$100,000.00
Maintenance Garage Capital Reserve	\$ 29,580.00	\$ 15,000.00

Facilities Capital Reserve	\$ 8,300.00	\$100,000.00
Well Contamination Remediation Fund	\$209,168.00	\$200,000.00
<b>TOTAL</b>	<b>\$848,075.00</b>	<b>\$490,000.00</b>

\*Unaudited balances

<b>Funding from property taxes</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
Selectboard recommendation:	YES 4 NO 0	ABSENT 0
Budget Committee recommendation:	YES 4 NO 0	ABSENT 1

**\*\*\*DEBT SERVICE\*\*\***

**ARTICLE 26**

To see if the town will raise and appropriate from taxation \$297,060 for the first payment on the remaining two years of the Road Bond, \$49,894 for the eighth payment on the Town Office 13-year bond and \$15,000 for the Tax Anticipation Note interest, for a total of \$361,954.

	<b>2022 Budget</b>	<b>2022 actual</b>	<b>2023 proposed</b>
Road Bond	\$ 0.00	\$ 0.00	\$297,060.00
Town Office	\$38,302.00	\$38,301.42	\$ 49,894.00
Interest Tax Anticipation Note	\$15,000.00	\$ 3,539.72	\$ 15,000.00
<b>TOTAL</b>	<b>\$53,302.00</b>	<b>\$41,841.14</b>	<b>\$361,954.00</b>
Selectboard recommendation:	YES 4 NO 0	ABSENT 0	
Budget Committee recommendation:	YES 4 NO 0	ABSENT 1	

**\*\*\*TRUST ACTIVITIES\*\*\***

**ARTICLE 27**

To see if the town will raise, appropriate, authorize, designate or release the collective sum of \$14,642 as dictated by the following trusts and funds:

\*To make available to the Principal of Belgrade Central School the interest, in the amount of \$277, from the Robert A. Guptill Historical Fund for the promotion and association of history.

\*To see if the Town will raise and appropriate \$960 in property taxes, and appropriate \$40 from the Don C. Stevens Fund for a total of \$1,000 to support an academic award from the Town to the highest-ranking Belgrade senior graduating in 2023.

\*Authorize use of the Don C. Stevens Fund for the Public Schools of Belgrade income in the amount of \$13,470 to benefit the public schools of Belgrade.

Selectboard recommendation:	YES 4 NO 0	ABSENT 0
Budget Committee recommendation:	YES 4 NO 0	ABSENT 1

**\*\*\*ADDITIONAL ARTICLES\*\*\***

**ARTICLE 28**

To see if the town will authorize the Selectboard to use money from the undesignated fund to maintain operations at 2022 levels should the voters reject a departmental budget under this warrant, until such time as the voters approve a revised budget for the department(s) at a special town meeting.

Selectboard recommendation:	YES 4 NO 0	ABSENT 0
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**ARTICLE 29**

Shall the Town vote to increase the property tax levy limit established for the Town of Belgrade by State Law in the event that the municipal budget, approved in the preceding articles, will result in a tax commitment that exceeds that property tax levy limit?

Selectboard recommendation:	YES NO ABSENT
Budget Committee recommendation:	YES NO ABSENT

Given under our hands this 7<sup>th</sup> day of March in the year of our Lord Two Thousand Twenty-Three.

 Dated: \_\_\_\_\_

Municipal Officers:

\_\_\_\_\_  
Melanie Jewell

\_\_\_\_\_  
Barbara Allen

\_\_\_\_\_  
Carol Johnson

\_\_\_\_\_  
Daniel Newman

Board of Selectpersons  
Town of Belgrade





# Memo

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## **LD 1 Tax Levy Limit / Finalize Article 29 to post Warrant**

Our assessing agent has prepared the LD 1 Tax Levy Limit worksheet for your review and consideration.

The Board should finalize Article 29 (tax levy limit) language and sign the warrant for posting.



# Memo

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## **CFAS Repairs and Recommendations**

With approval from the Board, A.E. Hodsdon did a site visit at the Center for All Seasons on January 5, 2023 to conduct a partial visual structural observation of the roof framing. Attached is their cover letter and report for your review and consideration.



January 7, 2023  
4-23

Mr. Cory Alexander  
Town of Belgrade  
990 Augusta Road  
Belgrade, Maine 04917

**RE: Roof Observation  
Belgrade Community Center  
1 Center Drive  
Belgrade, Maine**

Dear Cory:

Thank you for choosing A.E. Hodsdon Consulting Engineers to provide engineering services in the form of a partial visual structural observation of the roof framing at the Belgrade Community Center. The following is a report based on our site visit on January 5, 2023.

**Observations**

We were asked to conduct a partial visual structural observation of the roof framing at the Center after concerns arose to damage of the lower shed roof around the perimeter of the building and the cause of the damage. The Center roof is configured with a high center hipped roof that is tall enough to allow for a basketball court. On three sides of the building, there is a lower shed roof that comes off the main building wall that covers a perimeter open porch, mechanical room, and kitchen. Both of the roofs have a standing seam metal roof with a pitch of approximately 4:12.

We observed that the framing for lower shed roof has been experiencing structural damage with several of the rafters on the open porch having to be replaced or reinforced with additional framing as well as the roof sheathing. Within the mechanical room, we observed the shed roof is framed with a structural hip beam at the end. We found a significant deflection in the hip beam from the exterior of the building. On the interior of the building, we found that the hip consists of a double support beam that has been framed in sections consisting of a minimum of (4) splices that we observed along the length. A structural member of this nature cannot have any splices along the length. We also found that the entire mechanical roof framing above the suspended ceiling has been insulated with spray foam insulation with no ceiling covering or intumescent (fire retardant) paint.

We then conducted an observation of the main roof insulation. Within a mechanical space on the second level, we were able to observe the insulation through an access hatch. We found that the insulation consists of a 6" layer of fiberglass insulation under 6"-8" of blown in cellulose insulation. The fiberglass insulation is a R-19 insulation and the cellulose equates to approximately R-21 for a total of R-40.

During our observation of the roof insulation, we observed a substantial roof leak at the fireplace chimney. It appears that the roof insulation in this area is very saturated in addition to damage to the combination gypsum and wood ceiling at the chimney. We also found that the access area on the second level to be very inaccessible with a very confusing layout. We observed several haphazardly cut access holes that have been cut through the ceilings and walls to access these closed in areas.

## Recommendations

The damage that is occurring to the lower shed roof framing appears to have been caused by ice falling off from the higher center roof. The drop from the higher roof to the lower roof appears to be around 6'. A drop of a significant piece of ice can cause the damage like we observed at the shed roof. The most likely reason for ice forming on the higher roof is heat loss. The R-40 insulation that we observed through the access hatch would not be considered inappropriate insulation for the age of the building. Commercial structures were typically insulated to R-38 within this time period with no issues. The current code requirement is R-49, so increasing the insulation to a R-50 or R-60 would help in heat loss being loss to the roof resulting in melting snow that creates ice. What also may be happening, but was not confirmed at our observation, is that there may be sections of the insulation that are lacking insulation because of a water damage, improper installation, fallen insulation, or lack of detail. We recommend conducting an inspection of the entire attic to determine if there are any areas where these might exist. Once complete, we recommend repairing any areas and installing additional blown in insulation to a minimum of R-50.

For the mechanical room hip beam, we recommend reinforcing the beam by installing a 5 1/4x11 7/8 LVL beam directly under the existing hip beam. The new beam needs to be supported by the exterior wall of the mechanical room and the interior wall between the mechanical room and the basketball court. With the beam in place, the existing hip beam can be jacked back in place and supported with (2) 2x6 support posts at every splice location and 4'-0" on center max. For the insulation in the mechanical room, we recommend either covering the insulation with a layer of 1/2" gypsum sheathing or painting the insulation with an intumescent paint.

We recommend having the leak in the roof at the chimney inspected by a roofing company and mason to repair the condition. Once repaired, the insulation around the chimney will need to be replaced with new materials.

Lastly, we recommend taking steps to make appropriate access paths and openings to the second floor access areas by creating dedicated openings with access doors or panels to act as draft stopping.

This concludes our report. No destructive or invasive testing was performed. A visual observation does not constitute the structure being analyzed. Observations and subsequent assessments are limited as such to those limitations. The evaluation and report is not to be considered as a guarantee of condition and no warranty is implied. The work conducted does not constitute a building inspection.

If you have any questions, please feel free to call me at 873-5164.

Sincerely,



Benjamin Murray, P.E.  
A.E. Hodsdon Consulting Engineers





**E.S. COFFIN**  
 ENGINEERING & ARCHITECTURE  
 10114  
 10114  
 10114

NO.	REVISION	DATE

**PROJECT:** COMMUNITY CENTER ADDITION  
**LOCATION:** TOWN OF BELGRADE  
**HOOR #:** #77  
**DATE:** NOVEMBER 8, 2019  
**SCALE:** 1/4" = 1'-0"  
**DESIGNER:** CSC  
**CHECKER:** RCM

**A-1**  
 DRAWING NO. 20191101

**LEGEND**

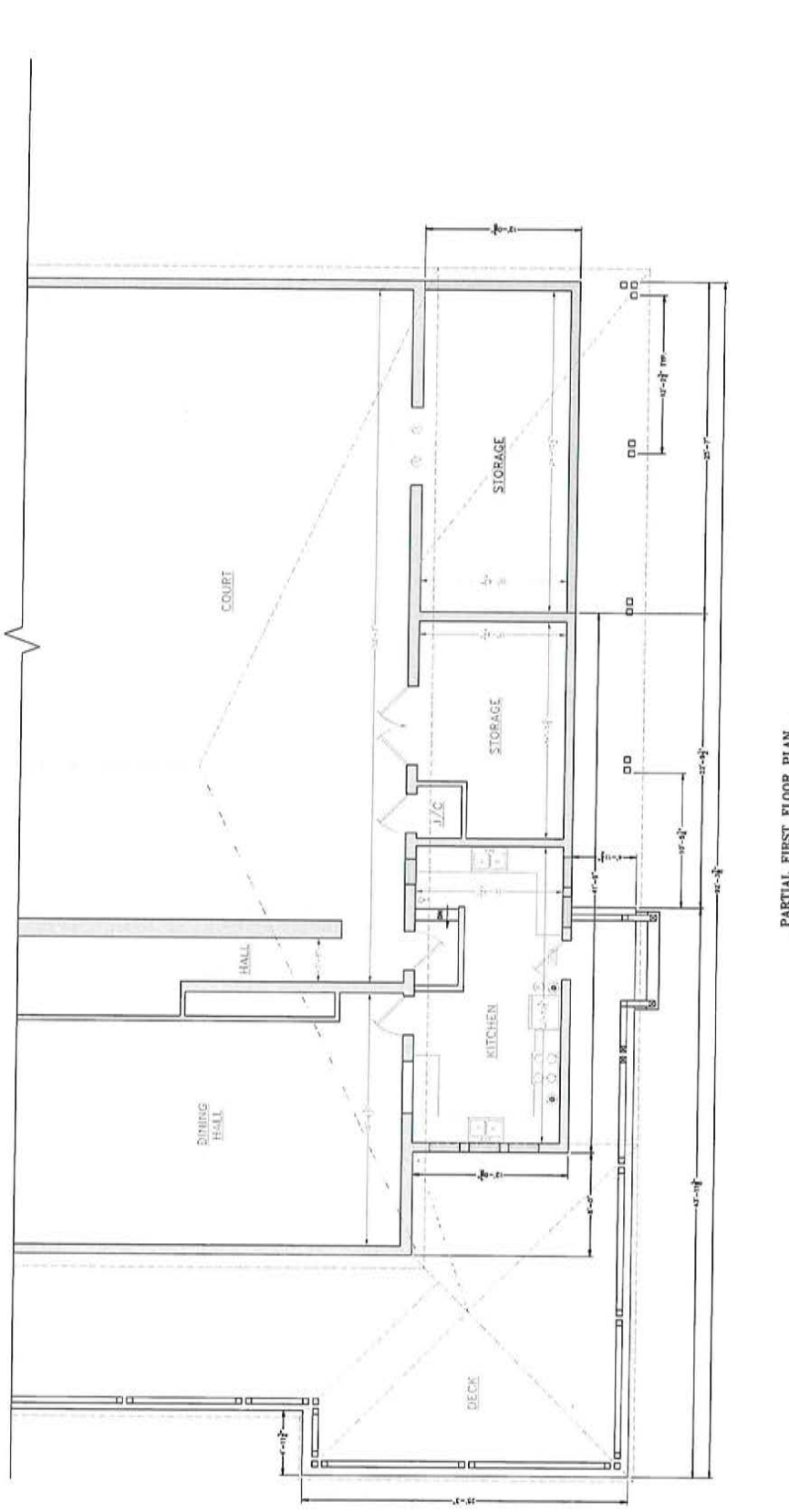
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**PLAN SUBMISSION NOTES**

- THIS PLAN IS FOR TOWN OF BELGRADE BUILDING CODE, MINIMUM REQUIREMENTS, AND THE MINIMUM AND MAXIMUM REQUIREMENTS.
- PLAN BASED ON PLAN PROVIDED BY THE OWNER.
- THE PLUMBING, ELECTRICAL, AND MECHANICAL DESIGN OF THE BUILDING IS BY THE OWNER.
- IBC 2015 USE GROUP: ASSEMBLY (A)
- 2009 NFPA LIFE SAFETY OCCUPANCY ASSEMBLY
- EXISTING MECHANICAL EQUIPMENT
- CONSTRUCTION TYPE: TYPE V-B (UNREINFORCED)
- EXISTING EXTERIOR FINISH
- EXISTING INTERIOR FINISH

**DOOR SCHEDULE**

NO.	QUANTITY	SIZE	TYPE	FRAME	FINISH	REMARKS
1	2	2'-0" x 4'-0"	SOLID WOOD	WOOD	WOOD	MINOR LEAK, MINORAL, ENTRY LOCKSET



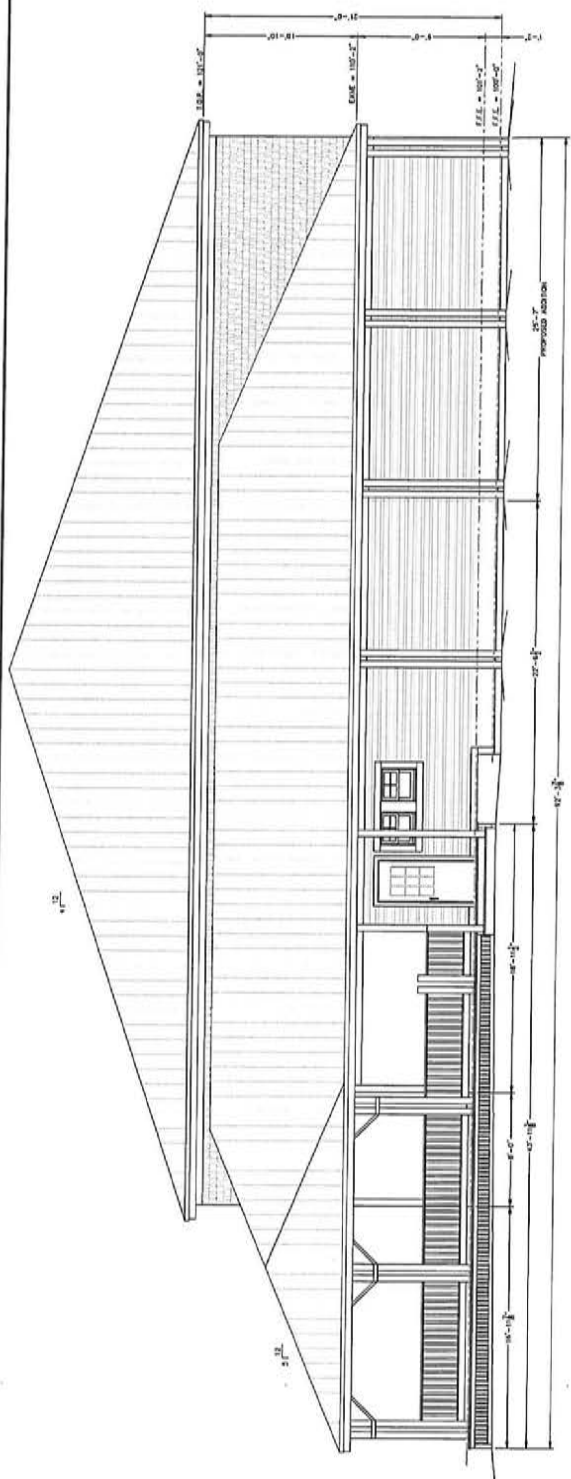
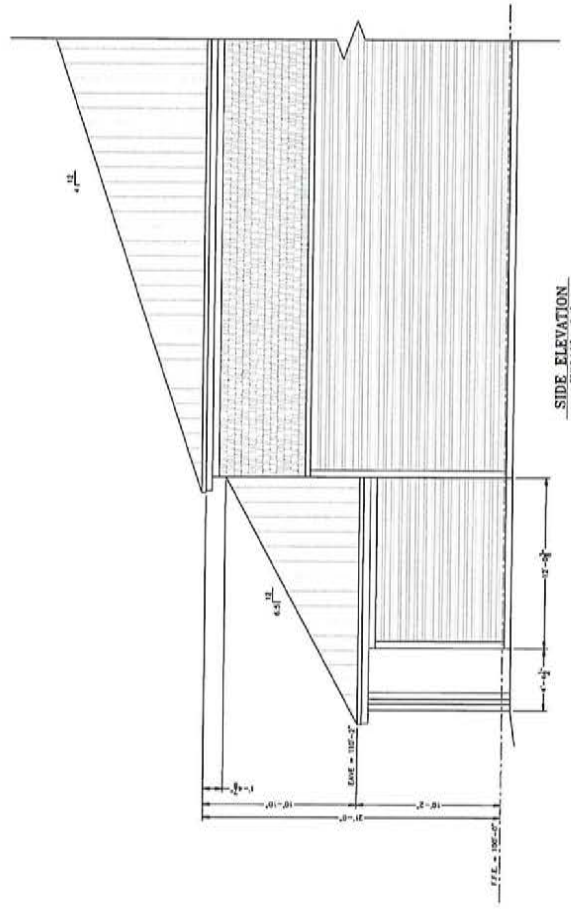
PARTIAL FIRST FLOOR PLAN  
 SCALE: 1/4" = 1'-0"

PROJECT # 2019-148  
 COMMUNITY CENTER ADDITION  
 TOWN OF BELGRADE  
 BELGRADE KENNEBEC MAINE  
 DATE NOVEMBER 8, 2019  
 DRAWN BY CSC  
 CHECKED BY BECA

ELEVATIONS



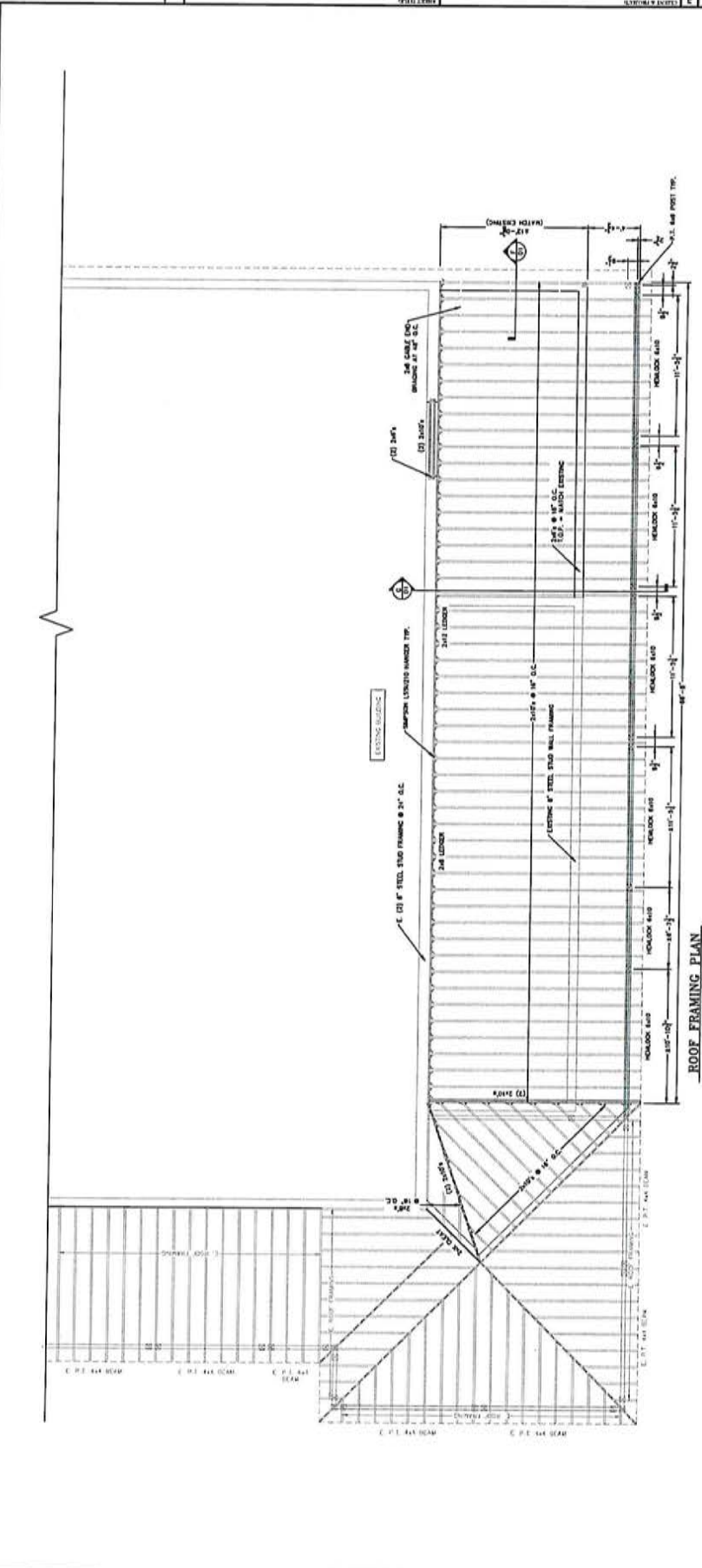
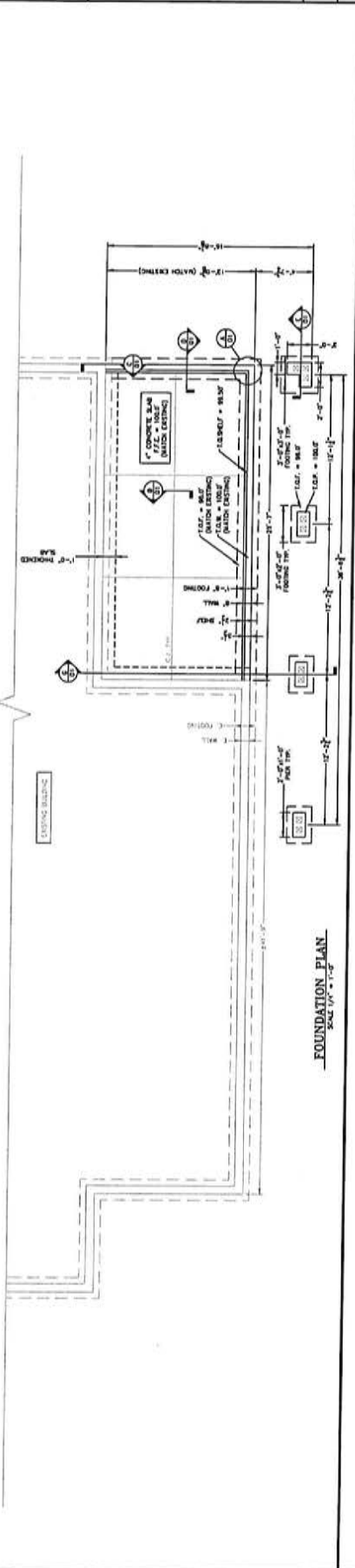
**E.S. COFFIN**  
 ENGINEER  
 40 COLLEGE ST. BELGRADE, MAINE 04915  
 TEL: 603-447-7417 FAX: 603-447-7418  
 www.escoffin.com





NO.	REVISION

**E.S. COFFIN**  
ENGINEERING & ARCHITECTURE, INC.  
100 SOUTH MAIN STREET, SUITE 100  
BELGRADE, MAINE 04915  
TEL: 603.883.1111  
WWW.ESCOFFIN.COM







# Memo

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## **Animal Shelter Annual Contract Renewal**

Attached for review and consideration is the 2023 Kennebec Valley Humane Society contract.

**KENNEBEC VALLEY HUMANE SOCIETY**

Pet Haven Lane, Augusta, ME 04330

Tel. 626-3491

**THIS AGREEMENT**, entered into in the year of 2023, by and between Kennebec Valley Humane Society, a nonprofit corporation duly organized and existing under the laws of the State of Maine and having its principal place of business at Augusta, County of Kennebec and State of Maine, hereinafter referred to as the "Shelter", and **THE INHABITANTS OF THE TOWN/CITY OF Belgrade**, a duly organized and existing Town/City situated in the County of Kennebec and State of Maine, hereinafter referred to as "Town/City" **THIS AGREEMENT SHALL TERMINATE on the 31<sup>st</sup> day of December, 2023.**

**WHEREAS**, Kennebec Valley Humane Society is the owner of certain real estate located at Pet Haven Lane in said Augusta, Maine, said real estate being known as the Connor Animal Shelter wherein it operates an animal shelter;

**WHEREAS**, the said Town/City is desirous of continuing to use the animal shelter facilities, and

**WHEREAS**, the parties are desirous of entering into an **AGREEMENT** for the services offered by said Kennebec Valley Humane Society;

**NOW THEREFORE**, in consideration of the covenants that follow, it is **AGREED** that:

1. **The Town/City** shall have the right to use the animal shelter facilities from **January 1, 2023**, until **December 31, 2023**, to house and shelter stray, abandoned, or confiscated cats, dogs or other domesticated animals originating from said Town's/City's inhabitants, and also those animals whose origination is unknown, but which were found within the boundaries of said Town/City. Provisions for confiscated animals shall be as follows: Animals will be held at no charge to the municipality for a period of up to 60 days. By the end of 30 days, the municipality must report to the court requesting that the possession order be dissolved or that the matter be set for hearing within 30 days. After 60 days, room and board fees shall be assessed at the rate of **\$8.00** per day for each dog and **\$4.00** per day for each cat. If the owner is required by the court and makes payment to cover the cost of care of the animals while in our possession or if compensation is provided by the state for confiscated animals, those funds shall be applied to room and board fees.

**The Town/City** shall have access to the animal shelter facilities at all times and will be provided with a key to enable duly authorized Town/City employees to enter the shelter facilities at any time for the purpose of depositing any stray, abandoned or confiscated cat, dog, or other domesticated animal therein.

Said authorized employees shall abide by and follow proper procedure for admitting each animal as instructed by the Kennebec Valley Humane Society.

2. **The Town/City** shall pay to Kennebec Valley Humane Society the sum of One Dollar Fifty Nine Cents (\$1.59) per capita **3189**. **Per Capita** shall mean the number of inhabitants residing in said Town or City as published by the **United States Census – (2010)**.

3. **The Town/City** shall pay its yearly per capita assessment at the beginning of each quarter as follows:

January 1, 2023	\$ 1267.62
April 1, 2023	\$1267.62
July 1, 2023	\$1267.62
October 1, 2023	\$1267.62

**The Town/City** agrees to indemnify and hold harmless the Kennebec Valley Humane Society and its respective officers, agents, and employees from and against any and all claims of loss, damages, sickness, injury, disease, or death sustained by any person resulting from negligence or other tortuous conduct of the Town/City employees or agents while using the Kennebec Valley Humane Society facility, including loss, damages, sickness, injury, disease, or death to any animal housed therein. Town/City and Kennebec Valley Humane Society do not, however, waive any immunities or protections that each may have under Maine Law. **The Town/City** also agrees to defend the Kennebec Valley Humane Society and its respective officers, agents, and employees against any such claim at the expense of the Town/City and shall pay all attorney's fees, court costs, and litigation expenses.

With respect to any employee of the Town/City using the Kennebec Valley Humane Society facility, the Town/City shall carry a Liability Insurance Policy commonly known as "100,000/300,000/25,000" coverage for any claim of loss, damage, sickness, injury, disease, or death arising from the negligence or other tortuous conduct of the Town/City or its employees or agents. Proof of Liability Insurance coverage and Workers' Compensation Insurance coverage with respect to Town/City employees shall be provided by the Town/City prior to the activation date of the Agreement. If Worker's Compensation Insurance is not applicable, proof of exemption must be provided.

In the event of a breach of this Agreement by either party, the breaching party shall be liable for consequential damages, incidental damages, and costs of suit, including reasonable attorney's fees, and the non-breaching party may avail itself of all additional remedies provided by law.

In any event, breach of the Agreement by the Town/City shall entitle Kennebec Valley Humane Society to terminate its obligation under Agreement and to refuse to admit animals from said Town/City.

Furthermore, either party, Town/City or the Kennebec Valley Humane Society, may terminate this agreement by a thirty (30) day written notice.

Stevanie Roy  
Witness

Hillary Roberts  
K.V.H.S. Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Town/City Selectperson

\_\_\_\_\_  
Date

Please sign, make a copy for your records and return a copy to the Kennebec Valley Humane Society.

# Memo

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## Appointments

We have received two applications for committee appointments for your review and consideration:

Sara Languet, Public Works Ad Hoc Committee

Gail Barejka, Senior Resource Committee

# TOWN OF BELGRADE



## Board/Committee Appointment & Re-appointment Application

Date: February 23, 2023

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 Public Works Ad Hoc Committee

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

Name Sara H. Languet

Address 105 Chandler Road, Belgrade Lakes ME 04918

Phone # (Home) 207-495-2737 (Work) 207-660-7449

Email: slanguet@gmail.com

Place of Employment Home

Education & Experience See attachment.

Interests and Hobbies See attachment.

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

I think this Ad Hoc Com (PW) will be one of the most significant local efforts in Mid-Maine area. This team will need someone with high skills in spreadsheets (electronic) and I can certainly help with that. Thank you for the opportunity.

References

Name Sarah Sutton

Phone # 207-495-3498

Name Burton Allen

Phone # 207-374-2342

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: \_\_\_\_\_

# TOWN OF BELGRADE



MAR 1 '23 PM 1:45

## 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 type="checkbox"/> Board of Appeals                     | <input 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 checked="" type="checkbox"/> Senior Resource Committee |  |
| Other _____   |  |

If this is a re-appointment please state the number of years you have served 3

Name GAIL BAREJKA  
Address 72 Chandler Rd P.O. Box 478 Belgrade Lakes ME 04918  
Phone # (Home) 207 495-2148 (Work) (207) 465-7985 Email: gypseag@aol.com  
Place of Employment Maine School Solutions  
Education & Experience BA/psychology Belgrade Central school Atwood Primary  
Woodfords Family Services  
Interests and Hobbies Reading, gardening, antique collecting.

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

Advocacy for senior members of our community.

### References

Name Becky Seel Phone # 495-2910  
Name Kim Dawes Phone # 495-2128

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

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## Request for Proposals (RFPs)

There are several requests for proposal drafts for your review and consideration. Each of these drafts are for a term of one year (Jan. 1 to Dec. 31, 2023) as legislative body approval is needed to enter into multi-year contracts.

Assessing Services

Heating and Plumbing Services

Pest Services

Tree Services

Sand and Salt (Provide winter sand / mix with salt / place in shed)

Information from the MMA Municipal Officers Manual for your review:

The municipal officers must obtain express municipal legislative body (town meeting or council) approval to enter into contracts in the following situations:

- When the contract is for a multi-year term which will require the town to appropriate a certain amount of money in each of those years. *Boudreau v. Town of Princeton, 611 A.2d 78 (Me. 1992).*

**REQUEST FOR PROPOSAL TAX  
ASSESSOR SERVICES**

**Town of Belgrade  
990 Augusta Road  
Belgrade, ME 0491**

The Town of Belgrade is seeking proposals from qualified individuals and firms to provide property tax assessment services. Belgrade has a contracted Tax Assessor who is appointed by the Town Manager. Services include, but are not limited to, preparation and timely filing of assessment documents, abatement and supplemental tax assessments, yearly appraisals, market analysis, data entry and consulting as necessary.

Sealed proposals addressed to Anthony Wilson, Town of Belgrade, 990 Augusta Road, Belgrade, ME 04917, and clearly marked "Belgrade Tax Assessor Services Proposal" will be accepted until 12:00 p.m. noon on Monday, \_\_\_\_\_, 2023.

The Town of Belgrade reserves the right to reject any or all proposals.

**SECTION I: GENERAL INFORMATION**

**A. Point of Contact**

Town of Belgrade  
Lorna Dee Nichols, Town Manager  
Address: 990 Augusta Road, Belgrade, ME 04917  
Email: [townmanager@townofbelgrade.com](mailto:townmanager@townofbelgrade.com)  
Phone: (207) 495-2258

**B. Town Information**

The Town of Belgrade has approximately 3,200 residents, is located in central Maine, has approximately 3,500 parcels with a taxable value of \$562,211,400 and approximately 50 personal property accounts with a taxable value of \$4,491,200. Please see additional information attached as Exhibit A.

**C. Limits of Liability**

The Town of Belgrade assumes no liability for any costs incurred by respondents, or in responding to further requests for interviews, additional information, etc. prior to issuance of a contract.



#### **D. Type of Contract**

Contracted Tax Assessor for a one (1) year period beginning January 1, 2023 and ending December 31, 2023.

#### **E. Questions**

Questions about the RFP shall be submitted electronically via email to Lorna Dee Nichols at [townmanager@townofbelgrade.com](mailto:townmanager@townofbelgrade.com)

In the subject line for the email put "Question: Tax Assessor Services." All submissions must contain the name of the person asking the question, address, phone number and email address.

#### **F. Solicitation Process**

The evaluation team will consist of the Town Manager, Tax Collector, Treasurer and a member of the Board of Selectmen to review and rank proposals based on the evaluation criteria outlined in Section III-Evaluation Criteria. A short list of respondents may be selected for further evaluation. Only those individuals or firms that are placed on the short list on the basis of evaluation as judged by the criteria will be considered for interviews. The final contract must be approved by the Board of Selectmen. After all approvals, verification of all requirements, and signatures by appropriate parties, implementation may begin.

#### **G. Conditions of Award**

It is the intent of the Town to award the project to the most qualified and responsive individual or firm, provided that the proposal has been submitted in accordance with the requirements of the RFP. The committee shall be the sole judge of the individual's or firm's qualifications and whether the proposal is in the best interest of the Town. Up to the time of the signature of the contract, the Town shall have the right in its sole discretion to ***reject any and all of the bids, to request re-bids for the work and to waive any defects, time limits or deficiencies in any bid, and to terminate consideration with or without cause if deemed in the best interest of the Town to do so.***

#### **H. Amendments to this RFP**

The Town may revise this RFP by using written addenda. Addenda will be posted on the Town's website and emailed to all known bidders.

The Town may request additional information if deemed necessary. Failure to provide such information may result in proposal being considered incomplete. The Town reserves the right to be the sole judge of all such criterion.

## **I. Insurance Certificates**

The individual or firm must be able to provide evidence of the following insurance coverage:

The individual or firm will serve in the capacity of an independent contractor and will maintain insurance at least as hereinafter set forth so as to protect it and the Town from any and all claims for personal injury and property damage, and for claims under the Worker's Compensation Acts, including death arising out of operation of this agreement, for the entire term of the contract.

A comprehensive general liability insurance policy with the following limits of coverage:

- Bodily Injury: \$1,000,000 each occurrence
- Property Damage: \$400,000 each occurrence
- \$1,000,000 aggregate of all claims per occurrence

A comprehensive automobile insurance policy with the following limits:

- Bodily Injury: \$1,000,000
- Property Damage: \$500,000 per each occurrence

All of the insurance must be issued by an insurer licensed, authorized and maintaining an office to do business in Maine.

## **J. Confidentiality**

Proposals will be kept confidential until after they have been evaluated. A log will be maintained of proposals received, but proposals will **NOT** be opened publicly.

## **SECTION II: PROPOSAL SPECIFICATION**

### **A. The Scope of Services for this RFP is set forth in Attachment B.**

The following information should be provided in a separate sealed envelope marked "Belgrade Tax Assessor Services Proposal."

### **B. Bid Response Elements**

Respondents should provide detailed information addressing each of the following areas:

- Work History
- Contract Work References - Submit three (3)
- Qualifications and experience with providing requested services in other communities.
- Information regarding any legal action relevant to the requested services that are pending or have been resolved within the past 24 months.
- The proposal should reflect the annual cost to provide services outlined in the Scope of Services.

**Failure to fully disclose requested information shall be grounds for disqualification. This section shall not be interpreted to require disclosure by State and Federal Statutes and/or court order.**

The Town of Belgrade utilizes TRIO financial software, TRIO Real Estate, TRIO Sketch, Personal Property and Commercial software. Each contractor must show evidence of familiarity with all systems by submitting a list of projects/contracts that require the use of each system or ability to adapt to the Town's software needs.

### **SECTION III: EVALUATION CRITERIA**

1. Evaluation Criteria that will be used by the selection team
  - a. Proof as Certified Maine Assessor (CMA) - **REQUIRED**
  - b. General experience and technical competence (30%)
  - c. Approach to scope of services (15%)
  - d. Value and cost of proposed services that would maximize benefit of the Town (30%)
  - e. Review of references (5%)
2. Comparative Criteria
  - a. Knowledge and experience with TRIO (5%)
  - b. Experience conducting commercial/residential reevaluations (5%)
  - c. Experience working with local Board of Selectmen (5%)
3. Miscellaneous
  - a. Familiarity with Town of Belgrade and its assessed parcels (5%)

Any contract awarded as a result of this RFP will be awarded without discrimination on the basis of race, color, religion, age, sex, sexual orientation, political affiliation or national origin.

**Attachment A**

**Town of Belgrade Assessing Profile**

Total number of real estate accounts:  
Residential Improved:  
Commercial Improved:  
Downtown Commercial Mixed Use:  
3+ Unit Apartment:  
Industrial:  
Commercial/Residential Vacant:  
Exempt:  
Taxable Value:

Number and type of exemptions/credits:  
Homesteads:  
Veterans:  
Blind:  
Parsonage:

Number of personal property accounts:  
Taxable Value:

Number of BETR accounts:

Number of BETE accounts:

Year of last revaluation:

Latest assessment to sale ratio:

Latest COD:

Number of abatements since last  
revaluation: Number of appeals beyond

Assessor:

Number of TIF districts: 0

## Attachment B

### SCOPE OF SERVICES

#### **Nature of work:**

This is specialized professional, administrative and technical work in the valuation and assessment of real and personal property in the Town of Belgrade.

The Contract Assessor is responsible for appraising and assessing real and personal property for taxation within the Town, and for the administration and maintenance of all records necessary to administer and maintain the assessment program. Work involves extensive fieldwork in the review of existing and new properties, and analytical and administrative work in the office to maintain and update values for properties.

Contractor is required to exercise considerable independent judgment in administering the assessment program within specific state laws and regulations, (Title 36, M.R.S.), with general (non-assessing) guidance from the Town Manager.

#### **Essential Duties and Responsibilities:**

Plans, administers, and maintains the assessment system for the Town in maintaining current property valuation through visitation, data collection, and analysis.

Appraises residential, commercial, agricultural, and industrial properties; special rights and interests; personal property; and public utility equipment and properties.

Maintains and reviews property transfers; reviews and approves all exemptions for taxes as permitted by the State; makes and enters computation valuations and other data in valuation commitment books; required State reporting forms; maintains the assessing database; and determines the valuations to be placed on new, renovated, and existing property based on changing market value.

Develops and administers a program for the collection of sales, costs, income, and other economic and social data affecting property values; prepares appraisal and other reports as necessary.

Assists other Town departments with valuation-related questions and provides any necessary related information to those departments.

Maintains a positive relationship with public and real estate professionals in obtaining information pertaining to the study and sale of real estate.

Deed transfers and research.

State and local reports.

Assistance with TIF creation, amendments, and reporting.

Assist Tax Collector with Tax Acquired Properties, special tax assessments, title research, etc. Provides quarterly reports of assessing activity to the Board of Selectmen. One of the quarterly reports should occur verbally and in person to the Board on the date of the tax commitment. The remaining reports will be delivered in a form (verbal or written) to be determined by the Board.

Performs related work as required, including, but not limited to, mapping services.

**Requirements of Work:**

Thorough knowledge of the principles, methods, and techniques of real and personal property assessment and valuation.

Considerable knowledge of the provisions, ordinances, and general law governing real and personal property assessment and statutory exemptions.

Ability to utilize statistical methods to analyze factors that may influence the value of property and to exercise judgment in determining property values and changes in Town structures and physical properties.

Ability to plan and organize the maintenance of assessment and property records to facilitate the preparation of varied assessment roles and reports.

Ability to establish and maintain effective working relationships with taxpayers, the general public, employees, and other departments. Twice monthly office hours will be held, not including spring update work.

Knowledge of building construction methods and architecture, municipal planning and real estate laws, municipal zoning and tax policy, and the mechanics of real estate sale and finance.

Considerable knowledge of the geographic layout of the town. Inspections and inventory per Title 36 § 328.7 and 328.8.

**Training and Experience Required:**

Considerable experience in property assessment work involving the appraisal and evaluation of land and buildings, and preferably including some experience in the maintenance of standard office records.

Satisfactory completion of a course of study leading to certification in real property appraisal, or graduation from an accredited college program with specialization in property

assessment, business or public administration; or any equivalent combination of experience and training.

DRAFT

**Necessary Special Requirements:**

Possession and maintenance of the designation of Certified Maine Assessor. Vehicle for use in accomplishment of work.

DRAFT



**Attachment C**

**REQUEST FOR PROPOSAL TAX  
ASSESSOR SERVICES**

Assessor's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

I have read the 'Request for Proposals for Tax Assessor Services' specifications, and I submit the following bid prices:

**Rate for Services:**

- A. Number of days per contract year to perform services: \_\_\_\_\_
- B. My per-day rate to perform these services: \_\_\_\_\_
- C. Total annual cost to perform services: \_\_\_\_\_
- D. My per-day rate for any additional days requested by the town over the amount listed above in item A. \_\_\_\_\_

**Optional Services:**

- A. Total cost to perform town-wide revaluation, if required:

**Other Expenses:**

The Town of Belgrade will provide an office space, desktop computer, internet/network connection, printer/copier/fax, desk, phone, and other standard office supplies, such as paper and pens, for the contract assessor. Please indicate whether you will be providing the following items for yourself or if you expect the town to incur and approximate dollar amounts for each. These other expenses will factor into the town's selection criteria.

<u>Item</u> _____	<u>I will provide</u>	<u>Town must provide</u>	<u>Estimated cost to town</u>
Laptop	_____	_____	_____
Mobile Phone	_____	_____	_____

Training/Conference	_____	_____	_____
IAAO Dues	_____	_____	_____
MAAO Dues	_____	_____	_____
Other	_____	_____	_____
Other	_____	_____	_____
Other	_____	_____	_____
<b>TOTAL EST. COST TO TOWN</b>			_____

If I am selected as the winning bidder, I can provide assessing services beginning on January 1, 2023. I will provide written proof of liability and worker's compensation insurance (if applicable) to the town before the start of work.

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

Printed name: \_\_\_\_\_

Proposals may be submitted on this bid form and must include proof of CMA certification, list of assessing experience, and three business references with contact numbers. **Please return proposals to the Belgrade Town Manager in an envelope marked "Belgrade Tax Assessor Services Proposal" by 12:00 p.m. noon on Monday,** \_\_\_\_\_ . The winning proposal will be awarded at a later time after evaluation of all proposals received and approval by the Town of Belgrade Board of Selectmen.

DRAFT



**TOWN OF BELGRADE RFP**

FOR

**PLUMBING & HEATING & PROPANE / NATURAL GAS (under 500,000 BTU)**

**SERVICE AGREEMENT PROPOSAL**

This Proposal Application is for the 2023 fiscal year, Jan. 1, 2023, to Dec. 31, 2023 by and between the Town of Belgrade, a municipal corporation existing under the laws of the State of Maine and located in the County of Kennebec, (hereafter "OWNER") and

\_\_\_\_\_  
Name of company

\_\_\_\_\_  
Contact person

\_\_\_\_\_  
Owner & business address

\_\_\_\_\_  
Tax ID number

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Business phone

\_\_\_\_\_  
Cellphone

All proposals must be in a sealed envelope marked: Plumbing & Heating & Propane / Natural Gas Proposal ATTN: Anthony Wilson, and must be received in the Town Office at 990 Augusta Road, Belgrade, ME 04917, by noon on \_\_\_\_\_, 2023, and will be opened at that time. The Belgrade Selectboard will review the proposals at its \_\_\_\_\_, 2023, regular meeting starting at 6:30 p.m. at the Town Office.

The Town of Belgrade reserves the right to accept or reject any and all proposals with the Town's best interest in mind. The Town of Belgrade is an EOE employer.

Contact Town Manager Lorna Dee Nichols at [townmanager@townofbelgrade.com](mailto:townmanager@townofbelgrade.com) with questions concerning the RFP.

WITNESSETH:

In consideration of the mutual covenants and conditions contained herein, the CONTRACTOR agrees as follows:

SCOPE OF SERVICE: BID PAGE

\_\_\_\_\_  
Company

\_\_\_\_\_  
Contact person

\_\_\_\_\_  
Tax ID number

\_\_\_\_\_  
Email

\_\_\_\_\_  
Business phone

\_\_\_\_\_  
Cell phone

Town facilities:

- Town Office
- Center for All Seasons
- North Belgrade Community Center
- Transfer Station
- Facilities & Maintenance Garage
- Town Parks
- Sand/Salt Shed
- Cemeteries
- Lakes Fire Station
- North Belgrade Fire Station
- Depot Fire Station

The Contractor shall furnish labor to the Town at the following rates:

Normal hours: \$ \_\_\_\_\_ / hour

Overtime hours: \$ \_\_\_\_\_ / hour

Emergency call: \$ \_\_\_\_\_ / hour

Holiday hours: \$ \_\_\_\_\_ / hour

% mark-up on materials / parts \_\_\_\_\_ / each

Define overtime hours: \_\_\_\_\_

Define / attach holiday schedule: \_\_\_\_\_

AVAILABILITY:

The CONTRACTOR is available 24/7 at cell # \_\_\_\_\_.

Contact (person) \_\_\_\_\_ at cell # \_\_\_\_\_.

Contact (person) \_\_\_\_\_ at cell # \_\_\_\_\_ or by email at \_\_\_\_\_.

CONTRACTORS OBLIGATIONS:

The CONTRACTOR will furnish all vehicles, materials, personnel, tools and equipment, except as otherwise specified herein, and will do everything necessary and proper to satisfactorily perform the services in this Agreement.

The contractor SHALL be familiar with all federal, State and local statutes, laws, rules, regulations, ordinances and orders that may in any way affect the services.

Any increase in CONTRACTOR'S costs during the term of this Agreement shall be the sole responsibility of the CONTRACTOR.

Work completed must be billed within 30 days of the work's completion. All payments shall be approved by a warrant signed by the Selectboard. Warrants are processed on the first and third Tuesdays of every month and all payment requests are to be given to the Town Treasurer by the close of business the Thursday prior.

A record log of maintenance performed for the Town shall be maintained by service personnel. This record shall contain only Town sites and be made available for review upon request of the Town Manager, the Facilities Director or their authorized designee.

AMENDMENTS TO AGREEMENT:

Any amendments to said agreement must be agreed upon in writing and signed by both the CONTRACTOR and OWNER.

RIGHT TO TERMINATE CONTRACT:

Both the CONTRACTOR & OWNER have the right to terminate said agreement upon 30-day written notice and showing proof of "just cause" as outlined by Maine State law.

SIGNING OF AGREEMENT:

This agreement supersedes all prior negotiations, representations or agreements, either written or oral. This agreement runs from Jan. 1, 2023, to Dec. 31, 2023.





TOWN OF BELGRADE  
RFP FOR  
PEST SERVICES

This Proposal Application is made for the 2023 fiscal year (January 1-December 31) by and between the Town of Belgrade, a municipal corporation existing under the laws of the State of Maine and located in the County of Kennebec, (hereafter "OWNER") and

_____ Name of Company	_____ Contact Person
_____ Owner & Business Address	
_____ Tax I. D. Number	_____ e-mail address
_____ Business phone	_____ Cell phone

All proposals must be in a sealed envelope marked (Tree Service Provider Proposal) – Attn: Lorna Dee Nichols and be received in the Town Office at 990 Augusta Road, Belgrade, ME 04917, by noon on \_\_\_\_\_, 2023, and will be opened at that time. The Belgrade Select Board will review the proposals at their \_\_\_\_\_, regular meeting starting at 6:30 p.m.

The Town of Belgrade reserves the right to accept or reject any and all proposal with the Town's best interest in mind. The Town of Belgrade is an EOE employer.

Please contact Lorna Dee Nichols, 495-2258 with any questions concerning the RFP.

WITNESSETH:

In consideration of the mutual covenants and conditions contained herein, the CONTRACTOR AGREE AS FOLLOWS:

**Proposal Page**

_____	_____
Company	Contact Person
_____	_____
Tax I. D. Number	e-mail address
_____	_____
Business phone	Cell phone

Town Facilities:

- Town Office
- Center for All Seasons
- North Belgrade Community Center
- Transfer Station
- Facilities & Maintenance Garage
- Town Parks
- Sand/Salt Shed
- Lakes Fire Station
- North Belgrade Fire Station
- Depot Fire Station
- Dams
- Cemeteries

The Contractor shall furnish labor to the Town at the following rates:

Normal Hours: \$ \_\_\_\_\_ / hour

Overtime Hours: \$ \_\_\_\_\_ / hour

Emergency Call: \$ \_\_\_\_\_ / hour

Holiday Hours: \$ \_\_\_\_\_ / hour

Define Overtime Hours: \_\_\_\_\_

Define or attach your Holiday schedule: \_\_\_\_\_

*Scope of work:*

The Town is seeking proposals from qualified Contractors for integrated pest management, extermination, and on-call services. The Contractor shall provide all supervision, labor, materials, and equipment necessary to accomplish the monitoring, management and eradication components of the pest program.

- The Contractor shall be required perform monthly inspections of listed buildings, inspections of other locations as required, and shall be required to identify and treat pests consistent with Integrated Pest Management (IPM) principles to maintain control and to prevent infestations determined by the Town Department of Facilities Maintenance.
- Contractor shall provide on-call services as needed for pest management not included in monthly inspections. The Town will notify the Contractor when call-backs are necessary. It is expected that the Contractor shall use the most effective preventive measures that will result in a minimum number of callbacks.
- Contractor shall provide weekly updates to contract administrators via email of work performed, treatment used, locations, next steps required and treatment plans.
- The Contractor shall respond to non-emergency call-backs within one week. Requests to remove external nests of stinging insects shall require a usual response time of 24 hours but may be longer as determined by the Town. Response time for nests located inside buildings shall be within 12 hours. When required, the response time for bed bug services shall be within 12 hours or 9:00 AM the next day.
- The Town reserves the right to secure services from another provider and bill the Contractor for costs exceeding the contracted rates if the Contractor cannot meet emergency response time requirements.

Contractor's proposal shall include a monthly flat rate that covers all supervision, labor, materials, equipment and treatment that includes, but not limited to pesticides, baits, gels, pastes or granular materials to perform monthly scheduled interior and exterior inspections, IMP services and extermination services.

The Contractor shall comply with IPM principles by minimizing exposure and human risk to the maximum extent practicable using currently available technology and by including, at a minimum, the following control strategies:

- Use pesticides and applications methods that present the lowest potential hazard to people and the environment whenever possible, based on efficacy, volatility, potential exposure, the signal word on the pesticide label, the safety data sheet and any label language imposing a ventilation requirement.
- Use baits, gels, pastes or granular materials and crack crevice treatments whenever residents, children, sensitive individuals or non-consenting employees are in the same room.

- The use of Micro Encapsulated Pesticides is allowed when necessary. Wettable Powder Pesticides may be used only cases when immediate results must be met.
- Provide a written evaluation of conditions conducive to the development of pest problems and specific recommendations for practical non-pesticide control measures.

The Contractor's firm and all Contractor employees who may provide services under this RFP must be licensed and certified by the Maine Department of Agriculture Board of Pesticide Control to apply pesticides.

Subcontractors will not be allowed without written authorization by Contract Administrators. The Contractor shall coordinate ALL extermination activities with the Town's Department of Facilities Maintenance.

Interior and exterior inspections for the following insect and rodents will be conducted on a routine basis and treated as necessary: roaches, earwigs, clover mites, springtails, fleas, ants (including carpenter & pavement), mice, rats, wasps, spiders, hornets, silverfish and ticks.

- Contractor will provide non-scheduled treatment at no additional cost for insects and/or rodents listed in above if infestation found within 48 hours of monthly inspection included in monthly service.

The following pest controls and others not specified herein will be considered exceptions and will be billed on an hourly basis:

- Carpenter Ants – hourly billing shall apply only when an inaccessible infestation occurs.
- Nest of hornets or wasps outside the building that requires the use of a ladder more than six (6) feet high.
- Honeybees, squirrels, bats and insects not specified herein.
- Flies: An optional house fly program may be included in the food handling areas during certain times of the year. Include information and pricing with your response.

The Contractor shall coordinate the management of insects and/or rodents not listed in with the designated Town Department of Facilities Maintenance.

The Contractor shall maintain a logbook for each location. Location of logbooks will be determined by Town's Department of Facilities Management. Logbooks will include a detailed account of reporting and monitoring activities.

Inspection and service reports will be provided at each visit and shall include the following information at a minimum: areas inspected and treated, pests and quantity of pest found, materials used, SDS, and any recommended suggestions for future prevention. If there is a charge for logbooks, please indicate the cost on your equipment list.

- All equipment shall be mapped and numbered as to placement and kept in the logbook. Equipment must be dated each time it is checked.
- The Town will provide all carpentry, preparatory or finish work when required in the execution of this Contract.

- The Contractor shall be responsible for posting and distributing board approved written notices in a prominent location at least 24 hours and up to 7 days prior to indoor liquid or aerosol pesticide applications in all areas.

For pesticide applications in residential areas or in childcare facilities, the Contractor shall deliver the written notice to the Town's Department of Facilities Maintenance in person. Prior to any pesticide application in these areas, the Contractor shall confirm that written notices have been sent to affected units and to parents of children enrolled in the childcare facilities.

All board-approved notice forms must contain the name of the building and the date of pesticide application.

As part of scheduled pest management services, all buildings listed shall be treated at ground level as needed to discourage pests from entering the building. Areas to be inspected, monitored and treated include but are not limited to: Kitchen, Dining Room, Storage Areas, Recycle Rooms, Shipping/Receiving, Mechanical/Electrical Rooms, Restrooms, Basements, and Offices. The Contractor shall perform monthly inspections and treatments of scheduled locations in order to maintain control and to prevent infestations.

All chargeable equipment must be pre-approved by the Town Department of Facilities Maintenance prior to placement.

Include with your bid a complete list of equipment and indicate the cost to the Town for all chargeable equipment. Cost for equipment shall remain firm throughout the contract period. Additional buildings may be added to the regular monthly list of inspections throughout the term of the contract. The cost for additional buildings will be negotiated on an as needed bases and agreed upon by the Town Selectboard or designee prior to services being performed.

Contractor Manager: The following shall be responsible for the operational management of the Contract for the Town of Belgrade:

Town Manager  
Lorna Dee Nichols

Department of Facilities Maintenance  
Cory Alexander

The contractor SHALL be familiar with all federal, State, and local statutes, laws, rules, regulations, ordinances and orders which may in any way affect the services.

That any increase in CONTRACTOR'S costs during the term of this Agreement shall be the sole responsibility of the CONTRACTOR.

The Contractor shall provide the Town with proof of Worker's Compensation Insurance in the amount required by Maine law and as necessary.

AVAILABILITY

The CONTRACTOR is available 24/7 at cell # \_\_\_\_\_

Contact person ( \_\_\_\_\_ ) or at cell # \_\_\_\_\_

Contact person ( \_\_\_\_\_ ) or work phone

@ \_\_\_\_\_ or by e-mail @ \_\_\_\_\_

AMENDMENTS TO AGREEMENT

Any amendments to said agreement must be agreed upon in writing by both the CONTRACTOR and OWNER.

RIGHT TO TERMINATE CONTRACT

Both the CONTRACTOR & OWNER have the right to terminate said agreement upon 30 day written notice and showing proof of "Just Cause" as outlined by Maine State law.

SIGNING OF AGREEMENT

This agreement supersedes all prior negotiations, representations, or agreements, either written or oral. This agreement runs from January 1, 2023 to December 31, 2025.



TOWN OF BELGRADE  
RFP FOR  
TREE SERVICE

This Proposal Application is made for the 2023 fiscal year (January 1-December 31) by and between the Town of Belgrade, a municipal corporation existing under the laws of the State of Maine and located in the County of Kennebec, (hereafter "OWNER") and

_____ Name of Company	_____ Contact Person
_____ Owner & Business Address	
_____ Tax I. D. Number	_____ e-mail address
_____ Business phone	_____ Cell phone

All proposals must be in a sealed envelope marked (Tree Service Provider Proposal) – Attn: Lorna Dee Nichols and be received in the Town Office at 990 Augusta Road, Belgrade, ME 04917, by noon on \_\_\_\_\_, 2023, and will be opened at that time. The Belgrade Select Board will review the proposals at their \_\_\_\_\_, regular meeting starting at 6:30 p.m.

The Town of Belgrade reserves the right to accept or reject any and all proposal with the Town's best interest in mind. The Town of Belgrade is an EOE employer.

Please contact Lorna Dee Nichols, 495-2258 with any questions concerning the RFP.

WITNESSETH:

In consideration of the mutual covenants and conditions contained herein, the CONTRACTOR AGREE AS FOLLOWS:



**Proposal Page**

\_\_\_\_\_  
Company

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Tax I. D. Number

\_\_\_\_\_  
e-mail address

\_\_\_\_\_  
Business phone

\_\_\_\_\_  
Cell phone

Town Facilities:

- Town Office
- Center for All Seasons
- North Belgrade Community Center
- Transfer Station
- Facilities & Maintenance Garage
- Town Parks
- Sand/Salt Shed
- Lakes Fire Station
- North Belgrade Fire Station
- Depot Fire Station
- Dams
- Cemeteries

The Contractor shall furnish labor to the Town at the following rates:

Normal Hours: \$ \_\_\_\_\_ / hour

Overtime Hours: \$ \_\_\_\_\_ / hour

Emergency Call: \$ \_\_\_\_\_ / hour

Holiday Hours: \$ \_\_\_\_\_ / hour

Bucket Truck: \$ \_\_\_\_\_ / hour

Define Overtime Hours: \_\_\_\_\_

Define or attach your Holiday schedule: \_\_\_\_\_

Scope of work:

The Town of Belgrade is responsible for the maintenance of street trees within the public right-of-way, as well as within parks, landscape maintenance districts, open spaces, town facilities and other town properties. This contract will include \_\_\_\_\_ trees within \_\_\_\_\_ square miles.

AVAILABILITY

The CONTRACTOR is available 24/7 at cell # \_\_\_\_\_

Contact person ( \_\_\_\_\_ ) or at cell # \_\_\_\_\_

Contact person ( \_\_\_\_\_ ) or work phone

@ \_\_\_\_\_ or by e-mail @ \_\_\_\_\_

CONTRACTORS OBLIGATIONS

The CONTRACTOR shall furnish all labor, tools, equipment, materials and supervision necessary to perform safety and grid/annual pruning, removal of trees, inventory system management and other arboriculture related services. All bidders must have the appropriate license necessary to apply pesticides as required for maintenance of services proposed.

The contractor SHALL be familiar will all federal, State, and local statutes, laws, rules, regulations, ordinances and orders which may in any way affect the services.

That any increase in CONTRACTOR’S costs during the term of this Agreement shall be the sole responsibility of the CONTRACTOR.

The Contractor shall provide Town with proof of Public Liability Insurance in the amount of not less than Four Hundred Thousand Dollars (\$400,000) or such other amounts as is established by the Maine Tort Claims Act (14 M.R.S.A. section 8101) as amended from time to time, combined single limit, to protect the Contractor, any subcontractor performing covered by this Agreement, and the Town from claims and damages that may arise from operations under this Agreement.

The Contractor shall provide the Town with proof of Worker’s Compensation Insurance in the amount required by Maine law and as necessary.

Work completed must be billed within 30-days of the work being completed. All payments shall be done by a warrant signed by the Select Board. Warrants are processed on the first and third Tuesday of every month and all payment requests are to be given to Treasurer by the close of business the Thursday prior.

A record log of maintenance performed for the Town shall be maintained by service personnel and provided to the Town Manager and Facilities Maintenance Director on a monthly basis.

AMENDMENTS TO AGREEMENT

Any amendments to said agreement must be agreed upon in writing by both the CONTRACTOR and OWNER.

RIGHT TO TERMINATE CONTRACT

Both the CONTRACTOR & OWNER have the right to terminate said agreement upon 30 day written notice and showing proof of "Just Cause" as outlined by Maine State law.

SIGNING OF AGREEMENT

This agreement supersedes all prior negotiations, representations, or agreements, either written or oral. This agreement runs from January 1, 2023 to December 31, 2023.

DRAFT



# Town of Belgrade

## Request for Proposals

Provide winter sand / mix with salt / place in shed

### Agreement specifications

The Town of Belgrade is accepting proposals to:

1. Provide up to 6,500 yards of MDOT-approved winter road sand
2. Screen and mix winter sand and salt at a mixture ratio to be determined yearly
3. Place the mixture into the sand/salt shed, as directed

The Town Manager and/or Road Commissioner will respond to prospective contractors' questions.

The Town of Belgrade will purchase road salt; the contractor will order salt as needed. Belgrade's sand/salt shed holds up to 5,000 yards of mixed material. Thus, the contractor will have to process and load the sand/salt mixture at least two times during a twelve (12) month period. The contractor must have the agreed upon amount of sand/salt mixture placed into the shed no later than mid-October of 2023.

The Plowing Contractor or the Road Commissioner will determine when or if the shed needs to be refilled. Sand material must be accepted by the Road Commissioner before any agreement is awarded by the Selectboard or any payment is made to the Contractor. The Town reserves the right to inspect the sand material at any time.

The term of said agreement will be one (1) year. Agreement will be based on a per yard cost to purchase the sand, screen/mix the sand with salt, and load mixture into shed.

The Selectboard will determine the amount of sand and salt to be purchased on a yearly basis. The agreement will allow for a yearly fuel adjustment, if needed, to be determined between the Contractor and the Selectboard.

Payment(s) to contractor will be made within fourteen (14) working days from receipt of invoice.

Any damage done to the sand/salt shed during the processing or loading of the sand/salt material will be the responsibility of the contractor. Proof of commercial insurance, with a rider naming the Town of Belgrade as an additional insured, must accompany the proposal.

The Town of Belgrade reserves the right to accept or deny any proposal to best serve the needs of the Town.

## Town of Belgrade Proposal Sheet

Proposal must be in a sealed envelope marked "Sand/Salt Proposal" and will be accepted until 4 p.m. on \_\_\_\_\_, 2023. Proposals will be opened at 10:00 a.m. on \_\_\_\_\_, 2023 by the Town Manager. The Selectboard will review the proposals at its regularly scheduled meeting on \_\_\_\_\_, 2023, beginning at 6:30 p.m.

Proposals must include: Agreement specification, proposal sheet and proof of insurance.

I \_\_\_\_\_ agree to supply the sand, screen the sand, mix the sand with salt, and load the mixture into the Belgrade sand/salt shed at a cost of \_\_\_\_\_ per yard for a three-year period.

I have the right to request a yearly fuel charge increase, to be determined by the Belgrade Selectboard.

I also agree to all the terms as outlined in the "agreement specifications," as attached.

Signature

Date

Printed name, title & company name



Notes," *Maine Townsman*, November 1999. A sample snowplowing contract in MMA's *Municipal Roads Manual* (Chapter 11, Appendices) is an example of a plain English contract.

### **Contracts and Town Meeting Approval**

Generally speaking, any contract for goods or services, or agreement that binds the municipality to perform some act, such as making a payment, or that subjects the municipality to some contingent liability, such as a fine for failure to comply, requires authorization from the municipal legislative body. This does not necessarily mean that the contract itself must be approved by the voters, but the municipal officers must have some voter authorization, preferably express but at least implied, in order to enter into such contracts or agreements.

The municipal officers must obtain express municipal legislative body (town meeting or council) approval to enter into contracts in the following situations:

- **When the contract is for a multi-year term which will require the town to appropriate a certain amount of money in each of those years.** *Boudreau v. Town of Princeton*, 611 A.2d 78 (Me. 1992). For example, express voter approval is needed before the municipal officers can sign a three-year contract for snowplowing. The voters need not approve a particular contract, but the municipal officers need voter authorization to bind the municipality beyond the next budget year. This is in contrast to a contract for a defined project, like the construction of a tennis court, where there is a fixed contract price for the work described in the contract. If the money is appropriated in one budget year, but the work is not completed until the next, this does not constitute a multi-year contract.

If the voters have appropriated funds for a particular project or purchase, voter authorization to enter a contract to purchase necessary goods and services generally is implied when the term of the contract is for one year or less. For example, if the voters raise and appropriate \$50,000 for plowing and sanding roads, but the municipality has no equipment of its own, then the municipal officers would have the implicit authority to contract out for the work. The municipal officers have wide discretion in this situation to negotiate the terms of the contract as long as it does not cost more than \$50,000 and the contract term does not extend beyond the budget year.

- **When a charter or ordinance provision requires voter approval.** Some municipalities require by charter or ordinance that the municipal officers obtain express voter approval before entering contracts over a certain dollar value or if it concerns a particular activity.



- **When required by the terms of the contract.** In some cases, a contract will require that the municipal officers obtain specific voter authority to sign the contract. The contract may require that the voters approve the specific terms of the contract itself (the municipal officers still sign the document), or it may require only that the voters authorize the municipal officers to sign a contract pertaining to a general subject. Always read such contract provisions carefully.

Typically, the municipal officers are granted wide latitude by the voters to negotiate the specific terms of a contract. The municipal officers must exercise their best judgment in negotiating a contract for the town.

Sometimes the municipal officers enter into a contract (oral or written) without the necessary town approval. When this is pointed out, the board should seek after-the-fact voter approval, also known as “ratification.” If the municipality refuses to ratify the contract and the municipal officers were not acting in good faith, then the municipal officers may be held personally liable. A finding that the action was taken in good faith is a defense. This is discussed further in Chapter 10 under “Ultra Vires Acts.”

## **The Bid Process**

There is a lot of confusion about whether the municipality must go out to bid on contracts. There is no State law that generally requires that municipal work be put out to bid. School construction projects must follow the bid rules set out in 5 M.R.S.A. §§ 1743 and 1743-A. If a project is funded through a State or federal program, there may be a specific statute or agency rule requiring some sort of bid process. However, these are exceptions to the general rule.

The municipal officers may want to consider using “competitive bidding” practices, even though not required, because it may save the municipality money. Some towns have a charter or ordinance which requires that a bid process be used, so be certain to check for this.

Some of the goods or services which municipalities often put out to bid are: sale of tax-acquired property, road plowing and maintenance, cemetery upkeep, ambulance service, purchase of materials, equipment and supplies, legal services and construction projects.

Before going out to bid, the municipal officers should have town meeting approval (either express or implied as discussed above) to enter into a contract on that particular subject. They can go out to bid before such approval as long as it is made clear to prospective bidders that the award of a contract is subject to voter approval. Town approval may be very precise and set forth specific contract terms, or it may be very general. The more general the approval, the more the municipal officers must exercise their judgment to obtain terms favorable to the town.



## Perpetuity articles

**1957, Article 50:** To see if the town will vote to waive in its annual report an itemized list of receipts and disbursements said vote to stand effective until revoked at a regular Town Meeting.

**1990, Article 4:** To proceed with the voting, by secret ballot, as directed and provided by statute, on the following question: "Shall the Town approve the use of the Town owned parcel of land just north of Belgrade Central School (The Stuart Lot) by the Belgrade Recreation Association, Inc., as an athletic and recreation area. Said field to be developed and maintained by said Association under the administration of the Belgrade Recreation Committee until the Town revokes this privilege by vote at another Town Meeting."

**2000, Article 66:** To see if the town will vote to authorize the Board of Selectpersons or their designee to enter into contracts on behalf of the Town for the rental of the new Recreational Facility, adopt a fee schedule, and set up and maintain reasonable rules and regulations. This shall remain in effect until repealed or modified by a town meeting or referendum vote.

**2009, Article 13:** To, as Trustees for the Town of Belgrade, if necessary, spend money from reserve accounts for a project or item falling within the scope of those accounts to meet unanticipated expenses. This authorization to remain in effect until changed by a future vote by the Town of Belgrade.

**NOTE: The above article was amended in 2021 by warrant Article #26 stating the article adopted by the town in 2009 was unnecessary because state law grants the above authority to the Selectboard without additional action by the town.**

**2010, Article 52:** To see if the Town will continue to allow Troop #453, Belgrade Boy Scouts of America and Belgrade Girl Scouts to promote recycling, by bundling used newsprint for shipment on Town property, and to authorize the payment from these revenues to Boy Scout Troop #453 and Belgrade Girl Scouts, in support of their programs and activities. To the extent that any such bundling and shipping is done in collaboration with other Town recycling efforts, Troop #453 and Belgrade Girl Scouts shall compensate the Town for its pro rata share of related expenses. This article will remain in effect, until changed by a vote of a future town meeting.

**2011, Article 18:** To see if the Town will act upon the following issues: Vote to accept donations and grants to support all municipal facilities, operations and programs over and above what has been raised and appropriated. Vote to accept FEMA and insurance claim proceeds to offset actual expenses. This article to remain in effect, until changed by a vote of a future town meeting.

**NOTE: The above article was amended in 2021 by warrant Article #27, to repeal the first two items in the above warrant Article #18, and authorize the Board of Selectpersons to file insurance claims where necessary, and to accept and expend proceeds of an approved claim on behalf of the town for work or a purchase related to the subject of the claim. This authority to remain in effect until repealed or replaced.**

**2010, Article 46:** To see if the Town will agree to allocate the State Snowmobile Registration reimbursements for use in maintaining snowmobile trails. This article will remain in effect, until changed by a vote of a future town meeting.

**2012, Article 34:** To see if the Town will agree to the following: Place all unspent Recreational funds into/or draw any revenue short fall from the Recreation Capital Reserve Account. Place all unspent Library funds into the Library Capital Reserve Account. Authorize the Library Board of Trustees to conduct fundraising to support the capital and/or operating and programming costs for the Belgrade Public Library and appropriate those funds to be used for those purposes by the Trustees. Funds generated by the Trustees through fundraising activities shall be separately accounted for by the town treasurer and any balance remaining at the end of the fiscal year shall be carried forward to be used for similar library expenditures in subsequent years. If approved, this article shall remain in effect until changed by a vote of a future town meeting. **Repealed in 2021 by Article #28 listed below.**

**2013, Article 40:** To see if the Town will agree to the following: Place all unspent Recreational funds into/or draw any revenue short fall from the Recreation Capital Reserve Account. Place all unspent Library funds into the Library Capital Reserve Account. This article will remain in effect, until changed by a vote of a future town meeting. **Repealed in 2021 by Article #28 listed below.**

**2014, Article 19:** To see if the Town will use 50 percent of revenues generated from boat excise taxes collected by the Town, to fund the established "Water Quality Improvement Fund," with this article to remain in effect until changed by a future vote of the Town.

**2014, Article 21:** To see if the Town will vote to use funds generated from foreclosure sales to fund both the "Town Office Reserve Account" and the "Water Quality Improvement Fund," with the proceeds to be divided evenly into both accounts, with this article to remain in effect until changed by a future vote of the Town.

**2020, Article 45:** To see if the Town will vote to accept and expend any and all gifts, donations, pass-through funds, grants, or any other funds that may be provided by individuals, business associations, charitable groups, or other organizations that have not been listed in any other articles if the Board of Selectpersons determines the gifts,

donations, pass-through funds, grants, or other funds and their purposes are in the best interest of the Town. If approved, this article will remain in effect until repealed or replaced by a future town meeting.

**2020, Article 46:** To see if the Town will vote to authorize the Board of Selectpersons to sell or otherwise dispose of real estate acquired by the Town through the tax lien foreclosure process for non-payment of property taxes on such terms and conditions as the Board deems to be in the Town's best interest and in accordance with applicable State law. If approved, this article will remain in effect until repealed or replaced by a future town meeting.

**2020, Article 47:** To see if the Town will authorize the Board of Selectpersons to sell or otherwise dispose of any item of Town-owned personal property with a value of \$2,500 or less, if the Board determines the Town no longer needs the property and that its sale or disposal is in the Town's best interest. Such sale or disposal shall be by any legal and reasonable method. Any proceeds from the sale or disposal shall be placed in the Town's undesignated fund. The sale or disposal of personal property with a value greater than \$2,500 shall require a specific town meeting vote related to the particular item. However, where the personal property in question is a Town-owned vehicle or other piece of equipment that is being replaced and the Town has previously voted to approve the purchase of a replacement either through a specific vote or through the establishment of an applicable capital reserve fund, the Board is authorized to sell or trade in the existing vehicle or piece of equipment without an additional Town vote, regardless of its value. The Town hereby appropriates the proceeds of the sale or trade in and hereby authorizes the Board to determine whether the proceeds of the sale or other disposal shall be applied to the purchase price of the replacement vehicle or equipment, placed in an applicable capital reserve account previously established by Town vote, or transferred to the Town's undesignated fund. If approved, this article shall remain in effect until repealed or replaced.

**2020, Article 50:** To see if the Town will authorize the Board of Selectpersons to expend money from the undesignated fund to pay refunds related to approved property tax abatements and any required interest. This authority remains in effect until repealed or replaced.

**2020, Article 51:** To see if the Town will authorize the Board of Selectpersons to expend \$15,000 or less for Town-approved projects or purchases without the need for a competitive bidding or request for proposals process. If a Town-approved expense will be more than \$15,000, the Board shall advertise a competitive bidding or public RFP (request for proposals) process and the Board shall determine the winning bid or proposal. This authority shall remain in effect until repealed or replaced.

**2020, Article 52:** To see if the Town will vote to refund excess motor vehicle excise tax credits to the extent authorized by 36 MRSA 1482 (5)(D) and to authorize the Board of Selectpersons to pay those refunds from the undesignated fund. This authority shall remain in effect until repealed or replaced.

**2021, Article 28:** To see if the Town will repeal Article 34 adopted as a perpetuity article in 2012, and Article 40 adopted as a perpetuity article in 2013, and vote to approve the following:

- Any unspent balance in the Town Recreation budget at the end of the fiscal year shall be transferred to the Recreation Capital Reserve Account.
- Any shortfall in the Recreation budget at the end of the fiscal year shall be covered by transferring funds from the Recreation Capital Reserve Account.
- The Board of Parks and Recreation is authorized to conduct fundraising to support the capital and/or operating and programming costs for the Recreation Department. Fundraising revenues above the figure budgeted annually for the reduction of taxes shall be placed in the Recreation Capital Reserve Account.
- Any unspent balance in the Library budget at the end of the fiscal year shall be transferred to the Library Capital Reserve Account.
- The Library Board of Trustees is authorized to conduct fundraising to support the capital and/or operating and programming costs for the Library. Fundraising proceeds are hereby appropriated to be used for those purposes by the Trustees. Those funds shall be separately accounted for the town treasurer, and any balance remaining at the end of the fiscal year shall be carried forward to be used for similar library expenditures in subsequent years.
- This authority to remain in effect until repealed or replaced.

# Memo

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## Warrants

BMV Warrant 23	4,087.25
Payroll Warrant 24	18,376.07
Bidder Deposit Return Warrant 25	57,500.00
Newsletter Postage Warrant 26	695.59
AP Warrant 27	639,270.15 (-10.00*) = 639,260.15
Payroll Warrant 28	
BMV Warrant 29	

*\*Note: AP Warrant 27 includes a check to MMA for \$10.00 for Maine Town and Country for Selectperson Daniel Newman. This has been cancelled as Dan currently receives this through the State. MMA has been notified. The Board should make a motion to not pay this check #23677 on AP Warrant 27.*

*This puts the warrant total at 639,260.15*

Warrant 23

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account	Proj	Amount		
00021 STATE OF MAINE, BMV					
0070	23638	02	BMV REPORT 2/17-2/24/2023		
BMV REPORT 2/17-2/24/2023	G 1-214-00			4,087.25	0.00
			GEN'L FUND / BMV		
Vendor Total-				4,087.25	
Prepaid Total-				0.00	
Current Total-				4,087.25	
EFT Total-				0.00	
Warrant Total-				4,087.25	

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 \_\_\_\_\_  
DANIEL NEWMAN, SELECTPERSON \_\_\_\_\_  
BARBARA ALLEN, V. CHAIR \_\_\_\_\_  
CAROL JOHNSON, SELECTPERSON *Carol Johnson* \_\_\_\_\_  
LORNA DEE NICHOLS, TOWN MANAGER \_\_\_\_\_



WARRANT: 24

Check	D / D	Check	Employee	Gross Pay
<b>Total</b>	<b>12,728.34</b>	<b>16,810.93</b>		<b>16,507.98</b>

<b>Put into A/P</b>	<b>5,555.38</b>
<b>Taken out of A/P</b>	<b>(3,990.24)</b>
<b>Total Payroll</b>	<b>18,376.07</b>

<u>Count</u>	
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.

MELANIE JEWELL, SELECTPERSON CHAIR \_\_\_\_\_

DANIEL NEWMAN, SELECTPERSON \_\_\_\_\_

BARBARA ALLEN, V. CHAIR \_\_\_\_\_

CAROL JOHNSON, SELECTPERSON *Carol Johnson* \_\_\_\_\_

LORNA DEE NICHOLS, TOWN MANAGER \_\_\_\_\_

Warrant 25

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account	Proj	Amount		
GEN'L GOV. - MISC. INCOME					
				Vendor Total-	2,500.00
00826 THOMAS R. KELLY, TRUSTEES					
0065	23593	02	FORECL DEPOSIT RETURN	2023	
FORECL DEPOSIT RETURN	R 01-58			2,500.00	0.00
GEN'L GOV. - MISC. INCOME					
				Vendor Total-	2,500.00
00809 VAI BOLDOC					
0065	23594	02	FORECL DEPOSIT RETURN	2023	
FORECL DEPOSIT RETURN	R 01-58			2,500.00	0.00
GEN'L GOV. - MISC. INCOME					
				Vendor Total-	2,500.00
				Prepaid Total-	0.00
				Current Total-	57,500.00
				EFT Total-	0.00
				Warrant Total-	57,500.00

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 \_\_\_\_\_

DANIEL NEWMAN, SELECTPERSON \_\_\_\_\_

BARBARA ALLEN, V. CHAIR \_\_\_\_\_

CAROL JOHNSON, SELECTPERSON *Carol Johnson* \_\_\_\_\_

LORNA DEE NICHOLS, TOWN MANAGER \_\_\_\_\_

Warrant 26

Jrnl	Check	Month	Invoice Description	Reference	
Description	Account	Proj	Amount	Encumbrance	
00070 UNITED STATES POST OFFICE					
0078	23595	03	MARCH 2023 NEWLETTER	POSTAGE	
MARCH 2023 NEWLETTER			E 01-10-30-01	695.59	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE		
			Vendor Total-	695.59	
			Prepaid Total-	0.00	
			Current Total-	695.59	
			EFT Total-	0.00	
			Warrant Total-	695.59	

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 \_\_\_\_\_  
DANIEL NEWMAN, SELECTPERSON \_\_\_\_\_  
BARBARA ALLEN, V. CHAIR \_\_\_\_\_  
CAROL JOHNSON, SELECTPERSON \_\_\_\_\_  
LORNA DEE NICHOLS, TOWN MANAGER \_\_\_\_\_

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>00029 207 HOSTS</b>						
0074	23642	03	DOMAIN RENEWAL	1928		
DOMAIN RENEWAL			E 01-10-20-07		60.00	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
			Vendor Total-		60.00	
<b>00050 A. E. HODSDON CONSULTING ENGINEERS</b>						
0074	23643	03	CFAS STRUCTURE REPORT	4531		
CFAS STRUCTURE REPORT			E 13-02-20-07		581.88	0.00
			FACILITIES / CFAS - SERVICES / CONTRACTED			
			Vendor Total-		581.88	
<b>00030 A.A.A. PORTABLE TOILETS</b>						
0074	23644	03	GARAGE TOILET	15658		
GARAGE TOILET			E 13-04-20-06		175.00	0.00
			FACILITIES / GARAGE - SERVICES / RENTALS			
			Vendor Total-		175.00	
<b>00173 ADMIRAL FIRE &amp; SAFETY, INC</b>						
0074	23645	03	RESPONDER JACKET	229108		
RESPONDER JACKET			E 05-05-30-08		386.77	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / UNIFORMS			
			Vendor Total-		386.77	
<b>00289 AUGUSTA FUEL CORP.</b>						
0074	23646	03	8 DALTON HEATING	5989725		
8 DALTON HEATING			E 13-11-20-05		210.02	0.00
			FACILITIES / DALTON - SERVICES / HEATING			
			Invoice Total-		210.02	
0074	23646	03	TS OFF ROAD DIESEL	5990421		
TS OFF ROAD DIESEL			E 15-05-30-02		322.56	0.00
			SOLID WASTE / WASTE - SUPPLIES / FUEL			
			Invoice Total-		322.56	
0074	23646	03	GARAGE HEATING	5991347		
GARAGE HEATING			E 13-04-20-05		68.86	0.00
			FACILITIES / GARAGE - SERVICES / HEATING			
			Invoice Total-		68.86	
0074	23646	03	CFAS PROPANE	5992722		
CFAS PROPANE			E 13-02-20-05		97.16	0.00
			FACILITIES / CFAS - SERVICES / HEATING			
			Invoice Total-		97.16	
0074	23646	03	GARAGE HEATING	5993091		
GARAGE HEATING			E 13-04-20-05		82.92	0.00
			FACILITIES / GARAGE - SERVICES / HEATING			
			Invoice Total-		82.92	
			Vendor Total-		781.52	
<b>00623 BELGRADE MECHANICAL SERVICES</b>						
0074	23647	03	SKIDSTEER REPAIRS	1175		
SKIDSTEER REPAIRS			E 13-01-35-01		210.00	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
			Invoice Total-		210.00	
0074	23647	03	SANDER REPAIRS	1195		
SANDER REPAIRS			E 13-01-35-01		210.00	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
			Invoice Total-		210.00	
			Vendor Total-		420.00	

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00271 BERNSTEIN, SHUR, SAWYER &amp; NELSON</b>						
0074	23648	03	JANUARY RETAINER	2023		
JANUARY RETAINER			E 01-10-15-02		1,100.00	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL			
			<b>Vendor Total-</b>		<b>1,100.00</b>	
<b>00263 BOB THE PLUMBER, INC.</b>						
0074	23649	03	10 DALTON BLOWER MOTOR	6788		
10 DALTON BLOWER MOTOR			E 13-11-35-07		419.50	0.00
			FACILITIES / DALTON - REPAIRS / HEATING			
			<b>Invoice Total-</b>		<b>419.50</b>	
0074	23649	03	TOWN OFFICE TOILETS	6637		
TOWN OFFICE TOILETS			E 13-14-35-06		60.00	0.00
			FACILITIES / TOWN OFFICE - REPAIRS / PLUMBING			
			<b>Invoice Total-</b>		<b>60.00</b>	
0074	23649	03	TS RETENTION & ELECTRODES	6603		
TS RETENTION & ELECTRODES			E 13-09-35-07		60.00	0.00
			FACILITIES / TRANSFER STA - REPAIRS / HEATING			
			<b>Invoice Total-</b>		<b>60.00</b>	
0074	23649	03	CFAS TOILET REPAIRS	6734		
CFAS TOILET REPAIRS			E 13-02-35-06		60.00	0.00
			FACILITIES / CFAS - REPAIRS / PLUMBING			
			<b>Invoice Total-</b>		<b>60.00</b>	
			<b>Vendor Total-</b>		<b>599.50</b>	
<b>00386 BOUNDTREE MEDICAL</b>						
0074	23650	03	SAFETY GLASSES, RESPIRATO	84860188		
SAFETY GLASSES, RESPIRATO			E 05-05-30-07		698.55	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS			
			<b>Vendor Total-</b>		<b>698.55</b>	
<b>00116 BROMAR, INC</b>						
0074	23651	03	TOWN REPORT PRINT/POSTAGE	34712		
TOWN REPORT PRINTING			E 01-10-25-02		6,420.00	0.00
			GEN'L GOV. / ADMIN - PRINTING / ANNUAL REPOR			
TOWN REPORT POSTAGE			E 01-10-30-01		2,193.07	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE			
			<b>Vendor Total-</b>		<b>8,613.07</b>	
<b>00097 BUSINESS COMMUNICATIONS OF MAINE</b>						
0074	23652	03	PHONE SYSTEM MAINTENANCE	12984		
PHONE SYSTEM MAINTENANCE			E 01-10-20-07		725.00	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
			<b>Vendor Total-</b>		<b>725.00</b>	
<b>00830 CAI TECHNOLOGIES</b>						
0074	23653	03	SHORELAND MAP PRINTING	15752		
SHORELAND MAP PRINTING			E 01-25-25-04		400.00	0.00
			GEN'L GOV. / PLANNING BRD - PRINTING / MISC			
			<b>Vendor Total-</b>		<b>400.00</b>	
<b>00000 CARLSON, LELANI</b>						
0074	23654	03	EXCISE REFUND	2/21/2023		
EXCISE REFUND			R 01-13		78.56	0.00
			GEN'L GOV. - EXCISE - MV			
			<b>Vendor Total-</b>		<b>78.56</b>	
<b>00020 CENTRAL MAINE POWER</b>						
0074	23656	03	CFAS ELECTRICITY	718001625605		

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
CFAS ELECTRICITY			E 13-02-20-04		530.21	0.00
			FACILITIES / CFAS - SERVICES / ELECTRICITY			
			Invoice Total-		530.21	
0074	23656	03	MAIN ST DAM ELECTRICITY	704001693464		
MAIN ST DAM ELECTRICITY			G 3-596-00		36.65	0.00
			CAPITAL PROJ / DAMS			
			Invoice Total-		36.65	
0074	23656	03	CFAS OUTBUILDING ELECTRIC	711001649169		
CFAS OUTBUILDING ELECTRIC			E 13-02-20-04		20.17	0.00
			FACILITIES / CFAS - SERVICES / ELECTRICITY			
			Invoice Total-		20.17	
0074	23656	03	LAKES FD ELECTRICITY	710001656569		
LAKES FD ELECTRICITY			E 13-06-20-04		234.32	0.00
			FACILITIES / FD:LAKES - SERVICES / ELECTRICITY			
			Invoice Total-		234.32	
0074	23656	03	18 DALTON ELECTRICITY	702001713373		
18 DALTON ELECTRICITY			E 13-11-20-04		20.16	0.00
			FACILITIES / DALTON - SERVICES / ELECTRICITY			
			Invoice Total-		20.16	
0074	23656	03	VILLAGE GREEN ELECTRICITY	705001686465		
VILLAGE GREEN ELECTRICITY			E 13-10-20-04		20.16	0.00
			FACILITIES / PARKS - SERVICES / ELECTRICITY			
			Invoice Total-		20.16	
0074	23656	03	8 DALTON ELECTRICITY	706001683212		
8 DALTON ELECTRICITY			E 13-11-20-04		263.66	0.00
			FACILITIES / DALTON - SERVICES / ELECTRICITY			
			Invoice Total-		263.66	
0074	23656	03	10 DALTON ELECTRICITY	711001648180		
10 DALTON ELECTRICITY			E 13-11-20-04		100.77	0.00
			FACILITIES / DALTON - SERVICES / ELECTRICITY			
			Invoice Total-		100.77	
0074	23656	03	WINGS MILLS DAM ELECTRICI	711001647408		
WINGS MILLS DAM ELECTRICI			G 3-596-00		26.32	0.00
			CAPITAL PROJ / DAMS			
			Invoice Total-		26.32	
0074	23656	03	TS ELECTRICITY	713001643051		
TS ELECTRICITY			E 13-09-20-04		897.74	0.00
			FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY			
			Invoice Total-		897.74	
0074	23656	03	TOWN OFFICE ELECTRICITY	724001472347		
TOWN OFFICE ELECTRICITY			E 13-14-20-04		863.52	0.00
			FACILITIES / TOWN OFFICE - SERVICES / ELECTRICITY			
			Invoice Total-		863.52	
0074	23656	03	OLD TOWN HOUSE ELECTRIC	708001675609		
OLD TOWN HOUSE ELECTRIC			E 13-13-20-04		20.16	0.00
			FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICITY			
			Invoice Total-		20.16	
0074	23656	03	DEPOT FD ELECTRICITY	708001675608		
DEPOT FD ELECTRICITY			E 13-07-20-04		102.62	0.00
			FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY			
			Invoice Total-		102.62	
0074	23656	03	SALT&SAND ELECTRICITY	711001653051		
SALT&SAND ELECTRICITY			E 13-05-20-04		131.42	0.00
			FACILITIES / SALT & SAND - SERVICES / ELECTRICITY			

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Invoice Total-					131.42	
0074	23656	03	GARAGE ELECTRICITY	707001678092		
GARAGE ELECTRICITY			E 13-04-20-04		58.81	0.00
			FACILITIES / GARAGE - SERVICES / ELECTRICITY			
Invoice Total-					58.81	
Vendor Total-					3,326.69	
00099 CHARTER COMMUNICATIONS						
0074	23657	03	NBCC INTERNET	0010732022523		
NBCC INTERNET			E 13-03-20-01		117.94	0.00
			FACILITIES / NBCC - SERVICES / COMMUNICATIO			
Vendor Total-					117.94	
00224 DUNBAR, LAURA						
0074	23658	03	READING SUPP AND ENRICHME	2/16/2023		
READING SUPP AND ENRICHME			E 62-01-99-99		504.82	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
Vendor Total-					504.82	
00405 EAGLE RENTAL						
0074	23659	03	CHIPPER RENTAL	13575		
CHIPPER RENTAL			E 13-01-20-06		500.00	0.00
			FACILITIES / GENERAL - SERVICES / RENTALS			
Vendor Total-					500.00	
00139 FIRE TECH & SAFETY						
0074	23660	03	HOSE COUPLED	210938		
HOSE COUPLED			E 05-05-40-04		167.44	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PURCHASES / EQUIPMENT			
Vendor Total-					167.44	
00000 GARTEN, BRICE						
0074	23661	03	EXCISE REFUND	2/21/2023		
EXCISE REFUND			R 01-13		18.18	0.00
			GEN'L GOV. - EXCISE - MV			
Vendor Total-					18.18	
00066 GENERATORS OF MAINE, INC						
0074	23662	03	RESCUE 6 REPAIRS	2308		
RESCUE 6 REPAIRS			E 05-05-35-04		2,923.26	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - REPAIRS / FIRE TRUCKS			
Vendor Total-					2,923.26	
00434 GROUP DYNAMIC, INC.						
0074	23663	03	MARCH 2023 HRA	L2303-016000064		
MARCH 2023 HRA			E 23-10-99-99		36.00	0.00
			INSURANCE / HRA ADMIN - EXPENSE / EXPENSE			
Vendor Total-					36.00	
00009 HAMMOND LUMBER COMPANY						
0074	23664	03	PROPANE TORCH	6335131		
PROPANE TORCH			E 13-01-30-04		39.99	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
Vendor Total-					39.99	
00077 HARRIS COMPUTER SYSTEMS						
0074	23665	03	TRIO LIVE GO LIVE SERVICE			
TRIO LIVE GO LIVE SERVICE			E 01-10-46-02		375.00	0.00
			GEN'L GOV. / ADMIN - LICENSES / HARRIS			
Vendor Total-					375.00	
00183 HYGRADE BUSINESS GROUP						

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0074	23666	03	CHECKS		784037	
CHECKS			E 01-10-30-03		316.96	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Vendor Total-		316.96	
00345 INDUSTRIAL PROTECTION SERVICES LLC						
0074	23667	03	AIR COMPRESSOR TESTING		185787-00	
AIR COMPRESSOR TESTING			E 05-05-15-12		900.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PROFESSIONAL / AIR COMPRESS			
			Vendor Total-		900.00	
00023 INLAND FISHERIES AND WILDLIFE						
0074	23668	03	FEBRUARY 2023 IF&W REPORT		020123-022823	
FEBRUARY 2023 IF&W REPORT			G 1-215-00		7,361.85	0.00
			GEN'L FUND / IF&W			
			Vendor Total-		7,361.85	
00404 JORDAN EQUIPMENT CO						
0074	23669	03	SKID STEER REPAIRS		00321	
SKID STEER REPAIRS			E 13-01-35-01		192.17	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
			Vendor Total-		192.17	
00550 KYOCERA						
0074	23670	03	COPIER CONTRACT		55L2312987	
COPIER CONTRACT			E 01-10-20-14		440.17	0.00
			GEN'L GOV. / ADMIN - SERVICES / COPIER			
			Vendor Total-		440.17	
00638 LEAF						
0074	23671	03	REC COPIER		14403074	
REC COPIER			E 25-30-20-07		43.94	0.00
			RECREATION / REC PROGRAMS - SERVICES / CONTRACTED			
			Vendor Total-		43.94	
00250 LEIGHTON SIGNWORKS						
0074	23672	03	STREET SIGNS		10387	
STREET SIGNS			E 10-01-30-04		109.00	0.00
			PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING			
			Vendor Total-		109.00	
00438 LITTLE GUY PRESS						
0074	23673	03	TRANSFER STATION STICKERS		LDP4538	
TRANSFER STATION STICKERS			E 15-05-20-07		674.00	0.00
			SOLID WASTE / WASTE - SERVICES / CONTRACTED			
			Invoice Total-		674.00	
0074	23673	03	TRANSFER STAT PUNCH CARDS		LGP4537	
TRANSFER STAT PUNCH CARDS			E 15-05-20-07		775.53	0.00
			SOLID WASTE / WASTE - SERVICES / CONTRACTED			
			Invoice Total-		775.53	
			Vendor Total-		1,449.53	
00727 MAID4U						
0074	23674	03	CFAS CLEANING		FEB 2023	
CFAS CLEANING			E 13-02-20-09		1,420.00	0.00
			FACILITIES / CFAS - SERVICES / CLEANING			
			Invoice Total-		1,420.00	
0074	23674	03	LAKES FD CLEANING		FEB 2023	
LAKES FD CLEANING			E 13-06-20-09		400.00	0.00
			FACILITIES / FD:LAKES - SERVICES / CLEANING			



Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>Invoice Total-</b>					<b>400.00</b>	
0074	23674	03	NBCC CLEANING			
NBCC CLEANING			E 13-03-20-09	FEB 2023	400.00	0.00
FACILITIES / NBCC - SERVICES / CLEANING						
<b>Invoice Total-</b>					<b>400.00</b>	
0074	23674	03	TOWN OFFICE CLEANING			
TOWN OFFICE CLEANING			E 13-14-20-09	FEB 2023	700.00	0.00
FACILITIES / TOWN OFFICE - SERVICES / CLEANING						
<b>Invoice Total-</b>					<b>700.00</b>	
<b>Vendor Total-</b>					<b>2,920.00</b>	
<b>00800 MAINE GOVERNMENT FINANCE OFFICERS</b>						
0074	23675	03	WEBINAR TRAINING			
WEBINAR TRAINING			E 01-10-13-01	1000439787	75.00	0.00
GEN'L GOV. / ADMIN - EDUCATION / EDUCATION						
<b>Vendor Total-</b>					<b>75.00</b>	
<b>00002 MAINE MUNICIPAL ASSOCIATION</b>						
0074	23676	03	WORKERS COMP			
WORKERS COMP			E 23-15-99-99	58608	6,675.00	0.00
INSURANCE / WORKERS COMP - EXPENSE / EXPENSE						
<b>Invoice Total-</b>					<b>6,675.00</b>	
0074	23677	03	MAINE TOWN AND CITY			
MAINE TOWN AND CITY			E 01-10-14-01	1000441447	10.00	0.00
GEN'L GOV. / ADMIN - MEMBERSHIP / MMA						
<b>Invoice Total-</b>					<b>10.00</b>	
0074	23678	03	BROADBAND WEBINAR			
BROADBAND WEBINAR			E 01-01-13-01	100041132	40.00	0.00
GEN'L GOV. / SELECT PRSNS - EDUCATION / EDUCATION						
<b>Invoice Total-</b>					<b>40.00</b>	
<b>Vendor Total-</b>					<b>6,725.00</b>	
<b>00582 MAINE TECHNOLOGY GROUP</b>						
0074	23679	03	MARCH IT SERVICES			
MARCH IT SERVICES			E 01-10-15-03	31065	1,439.45	0.00
GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT						
<b>Vendor Total-</b>					<b>1,439.45</b>	
<b>00831 MAINEIAC TRAINING</b>						
0074	23680	03	VEHICLE EXT/FIRE HYDRID			
VEHICLE EXT/FIRE HYDRID			E 05-05-13-01	23-11	250.00	0.00
PUBLIC SAFTY / FD/ RSC DEPT - EDUCATION / EDUCATION						
<b>Vendor Total-</b>					<b>250.00</b>	
<b>00742 MB TRACTOR &amp; EQUIPMENT</b>						
0074	23681	03	BALL JOINT WALKER MOWER			
BALL JOINT WALKER MOWER			E 13-01-35-01	110525	23.90	0.00
FACILITIES / GENERAL - REPAIRS / EQUIPMENT						
<b>Vendor Total-</b>					<b>23.90</b>	
<b>00256 MODERN PEST SERVICES</b>						
0074	23682	03	CFAS PEST CONTROL			
CFAS PEST CONTROL			E 13-02-20-12	5696637	83.50	0.00
FACILITIES / CFAS - SERVICES / PEST CONTROL						
<b>Vendor Total-</b>					<b>83.50</b>	
<b>00802 P.D.Q. DOOR</b>						
0074	23683	03	TRANSFER STATION DOORS			
TRANSFER STATION DOORS			E 13-09-35-08	W196958	2,142.50	0.00

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
FACILITIES / TRANSFER STA - REPAIRS / BUILDING						
Vendor Total-					2,142.50	
00003	REGISTRY OF DEEDS					
0074	23684	03	5 LIEN DISCHARGES			
	5 LIEN DISCHARGES		E 01-10-47-01		95.00	0.00
	GEN'L GOV. / ADMIN - FEES / DISCHARGE					
Vendor Total-					95.00	
00034	RSU # 18					
0074	23685	03	INSTALLMENT-			
	RSU # 18 INSTALLMENT		E 31-01-99-99		556,617.68	0.00
	SCHOOL / RSU 18 - EXPENSE / EXPENSE					
Vendor Total-					556,617.68	
00130	STAPLES CREDIT PLAN					
0074	23686	03	PAPER			
	PAPER		E 01-10-30-03		14.09	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OFFICE					
Vendor Total-					14.09	
00424	STEVENS, JASON					
0074	23687	03	TREE WORK, ALL SIGNS	2/5/2023		
	TREE WORK, ALL SIGNS		E 10-01-20-06		513.28	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS					
Invoice Total-					513.28	
0074	23687	03	TREE WORK, TAYLOR WOODS R	2/12/2023		
	TREE WORK, TAYLOR WOODS R		E 10-01-20-06		827.88	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS					
Invoice Total-					827.88	
0074	23687	03	TREE WORK, POST ROADS	2/19/2023		
	1 TON 16 HRS		E 10-01-20-06		1,026.56	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS					
	CHAINSAW 9 HRS		E 10-01-20-06		250.74	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS					
Invoice Total-					1,277.30	
Vendor Total-					2,618.46	
00085	THE COPY CENTER					
0074	23688	03	MARCH NEWSLETTER PRINT	82788		
	MARCH NEWSLETTER PRINT		E 01-10-25-03		926.66	0.00
	GEN'L GOV. / ADMIN - PRINTING / NEWSLETTER					
Vendor Total-					926.66	
00048	TREASURER, STATE OF MAINE					
0074	23689	03	PLUMBING PERMITS			
	PLUMBING PERMITS		G 1-211-00		42.50	0.00
	GEN'L FUND / PLUMB. PERM.					
Vendor Total-					42.50	
00155	TREASURER, STATE OF MAINE					
0074	23690	03	ANNUAL REPORTING FEES	0213231SWF00000		
	ANNUAL REPORTING FEES		E 15-05-46-07		184.00	0.00
	SOLID WASTE / WASTE - LICENSES / TRNSFR STATN					
Vendor Total-					184.00	
00349	TREASURER, STATE OF MAINE					
0074	23691	03	FEBRUARY VITALS REPORT -23	2012023-2282023		
	FEBRUARY VITALS REPORT -23		G 1-213-00		20.40	0.00
	GEN'L FUND / STATE VITALS					

A / P Warrant

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
				Vendor Total-	20.40	
00024 TREASURER, STATE OF MAINE (A.W.)						
0074	23692	03	ANIMAL REPORT 2/1-2/28/23	2/1/23-2/28/23		
ANIMAL REPORT 2/1-2/28/23	G 1-210-00				274.00	0.00
			GEN'L FUND / DOG LICENSES			
				Vendor Total-	274.00	
00178 WARREN BROTHERS						
0074	23693	03	PLOWING CONTRACT	3/5/2023		
PLOWING CONTRACT	E 10-10-20-07				30,493.00	0.00
			PUBLIC WORKS / PLOW & SAND - SERVICES / CONTRACTED			
				Vendor Total-	30,493.00	
00013 WASTE MANAGEMENT OF						
0074	23694	03	CFAS DUMPSTER	206313920806		
CFAS DUMPSTER	E 25-30-20-07				92.74	0.00
			RECREATION / REC PROGRAMS - SERVICES / CONTRACTED			
				Vendor Total-	92.74	
00369 WB MASON CO, INC						
0074	23695	03	LABELS	236486042		
LABELS	E 01-10-30-03				68.94	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
				Vendor Total-	68.94	
00206 WORKPLACE HEALTH						
0074	23696	03	RESPIRATOR QUESTIONAIRE	331791		
RESPIRATOR QUESTIONAIRE	E 05-05-30-06				25.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / MEDICAL			
				Invoice Total-	25.00	
0074	23696	03	RESPIRATOR QUESTIONAIRE	331545		
RESPIRATOR QUESTIONAIRE	E 05-05-20-11				25.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL			
				Invoice Total-	25.00	
0074	23696	03	SPIROMETRY/RESPIRATOR MED	331992		
SPIROMETRY/RESPIRATOR MED	E 05-05-20-11				146.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL			
				Invoice Total-	146.00	
				Vendor Total-	196.00	
00795 WORTHING, JEFF						
0074	23697	03	ACO MILEAGE 164	1/7-1/28/2023		
ACO MILEAGE 164	E 05-30-20-02				75.44	0.00
			PUBLIC SAFTY / ACO - SERVICES / TRANSPORTATI			
				Vendor Total-	75.44	
00421 YANKEE COMMUNICATIONS						
0074	23698	03	ANTENNA	22-1063		
ANTENNA	E 05-05-40-04				449.10	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PURCHASES / EQUIPMENT			
				Vendor Total-	449.10	

A / P Warrant

Warrant 27

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account		Proj	Amount	
			Prepaid Total-	0.00	
			Current Total-	639,270.15	
			EFT Total-	0.00	
			Warrant Total-	639,270.15	

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 \_\_\_\_\_

DANIEL NEWMAN, SELECTPERSON \_\_\_\_\_

BARBARA ALLEN, V. CHAIR \_\_\_\_\_

CAROL JOHNSON, SELECTPERSON \_\_\_\_\_

LORNA DEE NICHOLS, TOWN MANAGER \_\_\_\_\_