

TOWN OF BELGRADE
Meeting Agenda
BOARD OF SELECTPERSONS
APRIL 4, 2023 / 6:30 P.M.
BELGRADE TOWN OFFICE

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

Call to Order and Pledge of Allegiance

Establish Quorum

Open Meeting

1. **PUBLIC COMMENT**
2. **PRESENTATION & DISCUSSION – RSU 18 Budget ~ Supt. Gartley**
3. **OLD BUSINESS**
 - A. Review, approval of March 21, 2023, **Selectboard minutes**
 - B. Discussion and consideration of **multi-year contract warrant article(s)** for June.
 - C. Discussion and consideration of **American Rescue Plan Act (ARPA) funds**
4. **NEW BUSINESS**
 - A. Consideration of **appointments**
 - B. Discussion and consideration of **retention increases retroactive pay.**
 - C. Discussion and consideration of **Employee Annual Review Policy** revision
 - D. Discussion and consideration of new **Planning Board Ordinance and warrant article for June**
 - E. Discussion and consideration of a **strategic planning/goal setting session**
5. **OTHER BUSINESS**
6. **WARRANTS**
7. **TOWN MANAGER REPORT**
8. **EXECUTIVE SESSION: 1 M.R.S.A. §405(6) – if needed.**

Memo

RSU 18 Budget

Superintendent C. Gartley will be present to discuss the FY 24 budget with the Selectboard and answer questions from the board.

Lorna Dee Nichols

From: Carl Gartley <cgartley@rsu18.org>
Sent: Thursday, March 30, 2023 8:40 AM
To: Lorna Dee Nichols
Subject: FY 24 draft budget
Attachments: FY-24-Budget-School-Board V1.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

EXTERNAL MESSAGE:

Lorna,

I am coming out to Belgrade next Tuesday to speak with your board, and very much looking forward to it.

Please forward this email to them so they have the most up to date information.

Attached is a copy of the proposed FY 24 budget. They will notice on Page 2 of this long document I included a consolidated spreadsheet that summarizes each article and what the \$\$\$ change and % change is from FY 23 to FY 24. This is typically something that is requested.

When I attend next week I will talk very briefly about how the district is doing (academic progress), where we are with the budget, and I think there may be some questions from your board about Additional Local Funds. I will try to speak to that as well.

On another related note, some of your board may have read in the paper today that the state found an error in their subsidy calculations, and the result is that our district will be receiving more funds, around \$712K more.

The School Board has not adopted a budget yet, and as such they have flexibility of what to do with this money. They could increase spending on areas they see under funded, or they could simply use the extra subsidy to reduce taxes. My recommendation and assumption is that they will do the latter. I expect my Board will want to use the majority of this to be used to reduce the tax assessment for FY 24.

If that is the case, Belgrade would see a reduction in what the assessment was scheduled to be by at least 175K and possibly up to 200K. This is significant money and really good news.

Have a great weekend and I will see you next week.

--
Carl Gartley

Memo

Minutes of March 21

Review and approve minutes of March 21, 2023.

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

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

Present: Selectpersons Carol Johnson, Daniel Newman, Melanie Jewell, Barbara Allen, Peter Rushton; Town Manager Lorna Dee Nichols, Bruce Galouch, Dick Greenan, Sara Languet, Mac Stocco.

Remote Participants: Cory Alexander, Gary Mahler, Lenny Reich, Mary Vogel, Michael Barrett, Nicholas Alexander, Richard Bourne.

Meeting called to order at 6:35 p.m. by Town Manager Lorna Dee Nichols.

Pledge of Allegiance

Election of Selectboard Chair and Vice Chair

The Town Manager called for nominations for Chair. Melanie Jewell nominated Daniel Newman; Carol Johnson nominated Barbara Allen.

The Town Manager called for a vote of Daniel Newman for Chair, vote 2-3 – the vote does not pass with a majority – the noes have it.

The Town Manager called for a vote of Barbara Allen for Chair, vote 4-1 – the vote passes with a majority.

Chair Barbara Allen called for nominations for Vice Chair. Barbara Allen nominated Carol Johnson; Melanie Jewell nominated Daniel Newman.

Chair Barbara Allen called for a vote of Carol Johnson for Vice Chair, vote 4 yay and one abstaining – the vote passes with a majority.

Review, approve Minutes of March 7, 2023

Selectperson Melanie Jewell motioned to approve minutes as amended, seconded by Vice Chair Carol Johnson, vote 4 yay and one abstaining.

Public Comments

Sara Languet let the Board know she had additional information for the RSU 18 'additional funds' budget which she would send to the office to disseminate out to the Board.

Open Meeting

OLD BUSINESS

ARPA Funds – Dam Disbursement

Dick Greenan explained all organizations they have approached for funds. The county may come through if other applicants fail to meet all criteria and get their paperwork in or default on their requests. They are looking at a two-week repair period early spring/summer – maybe in June.

Selectperson Melanie Jewell motioned to approve \$48,000 from American Rescue Funds to go to the Belgrade Lakes Dam Committee for repairs of the Village dam, seconded by Vice Chair Carol Johnson, vote 5-0.

Water District Trustees

The Board received a letter of interest from a new resident (Paul Cleaves), the Board would like him to complete an application and some additional information for review. Bruce Galouch also expressed interest in serving as a trustee. A Selectboard member can also serve to complete the required three positions. The Board will take this up again at a future meeting.

Fire Department land search letter

Vice Chair Carol Johnson presented a draft letter to use in the Fire Department's search for a suitable piece of land to meet the current and future needs of the town. There are approximately 15 landowners to check with, there are two parcels being considered already. The town currently owns a small parcel across from Gagne's, the Board asked the Town Manager to locate the deed and send out to the full Board for review.

The parcel selected should be within 5 miles for insurance purposes.

The Board approved of the letter, and this should go out within the next few days once the office has a list of recipients from the Fire Chief.

NEW BUSINESS

Review Annual Town Meeting (issues, concerns)

Not advertised well enough, low attendance; was not in newspaper.

The voting and in person town meeting were advertised through the Town's website, Facebook page, talking sign, newsletter and town report (both the newsletter and town report go to all households).

Cemetery article should have included the details of the Sexton position.

This was discussed by the Selectboard prior to finalizing the warrant articles.

Annual report – did not include death names.

There is no legal requirement to include the names, just the number of deaths. It is a safety issue as surviving spouses are sometimes targeted. Can we check with the families to get permission to list names? We do not get the newspaper at the town office for notice of those who pass away in other towns. We can change back next year to include. Add a disclaimer that the list may be incomplete?

People were happy to have an in-person meeting.

We need better microphones; revamp sound system (utilize American Rescue Funds?)

We had 100 absentee ballots, 135 in-person votes; we had 400 last year vote by secret ballot; how do we get more people to participate?

Moderator for next year, training

Officials and staff sitting up front should be introduced

Need parking signs for CFAS next year.

Appointments

Selectperson Melanie Jewell motioned to appoint the following for the 2023 fiscal year, seconded by Vice Chair Carol Johnson, vote 5-0.

Addressing Officer	Hans Rasmussen	1 yr
Assessing Agent	RJ Duplissea	1 yr
Agent, IF&W	Mary Vogel	1 yr
Agent, Motor Vehicle	Nicholas Poole	1 yr
Civil Emergency Mgt. Dr.	Edward Ketch, Jr.	1 yr
Code Enforcement Officer	Hans Rasmussen	1 yr
Harbor Master	Hans Rasmussen	1 yr
Registrar	Charlene Houle	1 yr
Town Clerk	Mary Vogel	1 yr
Freedom of Information Officer	Mary Vogel	1 yr
GA Administrator	Lorna Dee Nichols	1 yr
Public Information Officer	Jeremy Damren	1 yr
Plumbing Inspector	Hans Rasmussen	1 yr
Road Commissioner	Jason Stevens	1 yr
Tax Collector	Nicholas Poole	1 yr
Tree Warden	Jason Stevens	1 yr
Treasurer	Nicholas Poole	1 yr

Applications received for other appointments to committees:

Reappointment Doris Mathias, Senior Resource Committee

Selectperson Melanie Jewell motioned to reappoint Doris Mathias to the Senior Resource Committee, seconded by Vice Chair Carol Johnson, vote 5-0.

Penny Morrell, Public Works Ad Hoc Committee

Selectperson Melanie Jewell motioned to table to a time when Penny could be present, seconded by Selectperson Daniel Newman, vote 5-0.

Nathaniel Boehmer, Public Works Ad Hoc Committee

Selectperson Melanie Jewell motioned to table to a time when Nathaniel could be present, seconded by Vice Chair Carol Johnson, vote 5-0.

Reappointment Michael Barrett, Transfer Station Committee

Chair Barbara Allen motioned to reappoint Michael Barrett to the Transfer Station Committee, seconded by Selectperson Melanie Jewell, vote 5-0.

Anthony Wilson, Comprehensive Plan Review Committee

Selectperson Daniel Newman motioned to table to a time when Anthony could be present, seconded by Selectperson Melanie Jewell, vote 5-0.

Reappointment Gary Mahler, Budget Committee

Selectperson Melanie Jewell motioned to reappoint Gary Mahler to the budget committee, seconded by Selectperson Daniel Newman, vote 5-0.

Gary Mahler, Public Works Ad Hoc Committee

Selectperson Melanie Jewell motioned to appoint Gary Mahler to the Public Works Ad Hoc Committee, seconded by Vice Chair Carol Johnson, vote 5-0.

First Responder Memorial landscaping

Mac Stocco provided the Board an overview of the landscaping plans to finish the First Responder Memorial located at the Town Office. The committee has enough funds to complete the landscaping and hopes to have this completed in May or June. It was suggested having it ready for Memorial Day would be a great idea for an official dedication ceremony.

Discussion on water runoff from the roof and using crushed stone vs. mulch; running a conduit to have lights that point to the memorial.

Selectperson Melanie Jewell motioned to approve utilizing \$6,885 from the First Responder Memorial account for landscaping around the memorial, seconded by Vice Chair Carol Johnson, vote 5-0.

Delta Ambulance Service contract (1 year)

Selectperson Melanie Jewell motioned to sign the Delta Ambulance contract at \$15/per capita for one year, seconded by Vice Chair Carol Johnson, vote 5-0.

WARRANTS

Payroll Warrant 30 \$17,387.72

Selectperson Melanie Jewell motioned to approve warrant 30 in the amount of \$17,387.72, seconded by Vice Chair Carol Johnson, vote 5-0.

BMV Warrant 31 \$6,985.48

Selectperson Melanie Jewell motioned to approve warrant 31 in the amount of \$6,985.48, seconded by Vice Chair Carol Johnson, vote 5-0.

AP Warrant 32 \$71,035.36

Selectperson Melanie Jewell motioned to approve warrant 32 in the amount of \$71,035.36, seconded by Vice Chair Carol Johnson, vote 5-0.

Ballot Clerk Payroll 33 \$1,141.50

Selectperson Melanie Jewell motioned to approve warrant 33 in the amount of \$1,141.50, seconded by Chair Barbara Allen, vote 5-0.

Payroll Warrant 34 \$19,196.57

Chair Barbara Allen motioned to approve warrant 34 in the amount of \$19,196.57, seconded by Selectperson Melanie Jewell, vote 5-0.

BMV Warrant 35

\$8,854.56

Chair Barbara Allen motioned to approve warrant 35 in the amount of \$8,854.56, seconded by Selectperson Melanie Jewell, vote 5-0.

TOWN MANAGER REPORT

Public Works Ad Hoc Committee

Met last week, subcommittees have been set up and we will meet again March 30. The meeting went very well, great attendance and enthusiasm!

RSU 18 Budget

Superintendent Gartley will be present at your April 4 meeting to present the FY 24 budget.

PSAP Update

Dan MacKenzie will attend the Kennebec County PSAP coverage meeting Friday, March 17. He will get an update to me which will be sent out to the Board.

MMA Risk Management

I met with James Toman, Loss Control Consultant with MMA Risk Management Services. He toured the Town Office, maintenance garage and transfer station. He will provide a report with recommendations to make our facilities safer – utilizing the motto – ‘if it can be predicted, it can be prevented’. A copy of his report will be forwarded out to the Board once received.

Proposed Planning Board Ordinance

I met with George Seel and Peter Rushton to discuss a new Planning Board establishment ordinance for the June referendum ballot. I have included this in your board packet for review and will add to the agenda for April. The timeline to include this and any other referendum questions for June is:

Review and approve all at first or second meeting in April.

Hold public hearing by May 2

Absentee ballots will be ready May 17

Voting June 13

Androscoggin Bank

We have secured a higher interest rate for our accounts with Androscoggin increasing from just 1% to 3% which will provide a higher return of earned interest for the Town.

Water project design

MeDOT is moving forward with their consultant on the new water supply design. They will also be drilling a new well on the Chase property as soon as snow and mud conditions allow – they hope to get this completed before mid-April.

Reconstruction of Route 27

The Town sent a letter of support to Senators Collins and King for the Maine Department of Transportation’s FY 24 Congressionally Directed Spending request to fund the reconstruction of Route 27 through Belgrade, Rome, and New Sharon.

On the radar

American Rescue Funds projects
Water Trustee appointments
Dalton rental agreement(s)
Comprehensive Plan Committee
LD 2003
Possible Broadband Committee

Chair Barbara Allen motioned to take a 5-minute break before entering into executive session, seconded by Selectperson Melanie Jewell, vote 5-0.

Selectperson Melanie Jewell motioned to exit regular session and enter executive session at 8:32 p.m., seconded by Chair Barbara Allen, vote 5-0.

EXECUTIVE SESSION: 1 M.R.S.A. §405(6)

Selectperson Melanie Jewell motioned to exit executive session and return to regular session at 9:40 p.m., seconded by Vice Chair Carol Johnson, vote 5-0.

No motions or decisions were made.

Selectperson Melanie Jewell motioned to adjourn the meeting at 9:42 p.m., seconded by Chair Barbara Allen, vote 5-0.

*Tabled items: Appointments for Penny Morrell, Anthony Wilson, Nathaniel Boehmer.
Next meeting: Tuesday, April 4 at 6:30 p.m.*

Memo

Warrant Articles Multi-Year Contracts

MMA Legal recommends warrant articles to obtain authority to enter into multi-year contracts; they do not recommend a perpetuity article for multi-year contracts:

In general, we advise against blanket warrant articles to authorize, accept, and appropriate grants or contracts, because that blanket authorization does not address the specific terms and conditions associated with any particular grant or contract. Moreover, in this case, it is even more difficult to argue that the authority to negotiate multi-year contracts exists in perpetuity, when this blanket warrant article is intended to be voted on once. It is not possible for such a warrant article approved at town meeting to obligate subsequent town meetings to comply with its terms.

In addition, it is our opinion that the select board must obtain specific approval from the voters to enter into a multi-year contract when the contract obligates the town to make payments in subsequent fiscal years. While one town meeting cannot bind another to actually make the payments or comply with the terms of any particular contract, the select board needs authority to enter into a contract that could make the town subject to penalties or fines if the town decides not to comply with the contract at a later time.

For these reasons, I do not recommend relying on a single warrant article from a single town meeting vote to authorize the select board to approve all multi-year contracts in perpetuity.

Rebecca McMahon, Director
Legal Services Department
Maine Municipal Association

In my opinion, each multi-year contract needs to be specifically authorized by the voters, regardless of the purpose or amount of the contract. The select board must obtain specific approval from the voters to enter into a multi-year contract when the contract obligates the town to make payments in subsequent fiscal years or require subsequent legislative bodies to comply with the terms of the contract. While one town meeting cannot bind another to actually make the payments or comply with the terms, the select board needs authority to enter into a contract that could make the town subject to penalties or fines if the town decides not to comply with the contract at a later time.

Breana N. Gersen, Staff Attorney
Legal Services Department
Maine Municipal Association

At the Board's request, the following is a perpetuity article for multi-year contracts:

Shall the Town vote to authorize the Board of Selectpersons or their designee to negotiate and enter into multi-year contracts on behalf of the Town and to extend existing contracts found to be in the best interest of the Town of Belgrade? This authorization will remain in effect until changed by a vote of a future town meeting.

The following are recommended (example) warrant article(s) from MMA Legal:

Article 2. To see if the town will vote to authorize the select board to enter into a three-year contract for a total amount not to exceed _____ for assessing services.

Article 3. To see if the town will vote to authorize the select board to enter into a three-year contract for a total amount not to exceed _____ for plumbing/heating services.

Article 4. To see if the town will vote to authorize the select board to enter into a three-year contract for a total amount not to exceed _____ for pest control services.

Article 5. To see if the town will vote to authorize the select board to enter into a three-year contract for a total amount not to exceed _____ for tree services.

Article 6. To see if the town will vote to authorize the select board to enter into a three-year contract for a total amount not to exceed _____ for sand/salt services.

Article 7. To see if the town will vote to authorize the select board to enter into a three-year contract for a total amount not to exceed _____ for dispatch services.

This would get you through the multi-year contracts for 2023 and they would then be added in the year in which they would expire (a 3-year contract done in 2023 would expire in 2026 – so at town meeting March of 2026, you would include the same articles).

You would follow the same pattern in each year that (any contracts) would be expiring –same article language for approval by voters.

MMA Legal also offered this additional information:

The select board could start the RFP process to determine the amount to put in the article or the select board could informally ask service providers with an estimate for the services the town requires and include that estimated amount in the article. The article authorizes the select board to enter into a contract for "an amount not to exceed," which means that the select board could always enter into a contract for a lesser amount than what is authorized by the voters.

Moreover, including a higher amount than what is needed in the article for this purpose will not affect the mill rate. The mill rate will generally only be affected by the amount actually raised from taxation to fund the annual costs of the contract.

Memo

ARPA Funds

The Town is in receipt of \$332,584 of ARPA funds. Several public meetings were held for input, as well as a suggestion form that residents could use.

The Board discussed some possible uses at its January 3, 2023 meeting. The Board approved \$48,000 for the village dam repair project at its March 21, 2023 meeting.

I have added information for digitizing our maps since the last review of these items in early January.

ARPA FUNDS

\$332,584

Project	Details	Estimate
Village Dam Repair APPROVED	Town of Belgrade portion of costs associated with dam repair.	\$ 48,000.00
Water System	costs associated with the public water system to remedy salt contamination in wells around the Town Office	
Public Lake Access	North Belgrade - the state has a program for matching funds up to \$15,000 for water access and/or parking improvements.	
New Fire Station	The fire department is currently working on a letter to go out to landowners to ascertain availability of local parcels. Needs to be centrally located.	
7 Lakes Alliance	\$26,000 for erosion control on town properties into Long and Great ponds, 10% contingency.	\$ 30,000.00
Video Meeting Equipment for CFAS	Purchasing technology to enhance online participation in public meetings.	\$ 5,000.00
Comp Plan Update/Digitize Tax Maps, Parcels	KVCOG has our tax maps and parcel data digitized but these would need updating. The updated comprehensive plan is due by 2026 at a cost of approximately \$28,000 with KVCOG's help (as done previously). Updating the tax map/parcel data would add a few thousand. This qualifies as an ARPA expenditure per MMA Legal. The data can be imported to our existing iWorq program (a feature included in the plan we currently pay for).	\$ 60,000.00 *
Public Wi-fi/Wi-fi Hotspots	Installing Wi-Fi hotspots around town. Should set up a broadband committee? To explore town-wide coverage?	
Michael Saxl	Rockwood Drive Broadband expansion request for nine houses, \$25,000.	\$ 25,000.00
Drive Thru Town Office	Underground. Survey of who would use?	
PW Department	Equipment, set up.	

* comp plan \$30,000 plus map digitization \$30,000 minimum

\$ 168,000.00
Balance \$ 164,584.00

Lorna Dee Nichols

From: Joel Greenwood <jgreenwood@kvcog.org>
Sent: Thursday, March 30, 2023 1:16 PM
To: Lorna Dee Nichols
Subject: RE: Information Request
Attachments: LUZonesLARGEDEC13.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

EXTERNAL MESSAGE:

Hi Lorna,

So technically the towns tax parcels are already digitized. We have a version, but it will likely need a bit of an update etc. See the attached map for the last piece for work we helped the town with. We can certainly look to assist getting them online for you so that you can view them and do some basic interrogation of the parcels etc. I would hope the cost of this to be minimal so we can cover it via your existing dues. It depends on the number of updates to parcel boundaries we might have make that it might be a small fee - a few thousand perhaps?. An example that we have worked on for Winthrop is here: <https://arcg.is/1qn01G>

I am sure some towns have used ARPA funds for all manner of projects and this kind of thing and its upkeep are a good thing to use the money for.

If you have any more questions let me know.

Thanks,

Joel

Joel Greenwood

Planning Director

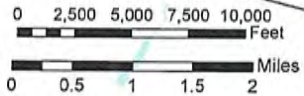
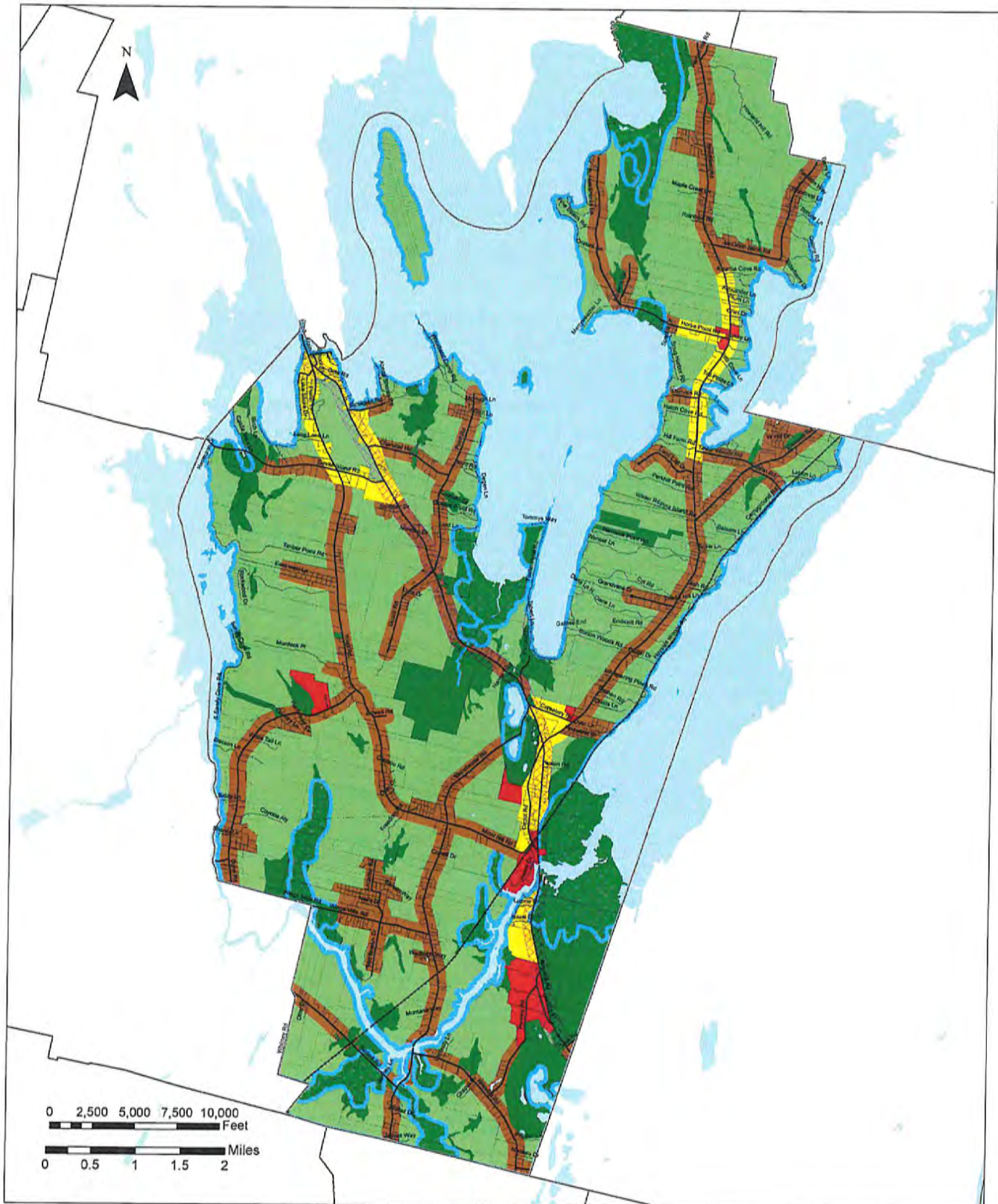
Kennebec Valley Council of Governments

17 Main Street, Fairfield, ME 04937

(207) 453-4258 Ext - 219



From: Lorna Dee Nichols <townmanager@townofbelgrade.com>
Sent: Thursday, March 30, 2023 10:50 AM



Town of Belgrade
Kennebec County, Maine
Future Land Use Plan Map
2013 Comprehensive Plan



Neither NRCM nor the Town of Belgrade assume any liability for the data delineated herein. Boundaries depicted on this map are for planning purposes only. Boundary data is based on digital sources and may differ from ground-based observations.
 Data Sources: Maine Office of GIS, Maine DOT, USGS, Town of Belgrade
 Created 05-2013 by JG - REVISED 12/09/13

Map Legend	
Land Use Districts -	— Town Boundary
GROWTH AREAS - 1,464 acres (5.6%)	□ Lot Parcels
■ Village District - 1,055 acres (4.0%)	— Town Roads
■ General Development District - 409 acres (1.6%)	— Private Roads
▨ Route 27 Corridor (Overlay District) - 1,115 acres	— Railroad
RURAL AREAS - 24,806 acres (94.4%)	■ Waterbodies
■ Critical Resource Conservation District - 5,391 acres (20.5%)	■ Welland
■ Residential / Mixed Use District - 5,610 acres (21.4%)	
■ Rural District - 10,897 acres (41.5%)	
■ Shoreland Zone* - 2,908 acres (11.1%)	

APPROXIMATE ACREAGES ONLY

Lorna Dee Nichols

From: Nick Poole
Sent: Thursday, March 30, 2023 2:14 PM
To: Lorna Dee Nichols
Subject: FW: Belgrade - FW: Information Request

Follow Up Flag: Follow up
Flag Status: Flagged

MMA response below. Looks like they agree. Let me know your thoughts.

Nick Poole
Treasurer
Town of Belgrade
990 Augusta Road
Belgrade, ME 04917
Phone: 495-2258 Ext. 211
Fax: 207-495-2742
Email: treasurer@townofbelgrade.com

From: Legal Services Dept <legal@memun.org>
Sent: Thursday, March 30, 2023 2:11 PM
To: Nick Poole <treasurer@townofbelgrade.com>
Subject: RE: Belgrade - FW: Information Request

EXTERNAL MESSAGE:

Nick,

As you likely know, the Final Treasury Rule retains the four broad categories of eligible uses for ARPA funds, which include:

- Responding to the public health emergency or its negative economic impacts (e.g., assistance to households, small businesses, nonprofits, impacted industries – tourism, travel, hospitality);
- Providing premium pay to eligible workers responding to the public health emergency;
- Providing government services to the extent of the reduction in revenue due to COVID-19; and
- Making necessary investments in water, sewer and broadband infrastructure.

You are already aware of the standard deduction of up to \$10 million to spend on “government services” under the “reduction in revenue” category. I do believe that GIS mapping would be a permissible use of American Rescue Plan Act (ARPA) funds under as a “government service” because GIS maps are utilized for a wide variety of government administrative uses, including but not limited to land use ordinances, property taxes, natural resource protection, water protection, determining flood zones, etc. General government administration is cited by the Department of the Treasury as an example of an eligible government service in the U.S. Treasury Department’s Overview of the Final Rule, see page 11. From your discussion it looks like the intent would be at for land use ordinance development. If the purpose for the expenditure is for a service the government traditionally provides, it is probably an eligible use of ARPA funds. There are some specific prohibited uses such as: (1) debt service payments and rainy-day fund replenishing; (2) payment on legal settlements and judicial judgments; (3) other expenditures that would violate ARPA or conflict of interest requirements or would otherwise be illegal under federal, state, and local regulations.

Lorna Dee Nichols

From: Joel Greenwood <jgreenwood@kvcog.org>
Sent: Wednesday, March 29, 2023 4:01 PM
To: Lorna Dee Nichols
Subject: RE: Information Request
Attachments: Why create a Comprehensive Plan.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

EXTERNAL MESSAGE:

Hi Lorna,

I am happy to provide the info you requested below, we are happy to see Belgrade is being proactive with their Comp Plan update process and look forward to working with you!

Cost to have KVCOG once again assist: *I will be able to draw up a full detailed proposal soon but for now a good number for budgeting purposes would be approximately \$28,000 split of over 2 years (\$14k per budget year).*

The Town must update every 10 years (is that correct)? *Essentially yes, but there is a 2 year grace period to work on an update so really 12 years. After 12 years the plan is deemed inconsistent with the State and not recognized by the state as valid for their purposes. Belgrade would lose consistency in March 2026.*

Does the update impact grant or funding eligibility to the Town? *Certainly certain state programs (such as CDBG) require a consistent comp plan to be eligible and other grant programs give automatic extra scoring to applications that reference the project in a comp plan, it also provides a solid legal backing to land use ordinances should they ever be challenged – I attach a document that explains the overall benefits of a consistent comp plan.*

What is the availability of KVCOG to assist? *We will be able to assist for sure, it looks like you have plenty of time so we can plan to have available staff capacity if you are ready to move forward in the coming months or so.*

I see you also offer GIS mapping services, does KVCOG have any digital map data for the Town of Belgrade already? *Yes, we worked extensively on the Land Use Revisions so have a lot of mapped data already available for the town.*

Cost for this service? *If its for the comp plan, mapping is included in the price quoted above, if it is for some other kind of work I would need to know the extent of the work required.*

Regards,

Joel

Joel Greenwood

Planning Director

Kennebec Valley Council of Governments

17 Main Street, Fairfield, ME 04937

(207) 453-4258 Ext - 219



Belgrade Maine
Est. 1796

990 Augusta Road
Belgrade, Maine 04917

AMERICAN RESCUE PLAN ACT-ARPA SUGGESTION

The Town of Belgrade will receive approximately \$332,000 in ARPA funds that must be expended by December 31, 2026. Eligible uses for these funds fall into four broad categories:

- Public health & economic impacts
- Premium pay
- Revenue loss
- Investments in water, sewer, or broadband infrastructure

Your Selectboard would like citizen input on possible projects that would benefit the Town.

REQUESTOR INFORMATION	
ARPA Fund Amount	Not to exceed 50% of project cost or \$25,000, whichever is less.
Name:	Michael Saxl
Title (if applicable):	Rockwood Drive Broadband expansion
Email Address:	msaxl@mainestreetsolutions.com
Phone Number:	(207)329-7159
DETAILS OF THE GRANT REQUEST	Rockwood Drive seeks to upgrade broadband from DSL to ConnectME approved broadband service from Consolidated.

Name of the Grant Project/Request: Rockwood Drive, like several other corners of Belgrade, lacks internet connectivity to meet the needs of students, business people, and retirees. We know we are not alone in needing a substantial upgrade. Our speed tests regularly fall below 7.5/.75 mb/sec. We are running at a quarter of the minimum recommended household internet speed. Over the past 4-5 years we have solicited numerous bids to improve our broadband infrastructure. The original estimate was for over \$200,000. We now have a bid from Consolidated Communications that should be between \$50,000 and \$75,000. This is still a lot of money, and we think the federal dollars would be an excellent tool to lower capital costs for the project. We further believe that since Rockwood is not alone in being without broadband services, that the Town of Belgrade consider creating a broadband fund to match individual roads/homeowners investments in broadband expansion. As you may know, the State funds only flow to large community-wide or multi-town projects. We have spoken to many of our neighboring communities. It seems to us that the time required for multi-town upgrades is not certain of success and will cost Belgrade much more financially. We believe a more surgical approach will yield better results.

One-time expenditure in 2022-23.

Period that the Funds will Cover and be Spent (from and to):

What general category is represented by your
and why do you feel that your request fits ARPA
requirements: Explain briefly the purpose of the
how they will be expended, who will benefit, what geographic area will be covered, what impact the
funds are intended to have, and how you will evaluate and measure success.

Broadband Expansion

request
funds,

Rockwood Drive is home to nine families. We have two families with school age children who struggle to keep connected to the internet. We have four families who currently operate 5 businesses from home at least part time, and two more families who would like to work from Rockwood. We have retirees who need to have access to internet to assist with health care needs and to limit isolation and remain connected.

HOWEVER, Rockwood is not alone. We think offering this same incentive to ALL OF BELGRADE makes a lot of sense. We want to make all parts of Belgrade a place where people can work from home, but right now it is impossible right now.

Measuring success is pretty straight forward.

- Can Belgrade expand access to high speed internet throughout the community using these one-time federal dollars?
- Can Belgrade incentive grow the impact of the funds by requiring 1:1 contribution?
- Will the investment help students, businesses, and retirees connect and be more productive?

A final thought, using these funds for the budget or to meet ongoing needs will create budget instability for the town. The best use of these dollars is for one-time capital expenditures, even if it is not for broadband.

Thank you for your consideration.

Do you have any other information to add? Any contribution from the ARPA funds to off-set the initial expenditure will help, even if it is not a 1:1 match. We have reached out to numerous neighbors and have found similar interest on the Guptil Road. Not sure of other access challenges. Thanks again for your willingness to take our input.



990 Augusta Road
Belgrade, Maine 04917

AMERICAN RESCUE PLAN ACT-ARPA SUGGESTION

The Town of Belgrade will receive approximately \$332,000 in ARPA funds that must be expended by December 31, 2026. Eligible uses for these funds fall into four broad categories:

1. Public health & economic impacts
2. Premium pay
3. Revenue loss
4. Investments in water, sewer, or broadband infrastructure

Your Selectboard would like citizen input on possible projects that would benefit the Town.

REQUESTOR INFORMATION	
ARPA Fund Amount	\$26,000
Name:	7 Lakes Alliance
Title (If applicable):	
Email Address:	anthony.wilson@7lakesalliance.org
Phone Number:	207-592-6031
DETAILS OF THE GRANT REQUEST	Erosion control on Town properties that impact lake water quality
Name of the Grant Project/Request: Erosion control on Town of Belgrade lakefront property	

Period that the Funds will Cover and be Spent (from and to):

The work could be completed in summer 2023 and, if need be, in summer 2024. We are mindful of the Dec. 31, 2026, deadline to expend the funds.

What general category is represented by your request and why do you feel that your request fits ARPA requirements:

My understanding, as of summer 2022, is the federal government broadened allowed uses of the funds beyond the original four categories listed above. Unless the published guidelines have changed in recent months, the Maine Municipal Association can confirm that ARPA funding may be used toward any governmental service, including infrastructure improvements. That being the case, what 7 Lakes Alliance proposes would qualify. We are requesting the appropriation of \$26,000 to mitigate erosion on four Town properties: Long Pond Beach, Hayden Park, the Center for All Seasons, and Peninsula Park. Details of that work were presented to the Board of Selectpersons during a specially called public meeting in summer 2022; that presentation, with the details included, is attached.

Explain briefly the purpose of the funds, how they will be expended, who will benefit, what geographic area will be covered, what impact the funds are intended to have, and how you will evaluate and measure success.

The funds would be used to mitigate erosion that is allowing stormwater runoff to flow from Town properties into Long and Great ponds. Runoff sweeps dirt into waterbodies. Dirt contains phosphorus, a key nutrient for algae growth. 7 Lakes' Youth Conservation Corps would install erosion-control Best Management Practices (BMPs) at each of the four Town properties identified above. These BMPs would include vegetative buffers, riprap, erosion-control mulch, bluestone gravel, infiltration steps and water diversions. The BMPs would be installed in the summertime, likely in 2023 but possibly also in 2024. The funds would be used both for labor and materials. (One day of payroll for the Youth Conservation Corps equated to \$1,500 in 2022.)

The work 7 Lakes Alliance is proposing would benefit not just property owners on Long and Great ponds, but the entire community at large. An excess of phosphorus running into the lakes risks algal blooms, such as North Pond has suffered over the past four summers, and a degradation of water quality. Diminished lake water quality would impact the local economy (i.e. businesses whose success, survival and workforces depend on healthy lakes) and the local property tax base. Sixty percent of Belgrade's tax value is located on the waterfront; that tax base supports vital local services, including fire protection, solid waste disposal, road maintenance and public education. Degraded water quality could shift that tax burden inland, including to property owners who could least afford it.

Additionally, appropriating \$26,000 in ARPA funding would allow the same amount in Clean Water Act grants (U.S. Environmental Protection Agency funding that is administered and awarded by the Maine Department of Environmental Protection) to be used on other erosion-control projects throughout the watershed. Those projects also help protect water quality in all seven lakes, which collectively form an ecosystem, i.e. what happens in one lake can impact the others.

Reporting requirements for the Clean Water Act grants includes the application of metrics to determine effectiveness of the erosion-control BMPs installed. Those metrics would be applied to this project, as well. As you may know, 7 Lakes Conservation Programs Director Charlie Baeder is experienced and expert at overseeing this work. Additionally, 7 Lakes' erosion control program is considering new metrics that would ensure the truest impact is captured along with prioritizing the most-effective BMPs. Lastly, 7 Lakes Alliance's science team collects and analyzes more than 1,000 water samples from late spring through mid-fall to ensure the fullest understanding of water quality trends.

Do you have any other information to add?

Please see the attached presentation. We are available to answer any questions you may have or provide additional information you may find useful.

8 Main street
 Norridgewock, ME 04957
 www.itsIT4ME.com
 207-314-2051



Town of Belgrade
 990 Augusta Road
 Belgrade, ME, United States 04917

Estimate #	1049
Estimate Date	03-15-2023
Total	\$4,856.97

Item	Description	Unit Cost	Quantity	Line Total
HP Desktop Computer	Intel Quad I7 up to 3.8GHz, 16GB Memory, 256G SSD + 3TB, GeForce GTX 1660 Super GDDR6 6G, RGB Keyboard & Mouse, WiFi & Bluetooth 5.0, Win 10 Pro (Renewed)	\$499.99	1.0	\$499.99
Monitor	Sceptre 24" Professional Thin 75Hz 1080p LED Monitor 2x HDMI VGA Build-in Speakers, Machine Black.	\$104.58	1.0	\$104.58
Microphone	Blue Yeti USB Microphone for Streaming, Podcasting, Studio and Computer Condenser Mic with Blue VOICE effects, 4 Pickup Patterns, Plug and Play.	\$89.99	2.0	\$179.98
Microphone wall mount	Wall mount for Gym install microphone	\$24.90	1.0	\$24.90
Prisual PTZ Camera	20X-SDI 1080P Live Streaming Camera Runs Wirecast OBS vMix Livestream Studio HDMI 3G-SDI IP POE Supports (20X Zoom and Wall Mount)	\$598.65	1.0	\$598.65
Prisual PTZ Camera	3G-SDI,HDMI and IP Streaming Outputs,30X SDI Broadcast and Conference Full HD PTZ Camera for Live Streaming(30X Zoom and Wall Mount)	\$675.00	1.0	\$675.00
Hsility PTZ Controller	Camera Controller POE Network 4D Joystick Decoding Keyboard with 5 Inch LCD Screen	\$285.89	1.0	\$285.89
TP-Link switch	5 Port Gigabit PoE Switch 4 PoE+ Ports @65W Desktop Plug & Play Sturdy Metal w/ Shielded Ports Fanless Limited Lifetime Protection QoS & IGMP Snooping	\$39.99	1.0	\$39.99
TV	50" TV for conference room for displaying meetings	\$289.99	1.0	\$289.99
Tv wall mount	TV Wall Mount for Most 26-55 Inch TVs, Full Motion TV Mount with Perfect Center Design, Articulating Mount Max VESA 400x400mm up to 77 LBS, Wall Mount TV Bracket MD2413-MX	\$24.59	1.0	\$24.59
Labor	Labor	\$100.00	20.0	\$2,000.00

THIS IS AN ESTIMATE

Disclaimer

*This is an estimate and serves as the best guess with the information provided to IT4ME regarding services requested at the time of the estimate.

Subtotal	\$4,723.56
Tax	\$133.41
Estimate Total	\$4,856.97

Signed: _____

Date: _____



Memo

Appointments

Board and committee appointment applications received for consideration by the Board:

Dams Committee	Reappointment	Craig Alexander
Planning Board	Reappointment	Craig Alexander
Comprehensive Plan Review	Reappointment	Kimberly Dallas
Cemetery Committee	Reappointment	Bruce Galouch
Budget Committee	Reappointment	Bruce Galouch
Transfer Station & Recycling	Reappointment	Christina Wilson
Board of Assessment Review	Reappointment	Richard Bourne
Board of Appeals	Reappointment	Valerie Hudspath
Board of Appeals	Reappointment	Jordan Zoretic
Senior Resource Committee	Reappointment	Karen McFadden
Public Works Ad Hoc		Penny Morrell
Budget Committee		Penny Morrell
Comprehensive Plan Review		Anthony Wilson
Senior Resource Committee		Susan Perrino
Public Works Ad Hoc		Nathaniel Boehmer
Water District Trustee		Paul Cleaves
Planning Board		Nicholas Zaccaro
Budget Committee		Nicholas Zaccaro

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Yes If this is a re-appointment please state the number of years you have served .6

Name Craig Alexander
 Address _____
 Phone # (Home) _____ (Work) _____ Email: _____
 Place of Employment self
 Education & Experience High school some 1 yr college

Yalbu, Can

Interests and Hobbies Outdoor Activities

Why do you wish to serve on a municipal board or committee?
I care about the town & lakes

References

Name _____	Phone # _____
Name _____	Phone # _____

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

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

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- Planning Board
 - Board of Appeals
 - Dams Committee
 - Cemetery Committee
 - Library Trustee
 - Long Range Planning Com.
 - Senior Resource Committee
 - Board of Parks & Recreation
 - Board of Assessment & Review
 - Transfer Station & Recycling Com.
 - Budget Committee
 - Tree Committee
 - Comprehensive Plan Review Committee
- Other _____

Yes If this is a re-appointment please state the number of years you have served 6

Name Craig Alexander
 Address _____
 Phone # (Home) _____ (Work) _____ Email: _____
 Place of Employment Self
 Education & Experience _____

Interests and Hobbies Outdoor Activities

Why do you wish to serve on a municipal board or committee?
Care about the direction of the town

References

Name _____ Phone # _____
 Name _____ Phone # _____

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

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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|--|---|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input 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 checked="" type="checkbox"/> Comprehensive Plan Review Committee |
| <input type="checkbox"/> Senior Resource Committee | |
- Other _____

If this is a re-appointment please check the box and state the number of years. 3 years

Name Kimberla Dallas
 Address BL 04918
 Phone # (Home) _____ (Work) _____ Email: _____
 Place of Employment N/A
 Education & Experience _____

Interests and Hobbies _____

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

References

Name Mary Vogel Phone # _____
 Name Carol Johnson Phone # 403-828-1252

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

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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- Planning Board
- Board of Appeals
- Dams Committee
- Cemetery Committee
- Library Trustee
- Long Range Planning Com.
- Senior Resource Committee

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

Other _____

If this is a re-appointment please state the number of years you have served Budget 2 yrs
Cemetery 9 yrs; maybe 12

Name Bruce Galouch
 Address _____
 Phone # (Home) _____ (Work) 458-1300 Email: bobtheplumberme@gmail.com
 Place of Employment Self employed
 Education & Experience Experience running my own business for all my adult life
Education technical school. Lots of town knowledge
 Interests and Hobbies Fishing hunting trapping

Why do you wish to serve on a municipal board or committee?
To benefit my town people help safe where can help grow successfully

References

Name Travis Buxton Phone # _____
 Name Ken Scheno Phone # _____

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

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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

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

Name Christina Wilson
Address Belgrade, ME 04919
Phone # (Home) _____ (Work) _____ Email: _____
Place of Employment Maine General Medical Ctr
Education & Experience Pharm D, BS Math, BS Pharmacy Studies
Transfer Station Comm. Mem., Recycling Center Board - San Angelo, TX - 3 yrs
Interests and Hobbies skiing, skating, kayaking, hiking

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

To help serve my community

References

Name Mary Vogel Phone # _____
Name Charles Houe Phone # _____

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



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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

If this is a re-appointment please state the number of years you have served 7

Name RICHARD BOURNE

Address BELGRADE LAKES, ME 04918

Phone # (Home) _____ (Work) _____ Email: _____

Place of Employment RETIRED

Education & Experience BSEE (WORCESTER POLYTECHNIC INSTITUTE)
25 YRS EASTMAN KODAK 8 YRS DEC (AUGUSTA) 26 YRS SELF EMPLOYED

Interests and Hobbies WOODWORKING, GENEALOGY

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

TO SERVE THE COMMUNITY IN WHICH I LIVE.

References

Name MARY VOEL Phone # (207)

Name CARLA CHAPUT Phone # (207)

Please Return to:

Town Manager
Town of Belgrade
990 Augusta Road
Belgrade, ME 04917



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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|--|--|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input checked="" type="checkbox"/> Board of Appeals | <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 type="checkbox"/> Senior Resource Committee | |
| Other _____ | |

If this is a re-appointment please state the number of years you have served 2 yrs

Name Valerie S Hudspath
 Address Belgrade Lake me 04917
 Phone # (Home) _____ (Work) 207 Email: _____
 Place of Employment Retired USAF/DHAS
 Education & Experience 74 grad of GHS, 78 grad of UMO, 81 grad of Oklahoma, 99 grad of Nebraska
 Interests and Hobbies Outdoors activities in all 4 seasons, (5 if you include mud season)
 Why do you wish to serve on a municipal board or committee?
give back to community

References

Name Sara Hasty Phone # 207
 Name Bonnie Farrow Phone # 207

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



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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|--|--|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input checked="" type="checkbox"/> Board of Appeals | <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 |

Other _____

If this is a re-appointment please state the number of years you have served 2

Name Jordan Zoretic
Address _____ Belgrade ME 04917
Phone # (Home) _____ (Work) _____ Email: _____
Place of Employment Veterans' Disability Attorney at Jackson & MacNichol
Education & Experience J.D. from Appalachian School of Law, and B.S. in English Lit. from Austin Peay State University

Interests and Hobbies I am an avid reader, and animal lover. My fiance and I have two cats, and two dogs. I grew up riding horses in my hometown near Nashville, TN. Now, when I am not helping my veteran clients, I work one shift a week at Hello Good Pie to provide a little extra man power, and volunteer once a week at Winterberry Farm.

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

As a current attorney working at the appellate level of the Board of Veterans' Appeals on a daily basis, my legal experience with specifically appeals work could be put to use to help those in my community. As a new and younger member of this community I am excited to use the skills I have to work in and help the Belgrade Lakes Area.

References

Name Amanda Holder Phone # _____
Name Warren Fullerton Phone # _____

Please Return to: townclerk@townofbelgrade.com

OR

Town Manager
Town of Belgrade
990 Augusta Road
Belgrade, ME 04917

MAR 30 '23 PM3:17

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- Planning Board
- Board of Appeals
- Dams Committee
- Cemetery Committee
- Library Trustee
- Long Range Planning Com.
- Senior Resource Committee
- Other _____
- Board of Parks & Recreation
- Board of Assessment & Review
- Transfer Station & Recycling Com.
- Budget Committee
- Tree Committee
- Comprehensive Plan Review Committee

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

3 years

Name KAREN MCFADDEN
 Address _____
 Phone # (Home) _____ (Work) _____ Email: _____
 Place of Employment _____
 Education & Experience Muscular + hitech

Interests and Hobbies golfing, kayaking, hiking, fishing, crafts

Why do you wish to serve on a municipal board or committee?
Continue to bring seniors together for companionship and socializing. Hope that helps keep their minds engaged.

References
 Name Mary Vogel Phone # _____
 Name Paul Olson Phone # _____

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

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

MAR 8 '23 AM 11:51

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|--|--|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input 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 type="checkbox"/> Senior Resource Committee | |

Other At Ho. Public Works

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

Name Jenny Morrell
 Address Belgrade 04917
 Phone # (Home) _____ (Work) _____ Email: _____
 Place of Employment Retired
 Education & Experience High School + UMA
Office Man for CCL, MADSEC and others
MLKATA JC. Clerk
 Interests and Hobbies Knitting, X-country skiing, walking, dancing

Why do you wish to serve on a municipal board or committee?
To assure taxes are spent in most frugal ways

References

Name Gayle Finkbeiner Phone # _____
 Name Christian Bishop Phone # _____

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

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

3/27/25

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- Planning Board
 - Board of Appeals
 - Dams Committee
 - Cemetery Committee
 - Library Trustee
 - Long Range Planning Com.
 - Senior Resource Committee
 - Board of Parks & Recreation
 - Board of Assessment & Review
 - Transfer Station & Recycling Com.
 - Budget Committee
 - Tree Committee
 - Comprehensive Plan Review Committee
- Other _____

If this is a re-appointment please state the number of years you have served 14/17

Name Penny Mirrell
 Address _____
 Phone # (Home) _____ (Work) _____ Email: _____
 Place of Employment retired
 Education & Experience Officer Mgr for 30 years

Interests and Hobbies skiing swimming knitting dancing cooking

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

References

Name Gayle Finkbeiner Phone # _____
 Name Christian Bishop Phone # _____

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

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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- Planning Board
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 - Long Range Planning Com.
 - Senior Resource Committee
 - Board of Parks & Recreation
 - Board of Assessment & Review
 - Transfer Station & Recycling Com.
 - Budget Committee
 - Tree Committee
 - Comprehensive Plan Review Committee
- Other _____

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

Name ANTHONY WILSON
 Address _____
 Phone # (Home) _____ (Work) RD 495-6039 Email: 1
 Place of Employment 7 LAKES ALLIANCE
 Education & Experience MASTERS IN PUBLIC ADMINISTRATION
15 YEARS IN MUNICIPAL GOVT

Interests and Hobbies FISHING, HIKING, SKI BOATING,
EXERCISING, CHEERING FOR THE BRUINS

Why do you wish to serve on a municipal board or committee?
IM AM INTERESTED & ENGAGED CITIZEN WHO
UNDERSTANDS THE IMPORTANCE OF
REALIZING THE COMPREHENSIVE PLAN.

References

Name PAT DEMARUE Phone # _____
 Name GEORGE SEEL Phone # _____

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

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

MAR 27 '23 AM 10:27

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|---|--|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input 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 check the box and state the number of years.

_____ years

Name SUSAN ROBBINS

Address _____

Phone # (Home) _____ (Work) _____ Email: _____

Place of Employment Retired

Education & Experience _____

Interests and Hobbies _____

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

TO HELP SERVE THE COMMUNITY

References

Name MARY WAGEL Phone # _____

Name _____ Phone # _____

Please Return to:

Town Manager
 Town of Belgrade
 990 Augusta Road
 Belgrade, ME 04917

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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- Planning Board
- Board of Appeals
- Dams Committee
- Cemetery Committee
- Library Trustee
- Long Range Planning Com.
- Senior Resource Committee
- Board of Parks & Recreation
- Board of Assessment & Review
- Transfer Station & Recycling Com.
- Budget Committee
- Tree Committee
- Comprehensive Plan Review Committee

Other PUBLIC WORKS

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

Name NATHANIEL BOEHMER

Address BELGRADE

Phone # (Home) _____ (Work) _____ Email: _____

Place of Employment POLAND SPRING, KINGFIELD

Education & Experience BS IN MECHANICAL ENGINEERING TECH, ENGINEERING AND OPERATIONS MANAGER IN 24/7 PRODUCTION FACILITY

Interests and Hobbies FAMILY TIME, OUT DOOR ACTIVITIES

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

THE AD HOLD PUBLIC WORKS

References NEW TO TOWN, CAN PROVIDE IF NEEDED

Name _____ Phone # _____

Name _____ Phone # _____

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



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TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|--|--|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input 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 type="checkbox"/> Senior Resource Committee | |

Other Water System Trustee

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

Name Paul Cleaves

Address _____

Phone # (Home) _____ (Work) _____ Email: _____

Place of Employment Siemens - 66 Messy rd Scarborough

Education & Experience BS Mech Engineering
- Held operators license in the past

Interests and Hobbies Fly Fishing
Gardening
Hiking

Why do you wish to serve on a municipal board or committee?
- I Found the water system work interesting, and I think my experience will be helpful

References

Name Paul Doughty Phone # _____
Name Michael O'Brien Phone # _____

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

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

TOWN OF BELGRADE

MAR 28 2011



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- (1) Planning Board
 - Board of Appeals
 - Dams Committee
 - Cemetery Committee
 - Library Trustee
 - Long Range Planning Com.
 - Senior Resource Committee
 - Board of Parks & Recreation
 - Board of Assessment & Review
 - Transfer Station & Recycling Com.
 - (2) Budget Committee
 - Tree Committee
 - Comprehensive Plan Review Committee
- Other _____

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

Name NICHOLAS ZACCARO

Address _____

Phone # (Home) (707) (Work) _____ Email: _____

Place of Employment MARQUERITE CONCRETE

Education & Experience JUST SIM OF A PROJECT MANAGEMENT BA FROM WENTWORTH UNIV.

Interests and Hobbies WORKING OUT, BOATING, HIKING, CAMPING

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

I BELIEVE IT IS VERY IMPORTANT TO GET INVOLVED ON A LOCAL LEVEL WE LOVE LIVING IN BELGRADE AND WANT TO SERVE OUR TOWN

References

Name COREY ALEXANDER Phone # (707)
Name STACEY DOWNING Phone # (707)

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

Retention Increases Retroactive Pay

With Budget Committee, Selectboard and legislative body approval at annual town meeting, I would respectfully request the Board consider retention increases be retroactive to January 1, 2023.

Memo

Annual Review Policy Update

For consideration, updating the current employee annual review policy from anniversary date to the month of April (following Town meeting) for all employees. Suggested changes below:

SECTION X - JOB DESCRIPTIONS & PERFORMANCE EVALUATIONS

Employees are provided with a written Job Description that outlines their primary duties and responsibilities. The document is maintained on file with the employee's personnel record and should be reviewed annually with the supervisor in conjunction with the annual Performance Evaluation review.

Supervisors (Selectpersons, Town Manager, Town Clerk, Recreation Director, **Fire Chief, Facilities Director, Transfer Station Director** and ~~Librarian~~ Library Director) will prepare and submit written annual performance evaluations on each **administrative** employee for which they have supervisory responsibility. Annual evaluations will be completed ~~on each anniversary date of employment~~ during the month of April unless unusual circumstances dictate.

Evaluations will be recorded ~~on Belgrade Form 01,~~ and ~~will~~ become ~~a~~ part of each employee's official personnel file. Each evaluation must be based on fact and be an objective review of the employee's performance. Supervisors will review the evaluation with each employee. The employee may attach a written comment to the evaluation and will sign the form to verify they were provided an opportunity to review.

Memo

Planning Board Ordinance

The Planning Board has drafted an ordinance to re-establish the board under current State law. Town attorney Phil Saucier has reviewed and made his edits and recommendations which clarifies the Board already does exist and this ordinance simply reestablishes it. Phil does not think the terms need to be staggered since provision would only apply if it was a new board.

The Planning Board will review the updated edits from Phil at their April 6 meeting. With approval to proceed from the Board of Selectpersons, the ordinance could be included for secret ballot voting June 13. The ordinance should be finalized no later than your April 18 meeting in order to meet the following deadlines provided by Town Clerk Mary Vogel:

- Review and approve all at first or second meeting in April.

- Hold public hearing by May 2

- Absentee ballots will be ready May 17

- Voting June 13

The recommended ordinance with edits from attorney Saucier is attached for your review and consideration.

Recommended warrant article from Phil Saucier:

Shall an ordinance entitled 'Town of Belgrade Planning Board Ordinance be enacted?'

~~3/2/23 Draft~~

3/22/23 Draft

TOWN OF BELGRADE PLANNING BOARD ORDINANCE

Enacted by Referendum: _____
(Date)

Certified By: _____
(Signature)

Certified By: _____
(Printed Name)

Title: _____
Town Clerk

~~Establishment of~~ Town of Belgrade Planning Board Ordinance¹

[Warrant article should read: "Shall an ordinance entitled 'Establishment of Town of Belgrade Planning Board Ordinance' be enacted?" (Must either be followed by text of proposed ordinance or a separate copy must be attested and posted next to warrant)]

1. Establishment. Pursuant to Art. VIII, pt. 2, Section 1 of the Maine Constitution and 30-A M.R.S.A. § 3001, the Town of Belgrade hereby reestablishes a Planning Board. ~~The board~~ Board which has been acting as a planning board pursuant to the former 30 M.R.S § 4952(1) and 30-A M.R.S. § 4324(2)(A), is hereby reestablished as the legal planning board. The members currently serving may continue to do so until the end of the term for which they were appointed without the need to be reappointed or to take a new oath of office. The actions which that board took prior to the adoption of this ordinance are hereby declared to be the acts of the legally constituted planning board of the Town of Belgrade.
2. Appointment.
 - A. Board members shall be appointed by the municipal officers and sworn by the clerk or other person authorized to administer oaths.
 - B. The board shall consist of ~~—5 —~~members and ~~—2 —~~associate members.
 - C. The term of each member shall be ~~—3 —~~years, ~~except the initial appointments which shall be 1 for 1 year, 2 for 2 years, and 2 for 3 years respectively.~~ The term of office of an associate member shall be ~~—3 —~~years.
 - D. When there is a permanent vacancy, the municipal officers shall within 60 days of its occurrence appoint a person to serve for the unexpired term.

Commented [P51]: Since the board already exists, in my view the Town does not need to include this staggered term initial appointment provisions, and instead under Section 1 members continue to serve to the end of their existing terms.

¹Based on the Maine Municipal Association model planning board establishment and res-establishment ordinances found in MMA's Planning Board Manual.

3/2/23 Draft

3/22/23 Draft

A vacancy shall occur upon the resignation or death of any member, or when a member fails to attend four (4) consecutive regular meetings without the prior approval of the planning board's chair, or fails to attend at least 75% of all meetings during the preceding twelve (12) month period. When a vacancy occurs, the chairperson of the board shall immediately so advise the municipal officers in writing. The board may recommend to the municipal officers that the attendance provision be waived for the cause, in which case no vacancy will then exist until the municipal officers disapprove the recommendation. The municipal officers may remove members of the planning board by unanimous vote, for cause, after notice and hearing.

E. A municipal officer may not be a member or associate member.

3. Organization and Rules.

A. The board shall elect a chairperson and vice chairperson from among its members. The board may either elect a secretary from among its members or hire a non-board member to serve as secretary. The term of all offices shall be -1 -year(s) with eligibility for re-election.

B. When a member is unable to act because of conflict of interest, physical incapacity, absence or any other reason satisfactory to the chairperson, the chairperson shall designate an associate member to sit in that member's place.

C. An associate member may attend all meetings of the board. He/she may ask questions or offer comments only when members of the public are allowed to do so and may make and second motions and vote only when he or she has been designated by the chairperson to sit for a member.

D. Any question of whether a member is disqualified from voting on a particular matter shall be decided by a majority vote of the members except the member who is being challenged.

E. The chairperson shall call at least one regular meeting of the board each month, provided there is business to conduct. Special meetings may be called at any time by the chairperson or by a majority of the members. Notice of regular, special and emergency meetings shall be given in accordance with the Maine Freedom of Access Act.

3/2/23 Draft
3/22/23 Draft

F. No meeting of the board shall be held without a quorum consisting of —3 —members or associate members authorized to vote. The board shall act by majority vote of the members present and voting.

G. The board shall adopt rules for transaction of business and the secretary shall keep a record of its resolutions, transactions, correspondence, findings and determinations. All records shall be deemed public and may be inspected at reasonable times.

4. Duties; Powers

A. The board shall perform such duties and exercise such powers as are provided by ordinance and the laws of the State of Maine.

B. The board may obtain goods and services necessary to its proper function within the limits of appropriations made for the purpose.

Memo

Strategic Planning / Goal Setting Session

Set a date the Board of Selectpersons can meet for a strategic planning/goal setting session.

Memo

Warrants

Payroll Warrant 36	\$16,969.26
BMV Warrant 37	\$7,514.75
Payroll Warrant 38	\$710.49
AP Warrant 39	\$610,320.30
Payroll Warrant 40	
BMV Warrant 41	

WARRANT: 36

Check	D / D	Check	Employee	Gross Pay
202323747	804.39	0.00	990 CORY D ALEXANDER	1,000.00
202323748	722.92	0.00	172 DANIELLE M BEDARD	1,061.60
202323749	702.21	0.00	20 JARED N BOND	906.40
202323750	952.67	0.00	113 TRAVIS S BURTON	1,318.80
202323751	439.65	0.00	244 ANDREW P DAVIDSON	500.94
202323752	491.58	0.00	74 WESLEY M DAY	621.00
202323753	365.33	0.00	232 LESLIE R. DIMICK	433.50
202323754	31.17	0.00	967 DAWSON J DINGUS	33.75
202323755	197.40	0.00	822 LYNDSLEY A FISHER	213.75
202323756	372.66	0.00	899 MARY C GRANHOLM	436.00
202323757	288.76	0.00	844 ALAINA B HOOD	326.40
202323758	423.14	0.00	194 CHARLENE G HOULE	529.20
202323759	740.86	0.00	837 DANIEL R MACGLASHING	986.40
202323760	647.67	0.00	845 DEBORAH P NICHOLS	1,040.00
202323761	1,070.68	0.00	03 LORNA DEE NICHOLS	1,384.62
202323762	411.82	0.00	173 AARON L PELKEY	465.52
202323763	73.88	0.00	959 KAITLYN H PHILBRICK	80.00
202323764	875.67	0.00	200. NICHOLAS C POOLE	1,240.00
202323765	155.79	0.00	892 KIM E RIDEOUT-DAWES	179.52
202323766	860.82	0.00	191 KENNETH J SCHENO	1,040.00
202323767	1,064.22	0.00	07 MARY VOGEL	1,360.00
202323768	0.00	11,693.29	D / D 213 ANDROSCOGGIN SAVINGS BANK	
23747	0.00	3,966.07	T & A 2 MISSIONSQUARE - 457-304797	
202323769	0.00	3,506.72	T & A 4 DEPARTMENT OF TREASURY	
202323770	0.00	938.77	T & A 6 MAINE PERS	
202323771	0.00	552.66	T & A 1 TREASURER, STATE OF MAINE	
Total	11,693.29	20,657.51		15,157.40

Put into A/P **5,275.97**
 Taken out of A/P **(8,964.22)**
Total Payroll 16,969.26

Count
 Checks 26

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

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

A / P Warrant

Warrant 37

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00021 STATE OF MAINE, BMV						
0124	23748	03	BMV REPORT 3/17-3/24/23			
BMV REPORT 3/17-3/24/23			G 1-214-00		7,514.75	0.00
			GEN'L FUND / BMV			
			Vendor Total-		7,514.75	
			Prepaid Total-		0.00	
			Current Total-		7,514.75	
			EFT Total-		0.00	
			Warrant Total-		7,514.75	

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

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

Payroll Warrant

Pay Date: 03/29/2023

WARRANT: 38

Check	D / D	Check	Employee	Gross Pay
202323749	540.49	0.00	979 HANS CHRISTIAN RASMUSSEN	660.00
202323750	0.00	540.49	D / D 213 ANDROSCOGGIN SAVINGS BANK	
23749	0.00	3,966.07	T & A 2 MISSIONSQUARE - 457-304797	
202323751	0.00	143.99	T & A 4 DEPARTMENT OF TREASURY	
202323752	0.00	938.77	T & A 6 MAINE PERS	
202323753	0.00	26.01	T & A 1 TREASURER, STATE OF MAINE	
Total	540.49	5,615.33		660.00

Put into A/P **170.00**
 Taken out of A/P **(5,074.84)**
Total Payroll 710.49

Count
 Checks 6

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

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

A / P Warrant

Warrant 39

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00030 A.A.A. PORTABLE TOILETS						
0128	23749	04	GARAGE TOILET	55254		
GARAGE TOILET	E 13-04-20-06				175.00	0.00
	FACILITIES / GARAGE - SERVICES / RENTALS					
			Vendor Total-		175.00	
00544 ADVANCE AUTO PARTS						
0128	23750	04	CAR WASH, EXHAUST FLUID	8455305842616		
CAR WASH, EXHAUST FLUID	E 05-05-30-04				131.94	0.00
	PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING					
			Invoice Total-		131.94	
0128	23750	04	TIRE FOAM, GLASS CLEANER	8455307243277		
TIRE FOAM, GLASS CLEANER	E 05-05-30-04				41.34	0.00
	PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING					
			Invoice Total-		41.34	
			Vendor Total-		173.28	
00289 AUGUSTA FUEL CORP.						
0128	23751	04	TS OFF RD DIESEL	5998281		
TS OFF RD DIESEL	E 15-05-30-02				331.28	0.00
	SOLID WASTE / WASTE - SUPPLIES / FUEL					
			Invoice Total-		331.28	
0128	23751	04	GARAGE HEATING	5998710		
GARAGE HEATING	E 13-04-20-05				111.59	0.00
	FACILITIES / GARAGE - SERVICES / HEATING					
			Invoice Total-		111.59	
			Vendor Total-		442.87	
00623 BELGRADE MECHANICAL SERVICES						
012P	23752	04	CEMETERY/FAC SKID STEER	1237		
CEMETERY/FAC SKID STEER	E 13-01-35-01				2,239.58	0.00
	FACILITIES / GENERAL - REPAIRS / EQUIPMENT					
CEMETERY/FAC SKID STEER	E 12-01-35-01				2,239.58	0.00
	CEMETERY / CEMETERY - REPAIRS / EQUIPMENT					
			Invoice Total-		4,479.16	
0128	23752	04	HOPPER REPAIR	1233		
HOPPER REPAIR	E 15-05-35-10				310.63	0.00
	SOLID WASTE / WASTE - REPAIRS / HOPPER					
			Invoice Total-		310.63	
			Vendor Total-		4,789.79	
00271 BERNSTEIN, SHUR, SAWYER & NELSON						
0128	23753	04	MONTHLY RETAINER	FEB 2023		
MONTHLY RETAINER	E 01-10-15-02				1,100.00	0.00
	GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL					
			Invoice Total-		1,100.00	
0128	23753	04	APPEAL CORRESPONDANCE	4037658		
APPEAL CORRESPONDANCE	E 01-10-15-02				232.00	0.00
	GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL					
			Invoice Total-		232.00	
0128	23753	04	LEGAL SERVICES	4037659		
LEGAL SERVICES	E 01-10-15-02				87.00	0.00
	GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL					
			Invoice Total-		87.00	
			Vendor Total-		1,419.00	
00263 BOB THE PLUMBER, INC.						

A / P Warrant

Warrant 39

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0128	23754	04	DEPOT FD FURNACE CLEANING	6734		
DEPOT FD FURNACE CLEANING			E 13-07-35-08		166.50	0.00
			FACILITIES / FD:DEPOT - REPAIRS / BUILDING			
			Invoice Total-		166.50	
00128	23754	04	AIR FILTER	6735		
AIR FILTER			E 13-01-30-04		57.72	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		57.72	
0128	23754	04	6 BAGS OF SALT	6819		
6 BAGS OF SALT			E 13-01-30-04		69.60	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		69.60	
0128	23754	04	NBFD FURNACE CLEANING	6813		
NBFD FURNACE CLEANING			E 13-08-35-07		277.92	0.00
			FACILITIES / FD:NB - REPAIRS / HEATING			
			Invoice Total-		277.92	
			Vendor Total-		571.74	
00386 BOUNDTREE MEDICAL						
0128	23755	04	BLANKET	84882550		
BLANKET			E 05-05-30-07		44.29	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS			
			Invoice Total-		44.29	
0128	23755	04	EMS SUPPLIES	84880859		
EMS SUPPLIES			E 05-05-30-07		434.29	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS			
			Invoice Total-		434.29	
			Vendor Total-		478.58	
00020 CENTRAL MAINE POWER						
0128	23757	04	CFAS ELECTRICITY	723001538471		
CFAS ELECTRICITY			E 13-02-20-04		505.84	0.00
			FACILITIES / CFAS - SERVICES / ELECTRICITY			
			Invoice Total-		505.84	
0128	23757	04	TOWN OFFICE ELECTRICITY	716001654725		
TOWN OFFICE ELECTRICITY			E 13-14-20-04		811.82	0.00
			FACILITIES / TOWN OFFICE - SERVICES / ELECTRICITY			
			Invoice Total-		811.82	
0128	23757	04	OLD TOWN HOUSE ELECTRIC	718001627963		
OLD TOWN HOUSE ELECTRIC			E 13-13-20-04		20.16	0.00
			FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICITY			
			Invoice Total-		20.16	
00128	23757	04	DEPOT FD ELECTRICITY	718001627962		
DEPOT FD ELECTRICITY			E 13-07-20-04		96.48	0.00
			FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY			
			Invoice Total-		96.48	
0128	23757	04	S&S SHED ELECTRICITY	720001609923		
S&S SHED ELECTRICITY			E 13-05-20-04		207.00	0.00
			FACILITIES / SALT & SAND - SERVICES / ELECTRICITY			
			Invoice Total-		207.00	
0128	23757	04	GARAGE ELECTRICITY	722001574677		
GARAGE ELECTRICITY			E 13-04-20-04		53.88	0.00
			FACILITIES / GARAGE - SERVICES / ELECTRICITY			
			Invoice Total-		53.88	
0128	23757	04	MAIN ST DAM ELECTRICITY	704001719319		

A / P Warrant

Warrant 39

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
MAIN ST DAM ELECTRICITY			G 3-596-00		41.33	0.00
CAPITAL PROJ / DAMS						
Invoice Total-					41.33	
0128	23757	04	CFAS OUTBUILDING ELECTRC	711001674448		
CFAS OUTBUILDING ELECTRC			E 13-02-20-04		20.16	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY						
Invoice Total-					20.16	
0128	23757	04	LAKES FD ELECTRICITY	714001858755		
LAKES FD ELECTRICITY			E 13-06-20-04		191.25	0.00
FACILITIES / FD:LAKES - SERVICES / ELECTRICITY						
Invoice Total-					191.25	
0128	23757	04	18 DALTON ELECTRICITY	707001698787		
18 DALTON ELECTRICITY			E 13-11-20-04		20.16	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY						
Invoice Total-					20.16	
0128	23757	04	VILLAGE GREEN ELECTRICITY	719001618263		
VILLAGE GREEN ELECTRICITY			E 13-10-20-04		20.16	0.00
FACILITIES / PARKS - SERVICES / ELECTRICITY						
Invoice Total-					20.16	
0128	23757	04	10 DALTON ELECTRICITY	717001635531		
10 DALTON ELECTRICITY			E 13-11-20-04		117.06	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY						
Invoice Total-					117.06	
0128	23757	04	8 DALTON ELECTRICITY	717001638032		
8 DALTON ELECTRICITY			E 13-11-20-04		80.81	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY						
Invoice Total-					80.81	
0128	23757	04	WINGS MILL DAM ELECTRICIT	722001567660		
WINGS MILL DAM ELECTRICIT			G 3-596-00		49.69	0.00
CAPITAL PROJ / DAMS						
Invoice Total-					49.69	
0128	23757	04	NBFD ELECTRICITY	725001430065		
NBFD ELECTRICITY			E 13-08-20-04		96.96	0.00
FACILITIES / FD:NB - SERVICES / ELECTRICITY						
Invoice Total-					96.96	
0128	23757	04	NBCC ELECTRICITY	701001866766		
NBCC ELECTRICITY			E 13-03-20-04		199.61	0.00
FACILITIES / NBCC - SERVICES / ELECTRICITY						
Invoice Total-					199.61	
0128	23757	04	TS ELECTRICITY	716001657218		
TS ELECTRICITY			E 13-09-20-04		871.15	0.00
FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY						
Invoice Total-					871.15	
Vendor Total-					3,403.52	
00099 CHARTER COMMUNICATIONS						
0128	23758	04	NBCC INTERNET	0010732032523		
NBCC INTERNET			E 13-03-20-01		117.97	0.00
FACILITIES / NBCC - SERVICES / COMMUNICATIO						
Vendor Total-					117.97	
00126 DEMCO						
0128	23759	04	BOOK TRUCKS	7275778		
BOOK TRUCKS			G 3-589-00		1,208.76	0.00
CAPITAL PROJ / LIBRARY						

A / P Warrant

Warrant 39

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
				Vendor Total-	1,208.76	
00428 GALBRAITH, JULIA						
0128 23760 04	5 WEEKS OF YOGA		3/23/2023			
5 WEEKS OF YOGA	E 25-30-20-07			375.00	0.00	
				RECREATION / REC PROGRAMS - SERVICES / CONTRACTED		
				Vendor Total-	375.00	
00835 GARLAND, WILLIAM B						
0128 23761 04	EXCISE REIMBURSEMENT		3/27/2023			
EXCISE REIMBURSEMENT	R 01-13			27.02	0.00	
				GEN'L GOV. - EXCISE - MV		
				Vendor Total-	27.02	
00000 GONZALEZ, DAVID A						
0128 23762 04	EXCISE REIMBURSEMENT		3/21/2023			
EXCISE REIMBURSEMENT	R 01-13			100.24	0.00	
				GEN'L GOV. - EXCISE - MV		
				Vendor Total-	100.24	
00434 GROUP DYNAMIC, INC.						
0128 23763 04	APRIL 2023		L2304-016000064			
APRIL 2023	E 23-10-99-99			36.00	0.00	
				INSURANCE / HRA ADMIN - EXPENSE / EXPENSE		
				Vendor Total-	36.00	
00009 HAMMOND LUMBER COMPANY						
0128 23764 04	BROOM HANDLE		6398355			
BROOM HANDLE	E 05-05-30-04			30.36	0.00	
				PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING		
				Vendor Total-	30.36	
00000 HR MAINE CONSULTING						
0128 23765 04	TRAINING		023-1071			
TRAINING	E 01-15-13-01			50.00	0.00	
				GEN'L GOV. / MANAGER - EDUCATION / EDUCATION		
				Vendor Total-	50.00	
00345 INDUSTRIAL PROTECTION SERVICES LLC						
0128 23766 04	FD BOOTS		182326			
FD BOOTS	E 05-05-30-08			300.00	0.00	
				PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / UNIFORMS		
				Vendor Total-	300.00	
00822 JASON STEVENS						
0128 23767 04	PUSH SNOW BANKS BACK		1370			
CFAS	E 13-02-20-16			250.00	0.00	
				FACILITIES / CFAS - SERVICES / SNOW REMOVAL		
LAKES FD	E 13-06-20-16			250.00	0.00	
				FACILITIES / FD:LAKES - SERVICES / SNOW REMOVAL		
				Vendor Total-	500.00	
00836 LABBE HAZEL						
0128 23768 04	FITNESS CLASS		3/29/2023			
FITNESS CLASS	E 25-30-20-07			175.00	0.00	
				RECREATION / REC PROGRAMS - SERVICES / CONTRACTED		
				Vendor Total-	175.00	
00000 LEACH, MAIGARETT PAUL						
0128 23769 04	EXCISE TAX REIMBURSEMENT		3/21/2023			
EXCISE TAX REIMBURSEMENT	R 01-13			8.99	0.00	
				GEN'L GOV. - EXCISE - MV		

A / P Warrant

Warrant 39

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				Vendor Total-	8.99	
00727 MAID4U						
0128	23770	04	CFAS CLEANING	MARCH 2023		
CFAS CLEANING			E 13-02-20-09		1,775.00	0.00
			FACILITIES / CFAS - SERVICES / CLEANING			
				Invoice Total-	1,775.00	
0128	23770	04	LAKES FD CLEANING	MARCH 2023		
LAKES FD CLEANING			E 13-06-20-09		500.00	0.00
			FACILITIES / FD:LAKES - SERVICES / CLEANING			
				Invoice Total-	500.00	
0128	23770	04	NBCC CLEANING	MARCH 2023		
NBCC CLEANING			E 13-03-20-09		500.00	0.00
			FACILITIES / NBCC - SERVICES / CLEANING			
				Invoice Total-	500.00	
0128	23770	04	TOWN OFFICE CLEANING	MARCH 2023		
TOWN OFFICE CLEANING			E 13-14-20-09		875.00	0.00
			FACILITIES / TOWN OFFICE - SERVICES / CLEANING			
				Invoice Total-	875.00	
				Vendor Total-	3,650.00	
00002 MAINE MUNICIPAL ASSOCIATION						
0128	23771	04	WORKERS COMP	45909		*** SEPARATE ***
WORKERS COMP			E 23-15-99-99		10,642.80	0.00
			INSURANCE / WORKERS COMP - EXPENSE / EXPENSE			
				Invoice Total-	10,642.80	
0128	23772	04	BUDGET TRAINING	1000442134		
BUDGET TRAINING			E 01-10-13-01		285.00	0.00
			GEN'L GOV. / ADMIN - EDUCATION / EDUCATION			
				Invoice Total-	285.00	
0128	23772	04	ELECTED OFFICIALS WORKSHO	1000442120		
ELECTED OFFICIALS WORKSHO			E 01-01-13-01		70.00	0.00
			GEN'L GOV. / SELECT PRSNS - EDUCATION / EDUCATION			
				Invoice Total-	70.00	
				Vendor Total-	10,997.80	
00519 MAINE OXY						
0128	23773	04	CYLYNDER	3002680497		
CYLYNDER			E 13-01-30-04		362.90	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
				Vendor Total-	362.90	
00000 PAINE, ALISON L						
0128	23774	04	EXCISE TAX REIMBURSEMENT	3/16/2023		
EXCISE TAX REIMBURSEMENT			R 01-13		312.36	0.00
			GEN'L GOV. - EXCISE - MV			
				Vendor Total-	312.36	
00182 PIKE INDUSTRIES, INC.						
0128	23775	04	COLD PATCH	1221372		
COLD PATCH			E 10-01-30-04		248.82	0.00
			PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING			
				Vendor Total-	248.82	
00780 PITNEY BOWES INC						
0128	23776	04	INK FOR POSTAGE MACHINE	1022791087		
INK FOR POSTAGE MACHINE			E 01-10-30-03		75.48	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			

A / P Warrant

Warrant 39

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
Vendor Total-					75.48	
00003 REGISTRY OF DEEDS						
0128	23777	04	1 LIEN DISCHARGE			
1 LIEN DISCHARGE			E 01-10-47-01		19.00	0.00
			GEN'L GOV. / ADMIN - FEES / DISCHARGE			
Vendor Total-					19.00	
00034 RSU # 18						
0128	23778	04	APRIL 2023			
RSU # 18 INSTALLMENT			E 31-01-99-99		556,617.67	0.00
			SCHOOL / RSU 18 - EXPENSE / EXPENSE			
Vendor Total-					556,617.67	
00375 SHREDDING ON SITE, INC.						
0128	23779	04	SHREDDING	0103770		
SHREDDING			E 01-10-20-07		145.00	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
Vendor Total-					145.00	
00000 SMITH, STEPHEN						
0128	23780	04	SUPER SUNDAY FOOD REIMBUR	2023		
SUPER SUNDAY FOOD REIMBUR			E 05-05-30-05		102.07	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FOOD/WATER			
Vendor Total-					102.07	
00070 UNITED STATES POST OFFICE						
0128	23781	04	BULK MAILING PERMIT	2023		
BULK MAILING PERMIT			E 01-10-30-01		290.00	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE			
Vendor Total-					290.00	
00304 VOGEL, MARY						
0128	23782	04	MILEAGE REIMBURSMENT 57	3/16-3/17/2023		
MILEAGE REIMBURSMENT 57			E 01-10-20-02		25.08	0.00
			GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI			
Vendor Total-					25.08	
00178 WARREN BROTHERS						
0128	23783	04	PLOWING CONTRACT	4/9/2023		
PLOWING CONTRACT			E 10-10-20-07		22,870.00	0.00
			PUBLIC WORKS / PLOW & SAND - SERVICES / CONTRACTED			
Vendor Total-					22,870.00	
00206 WORKPLACE HEALTH						
0128	23784	04	RESPIRATOR QUESTIONAIRE	332226		
RESPIRATOR QUESTIONAIRE			E 05-05-20-11		50.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL			
Invoice Total-					50.00	
0128	23784	04	RESPIRATOR QUESTIONAIRE	332686		
RESPIRATOR QUESTIONAIRE			E 05-05-20-11		171.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL			
Invoice Total-					171.00	
Vendor Total-					221.00	

Vendor	Amount	Account
01 GEN'L GOV.		
01-0 GEN'L GOV. / NO DIVISION CONT'D		
00271 - BERNSTEIN, SHUR, SAWYER & NELSON	1,100.00	E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL
00271 - BERNSTEIN, SHUR, SAWYER & NELSON	232.00	E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL
00271 - BERNSTEIN, SHUR, SAWYER & NELSON	87.00	E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL
00835 - GARLAND, WILLIAM B	27.02	R 01-13 GEN'L GOV. - EXCISE - MV
00000 - GONZALEZ, DAVID A	100.24	R 01-13 GEN'L GOV. - EXCISE - MV
00000 - LEACH, MAIGARETT PAUL	8.99	R 01-13 GEN'L GOV. - EXCISE - MV
00000 - HR MAINE CONSULTING	50.00	E 01-15-13-01 GEN'L GOV. / MANAGER - EDUCATION / EDUCATION
00002 - MAINE MUNICIPAL ASSOCIATION	70.00	E 01-01-13-01 GEN'L GOV. / SELECT PRSNS - EDUCATION / EDUCAT.
00000 - PAINE, ALISON L	312.36	R 01-13 GEN'L GOV. - EXCISE - MV
00780 - PITNEY BOWES INC	75.48	E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE
00003 - REGISTRY OF DEEDS	19.00	E 01-10-47-01 GEN'L GOV. / ADMIN - FEES / DISCHARGE
00375 - SHREDDING ON SITE, INC.	145.00	E 01-10-20-07 GEN'L GOV. / ADMIN - SERVICES / CONTRACTED
00070 - UNITED STATES POST OFFICE	290.00	E 01-10-30-01 GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE
00304 - VOGEL, MARY	25.08	E 01-10-20-02 GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI
00002 - MAINE MUNICIPAL ASSOCIATION	285.00	E 01-10-13-01 GEN'L GOV. / ADMIN - EDUCATION / EDUCATION
Division Total-	2,827.17	
Department Total-	2,827.17	
05 PUBLIC SAFTY		
05-0 PUBLIC SAFTY / NO DIVISION CONT'D		
00206 - WORKPLACE HEALTH	50.00	E 05-05-20-11 PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL
00206 - WORKPLACE HEALTH	171.00	E 05-05-20-11 PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL
00000 - SMITH, STEPHEN	102.07	E 05-05-30-05 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FOOD/W.
00009 - HAMMOND LUMBER COMPANY	30.36	E 05-05-30-04 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATI
00345 - INDUSTRIAL PROTECTION SERVICES	300.00	E 05-05-30-08 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / UNIFORM
00544 - ADVANCE AUTO PARTS	131.94	E 05-05-30-04 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATI
00544 - ADVANCE AUTO PARTS	41.34	E 05-05-30-04 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATI
00386 - BOUNDTREE MEDICAL	44.29	E 05-05-30-07 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS
00386 - BOUNDTREE MEDICAL	434.29	E 05-05-30-07 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS
Division Total-	1,305.29	
Department Total-	1,305.29	
10 PUBLIC WORKS		
10-0 PUBLIC WORKS / NO DIVISION CONT'D		
00178 - WARREN BROTHERS	22,870.00	E 10-10-20-07 PUBLIC WORKS / PLOW & SAND - SERVICES / CONTR
00182 - PIKE INDUSTRIES, INC.	248.82	E 10-01-30-04 PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING
Division Total-	23,118.82	
Department Total-	23,118.82	
12 CEMETERY		
12-0 CEMETERY / NO DIVISION CONT'D		
00623 - BELGRADE MECHANICAL SERVICES	2,239.58	E 12-01-35-01 CEMETERY / CEMETERY - REPAIRS / EQUIPMENT
Division Total-	2,239.58	
Department Total-	2,239.58	
13 FACILITIES		
13-0 FACILITIES / NO DIVISION CONT'D		
00099 - CHARTER COMMUNICATIONS	117.97	E 13-03-20-01 FACILITIES / NBCC - SERVICES / COMMUNICATIO
00030 - A.A.A. PORTABLE TOILETS	175.00	E 13-04-20-06 FACILITIES / GARAGE - SERVICES / RENTALS
00822 - JASON STEVENS	250.00	E 13-02-20-16 FACILITIES / CFAS - SERVICES / SNOW REMOVAL
00822 - JASON STEVENS	250.00	E 13-06-20-16 FACILITIES / FD:LAKES - SERVICES / SNOW REMOVAL
00519 - MAINE OXY	362.90	E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING
00623 - BELGRADE MECHANICAL SERVICES	2,239.58	E 13-01-35-01 FACILITIES / GENERAL - REPAIRS / EQUIPMENT
00263 - BOB THE PLUMBER, INC.	166.50	E 13-07-35-08 FACILITIES / FD:DEPOT - REPAIRS / BUILDING

Department Summary

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Vendor	Amount	Account
13 FACILITIES CONT'D		
13-0 FACILITIES / NO DIVISION CONT'D		
00263 - BOB THE PLUMBER, INC.	57.72	E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING
00263 - BOB THE PLUMBER, INC.	69.60	E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING
00263 - BOB THE PLUMBER, INC.	277.92	E 13-08-35-07 FACILITIES / FD:NB - REPAIRS / HEATING
00727 - MAID4U	1,775.00	E 13-02-20-09 FACILITIES / CFAS - SERVICES / CLEANING
00727 - MAID4U	500.00	E 13-06-20-09 FACILITIES / FD:LAKES - SERVICES / CLEANING
00727 - MAID4U	500.00	E 13-03-20-09 FACILITIES / NBCC - SERVICES / CLEANING
00727 - MAID4U	875.00	E 13-14-20-09 FACILITIES / TOWN OFFICE - SERVICES / CLEANING
00289 - AUGUSTA FUEL CORP.	111.59	E 13-04-20-05 FACILITIES / GARAGE - SERVICES / HEATING
00020 - CENTRAL MAINE POWER	505.84	E 13-02-20-04 FACILITIES / CFAS - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	811.82	E 13-14-20-04 FACILITIES / TOWN OFFICE - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	20.16	E 13-13-20-04 FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	96.48	E 13-07-20-04 FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	207.00	E 13-05-20-04 FACILITIES / SALT & SAND - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	53.88	E 13-04-20-04 FACILITIES / GARAGE - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	20.16	E 13-02-20-04 FACILITIES / CFAS - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	191.25	E 13-06-20-04 FACILITIES / FD:LAKES - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	20.16	E 13-11-20-04 FACILITIES / DALTON - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	20.16	E 13-10-20-04 FACILITIES / PARKS - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	117.06	E 13-11-20-04 FACILITIES / DALTON - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	80.81	E 13-11-20-04 FACILITIES / DALTON - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	96.96	E 13-08-20-04 FACILITIES / FD:NB - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	199.61	E 13-03-20-04 FACILITIES / NBCC - SERVICES / ELECTRICITY
00020 - CENTRAL MAINE POWER	871.15	E 13-09-20-04 FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY
Division Total-	11,041.28	
Department Total-	11,041.28	
15 SOLID WASTE		
15-0 SOLID WASTE / NO DIVISION CONT'D		
00623 - BELGRADE MECHANICAL SERVICES	310.63	E 15-05-35-10 SOLID WASTE / WASTE - REPAIRS / HOPPER
00289 - AUGUSTA FUEL CORP.	331.28	E 15-05-30-02 SOLID WASTE / WASTE - SUPPLIES / FUEL
Division Total-	641.91	
Department Total-	641.91	
23 INSURANCE		
23-0 INSURANCE / NO DIVISION CONT'D		
00434 - GROUP DYNAMIC, INC.	36.00	E 23-10-99-99 INSURANCE / HRA ADMIN - EXPENSE / EXPENSE
00002 - MAINE MUNICIPAL ASSOCIATION	10,642.80	E 23-15-99-99 INSURANCE / WORKERS COMP - EXPENSE / EXPENSE
Division Total-	10,678.80	
Department Total-	10,678.80	
25 RECREATION		
25-0 RECREATION / NO DIVISION CONT'D		
00836 - LABBE HAZEL	175.00	E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA
00428 - GALBRAITH, JULIA	375.00	E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA
Division Total-	550.00	
Department Total-	550.00	
31 SCHOOL		
31-0 SCHOOL / NO DIVISION CONT'D		
00034 - RSU # 18	556,617.67	E 31-01-99-99 SCHOOL / RSU 18 - EXPENSE / EXPENSE
Division Total-	556,617.67	
G/L Account Total	556,617.67	

G/L Accounts

G/L Accounts-0 / NO DIVISION CONT'D

Belgrade
10:19 AM

Department Summary

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Vendor	Amount	Account
G/L Accounts CONT'D		
G/L Accounts-0 / NO DIVISION CONT'D		
00126 - DEMCO	1,208.76	G 3-589-00 CAPITAL PROJ / LIBRARY
00020 - CENTRAL MAINE POWER	41.33	G 3-596-00 CAPITAL PROJ / DAMS
00020 - CENTRAL MAINE POWER	49.69	G 3-596-00 CAPITAL PROJ / DAMS
Division Total-	<u>1,299.78</u>	
G/L Account Total	<u>1,299.78</u>	
Final Total-	<u>610,320.30</u>	

TM Report 04/04/2023

Public Works Ad Hoc Committee

The committee met Thursday, March 30 and is diligently continuing with its mission. To date there has not been any success in securing interested parties for plowing contract(s) although the committee does have one contractor they will be meeting with in the coming days who is willing to talk. The next meeting date is April 13. Tom Streznewski Jr. has accepted the interim Chair position, Mike Harrington will take over sometime in May.

8 Dalton Property

To finish getting the property ready to rent out: one bedroom still to paint; touch up trim in spots; hearth installed; porch door fixed; thorough cleaning; furnace cleaning; water filters changed; outside cleaned and bushes trimmed; attic insulation: exclusion for pests?

PSAP Update

Dan MacKenzie attended the Kennebec County PSAP coverage meeting on March 17. His report from this meeting: "They are still working on it and somehow, they will get the calls answered until Waterville Comm becomes a PSAP. Waterville asked if there was State money to offset the cost. The State said nothing they are aware of you will just have to charge the towns what it cost the city. Waterville said they would pay their fair share but did not want to carry the rest of the towns. I guess it is still not 100% Waterville is going to go through with the PSAP, but they are looking hard at it."

Comprehensive Plan, Digital Mapping

Checking with **KVCOG** who helped with the plan previously, they are still offering this service and suggested for budgeting purposes – the cost for updating the Town of Belgrade's plan would be approximately \$28,000 split over 2 years (\$14k per budget year).

The Town must update every 10 years?

Essentially yes, but there is a 2-year grace period to work on an update so really 12 years. After 12 years the plan is deemed inconsistent with the State and not recognized by the state as valid for their purposes. Belgrade would lose consistency in March 2026.

Does the update impact grant or funding eligibility to the Town?

Certainly, certain state programs (such as CDBG) require a consistent comp plan to be eligible and other grant programs give automatic extra scoring to applications that reference the project in a comp plan, it also provides a solid legal backing to land use ordinances should they ever be challenged (see attached document that explains the overall benefits of a consistent comp plan).

DIGITAL MAPPING - does KVCOG have any digital map data for the Town of Belgrade already?

Yes, we worked extensively on the Land Use Revisions so have a lot of mapped data already available for the town.

So technically the towns tax parcels are already digitized. We have a version, but it will likely need a bit of an update etc. We can certainly look to assist getting them online for you so that you can view them and do some basic interrogation of the parcels etc. I would hope the cost of this to be minimal so we can cover it via your existing dues. It depends on the number of updates to parcel boundaries we might have to make that it might be a small fee - a few thousand perhaps? An example that we have worked on for Winthrop is here: <https://arcg.is/1qn01G>

Cost for this digital mapping?

If it's for the comp plan, mapping is included in the price quoted above, if it is for some other kind of work, we would need to provide the extent of work required (see above).

CAI has done map work for us in the past also. They offer GIS services as well, I have included their estimate for this work and site samples you can take a look at:

Hi Lorna:

It was a pleasure speaking with you regarding the Town's mapping needs. CAI Technologies provides mapping and Geographic Information Services (GIS) to nearly 600 communities throughout New England and NY. We believe our vast experience nicely positions us to not only provide the Town of Belgrade with services to meet your current mapping needs, but also any future GIS related services you may require.

Having reviewed what the Town currently has for Tax Maps, CAI would recommend a budget of \$29,900 for digitizing them. This price assumes an approximate parcel count of 3050, and that we would be starting with a set of Tax Maps with changes drafted on them current to 4/1/23. As part of this project CAI would recompile each parcel shown on the existing Tax Maps to align with the most recently available aerial photography. All features on the Tax Maps would be captured and a map document file (.mxd) set up to generate Tax Maps based on the Town's existing sheet layout. CAI would ensure linking of the parcel layer to your Trio Assessing database.

Upon completion, CAI would deliver to the Town a new full size set of hard copy and PDF Tax Maps, as well as data in the industry standard ESRI geodatabase format.

Based on the Town's estimate that approximately 50 deeds/plans would be provided annually for updating the Tax Maps with lot splits/mergers, maintenance services would be performed for a fee of \$6,400 a year once the maps have been digitized. To be honest, 50 deeds/plans per year sounds high to me for a Town the size of Belgrade, but it could very well be the case. If further discussion with the Assessor reduces that number, let me know and we can revise our quote. Keep in mind, we don't need to count deeds for straight transfers, only those that require a changing of the lines on the Tax Maps.

As we discussed, CAI also offers our clients an online service as a way for Town Staff and the public to take advantage of the GIS data being created with the above project.

This service, which is contracted in over 400 communities (70 in Maine) would allow the public and or staff to utilize the GIS data as well as get related Trio information for each parcel. You can get more information about our AxisGIS service on our website or by

watching this video. Examples of our AxisGIS platform can be seen using the links below. The one-time setup cost for a standard AxisGIS site is \$3,000 and the annual hosting fee is \$3,000.

<https://next.axisgis.com/ChinaME/>

<https://next.axisgis.com/FairfieldME/>

<https://www.axisgis.com/NorridgewockME/>

Speaking with our Assessing Agent for the Town of Belgrade, six of the towns he works in are going digital – it provides information via our website for residents and the general public; it would also alleviate some of the requests for property tax cards and other information as this would all be made available with a click of the mouse and from the comfort of one's home or office if desired.

Checking with MMA to see if American Rescue Plan Funds might be used for the cost of the comprehensive plan update if combined with map digitizing – here is their response:

As you likely know, the Final Treasury Rule retains the four broad categories of eligible uses for ARPA funds, which include:

- Responding to the public health emergency or its negative economic impacts (e.g., assistance to households, small businesses, nonprofits, impacted industries – tourism, travel, hospitality);*
- Providing premium pay to eligible workers responding to the public health emergency;*
- Providing government services to the extent of the reduction in revenue due to COVID-19; and*
- Making necessary investments in water, sewer and broadband infrastructure.*

You are already aware of the standard deduction of up to \$10 million to spend on “government services” under the “reduction in revenue” category. I do believe that GIS mapping would be a permissible use of American Rescue Plan Act (ARPA) funds under as a “government service” because GIS maps are utilized for a wide variety of government administrative uses, including but not limited to land use ordinances, property taxes, natural resource protection, water protection, determining flood zones, etc. General government administration is cited by the Department of the Treasury as an example of an eligible government service in the U.S. Treasury Department’s Overview of the Final Rule, see page 11. From your discussion it looks like the intent would be for land use ordinance development. If the purpose for the expenditure is for a service the government traditionally provides, it is probably an eligible use of ARPA funds. There are some specific prohibited uses such as: (1) debt service payments and rainy-day fund replenishing; (2) payment on legal settlements and judicial judgments; (3) other expenditures that would violate ARPA or conflict of interest requirements or would otherwise be illegal under federal, state, and local regulations.

Additional MMA Legal Services guidance is available here MMA's Legal Guidance on ARPA

I hope this is helpful.

*Charles Fyler, Staff Attorney
Legal Services Department
Maine Municipal Association*

MMA Risk Management

I met with James Toman, Loss Control Consultant with MMA Risk Management Services. He toured the Town Office, maintenance garage and transfer station. He provided a report with recommendations which are being addressed by the appropriate department head. A copy of the report summary has been sent out to the full board. As of 3/30/23 all items have been addressed and responses entered into the risk management system with MMA.

Proposed Planning Board Ordinance

Our town attorney has reviewed the proposed ordinance and made any necessary edits. This is included as an agenda item for April 4.

Harbormaster Updates from Hans

Our CEO Hans Rasmussen attended a 3-day training to become certified as Harbormaster for the Town of Belgrade. The Board appointed him March 21. Hans has provided a report from his training (see attached) for the Board's review.

Center for All Seasons

Cost of repairs 2019-22: 2019 \$2,463; 2020 \$5,145; 2021 \$1,567; 2022 \$5,779. These are costs of repairs to the physical building only. Other repairs have been done and paid for that are not included in these numbers. We are still awaiting an estimate of engineering costs from A.E. Hodsdon.

In addition, the State will make a site visit April 4 to inspect the water treatment system. The system has not been permitted and they have issued a boil water order until then.

State Dispatch Contract

We have received the new contract for July 1, 2023 through June 30, 2025. The cost for year one is \$32,443.29; year two \$34,055.70. This is a two-year contract, which you would need legislative body (voters) approval to sign. The contract is included in your Board packet for review.

Kennebec County EMA

KCEMA has an initiative in place to increase community CPR awareness and promote basic life support implementation throughout the region. They are offering various classroom-based American Heart Association (AHA) courses FREE OF CHARGE to community and company workforce members, first responders, school and healthcare workers. They have a team of qualified AHA instructors. I will be working with our Recreation Director, Dan MacGlashing to see if we can get some of these set up at the Center for All Seasons. A great community service!

Talking Sign

As you are aware, we lost the controller for our talking sign out front (installed 2015). The cost to repair will run between \$2,000-\$3,000 and take up to four weeks. Neokraft Signs has also provided an estimate for an updated, full color sign with the latest technology. Please see attached quote.

TAN

Bernstein Shur is once again handling the bid solicitation process for our TAN. Speaking with our treasurer, we should again look at a \$2 million note, drawing only as needed to reduce interest costs to the town. I am in hopes we will have bids opened and ready for your review and decision making at your May 2 meeting.

Cemetery Committee

Would like to request the Board consider a warrant article for the June ballot to move \$10,000 from undesignated funds to the reserve account. The Plan 5 Capital Projects account current has a balance of \$6,329.86. This will be added to your April 18 agenda.

Facilities Maintenance

Myself, Cory and Michial Heino have met and put together job descriptions for the two new positions approved in the budget at annual town meeting. These job descriptions are included in your packet for review, this will be added as an agenda item for April 18. Once approved, we'll begin advertising and set up interviews to get these positions filled.

With the addition of a new custodial / maintenance employee, we should consider a vehicle (we will now have 3 full time and 1 permanent (32 hours) part-time folks in this department with (currently) two vehicles. I am asking Cory to get some information to include for April 18.

Fire & Rescue Department

Fire Chief Dan MacKenzie and I had a conversation recently about a policy which follows the Maine EMS COVID immunization rule. I have written a policy and had Dan/Travis review. With a few changes, this should now go to legal review and Board consideration for approval. A draft of this policy is attached for your review and will be added to your April 18 agenda. I have also included the Maine EMS rule.

On the radar

Water Trustee appointments

Dalton rental agreement(s)

Comprehensive Plan Implementation Oversight Committee

GIS mapping (digitized maps and parcel data)

LD 2003

Possible Broadband Committee

Lakes Committee and Friends of Belgrade Lakes April 18 Selectboard Meeting

Volunteer Flower Group (volunteers to plant and care for flowers around town)

Strategic Planning/Goal Setting for 2023



Why create a Comprehensive Plan?

Communities complete Comprehensive Plans for a variety of reasons. At their most basic level, communities complete Comprehensive Plans to prepare for the future. A comprehensive review of community issues and policies promotes discussion among neighbors and can help communities avoid problems that sometimes occurs when community decisions are made in a piecemeal fashion.

A comprehensive plan is a guide to the future for the town. It is not an ordinance or a set of rules, it is instead a guide for the town government to move in the direction the people want. It provides a map indicating what direction the town wants to go in over the next 10 years, and it also provides a “snapshot in time” of the town.

Good planning makes good communities.

A good Comprehensive Plan should enable a community to:

- Sustain rural living and a vibrant village center.
- Preserve a healthy landscape and a walkable community.
- Balance economic prosperity with quality of life
- Protect working waterfronts and/or community farms.
- Develop a discussion among neighbors.
- Develop a basis for sound decisions in town management.

In summary a Comprehensive Plan is there to encourage orderly growth and development in appropriate areas of the community, while protecting the towns rural character, making efficient use of public services and preventing any development sprawl.

How has a Comprehensive Plan benefited a Town?

An good example is the community of Belgrade, which has used its Comprehensive plan as a real driving force for instituting changes and actively planning. The Plan was and still is the consulted guide for coordinating the towns committees and staff to implement identified strategies.

Belgrade has a dedicated implementation committee that monitor progress (or the lack thereof) in the implementation of the Plan's recommendations, report their status, and make recommendations for the Plan's implementation to the Select Board for their consideration and action.

Specifically, the plan has directed focus on managing the suburbanization of Belgrade as it continues to grow in population and to develop. This has enabled the town to complete a review of Town ordinances for which it is responsible for administering for consistency with the recommendations of the Comprehensive Plan. They have been incorporated into two ordinances by the Planning Board – the Commercial Development Review Ordinance and the Shoreland Zoning Ordinance. This includes incorporating improved management of stormwater and phosphorous runoff from developments and better protecting the water quality of the Belgrade Lakes. Additionally, work has been done on the Subdivision Ordinance to be consistent with the Plan, as well as other needed updates.

This active planning allows the town to handle change and development actively and not reactively, to safeguard the towns natural resources and quality of life for residents.

Quotation from George Seel – Belgrade Planning Board:

“... the Plan has provided focus as well as impetus and some level of accountability for various Town Boards, Committees and officials... the PB formulated an action plan to implement those recommendations calling for ordinance changes/updates, principally our Commercial Development Review Ordinance (our version of a site review ordinance), Shoreland Zoning and our Subdivision ordinance (now underway with KVCOG's technical help)...

And the truth be told, the Comp Plan since it guides Town policy and was overwhelmingly approved by the voters, gives efforts like ordinance updates political cover. Our select boards and their individual members over this timeframe have to varying degrees supported or opposed the recommendations of the plan and their implementation, and especially work on our land use ordinances. It is however difficult to argue with efforts to implement these recommendations, including ordinance development, if you believe in local democracy.”

How important it is to have broad-based participation?

Any good comprehensive plan requires a bold planning process that engages the public in a meaningful way. Without a strong public participation component, you run the risk of developing a plan that lacks broad community support, or a timid one that elicits little debate, but which is so cautious as to be ineffective.

Communities should always work for a significant level of public participation and outreach. Many communities, however, can struggle with sustaining public interest. Despite efforts to be inclusionary, comp plan committees often encounter poorly attended meetings and attrition of committee members. Often it is not until the vote on the plan at Town Meeting that a large segment of the citizenry voiced its views in support – or in opposition.

No simple formula exists for increasing the level of citizen participation in plan updates. If anything, promoting involvement gets harder as time goes by as the pace of everyday life quickens and many municipal governments struggle to fill volunteer boards. Through creativity, persistence, and strategic focus, however, the community should look to design a more effective public participation process.

Strong public participation is a must to create “buy-in” to the Plan.

People will rarely embrace change unless they think that a problem exists in the first place. Committees may be stymied in their efforts to address important local and state goals unless a strong case is made for why these goals are pertinent to the community – and important to pursue. Such early “buy in” by the general public is necessary before the community can focus squarely on any problems with a sense of common purpose.

A sense of public ownership for goals and planning concepts need to be fostered and refute the notion that the plan is state imposed. Lack of real support for the plan it can lead to poor implementation, blunting its effectiveness.

Ideally there should be a long-term process of building awareness of how planning in general and addressing particular plan goals can benefit the community. Creating public ownership of the plan and its approaches is essential if it is to be effective and worthwhile. A community should avoid the plan simply becoming a response to state requirements rather than to the community’s own needs.

**ADVANTAGES OF MUNICIPAL ADOPTION OF A COMPREHENSIVE PLAN
CONSISTENT WITH THE PLANNING AND LAND USE REGULATION ACT**

(30-A, M.R.S.A. §4301 et seq.)

Note: The Planning and Land Use Regulation Act is commonly referred to as the Growth Management Act

1. An adopted consistent comprehensive plan is legally required to substantiate any zoning ordinance (that regulates land area beyond the minimum required in the state shoreland zoning guidelines), *see 30-A, M.R.S.A. §4314.*
2. An adopted consistent comprehensive plan is legally required to substantiate any impact fee ordinance, *see 30-A, M.R.S.A. §4314.*
3. An adopted consistent comprehensive plan is legally required to substantiate any rate of growth ("building cap") ordinance, *see 30-A, M.R.S.A. §4314.*
4. An adopted consistent comprehensive plan, while not specifically required to substantiate other types of ordinances, provides the most solid legal footing to all land use and related ordinances by providing clear municipal policy intent within the parameters of state law.
5. Zoning ordinances enacted pursuant to an adopted consistent comprehensive plan, if determined by SPO to be consistent with the plan, become binding on state agencies (Governor can override if state interests are overly frustrated), *see 30-A, M.R.S.A., §4352.6.*
6. State growth related capital investments may only be made within a growth area designated within an adopted consistent comprehensive plan or one of the following growth area surrogates: sewer and water district, census designated place or urban compact area, *see 30-A, M.R.S.A., §4349-A.1.*
7. State agencies are directed to award preference for many state grant and investment programs to municipalities with an adopted consistent comprehensive plans, *see 30-A, M.R.S.A. §4349.3.*
8. State agencies are directed to assist municipalities with an adopted consistent comprehensive plan with plan implementation, *see 30-A, M.R.S.A. §4349-A.2-A.*
9. The most important advantage of adopting a consistent comprehensive plan is creating a highly participatory and official public statement describing the desired future for your community! In doing so, your municipality is contributing to a larger effort in concert with your neighbors to attain the State's Growth Management Goals and Coastal Policies.
10. Consistency of comprehensive plan and zoning ordinance is one component for eligibility for Natural Resource Protection Act (NRPA) permit granting authority, *see 38, M.R.S.A., §480-F.1.B.*

Note: This list reflects the interpretation of KVCOG. This list is not meant to render a legal opinion. We recommend contacting the Maine Municipal Association or municipal attorney if an official legal interpretation is needed.

Lorna Dee Nichols

From: Aaron Weston <aweston@cai-tech.com>
Sent: Friday, March 31, 2023 10:21 AM
To: Lorna Dee Nichols
Subject: Belgrad, ME Map Digitizing and Hosting Costs

EXTERNAL MESSAGE:

Hi Lorna:

It was a pleasure speaking with you regarding the Town's mapping needs. CAI Technologies provides mapping and Geographic Information Services (GIS) to nearly 600 communities throughout New England and NY. We believe our vast experience nicely positions us to not only provide the Town of Belgrade with services to meet your current mapping needs, but also any future GIS related services you may require.

Having reviewed what the Town currently has for Tax Maps, CAI would recommend a budget of \$29,900 for digitizing them. This price assumes an approximate parcel count of 3050, and that we would be starting with a set of Tax Maps with changes drafted on them current to 4/1/23. As part of this project CAI would recompile each parcel shown on the existing Tax Maps to align with the most recently available aerial photography. All features on the Tax Maps would be captured and a map document file (.mxd) setup to generate Tax Maps based on the Town's existing sheet layout. CAI would ensure linking of the parcel layer to your Trio Assessing database.

Upon completion, CAI would deliver to the Town a new full size set of hard copy and PDF Tax Maps, as well as data in the industry standard ESRI geodatabase format.

Based on the Town's estimate that approximately 50 deeds/plans would be provided annually for updating the Tax Maps with lot splits/mergers, maintenance services would be performed for a fee of \$6,400 a year once the maps have been digitized. To be honest, 50 deeds/plans per year sounds high to me for a Town the size of Belgrade, but it could very well be the case. If further discussion with the Assessor reduces that number, let me know and we can revise our quote. Keep in mind, we don't need to count deeds for straight transfers, only those that require a changing of the lines on the Tax Maps.

As we discussed, CAI also offers our clients an online service as a way for Town Staff and the public to take advantage of the GIS data being created with the above project.

This service which is contracted in over 400 communities (70 in Maine) would allow the public and or staff to utilize the GIS data as well as get related Trio information for each parcel. You can get more information about our AxisGIS service on our [website](#) or by watching [this video](#). Examples of our AxisGIS platform can be seen using the links below. The one-time setup cost for a standard AxisGIS site is \$3,000 and the annual hosting fee is \$3,000.

<https://next.axisgis.com/ChinaME/>

<https://next.axisgis.com/FairfieldME/>

<https://www.axisgis.com/NorridgewockME/>

Beyond the basic AxisGIS Service we offer additional add-on layers and functionality should they be of interest to the Town. I have described some of these below along with their cost options if available. I may not have an interest in these initially, but I wanted you to at least see what is available. For these options I think it would be most helpful to

review them over the phone or remote meeting so that they could be further described and understood. Keep in mind also that these items can be added at anytime in the future:

Secure Staff Site Service - One time \$950

This includes loading existing GIS data layers into a Staff Site that the Town does not want exposed for public viewing and configuring the Staff Site tools. Staff Tools include things such as Buffering GIS Features besides parcels, Exporting data layers, generating Reports for Unmatched Assessor Records/Parcels as well as site usage statistics, parcel name/address labeling and large format printing.

Individual Document Upload Tool - \$700 annually

In order to have this tool, the Town must have purchased a Secure Staff Site. Specified users can be given access to this tool for attaching documents to a parcel and determining if they are available to the public or only to Staff. Sample document types might be survey plans, deeds, permits, building floor plans, additional photos, septic designs etc.

Advanced Queries Module - One time \$1,500* set up and \$1,000 annually

This tool provides Staff Users the ability to query database tables or GIS data layer attributes linked in AxisGIS and configured for Advanced Querying. For example the user might query for all parcels greater than 10 acres that sold between X date and Y date for more than Z dollars. Or, query a GIS layer such as Drainage to find all Catch Basins that have not been emptied since X date. Once parcels or other GIS features are selected you can export a list of their attributes to Excel, generate a PDF report or mailing labels. *This fee is for configuring the standard Assessing database tables in AxisGIS to be queried. Additional fees may apply for querying other databases or GIS layers.

AxisGIS Editor - \$2,450 annual hosting fee, one time layer setup fees TBD

The online GIS data editing service will allow select Town staff to create, edit and query GIS data layers using our online service. There is a one time setup fee (minimum \$1,200) to set up data layers in the editing service. Once we get additional details from the Town and determine the layers to be loaded, we can provide fixed costs for the setup fees.

Batch Document Uploaders - Fee To Be Determined (TBD)

Many of our clients elect to have us create Batch Uploaders for uploading Building Photos, Sketches or Documents to our site. Under our standard annual hosting fee, new building photos and sketches configured during the initial setup are updated once annually. With a Batch Uploader however the Town could regularly upload these or other documents to the site. Once we have specific information regarding the files (format, size, naming convention, folder structure etc.) and how they are stored on the Town's server, Google Drive or through a document management software, we can provide a fixed cost for these.

Third Party System Integrations - Fee TBD, performed Time and Materials

CAI often works with our customers to support integrations between AxisGIS and other software licensed by the Town. Typical integrations are with permitting software, asset management software, oblique imagery services etc. A third party integration may require purchase of a Secure Staff Site and in some cases an ArcGIS Online subscription. Setup would be performed Time and Materials, additional annual hosting costs may apply. Until we get details regarding iWorQs and understand the integration needs, we can't really provide accurate pricing. At a minimum you should plan on \$3,500.

Dynamic Layer Creation - One time set up fee TBD

Often CAI builds "Dynamic Layers" that are based off of data included in databases linked to AxisGIS. For example data layers are often created to show the Neighborhood Code, Land Use Code, Sales or Sale Price to Assessment Ratio using values available in the Towns Assessing database. If permit information is linked in AxisGIS, data layers could be created to show permits of a certain type or status. Each of these data layers can be made available to the public or staff only and will automatically refresh the next time the source database information is uploaded to AxisGIS.

Please note that CAI does offer discounted "Bundle" pricing should the Town be interested in several of the above AxisGIS Add-ons. One example is the purchase of the Document Upload and Advanced Query tools. Purchased separately these tools would have a \$1,700 (\$700 Document Upload Tool and \$1,000 Advanced Query Tool) annual hosting fee. If purchased at the same time, the annual hosting fee is \$1,400 (\$300 a year savings).

Please review this information and get back to me with any questions the Town may have. If the Town would like to meet to further discuss this project or see a demo of the AxisGIS platform, I would be happy to do so. Should the Town decide this is something that you would like to proceed with, let me know which services and we shall prepare a formal proposal.

I look forward to hearing from you.

Sincerely,

Lorna Dee Nichols

From: Nick Poole
Sent: Thursday, March 30, 2023 2:14 PM
To: Lorna Dee Nichols
Subject: FW: Belgrade - FW: Information Request

MMA response below. Looks like they agree. Let me know your thoughts.

Nick Poole
Treasurer
Town of Belgrade
990 Augusta Road
Belgrade, ME 04917
Phone: 495-2258 Ext. 211
Fax: 207-495-2742
Email: treasurer@townofbelgrade.com

From: Legal Services Dept <legal@memun.org>
Sent: Thursday, March 30, 2023 2:11 PM
To: Nick Poole <treasurer@townofbelgrade.com>
Subject: RE: Belgrade - FW: Information Request

EXTERNAL MESSAGE:

Nick,

As you likely know, the Final Treasury Rule retains the four broad categories of eligible uses for ARPA funds, which include:

- Responding to the public health emergency or its negative economic impacts (e.g., assistance to households, small businesses, nonprofits, impacted industries – tourism, travel, hospitality);
- Providing premium pay to eligible workers responding to the public health emergency;
- Providing government services to the extent of the reduction in revenue due to COVID-19; and
- Making necessary investments in water, sewer and broadband infrastructure.

You are already aware of the standard deduction of up to \$10 million to spend on “government services” under the “reduction in revenue” category. I do believe that GIS mapping would be a permissible use of American Rescue Plan Act (ARPA) funds under as a “government service” because GIS maps are utilized for a wide variety of government administrative uses, including but not limited to land use ordinances, property taxes, natural resource protection, water protection, determining flood zones, etc. General government administration is cited by the Department of the Treasury as an example of an eligible government service in the U.S. Treasury Department’s Overview of the Final Rule, see page 11. From your discussion it looks like the intent would be at for land use ordinance development. If the purpose for the expenditure is for a service the government traditionally provides, it is probably an eligible use of ARPA funds. There are some specific prohibited uses such as: (1) debt service payments and rainy-day fund replenishing; (2) payment on legal settlements and judicial judgments; (3) other expenditures that would violate ARPA or conflict of interest requirements or would otherwise be illegal under federal, state, and local regulations.

Additional MMA Legal Services guidance is available here [MMA’s Legal Guidance on ARPA](#)

I hope this is helpful.

Harbormaster Basic Training Course

Takeaways

A municipality bordering territorial waters must appoint a harbormaster upon request by any person desiring mooring privileges.

Appointments are for a minimum of one year.

Joint Appointment- the municipal officers of two or more municipalities that border on the same inland waters may jointly appoint a single harbormaster who has authority over the jurisdiction of all the participating municipalities.

Permanent moorings must be in ordinance.

Permitted mooring sites and location must be created in ordinance by municipal authority.

Fees and fines must be created by ordinance.

Mooring removal must be in ordinance. Only harbormaster can remove derelict moorings after following proper procedures.

Mooring design and maintenance must be described in the ordinance. Condition and visibility must be kept as to not be a hazard.

Ordinance must address abandon vessels left on permitted moorings.

Derelict or abandon vessels may not be left on town property without a permit.

Fishing traps or apparatus must be removed by Department of Marine Resources.

Public Trust Rights – Fishing, Fowling, Navigation and Recreation.

Everyone and no one owns submerged lands, waters and animals.

Inland great ponds (10 acres or more) are an exception. Landowners own land surface under waters to the low water mark prior to a dams erection. Great Pond is -3 feet from high water mark, Long Pond is -4.5 feet from high water mark.

Example, public subsurface land on Long Pond begins beyond a water depth of 4.5 feet. But all waters are public.

Public may access unposted private unimproved lands.

Non-water dependent floating structures: homes, camps and vessels with motors removed not allowed. Building on or over waters is prohibited in DEP chapter 1000 Shoreland zone section 15(c). Belgrade opted out of this section as provided in DEP chapter 1000 rules section 3.

Marinas with more than 18 slips must have pump out station. Variances are available after DEP review.

Working Waterfront is not limited to fisheries. It includes canoe/kayak rentals, bait sales, marinas, restaurants, etc.

AGREEMENT
BETWEEN
STATE OF MAINE, DEPARTMENT OF PUBLIC SAFETY
AND
TOWN OF BELGRADE

This Agreement is between the State of Maine, Department of Public Safety ("DPS"), with a mailing address of 104 State House Station, Augusta, Maine 04333-0104 and the Town of Belgrade ("Municipality"), with a mailing address of 990 Augusta Road, Belgrade, Maine 04917, hereinafter referred to jointly as the "Parties".

WHEREAS, the Municipality has an obligation to provide Public Safety Law Enforcement Dispatch services; and

WHEREAS, the Municipality wishes to contract with DPS for the provision of law enforcement dispatch services; and

WHEREAS, DPS is willing to provide law enforcement dispatch services:

NOW THEREFORE, in consideration of the premises and the covenants set forth herein, the Parties agree as follows:

1. Scope of services. DPS agrees to provide Municipality dispatch services, defined as follows:

"Dispatch services" means:

- A. Emergency communication services for appropriate service providers, including, but not limited to, fire, rescue, animal control, and law enforcement agencies;
- B. Facilities, equipment, and personnel to carry out the purposes stated in the public safety answering point ("PSAP") standards of the State of Maine;
- C. Call answering, including, but not limited to, emergency and non-emergency calls for service;
- D. Dispatching services, including, but not limited to, dispatching personnel and equipment for emergency and non-emergency calls for service, dispatching for all on-going incidents, and coordinating support services as deemed appropriate by emergency incident commanders or authorized agency personnel; and
- E. Maine Telecommunications and Routing Operations System ("METRO") and National Crime Information Center ("NCIC") services as needed or requested by the law enforcement branch of the Town;
 - 1. Prior to such services being provided by the Department, a Secondary Users Agreement must be entered into with the Department by the chief law enforcement officer of the Town;
- F. Transcript preparation of 9-1-1 calls received in connection with the performance of dispatch services under this Agreement; and
- G. Providing copies of tapes of radio calls received in connection with the performance of dispatch services under this Agreement, upon the request of the Town (for court and investigative purposes), and to the extent permitted by applicable law (*see generally* 25 M.R.S.A. § 2929); and

In providing dispatch services pursuant to this Agreement, DPS shall ensure that calls for service are dispatched to the appropriate service providers for the Town. Further, DPS shall provide such dispatch services in the most reasonably cost-effective and efficient manner possible.

2. Fee for PSAP and Dispatch Services. Municipality shall pay DPS a fee for dispatch services provided pursuant to this Agreement in accordance with the Local Jurisdiction Fee Schedule. For purposes of determining the total annual fee of \$32,443.29 for Municipality during the period commencing July 1, 2023, and

ending June 30, 2024, the census population data of 3,183 and dispatched call volume for 2022 of 1,048 calls for the local jurisdiction were used. The Municipality shall pay the Department an adjusted fee of \$34,055.70 for the period commencing July 1, 2024 and ending June 30, 2025. The census data population number is subject to revision at the time of any extended term of this Agreement must be stated in any amendment to the Agreement. DPS shall invoice Municipality on a quarterly basis starting on July, 2023.

3. The term of this Agreement shall be twenty-four (24) months commencing July 1, 2023, and ending June 30, 2025. The Municipality may extend the term of the Agreement on the same terms and conditions for an additional twelve (12) month period by giving the Department written notice of such request sixty (60) days prior to the expiration of this Agreement. Any extension of the term of this Agreement must be approved by both Parties in writing as an amendment to the Agreement.

4. **Termination of Agreement.** The Agreement may be terminated by either Party for convenience by notifying the other Party in writing of such termination at least six (6) months prior to the termination date of the Agreement. In the event of such termination, the Parties agree to work together to ensure that dispatch services will continue to be provided to Municipality.

5. **Point-of-Contact Designations.** DPS and Municipality shall respectively designate a person working for DPS and Municipality to serve as points-of-contact regarding matters relating to this Agreement.

6. **Legal compliance.** The Parties shall comply with all applicable state and federal laws and regulations in the performance of this Agreement.

7. **Agreement-related records.** DPS shall maintain all books, documents and other such materials, in whatever form (collectively referred to hereinafter as “records”), pertaining to this Agreement and shall retain such records during the term of this Agreement and for such period of time required by applicable State of Maine record retention schedules and the accounting and auditing practices of the State of Maine. DPS shall make such records publicly accessible for inspection and copying to the extent required by the Maine Freedom of Access Act (1 M.R.S.A. c. 13) and as permitted by applicable law.

8. **Governing law.** This Agreement shall be governed by the laws of the State of Maine.

9. **Change requests.** Municipality may request changes in PSAP and dispatch services (“Change Request”) to be performed by DPS pursuant to this Agreement. A Change Request must be made in writing and submitted to the point of contact designated by DPS regarding matters relating to this Agreement (hereinafter, the “DPS Contact Person”). Within fifteen (15) business days after the receipt of a Change Request, DPS shall provide to the point of contact designated by Municipality regarding matters relating to this Agreement (hereinafter, the “Municipality Contact Person”) a written statement stating whether the Change Request will have a price, schedule, or other type of impact. If there is a price, schedule, or other type of impact, the statement must include a brief description of the impact, including, for example, whether any price increase or decrease or schedule change could or will be caused by the impact. If the Parties agree to the Change Request, they shall negotiate in good faith the terms and conditions for implementation of the Change Request. A Change request shall not be effective unless memorialized in writing, signed by both Parties, and incorporated by reference into this Agreement.

10. Responsibilities of Municipality Contact Person. The Municipality Contact Person is responsible for coordinating the performance of PSAP and dispatch services provided by DPS, including, but not limited to:

- A. Reviewing written planning documents prepared by DPS; and
- B. Being available for discussion to the Department Contact Person during normal business hours for consultation and decision making.

11. Responsibilities of DPS Contact Person. The DPS Contact Person is responsible for coordinating the performance of PSAP and dispatch services with Municipality, including, but not limited to:

- A. Preparing written planning documents that set forth PSAP and dispatch service tasks in detail;
- B. Being available for discussion to the Municipality Contact Person during normal business hours for consultation and decision making;
- C. Supervising DPS personnel involved in providing PSAP and dispatch services; and
- D. Ensuring that PSAP and dispatch services are performed in accordance with DPS standards and applicable law.

12. Confidentiality of Information. The Parties acknowledge that during performance of this Agreement they each may be exposed to or acquire records or information that is confidential by law ("confidential information"). Subject to the requirements of federal and State law, the Parties agree to hold confidential information in strict confidence and not to copy, reproduce, sell, assign, license, market, transfer, disseminate, or otherwise disclose (collectively, "disclose") such information to third parties or use such information for any purpose other than for the provision of PSAP and dispatch services and in accordance with applicable law. The Parties shall advise their respective

employees, agents, and representatives of their obligations to keep confidential information protected. The Parties shall use reasonable efforts to assist each other in identifying and preventing unauthorized use or disclosure of confidential information. Without limitation of the foregoing, the Parties shall make reasonable efforts to advise each other immediately in the event that either learns or has reason to believe that any person who has had access to confidential information has violated or intends to violate either the terms of this Agreement or of applicable law, and will reasonably cooperate in seeking injunctive relief against any such person. Nothing in this provision shall prohibit disclosure of public records or other information by either party when such disclosure is required by the Maine Freedom of Access Act (1 M.R.S.A. c 13) or by an order issued by a Court of competent jurisdiction. The Parties shall respectively inform each other of requests they receive for records relating to this Agreement and shall notify each other prior to disclosing such records. The terms of this provision shall survive the expiration or termination of this Agreement.

13. Dispute resolution. If any dispute between the Parties arises during the term of this Agreement concerning performance of the work under the Agreement, either Party shall serve notice of such dispute on the other party and the Commissioner of DPS. The Commissioner shall have the opportunity to consider the information about the dispute that is provided by the Parties to her or him, make a written decision to resolve the dispute, and serve a copy of that decision on the Parties. The Commissioner's decision shall be final agency action for the purposes of applicable law.

14. Waivers. The Parties shall not be deemed to have waived any rights or remedies provided by this Agreement or at law unless such waiver is stated in writing and signed by the waiving Party. The Parties agree that they shall not assert in any action relating to the Agreement that any such waiver occurred if the waiver was not stated in writing and signed by the waiving Party.

The failure of either Party to insist in any instance upon strict performance of any of term or provision of the Agreement, or to fail to exercise an option or election provided under the Agreement or at law, shall not be asserted by the other Party to be a waiver or relinquishment for the future of such options or elections. A written, signed waiver by either Party of any right or remedy provided under the Agreement or at law shall not be deemed to be a waiver of any prior or subsequent ability to assert that right or remedy under the Agreement or at law.

15. Termination of Agreement by DPS for Material Breach/Default.

DPS may terminate this Agreement in the event of a material breach or default by Municipality of its obligations hereunder that is not cured within thirty (30) days after the date of receipt by Municipality of written notice of such breach or default from DPS. If the breach or default, by its nature, cannot be cured within such thirty (30) day period, then Municipality shall have up to thirty (30) additional days to cure the breach or default, provided Municipality has exercised reasonable efforts and taken appropriate action to begin curing the breach or default within the initial thirty (30) day cure period.

16. Termination of Agreement by Municipality for Material Breach/Default. Municipality may terminate this Agreement in the event of a material breach or default by DPS of its obligations hereunder that is not cured within thirty (30) days after the date of receipt by DPS of written notice of such breach or default from Municipality. If the breach or default, by its nature, cannot be cured within such thirty (30) day period, then the Department shall have up to thirty (30) additional days to cure the breach or default, provided DPS has exercised reasonable efforts and taken appropriate actions to begin curing the breach or default within the initial thirty (30) day cure period.

17. Performance of Agreement Contingent on Funding. Performance of this Agreement is subject to available budgetary appropriations and does not

create any obligation on behalf of Municipality or DPS in excess of such appropriations. In the event insufficient funds are appropriated to fund this Agreement, or if funds are de-appropriated, Municipality, DPS, or both, as applicable, shall immediately notify each other of such action. The failure of the Municipality, DPS, or both to meet obligations pursuant to this Agreement as a result of insufficient funding may be deemed as a breach of this Agreement.

18. Excuse of Performance Obligations. DPS shall be excused from its performance obligations under this Agreement if and to the extent that DPS' provision of PSAP and dispatch services is prevented or rendered functionally useless by circumstances including, but not limited to, telecommunications failures, damage to equipment, or other physical causes resulting from an act of God, act of war, riot, fire, explosion, flood or other catastrophe, or any other event beyond the control of, and that could not reasonably be foreseen by, the Department. In such an event, to the extent that circumstances may reasonably allow, DPS shall promptly take all appropriate and necessary actions within its power to restore dispatch services to the fullest extent reasonably possible, in accordance with this Agreement.

19. Severability of Agreement Provisions. The invalidity or unenforceability of any provision or part thereof of this Agreement shall not affect the remainder of that provision or any other provision, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision or part thereof had been omitted.

20. Entire Agreement. This Agreement contains the entire agreement of the Parties with respect to the matters addressed therein. This Agreement may not be amended except through a written document signed by both DPS and Municipality and incorporated by reference into the Agreement.

21. Litigation Expenses, Costs, and Fees. In the event there is litigation between the Parties in relation to this Agreement, each Party shall be responsible for its own expenses, costs, and attorney fees.

WHEREFORE, the Parties have caused this Agreement to be executed by their duly authorized representatives on the date set forth below.

Dated: 3-20-23

DEPARTMENT OF PUBLIC SAFETY



By: Michael Sauschuck

Title: Commissioner

Dated: _____

TOWN OF BELGRADE

By: _____

Title: _____



Kennebec County EMA
77 Winthrop Street
Augusta, Maine 04330

April 2023

Kennebec County Emergency Management Agency (KCEMA) has an initiative in place to increase community CPR awareness and promote basic life support implementation throughout the region. We are offering various classroom-based American Heart Association (AHA) courses **free of charge** to our community and company workforce members, first responders, school and healthcare workers. KCEMA has a team of qualified AHA instructors that are devoted to our mission.

We hope your organization or community is able to utilize this opportunity. On the following pages you will find the course options and scheduling information that KCEMA will need to curate a course at your facility.

Respectfully,

Danielle Beauchemin
Education Coordinator
(215) 882.3214 Direct/Mobile
dani.beauchemin@kcema.org



COURSE OPTIONS

Detailed course descriptions can be found on cpr.heart.org. If you are viewing this document via email, you can click the link to go to the course description.

COMMUNITY (HEARTSAVER) COURSE OPTIONS:

These courses are intended for anyone with little or no medical training who requires a course completion card for job, regulatory (e.g., BOL/OSHA), or other requirements. These courses can also be taken by anyone who wants to be prepared for an emergency in any setting. Suitable for community members, daycare workers, school and workforce employees, lifeguards, etc.

AHA Heartsaver	
Classroom-based Courses	~ Duration (hours)
<u>Heartsaver First Aid, CPR, AED</u>	2.5 - 3.5
<u>Heartsaver Total First Aid, CPR, AED</u> (meets OSHA requirements)	3.5 - 5
<u>Heartsaver Pediatric First Aid, CPR, AED</u>	2.5 - 3.5
<u>Heartsaver CPR AED</u>	1 - 2
<u>First Aid</u>	2-2.5

*Duration varies based on course content. There is an optional multiple choice exam (25 questions) for the AHA Heartsaver courses; as well as optional topics that can be specifically geared towards the participant group. Let us know if you would like this included, or prefer a shorter duration with only required topics.

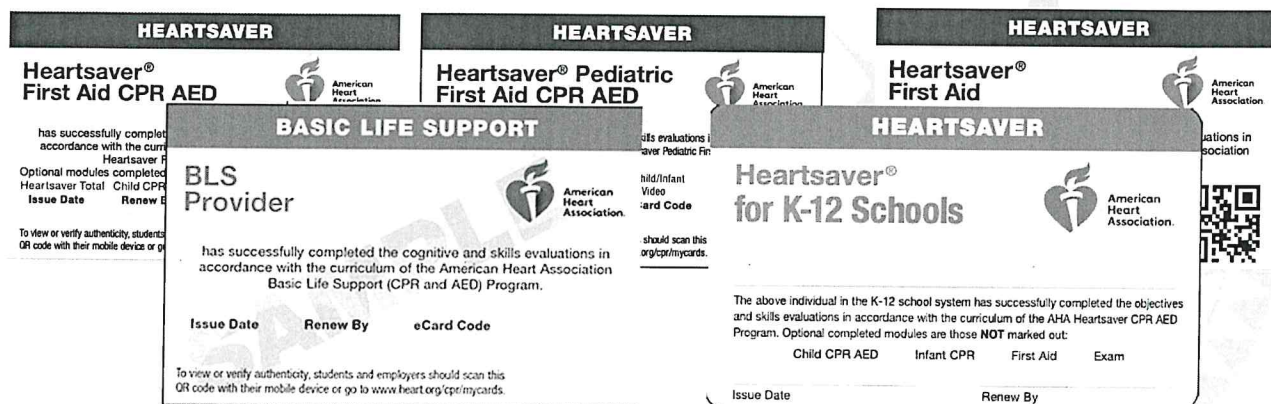
BASIC LIFE SUPPORT (BLS) COURSE OPTIONS:

The AHA BLS course is suitable for healthcare professionals, first responders, police, firefighters, search and rescue, EMS, doctors, nurses, etc., who may provide care to patients in a wide variety of settings.

AHA BLS	
Classroom-based Courses	~ Duration (hours)
<u>Basic Life Support (BLS)</u>	4 - 4.5
<u>BLS Renewal</u> (must currently have an AHA BLS card)	3

ADDITIONAL INFO:

- Minimum group size 3 participants
- Maximum group size 9 participants (per 1 instructor)
 - **If more than 9 participants, we can either:**
 - add more instructors to accommodate a larger group;
 - or offer the course over multiple class times/days
- **All courses may be scheduled out until 2025**
- For CPR courses, participants should wear loose, comfortable clothing. You will be practicing skills that require working on your hands and knees, bending, standing, and lifting. If you have physical conditions that might prevent you from participating in the course, please let us know in advance. The instructor will work to accommodate your needs within the stated course completion requirements.
- We will provide instructors, training equipment, and student workbooks for use during class. If any participant would like to purchase their own copy of the student workbook, they are available on the AHA website.
- Blended-learning (Online/hybrid) options are available - please email for more details.
- Completion of the course will provide each individual with an e-card valid for 2 years. The AHA no longer issues physical cards, so an email address is required for each participant to receive their e-Card. The e-Card will be emailed to them within 1 week from the course date. Examples:





647 Pleasant Street
 Lewiston, ME 04240
 207-782-9654
 www.neokraft.com

PROPOSAL

Proposal #: 12059-1

Proposal Date: 03/28/23
Customer #: 1371
Page: 1 of 4
Sales Person: Clay Bublak

SOLD TO:	JOB LOCATION: (ACCT ID: 001331)
TOWN OF BELGRADE 990 AUGUSTA ROAD BELGRADE ME 04917	BELGRADE TOWN HALL 6 MANCHESTER ROAD BELGRADE ME 04917 REQUESTED BY: Cory

Neokraft Signs, Inc. (HEREINAFTER CALLED THE "COMPANY") HEREBY PROPOSES TO FURNISH ALL THE MATERIALS AND PERFORM ALL THE LABOR NECESSARY FOR THE COMPLETION OF:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #12059 Furnish (1) 3'x8' double sided Cirrus 9mm full color EMC to replace customers existing 3'x8' double sided Cirrus Solo Fire EMC on monument sign.	\$23,270.10	\$23,270.10
1	QUOTE #12059-I Install new Cirrus panels and controller in existing sign. Customer to provide (1) 20 amp 240 volt primary power circuit to sign location.	\$2,040.48	\$2,040.48
		SUB TOTAL:	\$25,310.58
		ESTIMATED SALES TAXES:	\$0.00

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

TOTAL PROPOSAL AMOUNT: \$25,310.58

TERMS: 80.0% DOWN, BALANCE DUE ON COMPLETION
 (INTEREST OF 1.5% PER MONTH WILL BE ADDED TO PAD DUE INVOICES)

NOTE: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS. WORK WILL NOT BEGIN UNTIL DOWN PAYMENT AND WRITTEN ACCEPTANCE IS RECEIVED.

ANY ALTERATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS, WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE TO BE PAID BY THE PURCHASER.

UNLESS OTHERWISE INDICATED, ALL SHIPPING COSTS, PERMIT AND ADMINISTRATION FEES, WILL BE EXTRA.

TERMS AND CONDITIONS

1. UPON DEFAULT IN THE PAYMENT OF ANY SUMS HEREIN AGREED, Neokraft Signs, Inc. MAY, AT ITS OPTION, DECLARE THE ENTIRE BALANCE PRICE FULLY DUE AND PAYABLE WITHOUT FURTHER NOTICE TO CUSTOMER; AND WHEN DECLARED, CUSTOMER AGREES TO PAY INTEREST ON SAID BALANCE, WHEN DECLARED DUE AT

COMPANY INITIALS _____

CUSTOMER INITIALS _____



647 Pleasant Street
Lewiston, ME 04240
207-782-9654
www.neokraft.com

PROPOSAL

Proposal #: 12059-1

Proposal Date: 03/28/23
Customer #: 1371
Page: 2 of 4
Sales Person: Clay Bublak

- THE RATE OF 1.5% PER MONTH. CUSTOMER FURTHER AGREES TO PAY ALL REASONABLE COSTS OF COLLECTION OF SAID BALANCE INCURRED BY THE COMPANY, INCLUDING ATTORNEY'S FEES.
2. BOTH PARTIES HERETO AGREE THAT THE TITLE TO SAID ELECTRICAL SIGN SHALL REMAIN IN THE COMPANY UNTIL PAID FOR IN FULL, BUT AFTER DELIVERY TO THE CUSTOMER ALL OF DAMAGE FROM FIRE OR OTHER CAUSES AFTER SAID DELIVERY SHALL BE ASSUMED BY SAID CUSTOMER AND WILL NOT EFFECT THE RIGHTS OF THE COMPANY TO ENFORCE OF THE PURCHASE PRICE THEN UNPAID.
 3. NEOKRAFT WARRANTIES ARE ONLY VALID IF FULL PAYMENT IS RECEIVED WITHIN 10 DAYS OF FINAL INVOICE DATE.
 4. UNLESS OTHERWISE INDICATED IN THIS PROPOSAL, CUSTOMER IS RESPONSIBLE FOR OBTAINING PERMITS, PROVIDING ELECTRICAL SUPPLY AND FINAL ELECTRICAL CONNECTION TO SIGN(S) AND APPROVAL OF SIGNAGE LOCATIONS PRIOR TO INSTALLATION. WITH APPROVED SIGN LOCATION, THE CUSTOMER ASSUMES RESPONSIBILITY FOR LOCATION OF SIGN RELATIVE TO PROPERTY LINE AND PUBLIC RIGHTS-OF-WAY. THE CUSTOMER WILL BE RESPONSIBLE FOR ALL COSTS ASSOCIATED WITH SIGN RELOCATION IF REQUIRED BY MUNICIPAL OR OTHER GOVERNING AUTHORITY, INCLUDING ANY PENALTIES OR FINES.
 5. ALL IDEAS, PLANS OR ARRANGEMENTS INDICATED ON THESE DRAWINGS ARE COPYRIGHTED AND OWNED BY NEOKRAFT SIGNS INC. AND SHALL NOT BE REPRODUCED, USED BY OR DISCLOSED TO ANY PERSON, FIRM OR CORPORATION WITHOUT WRITTEN PERMISSION OF NEOKRAFT SIGNS INC.
 6. NEOKRAFT GUARANTEE APPLIES ONLY TO NEW MATERIAL AND DOES NOT COVER RETROFIT OR REPAIR TO EXISTING SIGNS.
 7. DELAYS CAUSED BY UNFORESEEN DIGGING OBSTRUCTIONS (ROCKY FILL, SHALE, OR A HIGH WATER TABLE, ETC.) MAY REQUIRE AN ADJUSTMENT TO THE QUOTED INSTALLATION PRICE. THE CUSTOMER WILL BE NOTIFIED AND BILLED ON AN HOURLY BASIS.
 8. INSTALLATION OF ILLUMINATED LETTERS ASSUMES CLEAR ACCESS, IN ACCORDANCE WITH ELECTRICAL CODE, TO BE PROVIDED BY THE CUSTOMER. OBSTRUCTIONS MAY REQUIRE AN ADJUSTMENT IN QUOTED PRICE.
 9. THE LAMPS(S), OR SIGN(S), LISTED ON THIS PROPOSAL CONTAIN MERCURY, A TOXIC SUBSTANCE THAT ACCUMULATES IN PLANT AND ANIMAL TISSUE WHEN RELEASED TO THE NATURAL ENVIRONMENT. TO MINIMIZE MERCURY RELEASES, THE STATE OF MAINE PROHIBITS DISPOSAL OF THE LAMPS IN THE TRASH. SPENT LAMPS SHOULD BE STORED TO AVOID BREAKAGE AND RECYCLED IN ACCORDANCE WITH THE MAINE HAZARDOUS WASTE MANAGEMENT RULES, AS OUTLINED IN DEP'S MERCURY-CONTAINING LAMP POLICY. NEOKRAFT SIGNS INC. IS QUALIFIED TO ACT AS A CONSOLIDATOR OF UNIVERSAL HAZARDOUS WASTE, AND WILL FORWARD LAMPS TO A QUALIFIED RECYCLER IN ACCORDANCE WITH APPLICABLE REGULATIONS.

THIS PROPOSAL DOES NOT BECOME EFFECTIVE UNTIL SIGNED AND DATED BY THE COMPANY; ONCE SIGNED THIS PROPOSAL WILL EXPIRE AFTER 60 DAYS.

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SALESPERSON: Clay Bublak

DATE: 03/28/23

ACCEPTED BY: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

Job Openings

Assistant Sexton/Maintenance

Custodial/Maintenance

The Town of Belgrade is seeking two full-time facilities maintenance workers. One position will oversee cemeteries and one custodial with light maintenance work. Both positions will include physical work with the upkeep and maintenance of the Town's facilities, its groundskeeping and its cemeteries. This may include mowing and weed-eating, minor construction projects, building maintenance, and snowplowing facility parking lots.

Applicants must have a high school diploma and be willing to train in cemetery management. Must be able to work well with the public, especially during trying times.

Hours vary, depending on storm events. The Town of Belgrade offers health, dental and vision insurance, and a matching retirement plan.

Complete job descriptions and Town application are posted to the left. For additional information, contact Town Manager Lorna Dee Nichols at 207-495-2258 or townmanager@townofbelgrade.com. Completed applications may be returned to that email address or to the Town Office, 990 Augusta Road, Belgrade, ME 04917.

The Town of Belgrade is an E.O.E.

TOWN OF BELGRADE

CUSTODIAL & MAINTENANCE WORKER

Job Description/Nature of Work: This position is hired by the Town Manager and is varied work in the Facility and Grounds Maintenance department in the Town of Belgrade. This person works at the direction of the Director and assists in all aspects of facility and ground maintenance that does not require a professional State License. Employee must be able to work independently with little supervision.

Essential Duties and Responsibilities:

- Assists the Facility and Ground Maintenance Director in the regular and seasonal building/grounds cleaning and maintenance activities
- Performs many physical aspects of building and grounds maintenance
- Removes snow and applies sand on Town owned or leased properties
- Assists in the maintenance on all Town owned equipment
- Performs work as directed by the Facility and Ground Maintenance Director.

Requirements of Work:

- Knowledge of materials, methods and techniques commonly used in cleaning, building repairs and maintenance.
- Working knowledge of the operation of equipment such as skid-steers, and plow trucks
- Knowledge of safety practices in all aspects of the job
- Ability to keep proper records
- Ability to work independently
- Must pass back ground check and have a valid driver's license
- Ability to establish and maintain effective working relationships with fellow employees and the general public
- Knowledge of safety regulations.

Training and Experience Required: Must have a high school diploma and training or experience in facility and grounds maintenance. Must be physically able to perform heavy manual labor, including lifting. Must have a valid Maine Driver's license and be able to obtain a Class B-CDL if required. Must safely and efficiently use all related equipment.

Work Week: This is a 40 hour work week. Works hours can vary due to storm events or other work as assigned.

Benefits/Pay: Benefits will follow "Town of Belgrade/Employment Guidelines" for Full-Time employees. Pay will follow the pay rate scale as also outlined in the Employment Guidelines handbook.

Approved by Select Board at their _____ regular scheduled meeting.

TOWN OF BELGRADE

DRAFT SEXTON JOB DESCRIPTION

Nature of work: Hired by the Town Manager

The Sexton will be hired by the Town Manager after consideration of recommendations from the Cemetery Committee. The Sexton will report to the Facilities and Grounds Maintenance Director. Employee is responsible for the operation and maintenance activities at the municipal cemeteries. Work includes general grounds maintenance in order to maintain the pristine the appearance of the cemeteries. The Sexton will be responsible for the coordination of all burials and graveside services. Work also involves all cemetery recordkeeping, including burial maps, handling burial permits and fees, and sales of cemetery lots. Work is guided by the town's Cemetery Ordinance and performed with guidance and cooperation from the Cemetery Committee.

Duties and Responsibilities:

- Performs general grounds maintenance, including mowing, trimming, maintaining fencing, and cemetery roadways at all cemeteries owned by the town.
- Trains and supervises all cemetery personnel.
- Responsible for coordination between funeral homes, vault companies, and families for burials
- Oversees preparation of gravesites for burials and funeral services
- Collects relevant burial fees, burial permits, and cremation certificates and delivers them to Town Office
- Loams and seeds new graves and repairs other older grave sites as needed to maintain the appearance of the cemeteries.
- Straightens and repairs fallen, sunken, and broken monuments and markers.
- Responsible for maintaining all cemetery recordkeeping for ownership of lots and burial records.
- Responsible for entering and updating cemetery data in the CIMS (Cemetery Information Management System) computer program.
- Performs all other work as directed by the Town Manager.
- Attends Select Board meetings and staff meetings, as required.

Requirements of Work:

- Knowledge of the town's Cemetery Ordinance
- Knowledge of how to lay out cemetery lots to be sold, record correctly in the CIMS program, and collect the correct fees.
- Ability to measure for correct location and spacing of monuments and corner markers to be installed on lots and coordinates with monument companies regarding work to be done.
- Knowledge of motorized equipment (such as mowers and trimmers) used in grounds maintenance and preparation of graves for burials.
- Knowledge of all pertinent OSHA and Maine safety regulations
- Ability to be patient with and considerate of those utilizing the services of the town cemeteries.
- Ability to stay within annual budget.
- Ability to work independently.
- Must pass background check and have a valid driver's license.
- Possesses excellent communication skills and the ability to establish and maintain positive and effective relationships with town officials, fellow employees, funeral homes, vault companies, monument companies, and the public.

Training and Experience Required:

Must have a high school diploma and be willing to train in cemetery management.

Work Week:

This is a 40-hour non-standard work week which includes weekend and holiday hours as needed.

Benefits/Pay:

Benefits will follow "Town of Belgrade/Employment Guidelines" for Full-Time employees. Pay will follow the pay rate scale as also outlined in the Employment Guidelines handbook.



Belgrade Fire & Rescue Department Vaccination Policy

Introduction

The purpose of this policy is to minimize transmission of viruses in the workplace by providing protection to employees, patients, and preventing community transmission. Additionally, this policy has been adopted to ensure compliance with “Chapter 21: Immunization Requirements” of Maine EMS Rules. The COVID-19 vaccination will be required for individuals who perform direct patient care.

This policy is effective as of _____.

Policy

The Town of Belgrade and Belgrade Fire & Rescue require that all employees, to engage in patient care or assist EMS personnel with patient care must maintain up-to-date vaccinations as required by Maine EMS Rules at all times.

All individuals that provide patient care or assist with patient care must certify that they have received the necessary vaccinations and maintain a copy of the certification, which employees must provide immediately upon the request of the Belgrade Fire Chief/ Rescue Chief and/or Town Manager.

This is a mandatory program except for any documented medical exemption approved by Maine EMS.

Procedures for Obtaining the Vaccine

Vaccinations may be reimbursed to the vaccine recipient, and the payment method will be at the discretion of the Town of Belgrade. Vaccinations can also be obtained at no charge to the employee by making an appointment at workplace health or the towns current medical care provider that is being used for town Employees.

All individuals must abide by the vaccination schedule approved by their licensed healthcare professional or the towns medical care provider.

New hires must present proof of the required vaccines prior to them engaging in patient care or assisting with patient care on any calls.

Exemptions from Vaccination

Only individuals meeting the conditions listed below will be exempt from vaccinations:

- Individuals with severe (life-threatening) allergies to components of the vaccine. Documentation from a licensed healthcare provider is required.
- Additional conditions which may exist as certified by a licensed healthcare provider.

“An exemption is available to a Covered Emergency Medical Services Person who provides a written statement from a licensed physician, nurse practitioner or physician assistant that, in the physician’s, nurse practitioner’s or physician assistant’s professional judgement, on forms approved by Maine EMS, immunization against any of the Diseases enumerated in this Chapter may be medically inadvisable, provided that, the Covered Emergency Medical Services Person has an established patient-qualified provider relationship with the provider issuing the written statement. An exemption is considered permanent.” Maine EMS Rules Chapter 21 § 3 Exemptions (2)

Any individual who meets these conditions and still desires to get the vaccine should discuss the matter with a primary healthcare provider. If the provider administers the vaccination, the individual must provide documentation of the vaccination to Belgrade Fire & Rescue Department.

Verification of Conditions

Belgrade Fire & Rescue Department will review any exemption documentation and follow up as needed to the licensed healthcare provider.

Consequences for Noncompliance

Individuals who perform patient care or assist with patient care without documentation of vaccination or valid exemption will be considered noncompliant with vaccination requirements.

If vaccination has not occurred within the time frames specified within this policy, the individual will receive a written warning from their supervisor that they are not in compliance with the vaccination policy. The individual will immediately be barred from performing patient care until Belgrade Fire & Rescue Department has determined they are in compliance with the policy.

Belgrade Fire & Rescue Department and the Town of Belgrade have no obligation to make accommodations for individuals that refuse to comply with this policy. If an individual refuses to comply with vaccination requirements set forth and furthermore does not have an approved documented medical exemption, the individual may be terminated at the discretion of the Belgrade Fire & Rescue Chief and the Town Manager.

Other Exceptions

Individuals who do not have vaccinations as laid forth by Maine EMS rules are able to be members of the department, however they are not allowed to respond to EMS calls, and at no time can provide patient care or assist EMS personnel with patient care within 6 feet of the patient. Should they respond on a call where fire & E.M.S. are both dispatched I.E. car accident they are to not engage in any patient care or be within 6 feet of any patient care.

Acknowledgement of Receipt

I, the undersigned, acknowledge that I have been provided with a copy of this Vaccination Policy, which contains important information about vaccination requirements and possible disciplinary measures.

I understand that by signing this policy I am agreeing to abide by the policies listed herein.

By: _____ Signature

_____ Printed Name

_____ Date

16 DEPARTMENT OF PUBLIC SAFETY**163 BUREAU OF EMERGENCY MEDICAL SERVICES (MAINE EMS)****CHAPTER 20: COVID-19 IMMUNIZATION REQUIREMENTS****§1. Definitions**

1. “Certificate of Immunization” means a written statement from a physician, nurse practitioner, physician assistant or other health care provider who has administered an immunization to a Covered Emergency Medical Services Person, specifying the vaccine administered and the date it was administered. For purposes of this chapter, such Certificate of Immunization shall be specific to COVID-19.
2. “Covered Emergency Medical Services Person” means an advanced emergency medical services person, a basic emergency medical services person or any person who routinely provides direct patient care. For the purposes of this definition, EMS students that provide direct patient care are Covered Emergency Medical Services Persons.
3. “Direct patient care” means any activity that places an individual within 6 feet of a patient for a period of 15 minutes or more.
4. “Entity” means an organization which holds a license issued by the Board that authorizes it as an organization to provide emergency medical services, or a training center licensed by the Board.
5. “Exemption” means a formal procedure to procure discharge from the requirement to vaccinate under this rule in accordance with Section 3 below. For purposes of this chapter, such Exemption shall be specific to COVID-19.
6. “Immunization” means a vaccine, antitoxin or other substance used to increase an individual’s immunity to disease.

§2. Immunization Required

1. Each Entity with which a Covered Emergency Medical Services Person is associated must require that the Covered Emergency Medical Services Person provide to the Entity a Certificate of Immunization against COVID-19 or documentation of an Exemption.
2. From October 15, 2021 through November 21, 2021, no Entity may permit a Covered Emergency Medical Services Person to provide direct patient care without a Certificate of Immunization for COVID-19, or documentation of an Exemption.

3. The number of recommended COVID-19 immunization doses shall be in accordance with the COVID-19 immunization manufacturer's Emergency Use Authorization or labelling, or after final FDA approval, the subsequent applicable manufacturer's dosing specification or labelling.
4. Any such immunization must meet the standards for biological products which are approved by the United States Public Health Service.

§3. Exemptions

1. A Covered Emergency Medical Services Person who does not obtain a Certificate of Immunization may be permitted to provide direct patient care if that Covered Emergency Medical Services Person possesses an Exemption.
2. An Exemption is available to a Covered Emergency Medical Services Person who provides a written statement from a licensed physician, nurse practitioner or physician assistant that, in the physician's, nurse practitioner's or physician assistant's professional judgment, immunization against COVID-19 may be medically inadvisable.
3. Contingent upon a service's ability to obtain BinaxNOW, or equivalent antigen testing at no cost, a Covered Emergency Medical Services Person with an Exemption must receive a BinaxNOW or an equivalent antigen test three times per week, or at the start at each scheduled shift, whichever is less, if that person is available for response to emergency medical calls.

§4. Record Keeping

1. An Entity must keep a record of the COVID-19 immunization status of each Covered Emergency Medical Services Person associated with the Entity. The record must include, at a minimum, the month and year that each COVID-19 immunization was administered.
2. Where an Exemption has been granted to a Covered Emergency Medical Services Person, the Entity must maintain the written documentation of the Exemption on file.
3. Each Entity must maintain a listing of the names of all Covered Emergency Medical Services Person associated with the Entity who are not currently immunized against COVID-19. The list must also include the names of all Covered Emergency Medical Services Persons with Exemptions.
4. All records required under this chapter shall be deemed, for the purposes of public access, confidential medical records under statute. Notwithstanding this

statement, the Board may obtain and disclose records required under this chapter in accordance with 32 M.R.S. § 91-B.

§5. Required Reports

1. Periodic Reporting

Each Entity must submit a summary report on the COVID-19 immunization status of all Covered Emergency Medical Services Persons associated with the Entity on a form prescribed by the Board or Maine EMS on September 1, 2021, September 15, 2021, and September 30, 2021. The summary report will include the following information at a minimum: specific contact information identifying the Entity, the total number of Covered Emergency Medical Services Persons who are immunized against COVID-19, the total number of Covered Emergency Medical Services Persons who possess Exemptions, and the total number of Covered Emergency Medical Services Persons who do not possess a Certificate of Immunization or an Exemption. Each report must be signed by a representative of the Entity as a certification that the information is accurate.

2. Additional Requests

An Entity must provide to the Board, within 48 hours of the request, any requested information pertaining to those Covered Emergency Medical Services Persons who do not possess a Certificate of Immunization or an Exemption. Such information shall be subject to the confidentiality provisions of 32 M.R.S. § 91-B.

§6. Enforcement

The failure to comply with the provisions of this chapter could be considered a violation of standards of professional conduct.

AUTHORITY: 32 M.R.S. § 84(1)(A)

EFFECTIVE DATE: August 25, 2021

Expense Summary Report

ALL Departments
January to March

Account	YTD Budget Net	- C U R R Debits	M O N T H - Credits	Unexpended Balance	Percent Spent
01 - GENERAL GOVERNMENT	706,120.00	173,737.78	964.71	533,363.93	24.47
01 - SELECT BOARD	14,855.00	1,493.29	0.00	13,361.71	10.05
10 - PERSONNEL	7,105.00	1,453.29	0.00	5,651.71	20.45
13 - EDUCATION	250.00	40.00	0.00	210.00	16.00
31 - SPECIAL PROJECTS	7,500.00	0.00	0.00	7,500.00	0.00
05 - BOARD OF APPEALS	1,350.00	0.00	0.00	1,350.00	0.00
10 - PERSONNEL	500.00	0.00	0.00	500.00	0.00
13 - EDUCATION	250.00	0.00	0.00	250.00	0.00
20 - SERVICES	600.00	0.00	0.00	600.00	0.00
10 - ADMINISTRATION	504,995.00	132,610.31	964.71	373,349.40	26.07
10 - PERSONNEL	318,200.00	66,967.93	0.00	251,232.07	21.05
13 - EDUCATION	2,000.00	75.00	0.00	1,925.00	3.75
14 - MEMBERSHIP/DUES	14,545.00	6,107.00	45.00	8,483.00	41.68
15 - PROFESSIONAL SERVICES	90,600.00	24,341.30	290.00	66,548.70	26.55
20 - SERVICES	16,000.00	3,492.28	578.30	13,086.02	18.21
25 - PRINTING	10,800.00	7,346.66	0.00	3,453.34	68.02
30 - SUPPLIES	17,750.00	4,397.63	51.41	13,403.78	24.49
31 - SPECIAL PROJECTS	3,000.00	0.00	0.00	3,000.00	0.00
40 - PURCHASES	3,500.00	970.07	0.00	2,529.93	27.72
46 - LICENSES	24,500.00	18,627.44	0.00	5,872.56	76.03
47 - FEES	4,000.00	285.00	0.00	3,715.00	7.13
99 - EXPENSE	100.00	0.00	0.00	100.00	0.00
15 - TOWN MANAGER	106,220.00	25,698.89	0.00	80,521.11	24.19
10 - PERSONNEL	102,330.00	25,212.13	0.00	77,117.87	24.64
13 - EDUCATION	750.00	0.00	0.00	750.00	0.00
14 - MEMBERSHIP/DUES	140.00	0.00	0.00	140.00	0.00
20 - SERVICES	3,000.00	486.76	0.00	2,513.24	16.23
20 - CODE ENFORCEMENT	59,000.00	10,433.78	0.00	48,566.22	17.68
10 - PERSONNEL	52,300.00	10,334.42	0.00	41,965.58	19.76
20 - SERVICES	3,200.00	99.36	0.00	3,100.64	3.11
30 - SUPPLIES	500.00	0.00	0.00	500.00	0.00
46 - LICENSES	3,000.00	0.00	0.00	3,000.00	0.00
25 - PLANNING BOARD	7,250.00	2,165.16	0.00	5,084.84	29.86
10 - PERSONNEL	2,800.00	945.16	0.00	1,854.84	33.76
13 - EDUCATION	250.00	820.00	0.00	-570.00	328.00
20 - SERVICES	1,200.00	0.00	0.00	1,200.00	0.00
25 - PRINTING	2,500.00	400.00	0.00	2,100.00	16.00
30 - SUPPLIES	500.00	0.00	0.00	500.00	0.00
35 - HEARINGS AND ELECTIONS	11,950.00	1,336.35	0.00	10,630.65	11.04
13 - EDUCATION	200.00	0.00	0.00	200.00	0.00
20 - SERVICES	6,350.00	1,141.50	0.00	5,225.50	17.71
25 - PRINTING	3,000.00	0.00	0.00	3,000.00	0.00
30 - SUPPLIES	2,100.00	194.85	0.00	1,905.15	9.28
40 - PURCHASES	300.00	0.00	0.00	300.00	0.00
40 - HISTORIAN	500.00	0.00	0.00	500.00	0.00
20 - SERVICES	500.00	0.00	0.00	500.00	0.00
05 - PUBLIC SAFETY	479,555.00	69,551.64	0.00	410,003.36	14.50
01 - EMERGENCY MANAGEMENT	500.00	0.00	0.00	500.00	0.00
10 - PERSONNEL	500.00	0.00	0.00	500.00	0.00
05 - FIRE & RESCUE DEPARTMENT	409,405.00	55,670.79	0.00	353,734.21	13.60
10 - PERSONNEL	283,000.00	40,280.08	0.00	242,719.92	14.23
13 - EDUCATION	5,000.00	250.00	0.00	4,750.00	5.00
14 - MEMBERSHIP/DUES	3,400.00	0.00	0.00	3,400.00	0.00
15 - PROFESSIONAL SERVICES	9,600.00	3,205.00	0.00	6,395.00	33.39

Expense Summary Report

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Account	YTD Budget Net	- C U R R M O N T H - Debits	Credits	Unexpended Balance	Percent Spent
05 - PUBLIC SAFETY CONT'D					
20 - SERVICES	54,780.00	2,710.80	0.00	52,069.20	4.95
25 - PRINTING	300.00	0.00	0.00	300.00	0.00
30 - SUPPLIES	23,850.00	2,348.48	0.00	21,501.52	9.85
35 - REPAIRS/MAINTENANCE	17,255.00	5,457.80	0.00	11,797.20	31.63
40 - PURCHASES	12,000.00	1,360.27	0.00	10,639.73	11.34
46 - LICENSES	220.00	0.00	0.00	220.00	0.00
99 - EXPENSE	0.00	58.36	0.00	-58.36	----
10 - DISPATCH	53,600.00	10,943.18	0.00	42,656.82	20.42
99 - EXPENSE	53,600.00	10,943.18	0.00	42,656.82	20.42
25 - STREET LIGHTING	1,800.00	355.52	0.00	1,444.48	19.75
20 - SERVICES	1,800.00	355.52	0.00	1,444.48	19.75
30 - ANIMAL CONTROL OFFICER	13,700.00	2,582.15	0.00	11,117.85	18.85
10 - PERSONNEL	5,500.00	1,165.29	0.00	4,334.71	21.19
13 - EDUCATION	150.00	0.00	0.00	150.00	0.00
20 - SERVICES	7,300.00	1,416.86	0.00	5,883.14	19.41
30 - SUPPLIES	750.00	0.00	0.00	750.00	0.00
35 - HEALTH OFFICER	550.00	0.00	0.00	550.00	0.00
10 - PERSONNEL	500.00	0.00	0.00	500.00	0.00
20 - SERVICES	50.00	0.00	0.00	50.00	0.00
10 - PUBLIC WORKS	638,275.00	189,765.40	337.71	448,847.31	29.68
01 - ROADS, GENERAL MAINTENANCE	172,275.00	15,858.68	337.71	156,754.03	9.01
10 - PERSONNEL	12,100.00	0.00	0.00	12,100.00	0.00
14 - MEMBERSHIP/DUES	75.00	0.00	0.00	75.00	0.00
20 - SERVICES	130,100.00	15,749.68	337.71	114,688.03	11.85
30 - SUPPLIES	30,000.00	109.00	0.00	29,891.00	0.36
10 - ROADS: PLOWING & SANDING	466,000.00	173,906.72	0.00	292,093.28	37.32
20 - SERVICES	314,000.00	167,712.00	0.00	146,288.00	53.41
30 - SUPPLIES	152,000.00	6,194.72	0.00	145,805.28	4.08
12 - CEMETERY	72,165.00	1,050.00	0.00	71,115.00	1.45
01 - CEMETERY	72,165.00	1,050.00	0.00	71,115.00	1.45
10 - PERSONNEL	45,240.00	0.00	0.00	45,240.00	0.00
20 - SERVICES	5,800.00	0.00	0.00	5,800.00	0.00
30 - SUPPLIES	4,875.00	0.00	0.00	4,875.00	0.00
35 - REPAIRS/MAINTENANCE	9,000.00	0.00	0.00	9,000.00	0.00
40 - PURCHASES	1,500.00	0.00	0.00	1,500.00	0.00
46 - LICENSES	2,250.00	1,050.00	0.00	1,200.00	46.67
53 - MEMORIAL DAY	1,500.00	0.00	0.00	1,500.00	0.00
99 - EXPENSE	2,000.00	0.00	0.00	2,000.00	0.00
13 - FACILITY MAINTENANCE	416,240.00	66,327.69	0.00	349,912.31	15.93
01 - GENERAL	220,100.00	32,293.90	0.00	187,806.10	14.67
10 - PERSONNEL	180,000.00	26,802.52	0.00	153,197.48	14.89
15 - PROFESSIONAL SERVICES	500.00	0.00	0.00	500.00	0.00
20 - SERVICES	4,400.00	596.20	0.00	3,803.80	13.55
30 - SUPPLIES	13,700.00	3,623.01	0.00	10,076.99	26.45
35 - REPAIRS/MAINTENANCE	20,500.00	932.18	0.00	19,567.82	4.55
40 - PURCHASES	1,000.00	339.99	0.00	660.01	34.00
02 - CENTER FOR ALL SEASONS	49,870.00	9,773.99	0.00	40,096.01	19.60
20 - SERVICES	29,280.00	9,034.81	0.00	20,245.19	30.86
35 - REPAIRS/MAINTENANCE	20,590.00	739.18	0.00	19,850.82	3.59
03 - NORTH BELGRADE COMMUNITY CENTE	14,840.00	2,324.39	0.00	12,515.61	15.66
20 - SERVICES	10,650.00	2,324.39	0.00	8,325.61	21.83
35 - REPAIRS/MAINTENANCE	4,190.00	0.00	0.00	4,190.00	0.00

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Account	YTD Budget Net	- C U R R Debits	M O N T H - Credits	Unexpended Balance	Percent Spent
13 - FACILITY MAINTENANCE CONT'D					
04 - GARAGE	8,400.00	1,592.32	0.00	6,807.68	18.96
20 - SERVICES	5,800.00	1,203.41	0.00	4,596.59	20.75
35 - REPAIRS/MAINTENANCE	2,600.00	388.91	0.00	2,211.09	14.96
05 - SALT & SAND SHED	2,600.00	254.21	0.00	2,345.79	9.78
20 - SERVICES	1,100.00	254.21	0.00	845.79	23.11
35 - REPAIRS/MAINTENANCE	1,500.00	0.00	0.00	1,500.00	0.00
06 - FIRE DEPARTMENT:LAKES	19,945.00	3,074.59	0.00	16,870.41	15.42
20 - SERVICES	17,350.00	2,650.09	0.00	14,699.91	15.27
35 - REPAIRS/MAINTENANCE	2,595.00	424.50	0.00	2,170.50	16.36
07 - FIRE DEPARTMENT:DEPOT	8,705.00	1,383.17	0.00	7,321.83	15.89
20 - SERVICES	6,950.00	1,383.17	0.00	5,566.83	19.90
35 - REPAIRS/MAINTENANCE	1,755.00	0.00	0.00	1,755.00	0.00
08 - FIRE DEPARTMENT:NORTH BELGRADE	7,350.00	1,570.21	0.00	5,779.79	21.36
20 - SERVICES	5,250.00	1,400.21	0.00	3,849.79	26.67
35 - REPAIRS/MAINTENANCE	2,100.00	170.00	0.00	1,930.00	8.10
09 - TRANSFER STATION	24,665.00	5,641.60	0.00	19,023.40	22.87
20 - SERVICES	20,100.00	2,953.10	0.00	17,146.90	14.69
35 - REPAIRS/MAINTENANCE	4,565.00	2,688.50	0.00	1,876.50	58.89
10 - PARKS	11,000.00	45.37	0.00	10,954.63	0.41
20 - SERVICES	10,000.00	45.37	0.00	9,954.63	0.45
30 - SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
11 - DALTON PROPERTIES	27,550.00	4,318.89	0.00	23,231.11	15.68
20 - SERVICES	9,800.00	2,096.68	0.00	7,703.32	21.39
35 - REPAIRS/MAINTENANCE	17,750.00	2,222.21	0.00	15,527.79	12.52
12 - DAMS	400.00	0.00	0.00	400.00	0.00
20 - SERVICES	400.00	0.00	0.00	400.00	0.00
13 - HISTORY HOUSE	3,200.00	40.32	0.00	3,159.68	1.26
20 - SERVICES	3,200.00	40.32	0.00	3,159.68	1.26
14 - TOWN OFFICE	16,615.00	4,014.73	0.00	12,600.27	24.16
20 - SERVICES	11,300.00	3,136.20	0.00	8,163.80	27.75
30 - SUPPLIES	400.00	0.00	0.00	400.00	0.00
35 - REPAIRS/MAINTENANCE	4,915.00	878.53	0.00	4,036.47	17.87
16 - LIBRARY	1,000.00	0.00	0.00	1,000.00	0.00
20 - SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
15 - SOLID WASTE MANAGEMENT	365,800.00	65,680.02	0.00	300,119.98	17.96
01 - HOUSEHOLD HAZAROUS WASTE	2,000.00	0.00	0.00	2,000.00	0.00
99 - EXPENSE	2,000.00	0.00	0.00	2,000.00	0.00
05 - TRANSFER STATION	359,000.00	64,249.31	0.00	294,750.69	17.90
10 - PERSONNEL	168,000.00	38,319.34	0.00	129,680.66	22.81
13 - EDUCATION	1,000.00	0.00	0.00	1,000.00	0.00
14 - MEMBERSHIP/DUES	200.00	0.00	0.00	200.00	0.00
15 - PROFESSIONAL SERVICES	1,300.00	0.00	0.00	1,300.00	0.00
20 - SERVICES	162,000.00	18,437.40	0.00	143,562.60	11.38
25 - PRINTING	2,000.00	0.00	0.00	2,000.00	0.00
30 - SUPPLIES	7,900.00	1,068.26	0.00	6,831.74	13.52
31 - SPECIAL PROJECTS	10,000.00	3,267.38	0.00	6,732.62	32.67
35 - REPAIRS/MAINTENANCE	5,400.00	2,616.93	0.00	2,783.07	48.46
40 - PURCHASES	500.00	0.00	0.00	500.00	0.00
46 - LICENSES	700.00	540.00	0.00	160.00	77.14
07 - CHANDLER ROAD	700.00	1,430.71	0.00	-730.71	204.39
99 - EXPENSE	700.00	1,430.71	0.00	-730.71	204.39
08 - DUNN ROAD	4,100.00	0.00	0.00	4,100.00	0.00
99 - EXPENSE	4,100.00	0.00	0.00	4,100.00	0.00

Expense Summary Report

ALL Departments
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Account	YTD Budget Net	- C U R R M O N T H - Debits	Credits	Unexpended Balance	Percent Spent
20 - SOCIAL SERVICES CONT'D					
20 - SOCIAL SERVICES	4,780.00	173.92	0.00	4,606.08	3.64
01 - SOCIAL SERVICES	1,280.00	0.00	0.00	1,280.00	0.00
52 - HOLIDAY STROLL	760.00	0.00	0.00	760.00	0.00
53 - MEMORIAL DAY	260.00	0.00	0.00	260.00	0.00
54 - JULY 4TH	260.00	0.00	0.00	260.00	0.00
02 - SENIOR RESOURCE	3,500.00	173.92	0.00	3,326.08	4.97
99 - EXPENSE	3,500.00	173.92	0.00	3,326.08	4.97
21 - GENERAL ASSISTANCE	25,000.00	1,349.80	0.00	23,650.20	5.40
01 - GENERAL ASSISTANCE	5,000.00	0.00	0.00	5,000.00	0.00
13 - EDUCATION	100.00	0.00	0.00	100.00	0.00
99 - EXPENSE	4,900.00	0.00	0.00	4,900.00	0.00
02 - EMERGENCY FUEL FUND	20,000.00	1,349.80	0.00	18,650.20	6.75
20 - SERVICES	0.00	909.90	0.00	-909.90	----
99 - EXPENSE	20,000.00	439.90	0.00	19,560.10	2.20
22 - SPECIAL REQUESTS	65,126.00	0.00	0.00	65,126.00	0.00
01 - SPECIAL REQUESTS	65,126.00	0.00	0.00	65,126.00	0.00
51 - SPECIAL REQUESTS	65,126.00	0.00	0.00	65,126.00	0.00
23 - INSURANCE	94,600.00	20,973.40	0.00	73,626.60	22.17
10 - HRA ADMINISTRATION	1,500.00	108.00	0.00	1,392.00	7.20
99 - EXPENSE	1,500.00	108.00	0.00	1,392.00	7.20
11 - HRA CLAIM PAID	13,000.00	0.00	0.00	13,000.00	0.00
99 - EXPENSE	13,000.00	0.00	0.00	13,000.00	0.00
15 - WORKERS COMPENSATION INSURANCE	37,000.00	20,865.40	0.00	16,134.60	56.39
99 - EXPENSE	37,000.00	20,865.40	0.00	16,134.60	56.39
20 - UNEMPLOYMENT INSURANCE	5,000.00	0.00	0.00	5,000.00	0.00
99 - EXPENSE	5,000.00	0.00	0.00	5,000.00	0.00
25 - GENERAL LIABILITY INSURANCE	35,000.00	0.00	0.00	35,000.00	0.00
99 - EXPENSE	35,000.00	0.00	0.00	35,000.00	0.00
30 - VOLUNTEER FIREFIGHTERS	1,600.00	0.00	0.00	1,600.00	0.00
99 - EXPENSE	1,600.00	0.00	0.00	1,600.00	0.00
35 - RECREATION ACTIVITIES	1,500.00	0.00	0.00	1,500.00	0.00
99 - EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
25 - RECREATION	226,045.00	34,217.04	0.00	191,827.96	15.14
30 - REC PROGRAMS	226,045.00	34,217.04	0.00	191,827.96	15.14
10 - PERSONNEL	186,000.00	31,138.80	0.00	154,861.20	16.74
13 - EDUCATION	750.00	0.00	0.00	750.00	0.00
14 - MEMBERSHIP/DUES	45.00	0.00	0.00	45.00	0.00
20 - SERVICES	17,000.00	1,718.27	0.00	15,281.73	10.11
30 - SUPPLIES	5,050.00	1,359.97	0.00	3,690.03	26.93
31 - SPECIAL PROJECTS	8,700.00	0.00	0.00	8,700.00	0.00
35 - REPAIRS/MAINTENANCE	7,000.00	0.00	0.00	7,000.00	0.00
40 - PURCHASES	1,500.00	0.00	0.00	1,500.00	0.00
29 - DEBT SERVICE	361,955.00	0.00	0.00	361,955.00	0.00
01 - DEBT SERVICE	361,955.00	0.00	0.00	361,955.00	0.00
41 - PRINCIPAL	318,460.00	0.00	0.00	318,460.00	0.00
42 - DEBT INTEREST	43,495.00	0.00	0.00	43,495.00	0.00
30 - LIBRARY	110,025.00	23,245.36	0.00	86,779.64	21.13
01 - LIBRARY	110,025.00	23,245.36	0.00	86,779.64	21.13
10 - PERSONNEL	98,000.00	22,594.15	0.00	75,405.85	23.06
13 - EDUCATION	200.00	0.00	0.00	200.00	0.00
14 - MEMBERSHIP/DUES	125.00	0.00	0.00	125.00	0.00
20 - SERVICES	2,550.00	539.36	0.00	2,010.64	21.15

Expense Summary Report

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Account	YTD Budget Net	- C U R R Debits	M O N T H - Credits	Unexpended Balance	Percent Spent
30 - LIBRARY CONT'D					
30 - SUPPLIES	6,100.00	111.85	0.00	5,988.15	1.83
31 - SPECIAL PROJECTS	1,500.00	0.00	0.00	1,500.00	0.00
40 - PURCHASES	1,200.00	0.00	0.00	1,200.00	0.00
46 - LICENSES	350.00	0.00	0.00	350.00	0.00
31 - SCHOOL	0.00	1,669,853.02	0.00	-1,669,853.02	----
01 - RSU 18	0.00	1,669,853.02	0.00	-1,669,853.02	----
99 - EXPENSE	0.00	1,669,853.02	0.00	-1,669,853.02	----
34 - DAMS	23,418.00	0.00	0.00	23,418.00	0.00
01 - DAMS	23,418.00	0.00	0.00	23,418.00	0.00
99 - EXPENSE	23,418.00	0.00	0.00	23,418.00	0.00
35 - TRANSFER TO/FROM RESERVES	990,000.00	0.00	0.00	990,000.00	0.00
01 - TRANSFER TO/FROM RESERVES	990,000.00	0.00	0.00	990,000.00	0.00
60 - TRANSFERS	990,000.00	0.00	0.00	990,000.00	0.00
62 - DC STEVENS- UNDESIGNATED	0.00	1,504.82	0.00	-1,504.82	----
01 - DC STEVENS- DESIGNATED	0.00	1,504.82	0.00	-1,504.82	----
99 - EXPENSE	0.00	1,504.82	0.00	-1,504.82	----
96 - DAMS CAPITAL RESERVE	0.00	1,750.00	0.00	-1,750.00	----
01 - DAMS CAPITAL RESERVE	0.00	1,750.00	0.00	-1,750.00	----
99 - EXPENSE	0.00	1,750.00	0.00	-1,750.00	----
Final Totals	4,579,104.00	2,319,179.89	1,302.42	2,261,243.53	50.62