

TOWN OF BELGRADE
Meeting Agenda
BOARD OF SELECTPERSONS
NOVEMBER 1, 2022 / 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

Open Meeting

1. OLD BUSINESS

Sand/Salt Agreement

Snow Plow Contract

Local Health Officer Appointment

2. NEW BUSINESS

Review, approve Minutes of October 18, 2022

Delta Ambulance Service

CEO Hours

Town Meeting Date, Referendum or In Person

Special Requests Scheduling

Discussion: Facilities Maint./Sexton Position(s)

RSU 18 Cost Sharing Committee Appointments

3. WARRANTS

4. TOWN MANAGER REPORT

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

Town of Belgrade Road Sand & Salt Agreement EXTENSION

This Agreement is between David Stevens Excavation, P.O. Box 146, Belgrade, ME 04917, phone: 207-465-3815, cell: 207- 314-0314, hereinafter "Contractor," and the Town of Belgrade, "Town."

The Contractor agrees to all the terms as listed in the Request for Proposals (Attachment A, dated September 8, 2020). This original agreement for a three-year period ending December 31, 2022 is extended to _____ as stated in Attachment A of the original agreement and is mutually agreed upon by both parties.

The Contractor's primary contact with the Town is the Road Commissioner, whose contact information is available at townofbelgrade.com/roads. The Contractor's secondary contact is the Town Manager, whose contact information is available at townofbelgrade.com/townmanager.

All payment drawdowns will be given to the Town Treasurer at the Town Office, 990 Augusta Road. Payments are made every two weeks, typically on the first and third Wednesdays of the month, on a warrant system following the Selectboard approving and signing the warrant. Payments will be mailed to Contractor unless other arrangements are made between the Contractor and the Treasurer.

Certificates of liability and workers' compensation insurance covering the first year of this agreement must be received from the Contractor before any work is performed on Town property. Contractor must provide proof of insurances each year of this agreement.

Contractor has agreed to deliver Maine Department of Transportation-rated sand, mix the sand with salt and store the mixture in the Belgrade sand/salt shed for a fixed _____ - year price of _____ per cubic yard of sand. The price is based solely on the number of cubic yards of sand delivered.

Contractor will call the Town's salt provider to have salt delivered directly from the vendor. All salt delivery slips must be signed by the Contractor and turned in to the Town Treasurer the same day of the delivery. If the Town Office is closed, Contractor can place the slips in the dropbox located on the north side of the Town Office.

The Contractor is to pile two loads of salt into the left-front corner of the shed (when facing the front door) for the plowing contractors. This should be done before the contractor fills the building so salt trucks can unload directly into the shed.

If the contractor must have salt unloaded outside of the shed, that area must be swept up completely when the work is finished.

Contractor and Town Manager must inspect the building for any damage before any work is performed to protect the Town and the Contractor.

The Road Commissioner will direct the Contractor when additional material is needed in the shed. Once notified, the Contractor will have five (5) working days to begin processing the additional sand/salt mixture into the shed.

Contractor will be given a 30-day notice, each year of the agreement, as to when the shed must be filled. Contractor will be notified each year of the agreement as to the sand/salt ratio to be used. This year, the sand-to-salt ratio is 5-to-1.

Amendments to this Agreement must be made in writing and agreed upon by the Contractor and the Board of Selectpersons.

Agreement was signed this _____ of _____, 2022.

David Stevens, Owner / David Stevens Excavation

Lorna Dee Nichols/ Town Manager

**TOWN OF BELGRADE
WINTER MAINTENANCE
(Snow Plowing, Sanding & Ice Control)
(Bid Specifications & Bid Form)
2024-2025 / 2025-2026 / 2026-2027**

INVITATION TO BID FOR:

**WINTER MAINTENANCE
(SNOWPLOWING, SANDING, AND ICE CONTROL)
ON ROADS IN BELGRADE, MAINE**

The Town of Belgrade (the “**TOWN**”) is seeking bid prices to supply services for winter maintenance, i.e., snowplowing, sanding and other ice control measures on roads in our Town. The initial term of this agreement will be for THREE winter seasons beginning on October 15 and ending on May 15 of each contracted year (hereinafter “Winter Season”). The three-year contract begins on October 15, 2024 and ends May 15, 2027.

Responses to this Request for Proposals must be received at the Town office in a sealed envelope marked:

Winter Maintenance Proposal - Town of Belgrade, Attn: Lorna Dee
Nichols, 990 Augusta Road, Belgrade, Maine 04917

by **NO LATER THAN** 12:00 Noon, November 28, 2022. Bids will be publicly opened and the Bidders may be present at the bid opening if so desired. The Board of Selectpersons will review all proposals at their next schedule meeting on December 6, 2022 starting at 6:30 p.m.

Proposal forms and specifications may be obtained at the Town Office at 990 Augusta Road, Belgrade, ME 04917 or by calling 495-2258.

STANDARD INSTRUCTIONS TO BIDDERS

1. The attached proposal is to be signed by the bidder. It acknowledges that the bidder has full knowledge of and agrees with the general specifications, conditions and requirements of this bid. The conditions set forth in this bid are to be considered minimum bid specifications. Any variance or deviation from the specifications, terms and conditions, no matter how slight, **must** be noted on an attachment labeled “**Variances**”. *Failure to document such variances or deviations may, at the **TOWN’S** sole discretions, disqualify the proposal from consideration.*
2. Incomplete bids or bids received later than the time and date specified in the “Invitation to Bid” will not be considered. Withdrawals of bid prices after the bid opening will not be considered. Vendor agrees to keep the quoted price for a

period of at least (30) thirty days for the Town of Belgrade's Board of Selectpersons to review and award a contract to the successful bidder.

3. The bidder shall insert in the attached proposal the price per stated mile.
4. The **TOWN** reserves the right to reject any and all bids, wholly or in part; to waive technical defects; and to make awards in the manner deemed to be in the best interests of the **TOWN**.
5. The **TOWN** reserves the right to inspect any equipment proposed to be used during the term of this agreement prior to awarding a contract to a bidder. All bidders must submit a list of all vehicles and equipment used for the first year of the agreement including the model year, number and description.
6. The **CONTRACTOR** shall provide the **TOWN** with proof of PUBLIC LIABILITY INSURANCE , naming the Town of Belgrade as additional insured, in the amount of not less than Four Hundred Thousand Dollars (\$400,000) or such other amounts as is established by the Maine Tort Claims Act(14 M.R.S.A. section 8101) as amended from time to time, combined single limit, to protect the **CONTRACTOR**, and any subcontractor performing work covered by this Agreement, and the **TOWN** from claims and damages that may arise from operations under this Agreement. The **CONTRACTOR** will also provide the **TOWN** with proof of Worker's Compensation Insurance in the amount required by Maine law and as necessary.

TOWN OF BELGRADE

**WINTER MAINTENANCE RFP INFORMATION
2024-2025 / 2025-2026 / 2026-2027
FOR ALL ROADS IN THE TOWN OF BELGRADE**

BELGRADE, MAINE

KENNEBEC, COUNTY

Town of Belgrade is hereinafter referred to as the “**TOWN**”, and the successful bidder is hereinafter referred to as the “**CONTRACTOR**.” In consideration of mutual covenants made herein, the parties agree as follows:

- 1) The **CONTRACTOR AGREES** to remove snow and apply salt or sand/salt to the following roads/locations within the Town of Belgrade, Maine:

SOUTH BELGRADE ROADS

ROAD	FROM	TO	MILES
Bartlett Rd.	Route 135	Mount Vernon Line	1.64
Chandler Rd.	Route 27	Point Road	1.00
Depot Rd.	Route 27	Route 27	1.25
Dunn Rd.	West Road	Mount Vernon Line	3.10
East-West Lane	West Road	End of Pavement & Turn-around	0.60
Foster Point Road	Route 27	Pinkham Cove Hill	0.40
Guptill Road	Route 27	Sue Gawler's	1.10
Hulin Road	Route 27	End of Pavement	0.25
Knowles Road	Route 135	Sidney Town Line	2.00
Lakeshore Drive	West Road	Varrelman's	0.30
Location Road	Wings Mill Road	End of Road	0.62
Minot Hill Road	Depot Road	Route #135	1.00
Narrows Road	Route 27	Rome Line	2.16
Old Route 27	Route 27	Route 27	0.51
Page (Gowell) Road	West Road	Scott's	0.14
Penney Road	Old Route 27	Knowles Road	1.58
Point Road	Route 27	Camp Runoia	2.09
Red Oaks Lodge Rd.	Hulin Road	Rotary	0.11
Route 135	Route 8/11	Manchester Line	6.15
Sahagian Road	Route 27	Robinson's	0.44
School Street	Route 27	Hulin Road	0.15
West Road	Route 27	Route 135	6.04
Wings Mills Road	Route 135	Mount Vernon Line	1.42
Mill Stream Drive	Wings Mills Rd.	End of Pavement & Turn-around	<u>0.60</u>
		TOTAL	34.65

NORTH BELGRADE ROADS

ROAD	FROM	TO	MILES
Damren Road	Route 8	Damren's	0.30
Grandview Drive	Route 8&11	Include Cul-de-sac	0.50
Horse-point Road	Route 8	End of Pavement	2.75
Loon Call Drive	Route 8	End of Pavement	0.75
McGrath Pond Road	Route 8	Oakland Town Line	2.04
Old Route 8	Route 8	Smithfield Town Line	0.23
Route 8	Route 11	Smithfield Town Line	5.68
Station Road	Route 11	Railroad Tracks	0.42
Stevens Road	Horse Point Rd.	Alexander's	0.25
Taylor Woods Rd.	Route 8	Route 11	0.70
TOTAL			13.62

Note: There is a total of 48.27 miles of roads under this contract.

2) The **CONTRACTOR AGREES** to furnish adequate and satisfactory motor-driven equipment and manpower to efficiently perform winter road maintenance.

3) The **CONTRACTOR AGREES** to furnish a minimum of the following equipment to perform this task:

- SIX (6) Trucks at least 7 Yard capacity each and equipped with plow/Wing/Sander,
- TWO (2) four-wheel drive trucks (minimum ¾ ton) with a plow and sander, and ONE 4-Wheel Drive Pick-Up with Plow,
- As needed access to ONE (1) Grader,
- All six trucks used as sand/salt trucks must be capable of holding liquid brine solution in at least the correct amount as required by the number of yard of sand/salt the truck holds.
- And ONE (1) front-end loader with a minimum bucket size of one (2 ½) cubic

Six of the full size trucks must be equipped with tanks and correct equipment to be able to wet the material as it is leaving the truck. Smaller trucks used on intersection will not have to be so equipped. The **TOWN** will supply the liquid, to the **CONTRACTOR**, that is to be sprayed onto the salt or salt/sand mixture.

4) The **CONTRACTOR AGREES** to commence road treatment as soon as a storm event starts or when a situation develops in which the Municipal Officials, Maine Department of Transportation, Belgrade Fire Department Officer or his designee, or State Police request operations be initiated in the interest of safety.

5) The **CONTRACTOR AGREES** to operate continuously until all roads are satisfactorily cleared of snow and slush.

6) The **CONTRACTOR AGREES** to plow snow to the outside edges of the road shoulders and to remove snow beyond the road shoulders at locations designated by Municipal Officers for the following reasons:

- to allow proper drainage of the road surface
- to minimize drifting of snow
- to provide room for displacement of snow from future storms

NOTE: UNLESS SHOULDERS ARE FROZEN CONTRACTOR WILL HOLD WINGS UP SO AS NOT TO DIG OUT SHOULDER MATERIAL

7) The **CONTRACTOR AGREES** to apply salt or sand/salt to roads that may, in the judgment of Municipal Officials, Maine Department of Transportation Officials, Belgrade Fire Department Officer or their designee, State Police, require salt or sand/salt because of icing conditions within a reasonable time after the roads have become slippery. Application of salt or sand/salt will be made as frequently as necessary for the safety of road users.

8) The **CONTRACTOR AGREES** to furnish the **TOWN** with the following:

- photocopies of current registrations for the vehicles to be used carrying out the terms of this contract
- Proof that the contractor and all sub-contractors carry a minimum of insurance coverage AS LISTED IN # 6.
- photocopies of all contracts/agreements with all sub-contractors
- proof of payments made to all sub-contractors at least seven business days prior to the next scheduled Town payment to the contractor
- Proof that the Contractor has had all the truck sanders calibrated before the beginning of each storm season.

9) The **CONTRACTOR** will be held responsible for the action of any sub-contractors. (See #3 under TOWN responsibilities).

10) The **CONTRACTOR AGREES** to hold the **TOWN** harmless in the matter of funds due sub-contractors resulting from work authorized under the terms of this contract.

11) The **CONTRACTOR AGREES** to use stockpiles of salt or sand/salt mixture which will be stored within the Belgrade Sand/Salt Shed located 1 Carey Way, off the Cemetery Road.

12) The **CONTRACTOR AGREES** to fill the sand box, as needed, during the storm season. The sand box is located outside of the Salt & Sand Shed Building at 1 Carey Way, off from Cemetery Road.

13) The **CONTRACTOR AGREES** to *calibrate his/her equipment annually, at the beginning of each plow season to reduce "bounce and scatter" losses and to provide the TOWN with documentation of this calibration at the start of each plowing season.* This requirement is based on a recommendation by the Maine Local Roads Center and will be performed by the Maine Local Roads Center (207-624-3270) at no additional cost to the **CONTRACTOR**.

14) **Maine Local Roads Center (207-624-3270)** will also train the **CONTRACTOR** how to calibrate the amount of liquid to be applied to salt or sand/salt mixture as it is being dispensed onto the roadway.

THE TOWN

1) The **TOWN AGREES** to pay the **CONTRACTOR** pursuant to the payment schedule, which is part of the Contract Agreement (Attachment “A”), and as shown below:

ATTACHMENT “A”
PAY SCHEDULE

	Payment date	% & Amount Year 1	Payment date	% & Amount Year 2	Payment date	% & Amount Year 3
	10/11/24	10.0%	10/03/25	10.0%	10/02/26	10.0%
	11/01/24	5.0%	11/14/25	5.0%	11/13/26	5.0%
	12/13/24	5.0%	11/28/25	5.0%	11/27/26	5.0%
	01/03/25	7.5%	12/12/25	7.5%	12/11/26	7.5%
	01/17/25	7.5%	12/26/25	7.5%	12/18/26	7.5%
	02/14/25	10.0%	01/02/26	10.0%	01/15/27	10.0%
	02/28/25	10.0%	01/16/26	10.0%	02/12/27	10.0%
	03/14/25	10.0%	02/13/26	10.0%	03/12/27	10.0%
	03/28/25	10.0%	02/27/26	10.0%	03/26/27	10.0%
	04/11/25	7.5%	03/13/26	7.5%	04/02/27	7.5%
	04/25/25	7.5%	04/03/26	7.5%	04/16/27	7.5%
	05/02/25	10.0%	05/01/26	10.0%	05/14/27	10.0%
		100.0%		100.0%		100%

2) The **TOWN AGREES** to furnish salt or screened and mixed sand and salt to the **CONTRACTOR**. The sand/salt will be mixed at a ratio set by the Select Board by the end of May of each contract year.

3) The **TOWN AGREES** to allow a portion of work in this contract to be sub-contracted. The **TOWN** must approve the use of any sub-contractors. The **CONTRACTOR** will be held responsible for the action of any sub-contractor.

TOWN AND CONTRACTOR:

Both the **TOWN** and **CONTRACTOR** confirm that this agreement will be for **THREE YEARS.**

Memo

To: Board of Selectpersons
From: Lorna Dee Nichols, Town Manager
Date: October 27, 2022
Re: Local Health Officer

Andrew Dallas has requested the Board consider his interest in being appointed as the Local Health Officer for the Town of Belgrade.

TOWN OF BELGRADE
BOARD OF SELECTPERSONS
MEETING MINUTES
OCTOBER 18, 2022

This meeting can be viewed at: https://youtu.be/i1bJBlAP_XQ

Present: Chair Melanie Jewell, Vice Chair Barbara Allen, Selectperson Carol Johnson, Selectperson Dan Newman, Town Manager Lorna Nichols, Bruce Galouch, Raymond Frappier, Randy Marshall.

Remote Attendees: CEO Hans Rasmussen, Town Clerk Mary Vogel, Doug Sawyer, Richard Bourne, Loyce Hayslett.

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

Pledge of Allegiance

Public Hearing – Renewal for Junkyard/Auto Graveyard Permits

CEO Hans Rasmussen visited both sites and placed the same conditions on both. The CEO will visit the sites throughout the year to see what improvements can be made. He sees no issue in renewing the permits. Abutter Loyce Hayslett spoke with Hans and is agreeable to how things are going.

Selectperson Carol Johnson made a motion to exit the public hearing, Vice Chair Barbara Allen seconded the motion, vote 3-0, 2 absent.

Chair Melanie Jewell made a motion to approve the Junkyard/Auto Graveyard Permit for Francis Frappier, Jr., Selectperson Carol Johnson seconded the motion, vote 3-0, 2 absent.

Chair Melanie Jewell made a motion to approve the Junkyard/Auto Graveyard Permit for Raymond Frappier, Selectperson Carol Johnson seconded the motion, vote 3-0, 2 absent.

Chair Melanie Jewell made a motion to open the Selectboard meeting, Vice Chair Barbara Allen seconded the motion, vote 3-0, 2 absent.

OLD BUSINESS

Sand/Salt Agreement

Chair Melanie Jewell made a motion to table to the November 1 meeting, Selectperson Carol Johnson seconded the motion, vote 3-0, 2 absent.

Melanie requested an original copy of the signed agreement in 2020 for three years, the current agreement should end in 2023 and not 2022.

NEW BUSINESS

Review, approve Minutes of October 4, 2022

Corrections: Page 2 – sum of \$23,460 should be \$1,743; check the balance for the Selectboard's special projects account with the town treasurer and send out to the full Board, page 4 - should be signed by Board and not Town Manager for the card to the Hammond family.

Chair Melanie Jewell made a motion to approve the minutes with these corrections, Selectperson Carol Johnson seconded the motion, vote 4-0, 1 absent (Selectperson Dan Newman joined the meeting).

Media Policy

Chair Melanie Jewell stated that Jeremy Damren is PIO, and the FOIA officer is Town Clerk Mary Vogel who handles requests through Facebook and social media.

Melanie requested a full explanation of media plans and publicity initiatives as listed in the draft policy and provide the current Social Media policy to the Board at the November 1 meeting.

Chair Melanie Jewell made a motion to table to the November 1 meeting with an updated draft and a copy of the Social Media policy, Selectperson Carol Johnson seconded the motion, vote 4-0, 1 absent.

RFP Winter Plowing Contract 2024-2027

- Take out the salt loop (page 5).
- check with Warren Brothers – are they using brine solution – if not, leave out – if yes, leave in.
- Check with the Town treasurer to see if any contractor has ever complained about the payment schedule.
- Add a housekeeping clause to the plow contract.

Chair Melanie Jewell made a motion to table this to the November 1 meeting with an updated draft, Carol Johnson seconded the motion, vote 4-0, 1 absent.

RFP Fuel Contract 2022-2023

Check with Paul Nadeau, he said he locked in price at \$3.25 with a ceiling of \$3.80. What about off-road diesel and propane? Have the Town Manager check on these and sign a contract for the lowest prices.

Chair Melanie Jewell made a motion to have the Town Manager sign a contract with Paul Nadeau for \$3.80 cap on heating oil and off-road diesel, check pricing and lock in propane, Selectperson Carol Johnson seconded the motion, vote 4-0, 1 absent.

Assistance to Firefighter's Grant Program (AFG)

The fire department has been using second and third hand air-packs, Chief Dan MacKenzie asked Randy Marshall to help with writing a grant for seventeen packs and twelve masks. The grant has been awarded in the amount of \$104,904.76, packs are running \$6-7,000 each with a likely price increase of

6%. \$110,000 was last year's price, federal share of the grant is 95% and town share 5%. We can pull overage from reserve if needed.

Dan or Travis will work with the Town Manager to finalize the RFP.

Chair Melanie Jewell made a motion to send out the RFP for SCBA (Scott brand) seventeen packs and twelve masks by October 21 with an end date of November 4, Selectperson Dan Newman seconded the motion, vote 4-0, 1 absent.

WARRANTS

Payroll Warrant 117 \$18,586.36

Chair Melanie Jewell made a motion to approve Warrant 117 in the amount of \$18,586.36, Selectperson Dan Newman seconded the motion, vote 4-0, 1 absent.

AP BMV Warrant 118 \$7,444.98

Chair Melanie Jewell made a motion to approve Warrant 118 in the amount of \$7,444.98, Selectperson Dan Newman seconded the motion, vote 4-0, 1 absent.

AP Warrant 119 \$50,100.49

Chair Melanie Jewell made a motion to approve Warrant 119 in the amount of \$50,100.49, Selectperson Carol Johnson seconded the motion, vote 4-0, 1 absent.

Payroll Warrant 120 \$16,815.68

Chair Melanie Jewell made a motion to approve Warrant 120 in the amount of \$16,815.68, Selectperson Carol Johnson seconded the motion, vote 4-0, 1 absent.

AP BMV Warrant 121 \$3,975.61

Chair Melanie Jewell made a motion to approve Warrant 121 in the amount of \$3,975.61, Selectperson Carol Johnson seconded the motion, vote 4-0, 1 absent.

TOWN MANAGER REPORT

Feral cats – what can we do about the cats, legal document? The owner can or cannot have cats? Ask current ACO?

Local Health Officer – possible ideas - get list of nurses from Board of Nursing and solicit with a letter. Can also check with EMTs at Belgrade Fire/Rescue; Belgrade Health Center; Rome resident who is a physician at the ER in Augusta. Selectperson Carol Johnson provide a name to the Town Manager of someone who may be interested.

Approve and Appoint Permanent Animal Control Officer

Check back a couple of years for list of ACO supplies that the Town purchased. Equipment should be issued, labeled with Town of Belgrade and a phone number.

The Board would like the current interim ACO Dexter Bridges to continue working (be the primary contact) on the feral cat situation and function as backup to Jeff if he is interested with hourly pay and mileage reimbursement.

Chair Melanie Jewell made a motion to approve hiring and appoint Jeff Worthing as Animal Control Officer from October 19, 2022, to December 31, 2022, Selectperson Carol Johnson seconded the motion, vote 4-0, 1 absent.

Chair Melanie Jewell made a motion to adjourn at 8:14 p.m., Vice Chair Barbara Allen seconded the motion, vote 4-0, 1 absent.

draft



DELTA AMBULANCE

29 Chase Avenue | Waterville, ME 04901-4642

P: 207.861.4244 | F: 207.861.4475

DeltaAmbulance.org

24-HOUR DISPATCH

Augusta Area: 207.623.4900 | Waterville Area: 207.861.4244

Lorna Dee Nichols, Town Manager
Town of Belgrade
990 Augusta Rd.
Belgrade, ME 04917

September 19, 2022

Dear Ms. Nichols,

Over the past 50 years Delta Ambulance has provided Emergency Ambulance Service to the communities of Central Maine with a high degree of clinical quality and compassion for those people experiencing a medical emergency.

During that span of time Delta has been proud of the fact that we did not need to charge a service fee to our communities. Through efficient operations and careful spending Delta was able to absorb the cost of readiness utilizing revenues realized from both emergency and non-emergency transports. Unfortunately, ambulance reimbursement only happens when a patient is actually transported in the ambulance and the transport meets the healthcare definition of medically necessary.

The day has come when our patient revenues no longer afford Delta the financial ability to absorb the cost of readiness and continue providing these services. There are many factors beyond our control like the Covid Pandemic, a severe labor shortage of qualified EMS personnel, the fragmentation of our regional operation by encroaching municipalities and simply the rising costs associated with high quality Emergency Medical care, that have brought us to this juncture.

At this time, it is necessary for Delta Ambulance to charge a service fee to each of the communities we serve in order to continue providing the high-quality emergency medical care that you have come to rely upon for so many years. We firmly believe the regional model Delta has built over the years is the right approach to provide Emergency Ambulance service to rural Maine communities.

We look forward to meeting with representatives from the town of Belgrade to further discuss our request and the services that Delta Ambulance provides.

Respectfully,

Timothy Beals
Executive Director

Memo

To: Board of Selectpersons
From: Lorna Dee Nichols, Town Manager
Date: October 27, 2022
Re: Code Enforcement Officer Hours

We recently had a gentleman waiting for our CEO who was out doing an inspection. After calling Hans to find out how quickly he could be here, he was on his way to the site and would be 30 minutes plus. We ended up giving the gentleman the cell number for Hans so they could connect and get things taken care of that he needed.

After some discussion with our CEO, we agreed it would be a good idea to have time set aside during the week that he would be in the office no matter what for anyone that popped in, the other time will be for doing site visits, inspections, paperwork, research etc. In addition, anyone could contact him via phone and set an appointment so that if they needed to meet at a time other than the published in office hours – they would be taken care of.

This gives the front office the knowledge of exactly when to expect Hans in house for residents stopping in, how to connect folks with him for an appointment, and to give him a bit of relief to know he had specific hours to work on the out of office items, in office research, phone calls, paperwork etc.

We respectfully request the Board's consideration in adjusting the CEO hours to allow for specific in-office hours, along with out-of-office hours to allow for site visits, inspections etc.

Memo

To: Board of Selectpersons
From: Lorna Dee Nichols, Town Manager
Date: October 28, 2022
Re: Annual Town Meeting

The Board will need to discuss and determine if they would like to go with a meeting in-person or with a referendum ballot for the March 18 Annual Town Meeting.



TOWN OF BELGRADE

PLACING SOCIAL SERVICE REQUESTS ON THE ANNUAL TOWN MEETING WARRANT

Policy:

The Belgrade Board of Selectpersons voted at a regularly scheduled meeting on Tuesday, October 3rd, 2017 to require any “social service agency” or other non-profit agency requesting money from the taxpayers through the annual town meeting warrant, to submit the request through the petition process and not through a direct request to the Board of Selectpersons.

All petitions must be turned in at the Town Office no later than the first business day in December.

Procedure:

Social Service Groups – Pursuant to 30-A M.R.S.A. § 2522, the petition must contain a number of voters equal to at least 10% of the number of votes cast in the town at the last gubernatorial election.

Town Office Staff – Must certify signatures on the petition at their earliest convenience, inform all interested parties when validation is complete. Town Manager will present the petition to the Selectboard.

Board of Selectpersons – Approve valid petitions for placement in the Annual Town Meeting Warrant.

Oversight:

Town Manager

This policy was adopted by the Board of Selectpersons on Tuesday, October 21st, 2008.

Reaffirmed by the Board of Selectpersons on Tuesday, June 15, 2010.

Revised by the Board of Selectpersons on Tuesday, November 5th, 2013

Revised by the Board of Selectpersons on Tuesday, October 3, 2017.

Amended and approved August 21, 2018.

Selectperson, Chair

Selectperson, V. Chair

Selectperson

Selectperson

Selectperson

Memo

To: Board of Selectpersons
From: Lorna Dee Nichols, Town Manager
Date: October 27, 2022
Re: Facilities Maintenance/Cemetery Sexton

The current Facilities Maintenance Manager works with an interim/part-time Sexton position (Mike Heino).

The Town has expended \$17,343.40 out of Facilities for Cemeteries year to date. Mike has provided some information on this below:

I was hired as the interim part-time sexton by then town manager Anthony Wilson beginning June 1st after the termination of the prior facilities director/sexton on May 27th. Beginning June 1st until today Oct 27th, I have dedicated all of my time doing sexton duties only. I did not supervise the summer cemetery employees as Ken was given those added responsibilities prior to the hiring of the new facilities director/sexton. I did at times request administrative assistance from the town office staff. They all were very helpful. Nick was especially helpful to me with data entry and other CIMS [computer information management system] tasks. I did not have the time to be trained on the CIMS system due to my work load with the cemeteries.

Corey Alexander was hired as facilities director/sexton beginning August 1, 2022. I began training and working with Corey on the sexton duties and responsibilities that day. I have continued as a part-time employee training and working with Corey as there is so much to learn especially with dealing with funeral homes, families, and paperwork related to burials. As a result of issues in the past where employees have just been given the keys without training and/or supervision and told "here you go, get to work," I was doing my best to assist the town and get Cory "off on the right foot" as they say! I also had started several small tasks with families that I wanted to see through and not dump them into Corey's lap. After conferring with Corey, we feel that he spends approximately 20 hours per week performing sexton related duties.

During the past five months, I have worked a total of 297.5 hours and have been paid \$4,8119. If you need further documentation Nick can run a report for you. It should also be noted that myself along with cemetery committee members Phil Sprague, Bob Lewis and Bruce Galouch have dedicated and volunteered over an estimated combined 100 hours re-measuring and laying out the new part of the cemetery known as plan #5. This was done by the prior sexton without assistance from the cemetery committee which caused total miscalculations of the roads and areas for future lot sales, etc.

I hope this gives you what you need. I, as well as other cemetery committee members, plan to attend the select board meeting and will be happy to answer any questions.

Regards,

Michial

Lorna Dee Nichols

From: Cory Alexander
Sent: Thursday, October 27, 2022 11:48 AM
To: Lorna Dee Nichols
Subject: Updates

Good Morning.

Hope you're feeling better. Needless to say, I didn't take the day off and it looks like I will try to take part of tomorrow off.

I picked up the 1-ton truck this morning from Hight Ford. It's all good.

Siding on town garage is going well. A lot of stuff had to be done differently due to previous work being done. But its looking good

Went to transfer station to check a roof leak and went the other way back to the town office and checked that culvert the gentleman had called about. It looks good, they regraded the area to make it drain better. The grass is already growing on it.

Dalton roof will be started in the morning. I will be here to get that started.

New cameras are being installed at the town office as we speak.

As far as the cemetery hours I would guess I'm about 20ish hours working there now but could easily be doing more with the stuff that needs to be done. Most of the work is exciting stuff with very little catch up .

Thanks,
Cory

Expense Detail Report

ALL Accounts
ALL Months

Account----- Date	Jrnl	Desc---	Vendor-----	Current Budget	Debits	Credits	Unexpended Balance
01 - GEN'L GOV.				629,780.00	451,736.23	645.79	178,689.56
05 - PUBLIC SAFETY				393,425.00	233,750.31	70.53	159,745.22
10 - PUBLIC WORKS				554,675.00	444,839.22	24,219.82	134,055.60
12 - CEMETERY				23,675.00	0.00	0.00	23,675.00
01 - CEMETERY				23,675.00	0.00	0.00	23,675.00
10 - PERSONNEL				0.00	5,519.79	0.00	-5,519.79
20 - SERVICES				4,400.00	1,707.50	422.30	3,114.80
30 - SUPPLIES				4,375.00	1,629.67	0.00	2,745.33
35 - REPAIRS				8,050.00	4,666.73	0.00	3,383.27
40 - PURCHASES				1,500.00	0.00	0.00	1,500.00
46 - LICENSES				2,250.00	1,050.00	0.00	1,200.00
53 - MEMORIAL DAY				1,500.00	1,096.77	0.00	403.23
99 - EXPENSE				1,600.00	1,672.94	0.00	-72.94
		Division....		23,675.00	17,343.40	422.30	6,753.90
		Department..		23,675.00	17,343.40	422.30	6,753.90
13 - FACILITIES				315,635.00	0.00	0.00	315,635.00
01 - GENERAL				145,700.00	129,526.14	2,772.99	18,946.85
02 - CFAS				59,570.00	31,584.61	0.00	27,985.39
03 - NBCC				17,880.00	7,112.01	0.00	10,767.99
04 - GARAGE				4,350.00	3,424.61	0.00	925.39
05 - SALT & SAND				1,150.00	574.92	0.00	575.08
06 - FD:LAKES				19,920.00	13,285.75	0.00	6,634.25
07 - FD:DEPOT				4,920.00	3,806.51	0.00	1,113.49
08 - FD:NB				4,765.00	3,840.86	0.00	924.14
09 - TRANSFER STA				12,265.00	8,898.95	0.00	3,366.05
10 - PARKS				9,400.00	2,726.27	0.00	6,673.73
11 - DALTON				12,050.00	10,783.02	240.00	1,506.98
13 - HISTRY HOUSE				750.00	166.07	0.00	583.93
14 - TOWN OFFICE				22,415.00	10,830.72	0.00	11,584.28
16 - LIBRARY				500.00	246.82	0.00	253.18
		Department..		315,635.00	226,807.26	3,012.99	91,840.73
15 - SOLID WASTE				328,500.00	220,232.20	0.00	108,267.80
20 - SOCIAL SRVS				4,780.00	1,480.45	0.00	3,299.55
21 - GEN'L ASSIST				10,000.00	1,213.99	193.20	8,979.21
22 - SPEC REQUEST				45,104.00	45,061.00	0.00	43.00

Expense Detail Report

ALL Accounts
ALL Months

Account----- Date	Jrnl	Desc---	Vendor-----	Current Budget	Debits	Credits	Unexpended Balance
23 - INSURANCE CONT'D							
23 - INSURANCE				98,200.00	68,692.22	0.00	29,507.78
25 - RECREATION				190,625.00	139,581.41	0.00	51,043.59
27 - RD BOND OBLI				0.00	860,796.80	0.00	-860,796.80
29 - DEBT SERVICE				64,893.00	1,053,432.14	1,000,000.00	11,460.86
30 - LIBRARY				102,025.00	75,846.37	0.00	26,178.63
31 - SCHOOL				6,639,958.00	5,526,721.56	0.00	1,113,236.44
32 - COUNTY TAX				817,777.00	817,777.00	0.00	0.00
33 - OVERLAY				111,325.27	10,201.18	0.00	101,124.09
34 - DAMS				18,168.00	414.50	0.00	17,753.50
35 - XFER TO/FROM				0.00	410,000.00	0.00	-410,000.00
39 - USE OF UNDES				0.00	8,000.00	0.00	-8,000.00
62 - DC STEVENS				0.00	6,008.32	0.00	-6,008.32
96 - DAMS				0.00	7,835.66	0.00	-7,835.66
Final Totals				10,348,545.27	10,627,771.22	1,028,564.63	749,338.68

A / P Warrant

Warrant 123

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account	Proj	Amount		
00021 STATE OF MAINE, BMV					
0462	23152	10	BMV REPORT 10/14-10/21/22		
BMV REPORT 10/14-10/21/22	G 1-214-00		5,307.67		0.00
			GEN'L FUND / BMV		
			Vendor Total-	5,307.67	
00024 TREASURER, STATE OF MAINE (A.W.)					
0462	23153	10	NEW ACO TRAINING	2022	
NEW ACO TRAINING	G 1-210-00		50.00		0.00
			GEN'L FUND / DOG LICENSES		
			Vendor Total-	50.00	
			Prepaid Total-	0.00	
			Current Total-	5,357.67	
			EFT Total-	0.00	
			Warrant Total-	5,357.67	

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

MELANIE JEWELL, SELECTPERSON CHAIR _____
RICHARD W. DAMREN, JR., SELECTPERSON _____
DANIEL NEWMAN, SELECTPERSON _____
BARBARA ALLEN, V. CHAIR _____
CAROL JOHNSON, SELECTPERSON *Carol Johnson* _____
LORNA DEE NICHOLS, TOWN MANAGER _____

WARRANT: 122

Check	D / D	Check	Employee	Gross Pay
Total	12,179.86	20,280.43		15,895.51

Put into A/P	5,335.71
Taken out of A/P	(7,972.30)
Total Payroll	17,643.84

<u>Count</u>	
Checks	30

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

MELANIE JEWELL, SELECTPERSON CHAIR _____
 RICHARD W. DAMREN, JR., SELECTPERSON _____
 DANIEL NEWMAN, SELECTPERSON _____
 BARBARA ALLEN, V. CHAIR Barbara Allen _____
 CAROL JOHNSON, SELECTPERSON _____
 LORNA DEE NICHOLS, TOWN MANAGER _____

WARRANT: 117

Check	D / D	Check	Employee	Gross Pay
202223103	712.11	0.00	990 CORY D ALEXANDER	880.00
202223104	332.03	0.00	172 DANIELLE M BEDARD	816.63
202223105	229.08	0.00	999 BRODY D BELANGER	252.00
202223106	607.54	0.00	20 JARED N BOND	801.60
202223107	661.75	0.00	113 TRAVIS S BURTON	1,001.60
202223108	426.61	0.00	244 ANDREW P DAVIDSON	491.04
202223109	483.46	0.00	74 WESLEY M DAY	614.63
202223110	456.95	0.00	232 LESLIE R. DIMICK	544.00
202223111	290.47	0.00	822 LYNDSEY A FISHER	322.50
202223112	299.49	0.00	899 MARY C GRANHOLM	344.00
202223113	315.14	0.00	90 Michial C HEINO	341.25
202223114	330.11	0.00	844 ALAINA B HOOD	384.00
202223115	408.32	0.00	194 CHARLENE G HOULE	513.84
202223116	639.95	0.00	837 DANIEL R MACGLASHING	800.00
202223117	825.96	0.00	845 DEBORAH P NICHOLS	1,040.00
202223118	1,080.39	0.00	03 LORNA DEE NICHOLS	1,384.62
202223119	542.64	0.00	173 AARON L PELKEY	642.62
202223120	468.54	0.00	799 ROBERT J PLUM	568.00
202223121	794.16	0.00	200. NICHOLAS C POOLE	1,060.00
202223122	45.02	0.00	968 KONNOR J POWERS	48.75
202223123	713.55	0.00	979 HANS CHRISTIAN RASMUSSEN	900.00
202223124	179.09	0.00	892 KIM E RIDEOUT-DAWES	193.92
202223125	405.46	0.00	215 KYERA A RIPLEY	510.00
202223126	789.42	0.00	191 KENNETH J SCHENO	958.80
202223127	1,001.59	0.00	07 MARY VOGEL	1,360.00
202223128	0.00	13,038.83	D / D 213 ANDROSCOGGIN SAVINGS BANK	
202223129	0.00	3,672.89	T & A 4 DEPARTMENT OF TREASURY	
202223130	0.00	520.95	T & A 1 TREASURER, STATE OF MAINE	
Total	13,038.83	17,232.67		16,773.80

Put into A/P	5,547.53
Taken out of A/P	(4,193.84)
Total Payroll	18,586.36

Count	
Checks	28

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

MELANIE JEWELL, SELECTPERSON CHAIR _____
 RICHARD W. DAMREN, JR., SELECTPERSON _____
 DANIEL NEWMAN, SELECTPERSON _____
 BARBARA ALLEN, V. CHAIR _____
 CAROL JOHNSON, SELECTPERSON Carol Johnson
 LORNA DEE NICHOLS, TOWN MANAGER _____

WARRANT: 120

Check	D / D	Check	Employee	Gross Pay
202223149	712.11	0.00	990 CORY D ALEXANDER	880.00
202223150	322.54	0.00	172 DANIELLE M BEDARD	801.60
202223151	607.54	0.00	20 JARED N BOND	801.60
202223152	661.75	0.00	113 TRAVIS S BURTON	1,001.60
202223153	426.61	0.00	244 ANDREW P DAVIDSON	491.04
202223154	468.08	0.00	74 WESLEY M DAY	594.00
202223155	333.94	0.00	232 LESLIE R. DIMICK	399.50
202223156	166.23	0.00	822 LYNDSEY A FISHER	180.00
202223157	88.66	0.00	899 MARY C GRANHOLM	96.00
202223158	286.02	0.00	844 ALAINA B HOOD	326.40
202223159	408.32	0.00	194 CHARLENE G HOULE	513.84
202223160	639.95	0.00	837 DANIEL R MACGLASHING	800.00
202223161	825.96	0.00	845 DEBORAH P NICHOLS	1,040.00
202223162	1,080.39	0.00	03 LORNA DEE NICHOLS	1,384.62
202223163	554.01	0.00	173 AARON L PELKEY	657.80
202223164	299.49	0.00	799 ROBERT J PLUM	344.00
202223165	813.12	0.00	200. NICHOLAS C POOLE	1,089.81
202223166	558.99	0.00	979 HANS CHRISTIAN RASMUSSEN	690.00
202223167	226.07	0.00	892 KIM E RIDEOUT-DAWES	244.80
202223168	380.12	0.00	215 KYERA A RIPLEY	476.00
202223169	789.42	0.00	191 KENNETH J SCHENO	958.80
202223170	1,001.59	0.00	07 MARY VOGEL	1,360.00
202223171	0.00	11,650.91	D / D 213 ANDROSCOGGIN SAVINGS BANK	
202223172	0.00	3,343.92	T & A 4 DEPARTMENT OF TREASURY	
202223173	0.00	471.53	T & A 1 TREASURER, STATE OF MAINE	
Total	11,650.91	15,466.36		15,131.41

Put into A/P 5,164.77
Taken out of A/P (3,815.45)
Total Payroll **16,815.68**

Count
Checks 25

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

MELANIE JEWELL, SELECTPERSON CHAIR _____
 RICHARD W. DAMREN, JR., SELECTPERSON _____
 DANIEL NEWMAN, SELECTPERSON _____
 BARBARA ALLEN, V. CHAIR _____
 CAROL JOHNSON, SELECTPERSON *Carol Johnson* _____
 LORNA DEE NICHOLS, TOWN MANAGER _____

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00168 ATLANTIC PARTNERS EMS, INC						
0463	23154	11	CPR TRAINING CFAS	16383		
CPR TRAINING CFAS			E 25-30-20-07		280.00	0.00
			RECREATION / REC PROGRAMS - SERVICES / CONTRACTED			
			Vendor Total-		280.00	
00338 B.D.S WASTE DISPOSAL INC						
0463	23155	11	CAR TIRE DISPOSALS	19107		
CAR TIRE DISPOSALS			E 15-05-20-13		666.00	0.00
			SOLID WASTE / WASTE - SERVICES / DISPOSAL			
			Vendor Total-		666.00	
00238 BAKER & TAYLOR BOOKS # 510486						
0463	23156	11	VARIOUS BOOKS	5017712773-5018		
VARIOUS BOOKS			E 30-01-30-09		821.20	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Vendor Total-		821.20	
00623 BELGRADE MECHANICAL SERVICES						
0463	23157	11	TS SKID STEER TIRES	1158		
TS SKID STEER TIRES			E 15-05-35-11		157.50	0.00
			SOLID WASTE / WASTE - REPAIRS / SKID STEER			
			Vendor Total-		157.50	
00271 BERNSTEIN, SHUR, SAWYER & NELSON						
0463	23158	11	MONTHLY RETAINER	SEPT 2022		
MONTHLY RETAINER			E 01-10-15-02		1,000.00	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL			
			Invoice Total-		1,000.00	
0463	23158	11	MORRISON LAND USE VIOL	4024782		
MORRISON LAND USE VIOL			E 01-10-15-02		343.00	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL			
			Invoice Total-		343.00	
			Vendor Total-		1,343.00	
00776 CENTRAL MAINE EQUIPMENT						
0463	23159	11	SANDER PARTS	103806		
SANDER PARTS			E 13-01-35-01		155.65	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
			Invoice Total-		155.65	
0463	23159	11	SANDER PART	695407		
SANDER PART			E 13-01-35-01		9.72	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
			Invoice Total-		9.72	
			Vendor Total-		165.37	
00020 CENTRAL MAINE POWER						
0463	23161	11	8 DALTON ELECTRICITY	717001506838		
8 DALTON ELECTRICITY			E 13-11-20-04		56.79	0.00
			FACILITIES / DALTON - SERVICES / ELECTRICITY			
			Invoice Total-		56.79	
0463	23161	11	CFAS ELECTRICITY	714001529405		
CFAS ELECTRICITY			E 13-02-20-04		290.84	0.00
			FACILITIES / CFAS - SERVICES / ELECTRICITY			
			Invoice Total-		290.84	
0463	23161	11	WINGS MILLS DAM ELECTRIC	713001530479		
WINGS MILLS DAM ELECTRIC			E 96-01-99-99		21.35	0.00
			DAMS / DAMS - EXPENSE / EXPENSE			

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Invoice Total-					21.35	
0463	23161	11	MAIN ST DAM ELECTRICITY	714001527871		
MAIN ST DAM ELECTRICITY			E 96-01-99-99		21.73	0.00
			DAMS / DAMS - EXPENSE / EXPENSE			
Invoice Total-					21.73	
0463	23161	11	TOWN OFFICE ELECTRICITY	701001737218		
TOWN OFFICE ELECTRICITY			E 13-14-20-04		427.12	0.00
			FACILITIES / TOWN OFFICE - SERVICES / ELECTRICITY			
Invoice Total-					427.12	
0463	23161	11	VILLAGE GREEN ELECTRICITY	721001460815		
VILLAGE GREEN ELECTRICITY			E 13-10-20-04		20.16	0.00
			FACILITIES / PARKS - SERVICES / ELECTRICITY			
Invoice Total-					20.16	
0463	23161	11	LAKES FD ELECTRICITY	707001569441		
LAKES FD ELECTRICITY			E 13-06-20-04		132.86	0.00
			FACILITIES / FD:LAKES - SERVICES / ELECTRICITY			
Invoice Total-					132.86	
0463	23161	11	18 DALTON ELECTRICITY	715001521770		
18 DALTON ELECTRICITY			E 13-11-20-04		20.16	0.00
			FACILITIES / DALTON - SERVICES / ELECTRICITY			
Invoice Total-					20.16	
0463	23161	11	CFAS OUTBUILDING ELECTRIC	708001566893		
CFAS OUTBUILDING ELECTRIC			E 13-02-20-04		20.16	0.00
			FACILITIES / CFAS - SERVICES / ELECTRICITY			
Invoice Total-					20.16	
0463	23161	11	10 DALTON ELECTRICITY	710001552052		
10 DALTON ELECTRICITY			E 13-11-20-04		103.65	0.00
			FACILITIES / DALTON - SERVICES / ELECTRICITY			
Invoice Total-					103.65	
0463	23161	11	OLD TOWN HOUSE ELECTRICIT	721001453682		
OLT TOWN HOUSE ELECTRICIT			E 13-13-20-04		43.68	0.00
			FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICITY			
Invoice Total-					43.68	
0463	23161	11	DEPOT FD ELECTRICITY	721001463681		
DEPOT FD ELECTRICITY			E 13-07-20-04		57.15	0.00
			FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY			
Invoice Total-					57.15	
0463	23161	11	GARAGE ELECTRICITY	725001313973		
GARAGE ELECTRICITY			E 13-04-20-04		35.72	0.00
			FACILITIES / GARAGE - SERVICES / ELECTRICITY			
Invoice Total-					35.72	
0463	23161	11	SALT&SAND ELECTRICITY	712001547555		
SALT&SAND ELECTRICITY			E 13-05-20-04		37.81	0.00
			FACILITIES / SALT & SAND - SERVICES / ELECTRICITY			
Invoice Total-					37.81	
0463	23161	11	NBFD ELECTRICITY	716001517705		
NBFD ELECTRICITY			E 13-07-20-04		111.24	0.00
			FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY			
Invoice Total-					111.24	
0463	23161	11	NBCC ELECTRICITY	718001517706		
NBCC ELECTRICITY			E 13-03-20-04		133.10	0.00
			FACILITIES / NBCC - SERVICES / ELECTRICITY			
Invoice Total-					133.10	
Vendor Total-					1,533.52	

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00328 CITY OF WATERVILLE						
0463	23162	11	DISPATCH FEES	7654		
DISPATCH FEES			E 05-10-99-99		3,529.04	0.00
			PUBLIC SAFTY / DISPATCH - EXPENSE / EXPENSE			
			Vendor Total-		3,529.04	
00288 GALE/CENGAGE LEARNING						
0463	23163	11	LARGE PRINT	79453647		
LARGE PRINT			E 30-01-30-09		50.03	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Vendor Total-		50.03	
00434 GROUP DYNAMIC, INC.						
0463	23164	11	NOVEMBER 2022 HRA	L2211-016000064		
NOVEMBER 2022 HRA			E 23-10-99-99		20.00	0.00
			INSURANCE / HRA ADMIN - EXPENSE / EXPENSE			
			Invoice Total-		20.00	
0463	23164	11	HRA ANNUAL SUBSCRIPTION	ANNLSUB00000400		
HRA ANNUAL SUBSCRIPTION			E 23-10-99-99		550.00	0.00
			INSURANCE / HRA ADMIN - EXPENSE / EXPENSE			
			Invoice Total-		550.00	
			Vendor Total-		570.00	
00009 HAMMOND LUMBER COMPANY						
0463	23165	11	SERRATED BLADE KNIFE	6047097		
KNIFE			E 13-01-30-04		12.99	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		12.99	
0463	23165	11	PLYWOOD	33929965		
PLYWOOD			G 3-601-00		191.90	0.00
			CAPITAL PROJ / MAINT. GARAG			
			Invoice Total-		191.90	
0463	23165	11	BLADES, NUT	6047987		
BLADES, NUT			E 13-01-30-04		35.21	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		35.21	
0463	23165	11	DALTON REPAIRS	6010044		
DALTON REPAIRS			E 13-11-35-08		43.96	0.00
			FACILITIES / DALTON - REPAIRS / BUILDING			
			Invoice Total-		43.96	
0463	23165	11	SCREWS	6055797		
SCREWS			E 13-01-30-04		5.99	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		5.99	
			Vendor Total-		290.05	
00301 HOULE, CHARLENE R						
0463	23166	11	MILEAGE REIMBURSEMENT 20	10/17/2022		
MILEAGE REIMBURSEMENT 20			E 01-10-20-02		8.80	0.00
			GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI			
			Vendor Total-		8.80	
00183 HYGRADE BUSINESS GROUP						
0463	23167	11	W2 STUFF	769927		
W2 STUFF			E 01-10-30-03		202.46	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Vendor Total-		202.46	

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00189 KENNEBEC VALLEY COUNCIL OF						
0463	23168	11	OCTOBER HHW		10/15/2022	
OCTOBER HHW			E 15-01-99-99		987.14	0.00
			SOLID WASTE / HHW - EXPENSE / EXPENSE			
			Vendor Total-		987.14	
00725 KYES INSURANCE						
0463	23169	11	CFAS INSURANCE		10/23-10/23/23	
CFAS INSURANCE			E 23-35-99-99		1,005.00	0.00
			INSURANCE / RECREATION - EXPENSE / EXPENSE			
			Vendor Total-		1,005.00	
00550 KYOCERA						
0463	23170	11	COPIER CONTRACT		55L2272294	
COPIER CONTRACT			E 01-10-20-14		412.59	0.00
			GEN'L GOV. / ADMIN - SERVICES / COPIER			
			Vendor Total-		412.59	
00634 LACHANCE, SHAWNA						
0463	23171	11	READING SUPP, ARTS AND CR		10/24/2022	
READING SUPP, ARTS AND CR			E 62-01-99-99		271.68	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
			Vendor Total-		271.68	
00221 LIBERTY BUILDERS						
0463	23172	11	SALMON LAKE DAM REBUILD		172	
SALMON LAKE DAM REBUILD			E 34-01-99-99		26,240.00	0.00
			DAMS / DAMS - EXPENSE / EXPENSE			
			Vendor Total-		26,240.00	
00031 LUCAS, STEPHEN K.						
0463	23173	11	ROAD STRIPING		6123	
ROAD STRIPING			E 10-01-20-07		3,580.80	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED			
			Vendor Total-		3,580.80	
00727 MAID4U						
0463	23174	11	CFAS CLEANING		OCTOBER 2022	
CFAS CLEANING			E 13-02-20-09		1,420.00	0.00
			FACILITIES / CFAS - SERVICES / CLEANING			
			Invoice Total-		1,420.00	
0463	23174	11	NBCC CLEANING		OCT 2022	
NBCC CLEANING			E 13-03-20-09		400.00	0.00
			FACILITIES / NBCC - SERVICES / CLEANING			
			Invoice Total-		400.00	
0463	23174	11	LAKES FIRE HOUSE		OCT 2022	
LAKES FIRE HOUSE			E 13-06-20-09		400.00	0.00
			FACILITIES / FD:LAKES - SERVICES / CLEANING			
			Invoice Total-		400.00	
0463	23174	11	TOWN OFFICE CLEANING		OCT 2022	
TOWN OFFICE CLEANING			E 13-14-20-09		700.00	0.00
			FACILITIES / TOWN OFFICE - SERVICES / CLEANING			
			Invoice Total-		700.00	
			Vendor Total-		2,920.00	
00001 MAINE MUNICIPAL						
0463	23175	11	BENEFITS		NOVEMBER 2022	
VISION INSURANCE			G 1-231-00		5.58	0.00
			GEN'L FUND / VISION INS			

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
HEALTH INSURANCE:ADMIN			E 01-10-10-13		2,030.25	0.00
GEN'L GOV. / ADMIN - PERSONNEL / BENEFITS						
HEALTH INSURANCE:FACILITY			E 13-01-10-13		1,000.46	0.00
FACILITIES / GENERAL - PERSONNEL / BENEFITS						
HEALTH INSURANCE			G 1-225-00		2,054.97	0.00
GEN'L FUND / HEALTH INS.						
HEALTH INSURANCE:REC			E 25-30-10-13		932.21	0.00
RECREATION / REC PROGRAMS - PERSONNEL / BENEFITS						
HEALTH INSURANCE:FD			E 05-05-10-13		1,864.42	0.00
PUBLIC SAFTY / FD/ RSC DEPT - PERSONNEL / BENEFITS						
HEALTH INSURANCE:MANAGER			E 01-15-10-13		932.21	0.00
GEN'L GOV. / MANAGER - PERSONNEL / BENEFITS						
HEALTH INSURANCE:LIBRARY			E 30-01-10-13		932.21	0.00
LIBRARY / LIBRARY - PERSONNEL / BENEFITS						
HEALTH INSURANCE: SW			E 15-05-10-13		926.63	0.00
SOLID WASTE / WASTE - PERSONNEL / BENEFITS						
Vendor Total-					10,678.94	
00778 MAINE REVENUE SERVICES						
0463	23176	11	PAID TAXES BY MISTAKE	M3L29		
PAID TAXES BY MISTAKE			G 1-121-22		2,584.61	0.00
GEN'L FUND / R/E TAXES 22						
Vendor Total-					2,584.61	
00256 MODERN PEST SERVICES						
0463	23177	11	CFAS PEST CONTROL	5540716		
CFAS PEST CONTROL			E 13-02-20-12		83.00	0.00
FACILITIES / CFAS - SERVICES / PEST CONTROL						
Vendor Total-					83.00	
00570 NAPA AUTO PARTS						
0463	23178	11	BRAKE CLEANER, PB PENETRA	246187		
BRAKE CLEANER, PB PENETRA			E 13-01-30-04		62.34	0.00
FACILITIES / GENERAL - SUPPLIES / OPERATING						
Invoice Total-					62.34	
0463	23178	11	TUBING, GOJO WIPES	246255		
TUBING, GOJO WIPES			E 13-01-30-04		29.18	0.00
FACILITIES / GENERAL - SUPPLIES / OPERATING						
Invoice Total-					29.18	
Vendor Total-					91.52	
00081 NEW ENGLAND SALT COMPANY, LLC						
0463	23179	11	BULK SALT DELIVERED	36111		
BULK SALT DELIVERED			E 10-10-30-04		2,789.50	0.00
PUBLIC WORKS / PLOW & SAND - SUPPLIES / OPERATING						
Invoice Total-					2,789.50	
0463	23179	11	BULK SALT DELIVERED	36103		
BULK SALT DELIVERED			E 10-10-30-04		2,645.04	0.00
PUBLIC WORKS / PLOW & SAND - SUPPLIES / OPERATING						
Invoice Total-					2,645.04	
Vendor Total-					5,434.54	
00182 PIKE INDUSTRIES, INC.						
0463	23180	11	COLD PATCH	1209298		
COLD PATCH			E 10-01-30-04		301.73	0.00
PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING						
Vendor Total-					301.73	
00676 PINE TREE WASTE						
0463	23181	11	TOILETS	1187583		

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
DEPT FD			E 13-07-20-06		130.00	0.00
			FACILITIES / FD:DEPOT - SERVICES / RENTALS			
LONG POND BEACH			E 13-10-20-06		130.00	0.00
			FACILITIES / PARKS - SERVICES / RENTALS			
NBFD			E 13-08-20-06		130.00	0.00
			FACILITIES / FD:NB - SERVICES / RENTALS			
PENNINSULA			E 13-10-20-06		130.00	0.00
			FACILITIES / PARKS - SERVICES / RENTALS			
NBCC			E 13-03-20-06		130.00	0.00
			FACILITIES / NBCC - SERVICES / RENTALS			
Vendor Total-					650.00	
00780 PITNEY BOWES INC						
0463	23182	11	INK FOR MAIL MACHINE	1021782064		
			E 01-10-30-03		87.98	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
Vendor Total-					87.98	
00000 POTTS, KATILYN						
0463	23183	11	READING SUPP, ART SUPP	10/20/2022		
			E 62-01-99-99		259.66	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
Vendor Total-					259.66	
00003 REGISTRY OF DEEDS						
0463	23184	11	4 LIEN DISCHARGES			
			E 01-10-47-01		76.00	0.00
			GEN'L GOV. / ADMIN - FEES / DISCHARGE			
Vendor Total-					76.00	
00034 RSU # 18						
0463	23185	11	INSTALLMENT- NOV 2022	NOVEMBER 2022		
			E 31-01-99-99		556,617.68	0.00
			SCHOOL / RSU 18 - EXPENSE / EXPENSE			
Vendor Total-					556,617.68	
00612 SPECTRUM ENTERPRISE						
0463	23186	11	INTERNET	144009001100722		
			E 05-05-20-01		177.97	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
TRANSFER STATION			E 15-05-20-01		129.98	0.00
			SOLID WASTE / WASTE - SERVICES / COMMUNICATIO			
TOWN OFFICE			E 01-10-20-01		110.04	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
CFAS			E 25-30-20-01		169.98	0.00
			RECREATION / REC PROGRAMS - SERVICES / COMMUNICATIO			
LIBRARY			E 30-01-20-01		87.33	0.00
			LIBRARY / LIBRARY - SERVICES / COMMUNICATIO			
DEPOT FD			E 05-05-20-01		49.99	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
Vendor Total-					725.29	
00130 STAPLES CREDIT PLAN						
0463	23187	11	PASTEL PAPER	3139596131		
			E 01-10-30-03		111.45	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
Invoice Total-					111.45	
0463	23187	11	COPY PAPER	3140480741		
			E 01-10-30-03		406.93	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Invoice Total-					406.93	
Vendor Total-					518.38	
00424 STEVENS, JASON						
0463	23188	11	STORM DAMAGE	10/16/2022		
1 TON 7HRS			E 10-01-20-06		449.12	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
Invoice Total-					449.12	
0463	23188	11	LAKESHORE DR CULVERT	9/25/2022		
1 TON 9.5 HRS			E 10-01-20-06		609.52	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
MINI EXCAVATOR 6HRS			E 10-01-20-06		680.04	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
Invoice Total-					1,289.56	
0463	23188	11	STEVENS RD GRADE, GRAVEL	10/9/2022		
GRADER 9HRS			E 10-01-20-06		973.17	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
18 YD TRUCK 9HRS			E 10-01-20-06		846.63	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
COMPACTOR 4HRS			E 10-01-20-06		377.92	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
Invoice Total-					2,197.72	
0463	23188	11	HAUL MATERIAL STEVENS RD	9/31/2022		
HAUL MATERIAL STEVENS RD			E 10-01-20-07		893.66	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED			
Invoice Total-					893.66	
0463	23188	11	NBCC PARKING LOT	9/11/2022		
1 TON 15HRS			E 10-01-20-06		962.40	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
MINI EXCAVATOR 15HRS			E 10-01-20-06		1,700.10	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
COMPACTOR 4HRS			E 10-01-20-06		377.92	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
Invoice Total-					3,040.42	
Vendor Total-					7,870.48	
00534 SUPER SHOES STORES/MACRO RETAIL						
0463	23189	11	TS EMPLOYEE BOOTS	0127619		
TS EMPLOYEE BOOTS			E 15-05-30-08		115.19	0.00
			SOLID WASTE / WASTE - SUPPLIES / UNIFORMS			
Vendor Total-					115.19	
00777 TOWN FAIR TIRE CENTERS OF MAINE LLC						
0463	23190	11	3/4 TON TIRES	36149-591		
3/4 TON TIRES			E 13-01-35-02		727.80	0.00
			FACILITIES / GENERAL - REPAIRS / FM TRUCK			
Vendor Total-					727.80	
00048 TREASURER, STATE OF MAINE						
0463	23191	11	PLUMBING PERMITS			
PLUMBING PERMITS			G 1-211-00		332.50	0.00
			GEN'L FUND / PLUMB. PERM.			
Vendor Total-					332.50	
00156 TREASURER, STATE OF MAINE						
0463	23192	11	DISPATCH FEES	231004DSP02		
DISPATCH FEES			E 05-10-99-99		7,414.14	0.00
			PUBLIC SAFTY / DISPATCH - EXPENSE / EXPENSE			
Vendor Total-					7,414.14	

Warrant 124

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00304 VOGEL, MARY						
0463	23193	11	MILEAGE REIMBURSMENT 33	9/28-10/19		
MILEAGE REIMBURSMENT 33			E 01-10-20-02		14.52	0.00
			GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI			
			Vendor Total-		14.52	
00178 WARREN BROTHERS						
0463	23194	11	PLOWING CONTRACT	11/07/2022		
PLOWING CONTRACT			E 10-10-20-07		15,247.00	0.00
			PUBLIC WORKS / PLOW & SAND - SERVICES / CONTRACTED			
			Vendor Total-		15,247.00	
00369 WB MASON CO, INC						
0463	23195	11	ADDRESS LABELS	233449474		
ADDRESS LABELS			E 01-10-30-03		76.14	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		76.14	
0463	23195	11	ENVELOPES	233536228		
ENVELOPES			E 01-10-30-03		29.48	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		29.48	
0463	23195	11	INK, CLEANER, GLOVES	233536291		
INK, CLEANER, GLOVES			E 15-05-30-04		181.16	0.00
			SOLID WASTE / WASTE - SUPPLIES / OPERATING			
			Invoice Total-		181.16	
			Vendor Total-		286.78	
00779 WHITNEY AUTO						
0463	23196	11	BATTERY SKID STEER	2358		
BATTERY SKID STEER			E 13-01-35-01		210.00	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
			Vendor Total-		210.00	
			Prepaid Total-		0.00	
			Current Total-		655,361.92	
			EFT Total-		0.00	
			Warrant Total-		655,361.92	

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

MELANIE JEWELL, SELECTPERSON _____
 RICHARD W. DAMREN, JR., SELECTPERSON _____
 DANIEL NEWMAN, SELECTPERSON _____
 BARBARA ALLEN, V. CHAIR _____
 CAROL JOHNSON, SELECTPERSON _____
 LORNA DEE NICHOLS, TOWN MANAGER _____



TOWN OF BELGRADE, MAINE
OFFICE OF THE TOWN MANAGER
Lorna Dee Nichols

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Belgrade, ME 04917
207-495-2258

Town Manager's Report

November 1, 2022, Select Board Meeting

- I will be reviewing who will need to get their NIMS training completed for compliance. I received a notice of training to be held in Augusta, although area towns will also host training. I will update the Board once I know more.
- We had an inquiry about the town taking over the Little Village Lane. I have put the resident and Jason Stevens in touch with one another so that Jason, as Road Commissioner, can evaluate the road. Additional information will be provided once available.
- We received figures to install a phone line at the Historical House (24 Cemetery Road): \$99.00 one-time install fee with a monthly recurring charge of \$72.98 or without Wi-Fi for \$64.99 a month. I am still awaiting information from Seacoast Security for their piece.
- I am working with KVCOG to set up a workshop on LD 2003, this may also pose issues with the new Senior tax freeze law as well. Gabrielle Johnson from Maine Department of Economic and Community Development has indicated they will be hiring staff who will start working on the rules for this LD. She said that there will be several public hearings which we should be sure to attend. They are unsure of the impact on smaller towns so it will be important to learn what we can from these hearings to determine how best to proceed. I will get any updates/information out to the Board, CEO and Planning Board as soon as I get it to keep you up-to-speed.
- We have been able to purchase the items needed for our ACO within the current budget and will get these issued once they've been tagged. I have not heard back from the previous interim ACO about continuing as primary for the feral cat situation or acting as backup for the newly appointed permanent ACO.

Upcoming:

November 3 Planning Board 6:00 p.m.

November 9 Communications Committee 5:30

November 9 Budget Committee 6:30

November 11 Town Offices Closed – Veteran's Day

November 15 Selectboard Meeting 6:30 p.m.

November 16 Road Committee 6:00 p.m.

November 17 Planning Board 6:00 p.m.

November 20 Selectboard Budget Meeting (8 a.m.-5 p.m.)

November 24-25 Town Offices Closed - Thanksgiving

December 6 Selectboard Meeting 6:30 p.m.

December 8 Planning Board 6:00 p.m.

December 13 Selectboard Budget Meeting

December 20 Selectboard Meeting 6:30 p.m.

December 22 Planning Board 6:00 p.m.

December 26 Town Offices Closed – Christmas

January 2 Town Offices Closed – New Year's

January 10 Selectboard Budget Meeting, finalize Warrant articles



Respectfully submitted,
Lorna Dee Nichols, Town Manager / Belgrade

Discipline	IS 29	IS 100	IS 200	IS 700	IS 703	IS 800	ICS 300	ICS 400	G191	G402	Other	Notes
DST / RRT HAZMAT Technicians		X	X	X								5
DST / RRT HAZMAT Operations / Responders		X	X	X		X	X					
MACC / EOC Management		X	X	X		X			X		IS 706 IS 2200	
MACC / EOC Staff		X		X					X			
IMAT Level III / IV		X	X	X	X	X	X	X			Position Specific	6
Public Information Officers / Designees	X	X		X								6
Communication Center Supervisor / Deputy Supervisor		X		X								

County EMA Director may require members filling specific roles to be trained to higher levels than this crosswalk details.

- Note 1:** All elected/appointed officials charged with general Policy Development.
- Note 2:** Includes at a minimum the Principal and Assistant Principal.
- Note 3:** Includes Water and Sewer Districts.
- Note 4:** Recommended by the Regional Resource Centers.
- Note 5:** Technicians not expected to fill a Command or General Staff position are not required to take ICS 300.
- Note 6:** IMAT personnel are required to take additional courses depending on their Type and level of Incident Management Responsibility.
- Note 7:** School/Campus EM personnel with a **critical/leadership role** in facility emergency response although it is recommended **leadership personnel that may act *in absence of first responders*** should additionally complete ICS 300 and 400.
- Note 8:** EMA Directors, MACC/EOC Management and Staff, IMAT Level III/IV Staff, Public Works Directors, Chiefs/Deputies of **full-time** fire departments, Chiefs/Deputies of County level law enforcement agencies and **full-time police departments with 15 or more full-time officers, EMS Agencies with more than 15 full-time personnel.**

Target Audience Guidance from the NIMS Five-Year Training Plan

The information provided below, comes directly from the National Integration Center (NIC) and is included to provide additional clarification for the requirements outlined above and to assist in making any training related decisions that have not been addressed.

IS 29: Public Information Officer Awareness

The Public Information Officer Awareness Course (IS0029) is designed to familiarize participants with the concepts underlying the PIO role. This course can provide a basic understanding of the PIO function for those new to the position. Additionally, it can provide those in executive level roles the necessary knowledge of PIO roles and responsibilities during an emergency.

Online Course: <https://training.fema.gov/is/courseoverview.aspx?code=IS-29.a>

IS 100, Introduction to the Incident Command System

Introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

Online Course: <https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c>

IS 200, Basic Incident Command System for Initial Response

Reviews the Incident Command System (ICS), provides the context for ICS within initial response, and supports higher level ICS training. This course provides training on, and resources for, personnel likely to assume a supervisory position within ICS.

Online Course: <https://training.fema.gov/is/courseoverview.aspx?code=IS-200.c>

IS 700: Introduction to the National Incident Management System

This course provides an overview of the National Incident Management System (NIMS). The National Incident Management System defines the comprehensive approach guiding the whole community - all levels of government, nongovernmental organizations (NGO), and the private sector - to work together seamlessly to prevent, protect against, mitigate, respond to, and recover from the effects of incidents. The course provides learners with a basic understanding of NIMS concepts, principles, and components.

Online Course: <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b>

IS 703: National Incident Management System Resource Management

The goal of the National Incident Management System Resource Management course is to introduce federal, state, local, tribal, and territorial emergency managers, first responders, and incident commanders from all emergency management disciplines to NIMS Resource Management. This includes private industry and volunteer agency personnel responsible for coordination activities during a disaster.

Online Course: <https://training.fema.gov/is/courseoverview.aspx?code=IS-703.b>

IS 800: Introduction to the National Response Framework

Provide guidance for the whole community. Within this broad audience, the National Response Framework focuses especially on those who are involved in delivering and applying the response core capabilities, including Private sector partners, Non-governmental organizations (NGOs), Government officials, Community leaders, Emergency Management practitioners, and First responders.

Online Course: <https://training.fema.gov/is/courseoverview.aspx?code=IS-800.d>

ICS 300: Intermediate ICS for Expanding Incidents

Provides training and resources for personnel who require advanced knowledge and application of the ICS. This course expands upon information covered in the IS-100 and IS-200 courses.

In Person Course

ICS-400: Advanced ICS

This course provides training and resources for personnel who require advanced application of ICS. This course expands upon information covered in ICS-100 through ICS-300.

In Person Course

G-191: Incident Command System/Emergency Operations Center Interface

This course reviews ICS and EOC responsibilities and functions and depends heavily on exercises and group discussions to formulate the interface. The course provides an opportunity for participants to begin developing an interface between an Incident Management Team and EOC personnel.

In Person Course