

TOWN OF BELGRADE

Meeting Agenda

BOARD OF SELECTPERSONS

SEPTEMBER 19, 2023 / REGULAR MEETING 6:30 P.M.

BELGRADE TOWN OFFICE

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

Call to Order and Pledge of Allegiance

Establish quorum.

Open Meeting

1. **Public Comment**
2. **Review and approve minutes of September 5, 2023**
3. **UNFINISHED BUSINESS**
4. **NEW BUSINESS**
 - A. Appointments – Review & Action
 - 1) Anne Stocco – Youth Representative – Library Board of Trustees
 - 2.) Susan Reisert - Library Board of Trustees
 - B. Transfer Station Roof Replacement Bids – Review & Action
 - C. Basket Bingo -Review & Action
 - 1.) Belgrade Central PTO
 - 2.) Rotary Club of Augusta
 - D. Abatements – Review & Action
 - E. Maine Municipal Voting Delegate Credentials - Review & Action
 - F. Rabies Clinic for Residents Requests for use of Special Revenue Funds - Review & Action
 - G. 2024 Budget Discussion
5. **OTHER BUSINESS**
 - a.) Discussion of security for 2024 Presidential Elections
 - b.) Discussion of holding a day for viewing the town's historical records
6. **WARRANTS**
7. **TOWN MANAGER REPORT**
8. **EXECUTIVE SESSION** 1 M.R.S.A. §405(6)A – personnel matter, if needed.

Memo

Minutes

Review and approve minutes of September 5, 2023.

TOWN OF BELGRADE
Meeting Minutes
BOARD OF SELECTPERSONS
SEPTEMBER 5, 2023 / REGULAR MEETING 6:30 P.M.
BELGRADE TOWN OFFICE

The public may also view the meeting online at http://youtu.be/qx1xxFq_bOc

Present: Chair Barbara Allen, Vice Chair Carol Johnson, Selectpersons Peter Rushton, Bruce Galouch, Mary Vogel, Acting Town Manager, Fire Chief Dan MacKenzie, Tom Daniels, Library Director Jared Bond, Anthony Wilson

Absent: Melanie Jewell

Remote participants: Transfer Station Supervisor Ken Scheno, Penny Morrell, Dee Cooke, Dan Newman and Richard Bourne

Called to order, established a quorum and led the Pledge of Allegiance at 6:30 p.m. by Chair Barbara Allen

Open Meeting

1. No Public Comments
2. **Review and approve minutes of August 15, 2023**

Barbara Allen motioned to approve the August 15, 2023, minutes. Carol Johnson seconded the motion. 3/0/2 absent (Dan Newman & Melanie Jewell)

3. UNFINISHED BUSINESS

A. Spectrum Property Management Agreements

The Board reviewed the contract with Spectrum Property Management. The following items were noted to be changed:

- Page 1 should say “10 Dalton.”
- Page 2, #9 will be taken care of by the Town’s facility maintenance, and #10 is not needed.
- Page 3 - #2& #7 should be month to month, #10 is not needed. Carol asked what the purpose is of #11 – To perform other necessary services related to the leasing of the property.
- #22 – Needs to have the town’s address, fax and email added.

In the rental agreement:

#2 & #7 – Trash removal is the responsibility of the renter and does not include trash removal.

Remove “timely” next page.

#15 – Smoking needs to be cleared up, there is no smoking in the rental unit or on the property at all.

B. Transfer Station Roof Replacement RFP

The Board reviewed the Transfer Station Proposal for a Roof Repair and Replacement. Peter Rushton requested the proposal be clarified with 2023 calendar year. Barbara Allen requested the word eaves be corrected. Barbara Allen motioned to approve the Transfer

Station Roof & Replacement Proposal with the amendments. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

C. Fire Department Land Purchase/testing

Tom Daniels was present from the Fire Department for the discussion of the land purchase for a new fire department. They would like to move forward with the development of a full engineering RFP to include a boundary and topographical survey. The Fire Department plan to do this this year; the well and natural resource surveys anticipated cost is \$13,500. Carol Johnson motioned to authorize an amount up to \$13,500 from the Fire Department Capital Reserve. Peter Rushton seconded the motion. 4/0/1 absent (Melanie Jewell)

D. CIMS Cemetery Software Upgrade

The Cemetery committee requested the Selectperson consider an update to the CIMS Cemetery Software. The cost is \$1,500 for the setup and \$800 for the annual fee. The upgrade will allow residents to be able to locate cemetery plots in the cemetery. This update will benefit both residents and cemetery workers who spend quite a bit of time addressing the requests of both residents and non-residents. Barbara Allen made a motion to approve and authorize an amount of \$1,500 from contracted services for the upgrade. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

4. NEW BUSINESS

A. Appointments

a. David Leigh respectfully declined to be appointed to the Board of Parks & Recreation.

b. Anthony Wilson – Board of Assessment Review – Barbara motioned to approve the appointment of Anthony Wilson to the Board of Assessment Review. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

c. Penelope Morrell – Planning Board Alternate – Barbara Allen motioned to approve the appointment of Penelope Morrell to the Planning Board as an alternate. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

d. Debra Cooke – Board of Assessment Review – Barbara Allen motioned to approve the appointment of Debra Cooke to the Board of Assessment Review. Pete Rushton seconded the motion. 4/0/1 absent (Melanie Jewell)

e. Mary Vogel – Registrar – Barbara Allen motioned to appoint Mary Vogel as Registrar to fulfill the term of Charlene Houle to January 1, 2025. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

B. Report from Library Director Jared Bond. He provided an overview of the year's activities for the library. Please see the attached report.

C. Recruiting New Committee Members

Chair Barbara Allen requested this as an agenda item to discuss how the town could get more people involved and to join town committees.

Suggestions were:

- Town face book – post weekly highlighting a committee of the week with what the committee job is.
- Add seasonal non-voting members to the committees.
- Red-line it on the Town Website and pin it to the top of the page.

D. Cemetery Lot purchase request

The Cemetery committee is recommending honoring the request of a cemetery lot purchase for Ed Morris submitted by his wife, Mary Beth Morris. Carol Johnson made a motion to approve the purchase of the cemetery lot. Barbara Allen seconded the motion. 4/0/1 absent (Melanie Jewell)

E. Summer Residents Meeting

It was agreed a date should be set in advance for a seasonal resident meeting next year to coincide with a town event like the bean hole bean supper. It was suggested to advertise it in advance in the town report, town website and to provide information in the town newsletter.

5. OTHER BUSINESS

Bruce Galouch asked when the budget schedule would be available. Barbara Allen noted the town manager was currently on vacation and would be getting together with department heads when she returns.

6. WARRANTS

Payroll warrant # 99 – Barbara Allen motioned to approve the payroll warrant for \$26,637.04. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

BMV warrant #100 - Barbara Allen motioned to approve the BMV warrant for \$10,084.30. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

Payroll warrant # 101 – Barbara Allen motioned to approve the payroll warrant for \$24,935.88. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

BMV warrant #102 - Barbara Allen motioned to approve the BMV warrant for \$9125.69. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

AP warrant # 103 – Barbara Allen motioned to approve the payroll warrant for \$740,969.48. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

Payroll warrant # 104 – Barbara Allen motioned to approve the payroll warrant for \$21,776.67. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

BMV & Vitals warrant #105 - Barbara Allen motioned to approve the BMV warrant for \$23,323.44. Carol Johnson seconded the motion. 4/0/1 absent (Melanie Jewell)

7. TOWN MANAGER REPORT – Please see attached.

Memo

Appointments/Resignations

Anne Stocco – Youth Representative – Library Board of Trustees
Susan Reisert - Library Board of Trustees

Maureen Miliken – Resignation Belgrade Library Board of Trustees

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 checked="" type="checkbox"/> Library Trustee Youth Rep. | <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 _____

Name Anne Stocco
 Address ~~70 King View Drive~~ Belgrade, ME 04917
 Phone # (Home) ~~(207) 465-2701~~ (Work) ~~(207) 469-6830~~ Email ~~stocco.anna@gmail.com~~
 Place of Employment Messalonskee High School
 Education & Experience I am currently a senior in high school. I have been a library patron for many years and have experience volunteering at the Winslow Community Cupboard (=60 hrs) and at various events for elementary kids through my school's key club.
 Interests and Hobbies I enjoy being an active member of my community and have always loved reading.

Why do you wish to serve on a municipal board or committee?
I would like to serve on the Library Board of Trustees because I love books and want to spread that around the youth of Belgrade. I also think that being a teen will help bring different perspectives to the board as to how to engage more youth in the town library.

References A

Name Lani Carlson Phone # ~~(207) 465-5415~~
 Name Erin Feldpausch Phone # ~~(207) 357-3307~~

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:

- | | |
|---|--|
| <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 checked="" 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 _____

Name Susan Resert
 Address PO Box 497, Belgrade (207-244-2122)
 Phone # (Home) 207-244-1107 (Work) _____ Email sresert@
 Place of Employment Old South Church Halliwell
 Education & Experience Corn College (BA 1986), Harvard Divinity School (M.Div. 1992). Experience - several area boards and committees (Susan Resert - the Mid Maine homeless shelter in Waterville), Waterville Board of Education (4 years)
 Interests and Hobbies Reading, baking, travel, staying active

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

I was very active in Waterville in the years I lived there. I'm very interested in participating in the community, and that is how I met in Belgrade year-round.

References

Name Barbara Dixon Phone # 207-244-2343
 Name Muriel Grenier Phone # 207-242-2929

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

Email Address: _____

Mary Vogel

From: Maureen Milliken <mlliken47@gmail.com>
Sent: Friday, September 15, 2023 9:25 AM
To: Lorna Dee Nichols; Mary Vogel; Barbara Allen; Dianne Dowd; Jared Bond
Subject: Belgrade Library Board of Trustees resignation

EXTERNAL MESSAGE:

All,
A recent sudden and important change in my career circumstances requires that I step down immediately from the Belgrade Library Board of Trustees.
Since I'm chair, and resigning in the middle of my term, I've already talked to Dianne Dowd about it and how the board can adjust to the change.
I regret stepping down without fulfilling my commitment, but I know that the board is in good shape and the members can definitely proceed without me. It's important in town governance for a board or committee to not depend on one or two people to make it successful, but for it to be a sustainable organization.
This year marks my eighth on the board, and I appreciate the opportunity I've had to take part in the process.
Maureen Milliken

Memo

Transfer Station Roof Replacement Bids:

In your packet:

- Original RFP

- Fowlers Roof Replacement
 - a. \$17,000 Cambridge IKO Shingles
 - b. \$17,850 Dynasty IKO Shingles
 - c. \$13,260 Sheathing (if needed)

- James Whitney Roofing
 - a. \$19,840 Tampco
 - b. \$20,770 Owens-Corning
 - c. \$21,080 Certanteed
 - d. \$10,678.50 Sheathing (if needed)

- Williams Construction
 - a. \$16,300 Timberline
 - b. \$4,500 Sheathing (if needed)

Town Of Belgrade, Maine

Request for Proposals for a Roof Repair & Replacement

The Town of Belgrade is now seeking proposals for the replacement of the roof on the Transfer Station and Recycling Center located on Transfer Station Road and Dunn Road in Belgrade, Maine. The following work will need to be completed: The roof will need to be stripped of all shingles down to original sheathing.

Repair any boards that are showing rot or damage and that are not structurally sound. Install 8" white galvanized drip edge on all rakes and eaves of roof. Use ice and water shield or equivalent up 6' up from bottom and 3' in all valleys and around all penetrations of roof. Use Roof Guard or equivalent underlayment on the remaining roof. Re-shingle roof with Lifetime architectural shingles, must provide spec sheet for materials being used. Install new pipe flanges. Reflash chimney. Clean up, debris will remain at facility. All work MUST be done when the facility is closed Sunday, Monday, Tuesday (Thursday and Friday after October 9). Please include an option for a complete re-sheathing, if needed.

All work must be completed prior to December 31, 2023. All businesses or individuals submitting proposals must provide copies of all the necessary professional certifications to provide these services and proof of insurance. Any questions regarding the requirements for this proposal must be directed to the Town Manager or Transfer Station manager. Responses to this RFP must be delivered, mailed, or emailed to the Belgrade Town Office addressed to:

"Transfer Station & Recycling Center Roofing RFP"

Lorna Dee Nichols, Town Manager/ Ken Scheno, Transfer Station Manager

Town of Belgrade

990 Augusta Road

Belgrade, Maine 04917



P.O. Box 188 Gardiner, ME 04345
 Office: (207) 582-1917 Fax: (207) 582-6522
 Web: www.fowlerroofing.com
 Email: fowlersroofing1@gmail.com

PROPOSAL NO.	1052-1
SHEET NO.	1
DATE	September 6, 2023

PROPOSAL SUBMITTED TO:

NAME	Town of Belgrade
ADDRESS	990 Augusta Road Belgrade, ME 04917
PHONE NO.	Ken Scheno: 215-2533

WORK TO BE PERFORMED AT:

ADDRESS	Transfer Station & Recycling Center 33 Transfer Station Road
DATE OF PLANS	Belgrade, ME 04917
ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of _____

Shingle Roof System: **Entire Property**

Strip roof, clean ground, haul off debris.

Install 3' of ice and water shield on all leading edges, valleys, and transitions.

Prep the rest of the roof with synthetic underlayment.

Install new pipe boots and replace ridge vent (If roof currently has. Is not included in base price).

New 8" drip edge on all edges.

Option #1 Lay new IKO Cambridge Architectural Shingles: **\$17,000**

Option #2 Lay new IKO Dynasty Architectural Shingles: **\$17,850**

10 Year Labor Warranty

New CDX plywood on entire roof: **\$13,260** (based on 102 sheets, subject to change if more/less are needed)

Board Replacement: **\$20** per foot (if needed only)

*Price does not include replacing metal chimney boot/collar (if needed)

OSB Plywood: \$110 per sheet (if needed only) *All work to be performed when the facility is closed*

CDX Plywood: \$130 per sheet (if needed only)

Any step flashing, wall flashing, materials, and/or labor may lead to additional charges

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of _____ Dollars (\$ _____)

with payments to be made as follows. Payment in full due upon completion

Contract price is including a cash/check discount. Credit card payments are an additional 4%.

Respectfully submitted **Fowler's Roofing & Construction LLC.**

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Per Joseph Richard

Note — This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date _____ Signature _____

PROPOSAL

IKO | **PERFORMANCE**

NORDIC™ & DYNASTY® SHINGLES

IKO.COM/NA



CLASS **4** IMPACT RESISTANT PERFORMANCE SHINGLES

CLASS **3** IMPACT RESISTANT PERFORMANCE SHINGLES

IKO PERFORMANCE SHINGLES WITH ARMOURZONE®



Dynasty®



Mother Nature can howl all she wants.

Lesser shingles may tear or blow off when Mother Nature starts to howl, but IKO Dynasty holds on tight. Our oversized Dynasty shingles feature IKO's ArmourZone®. It's a 1-1/4" nailing area, made with a tough reinforcing woven band for incredible nail-holding power. In high winds, it helps shingles resist nail pull-through and shingle blow-off so well that they carry a 130 mph (210 km/h) limited wind warranty. In qualifying Dynasty for a Class 3 impact resistance rating,^{5*} we've further elevated the peace of mind that comes from knowing your home and family are well protected against Mother Nature's fury.

IKO Dynasty shingles qualify for a **Class 3 impact resistance rating.**^{5*}

This may enable you to obtain a reduction in your homeowner insurance premium, if available.^{5*}

*This is not a guarantee of impact resistance against hail. Damage from hail is not covered under the limited warranty. See full details⁵

At the core of every Dynasty shingle is a durable fiberglass mat. This, along with its thick asphalt coating, makes it one of the heaviest shingles in its class. Dynasty's weight helps the shingles lie flat and stay put on your roof, thwarting the wind from prying them up. In addition, we apply IKO's proprietary FastLock® sealant along the bottom edge. When this special adhesive is activated by the radiant heat of the sun, it creates a super-strong bond to help shingles seal down to further defeat the wind.

To protect its asphalt and keep it performing its best, Dynasty is coated with colored granules. IKO's exclusive, advanced color-blending technology enables you to choose from high-definition hues to complement your home's style, enhance curb appeal and be the envy of the neighborhood.

BEAUTIFUL HI-DEF COLOR BLENDS

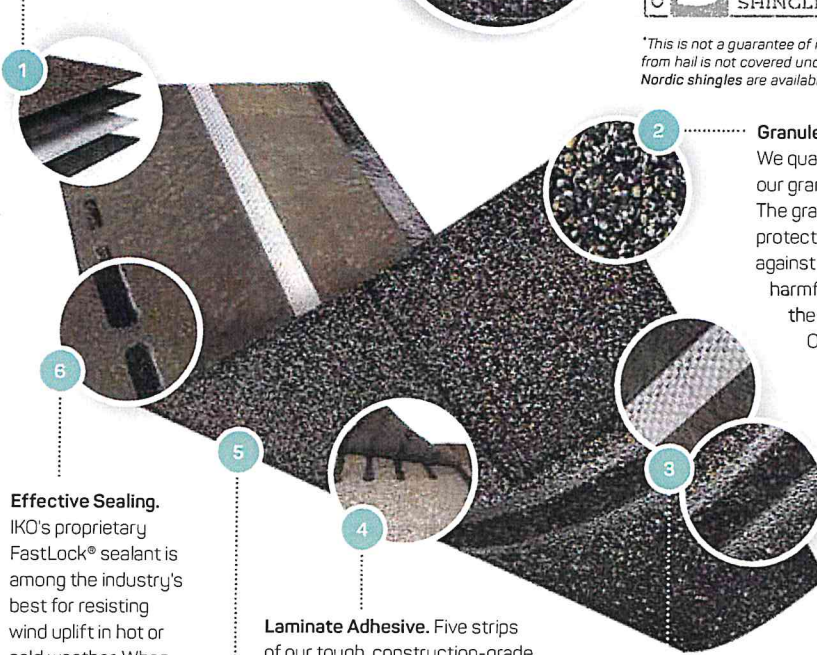
IKO's Dynasty Performance shingles are produced in a wide array of unique color blends. To discover the exact color availability in your region, visit IKO.com today.



Performance Elevated. IKO Performance-class asphalt shingles are industry heavyweights because the more we put into them, the more you'll get out of them. Here's what elevates the performance of Nordic and Dynasty shingles.

Performance Begins at the Core.

IKO Performance Shingles offer superior protection against wind uplift and water infiltration. Performance-class shingles are among the industry's heaviest thanks to a durable fiberglass mat covered with a thick coat of asphalt.



Effective Sealing. IKO's proprietary FastLock® sealant is among the industry's best for resisting wind uplift in hot or cold weather. When activated by the sun's heat, it gets extra-tacky and creates a strong bond to help ensure maximum protection against wind uplift and blow-off.

Laminate Adhesive. Five strips of our tough, construction-grade adhesive are used to laminate the shim to the tooth.

Built-in Algae Resistance. Colorfast algae-resistant granules help inhibit the growth of blue-green algae, which can cause unsightly black streaks, stains or discoloration.

Impact Resistant Shingles



IKO Nordic Shingles Feature a Class 4 impact resistance rating.^{5*}

Their polymer-modified asphalt coating acts like a shock absorber.



IKO Dynasty Shingles Feature a Class 3 impact resistance rating.^{5*}

**This is not a guarantee of impact resistance against hail. Damage from hail is not covered under the limited warranty. See full details.⁵ Nordic shingles are available in select markets.*

Granule Coverage and Adhesion.

We quarry, crush and colorize our granules to exact specifications. The granules' main purposes are to protect the underlying asphalt against damage from the sun's harmful rays and to help inhibit the natural weathering process.

Our exclusive, advanced color-blending technology creates beautiful, high-definition color blends you'll love to see on your home.

Nail-Holding Power. Our Performance shingles are reinforced with IKO's 'ArmourZone®.' The 1 1/4-inch wide nailing surface for correct nail placement, with a tear-resistant, woven band on the back, provides even more fastening strength over a wider surface. Nails applied in this area are optimally positioned to help resist nail pull-through and shingle blow-off, even in high-wind conditions.

THE IKO ADVANTAGE ^{3,4}	Limited Warranty ¹	Limited Lifetime ²	Length	40 7/8 in (1,038 mm)
	Iron Clad Protection ¹	15 Years	Width	13 3/4 in (349 mm)
	Limited Wind Warranty ¹	130 mph (210 km/h)	Exposure	5 7/8 in (149 mm)
	Blue-Green Algae Resistant ¹	Yes	Coverage per Bundle	33 1/3 ft ² (3.1 m ²)

ASTM D3462, ASTM D3018, ASTM D3161 – Class F, ASTM D7158 – Class H, ASTM E108/UL 790 – Class A, FM 4473 – (Class 4⁵ - Nordic, Class 3⁵ - Dynasty)

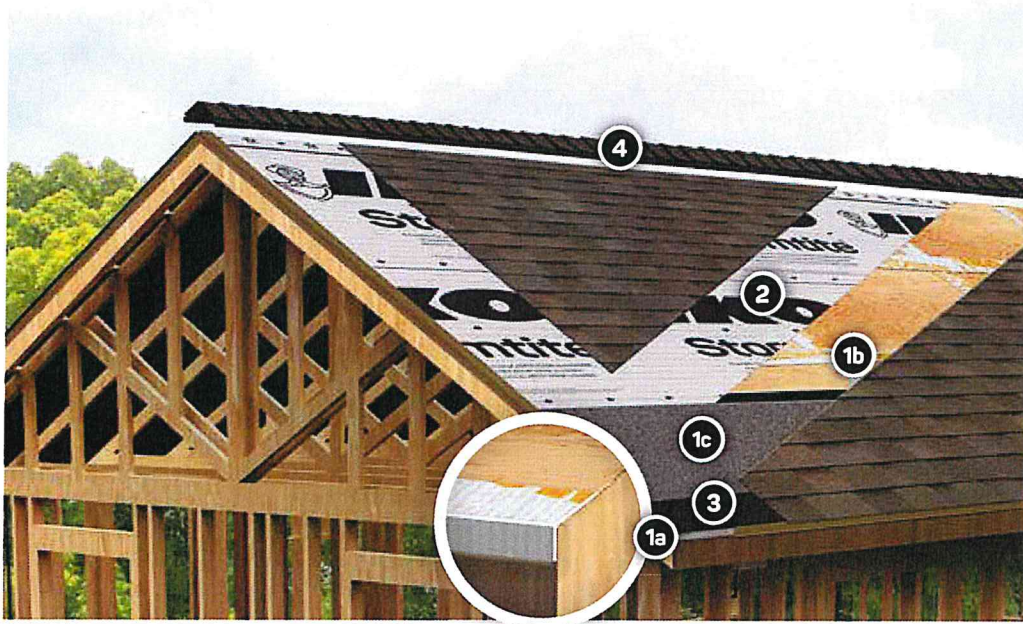
NOTE: Product and color availability may vary by region. Products with Miami Dade NOA and FBC product approval listings are available. Meets requirements of the Texas Department of Insurance. Please contact IKO for details. ¹See Limited Warranty at IKO.com for complete terms, conditions, restrictions and application requirements. Shingles must be applied in accordance with application instructions and local building code requirements. ²'Lifetime' means the period of time commencing on the date of the completion of the installation of the shingles on the building and continuing so long as the owner owns the building on which the shingles were installed. ³All values shown are approximate. ⁴Products are developed with reference to these standards. ⁵This impact rating is solely for the purpose of enabling residential property owners to obtain a reduction in their residential insurance premium, if available. It is not to be construed as any type of express or implied warranty or guarantee of the impact performance of this shingle by the manufacturer, supplier or installer and damage from hail is not covered by the Limited Warranty. IKO recommends the use of its Class 4 impact resistance rated Hip and Ridge cap shingle in conjunction with the use of Class 4 impact resistance rated shingles, and the use of no less than its Class 3 impact resistance rated Hip and Ridge cap shingle in conjunction with the use of Class 3 impact resistance rated shingles. For further detail concerning the FM 4473 standards, visit the FM Approvals website.

Note: 3 bundles = 1 full square = 100 sq ft coverage

PROFORMAX™

INTEGRATED ROOFING ACCESSORIES

Shingles are your home's first line of defense, but they protect, perform and look their best installed with the IKO Proformax Integrated Roofing Accessories shown below.



PROFORMAX ROOFING COMPONENTS	1a 1b 1c DECK PROTECTION	2 SYNTHETIC UNDERLAYMENT	3 ROOF STARTERS	4 CAPPING SHINGLES
Nordic™	IKO GoldSeam™ IKO StormShield®	IKO Stormtite®	IKO Leading Edge Plus™ or IKO EdgeSeal®	IKO UltraHP® IR IKO Hip & Ridge Class 4
Dynasty®	IKO GoldSeam™ IKO StormShield®	IKO Stormtite®	IKO Leading Edge Plus™ or IKO EdgeSeal®	IKO UltraHP® IR IKO Hip & Ridge 12™

The information in this literature is subject to change without notice. We assume no responsibility for errors that may appear in this literature.



IKO.COM/NA

To find out more about Dynasty and Nordic Performance shingles or additional IKO products, please talk to an IKO sales representative or a professional roofing contractor, or contact IKO directly.

United States 1-888-IKO-ROOF (1-888-456-7663)

Canada 1-855-IKO-ROOF (1-855-456-7663)



IKO® | Cambridge®

IKO.COM



The Trusted Solution
for a Beautiful Roof.



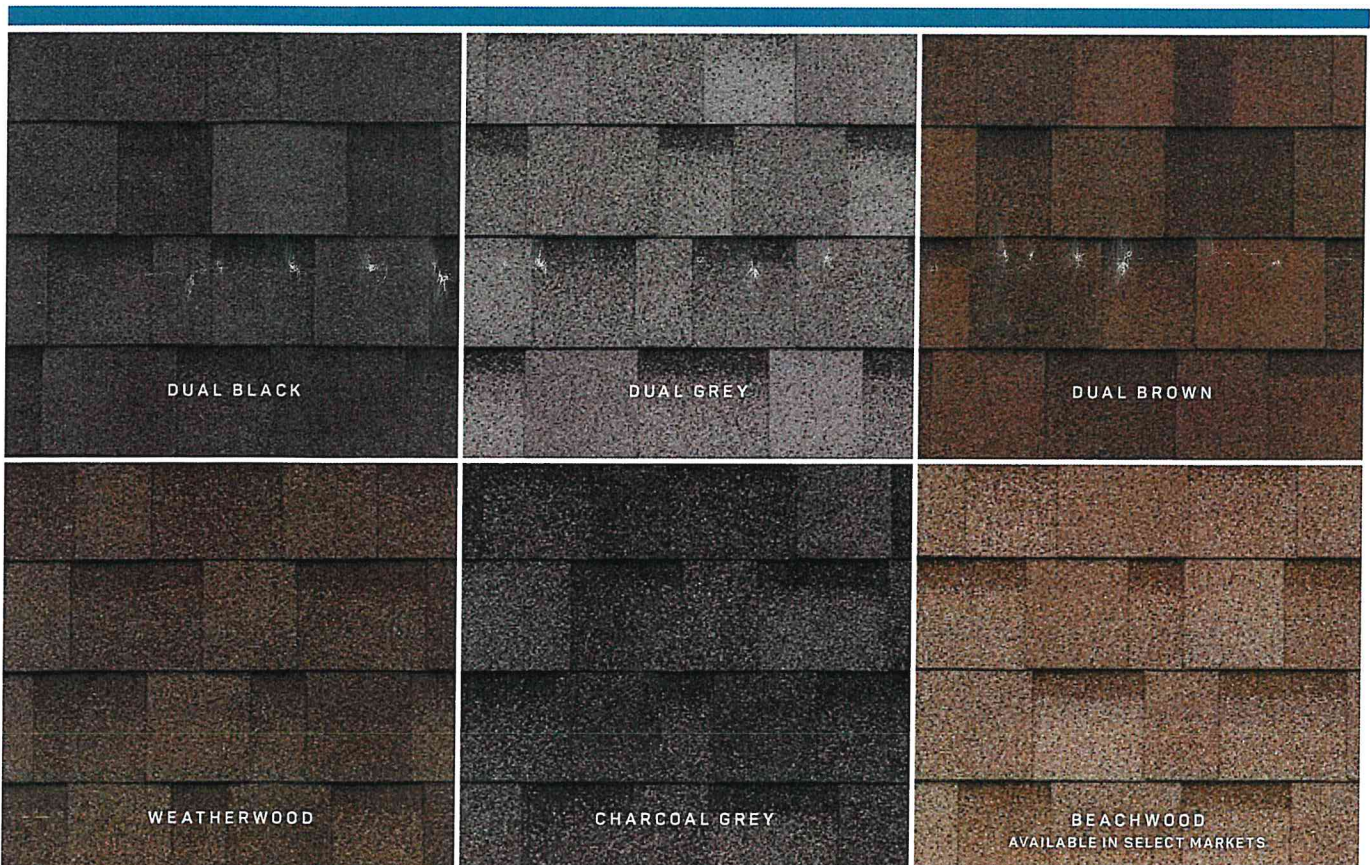
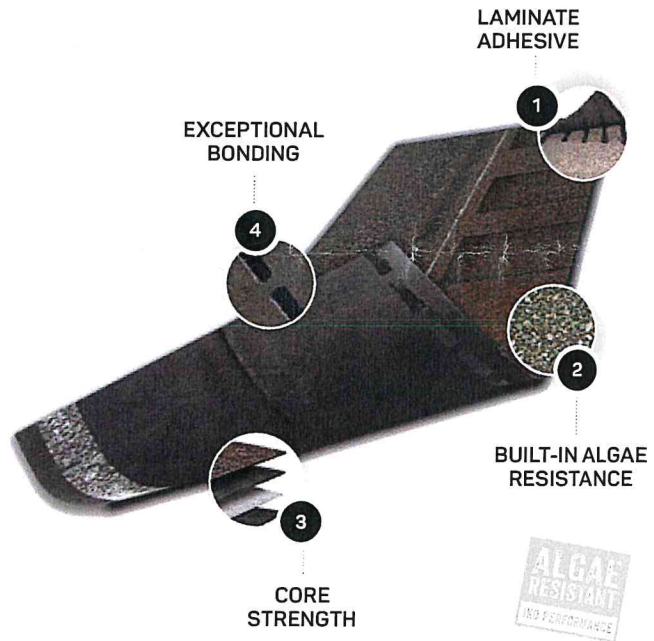
ARCHITECTURE

BEAUTY You Can See. QUALITY You Can Feel.

NOW THAT IT'S TIME TO REPLACE YOUR ROOF, WHY TAKE ANYTHING FOR GRANTED? We never do. Since 1951, IKO has been protecting American homes and families just like yours against the elements.

Whether it's elegant and sophisticated or laid-back and casual, or somewhere in-between, **IKO Cambridge® Architectural shingles** come in a wide range of stunning color blends to express your personality, reflect your taste and potentially boost your home's resale value too.

Their modern, laminated two-piece design provides the depth, dimension and texture of genuine wood shakes for an upscale appearance without the upscale price tag. Now unleash your exterior designer and dress up your home with an exciting new look, for less than you might expect.



PERFORMANCE You Can Trust.

- 1 **LAMINATE ADHESIVE.** Five strips of our tough, construction-grade adhesive are used to laminate the shim to the tooth.
- 2 **BUILT-IN ALGAE RESISTANCE.** Special colorfast granules embedded in the shingles' surface help inhibit the growth of blue-green algae that can cause unattractive black stains, streaks and discoloration.
- 3 **CORE STRENGTH.** Our resilient fiberglass mat is coated top and bottom with weathering asphalt, then surfaced with colored granules. It's heavy-duty for exceptional durability and structural integrity.
- 4 **EXCEPTIONAL BONDING.** IKO's FastLock® sealant on the shingles' bottom edge gets extra-tacky when activated by the sun's heat. This creates a strong bond to help ensure maximum protection against wind uplift, blow-off and water penetration.

THE IKO ADVANTAGE

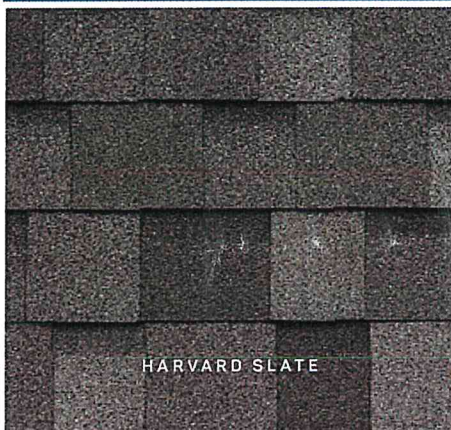
Limited Warranty ¹	Limited Lifetime ³
Iron Clad Protection ¹	10 Years (U.S. only)
Limited Wind Warranty ¹	110 mph (177 km/h)
Limited High-Wind Warranty Upgrade ^{1,2}	130 mph (210 km/h)
Blue-Green Algae Resistant ¹	Yes

PRODUCT SPECIFICATIONS⁴

Length	40 7/8 in (1038 mm)
Width	13 3/4 in (349 mm)
Exposure	5 7/8 in (149 mm)
Coverage per Bundle	33 1/3 ft ² (3.1 m ²)
<i>(3 bundles = 1 full square = 100 sq ft coverage)</i>	

STANDARDS⁵

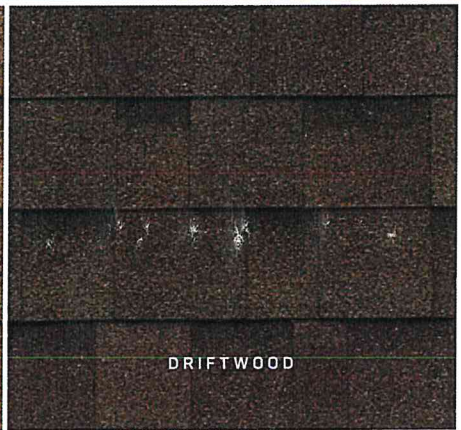
ASTM D3462, ASTM D3018, ASTM D3161 – Class F,
ASTM D7158 – Class H, ASTM E108/UL 790 – Class A.



HARVARD SLATE



EARTHTONE CEDAR



DRIFTWOOD

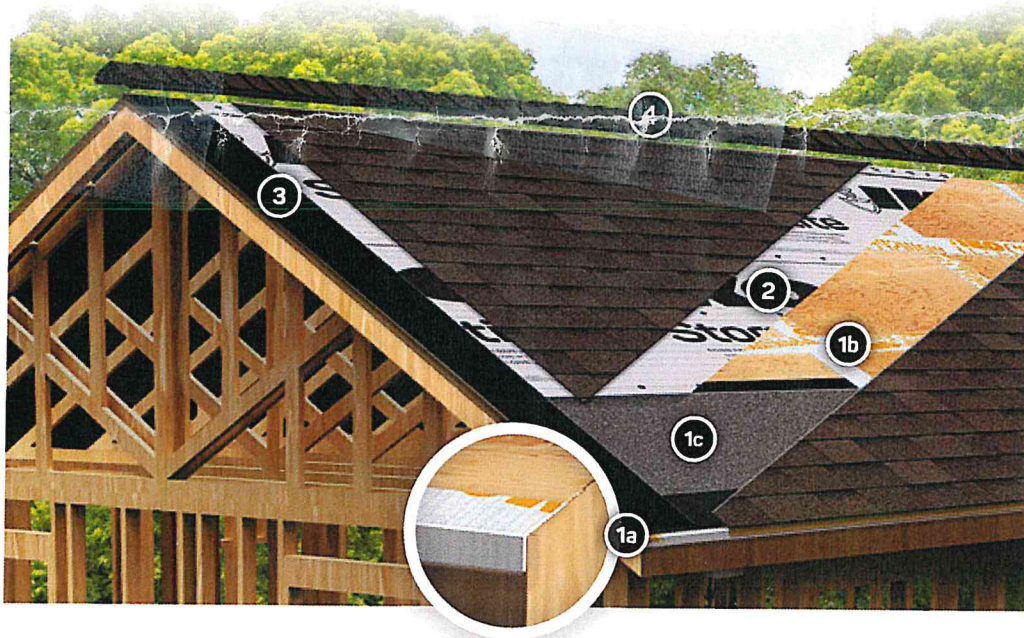


DOVE WHITE
AVAILABLE IN SELECT MARKETS

IMPORTANT! To ensure complete satisfaction, please view several full-size shingles and an actual roof installation prior to final color selection as the shingle swatches and photography shown online, in our brochures and in our **ROOFViewer**® tool may not accurately reflect shingle color and do not fully represent the entire color blend range, nor the impact of sunlight.

Note: Product and color availability may vary by region. Products with Miami Dade NOA, FBC product approval and Texas Department of Insurance listings are available. Please contact IKO for details. ¹See Limited Warranty at IKO.com for complete terms, conditions, restrictions and application requirements. Shingles must be applied in accordance with application instructions and local building code requirements. ²High-wind application is required. ³Lifetime means the period of time commencing on the date of the completion of the installation of the shingles on the building, and continuing so long as the owner owns the building on which the shingles were installed. ⁴All values shown are approximate. ⁵Products are developed with reference to these standards.

Shingles are your home's first line of defense, but they protect, perform and look their best installed with the **IKO Proformax Integrated Roofing Accessories** shown below.



DECK PROTECTION	SYNTHETIC UNDERLAYMENT	ROOF STARTERS	CAPPING SHINGLES
-----------------	------------------------	---------------	------------------

**1. IKO GoldSeam™
Roof Sealing Tape**

- 1a.** Apply where the fascia and eaves meet.
- 1b.** Apply over seams when sealing the deck using synthetic underlayment.

StormShield®

- 1c.** Apply under shingled roofs to help prevent water infiltration due to ice dams and wind-driven rain.

2. Stormtite™

It's IKO's economical synthetic underlayment choice. Stronger than conventional felts, Stormtite installs easily, even in cool weather, due to its light weight. Stormtite is the perfect combination of strength and flexibility.

**3. Leading Edge Plus™
or EdgeSeal™**

Apply starter shingles with IKO's own high-strength thermally activated sealant or use the double-sided starter roll at eaves and rakes to help ensure wind resistance at that critical first course of shingles.

4. Hip & Ridge 12™

These capping shingles are available in colors that pair with every Cambridge color. Installation is easy, just separate the tapered pieces along the perforation, bend and nail in place. No waste.



To find out more about Cambridge® Architectural shingles or additional IKO products, please talk to an IKO sales representative or a professional roofing contractor, or contact IKO directly.

United States 1-888-IKO-ROOF (1-888-456-7663)
Canada 1-855-IKO-ROOF (1-855-456-7663)

The information in this literature is subject to change without notice. We assume no responsibility for errors that may appear in this literature.



MAINE'S ROOFER
AUG 30, 2023

**JAMES
&
WHITNEY
Co.**



KEN SCHENO

Kscheno@townofbelgrade.com

32 Transfer Station Road
Belgrade, Maine
04917



Personal Client Testimonials

"There is a reason why James & Whitney have so many good reviews. Chris came out and gave us an estimate on a new roof and skylights. He followed up with all my questions and even gave me his personal cell phone to call anytime. Brandon Kroot supervised the entire job, always let me know if he had to leave the site even if just for a short while, and his entire crew was superb. Really hard workers paying attention to all details. They did a superb job AND they cleaned up. Not a nail or a piece of tile was left on the lawn. I recommended them to friends and they are already scheduled for a new roof."

-Pam R. ★★★★★

"Super impressed with the customer service and promptness of this company! Ryan and Chris were quick to respond, friendly, and incredibly helpful. I look forward to having these guys help me out more in the future and I'd recommend this company to anyone"

-Avery L. ★★★★★

"Excellent customer service and unbeatable prices! My go to contractors!"

-Joe F. ★★★★★

INTRODUCTION

Hi Ken,

Thank you for the opportunity to partner with you on the restoration of your home. Please find your estimate below along with any applicable upgrade options for your project.

The following estimate is for:

1. Removal and disposal of old materials
2. Supply and install new materials
3. Your own dedicated Project Manager
4. Inspection of all work completed by Master Shingler and Production Manager
5. 5-Star Workmanship Warranty on complete projects
6. Certificate of Insurance available upon request

As well, we have mandatory safety training for our staff to ensure safe practices always. Once the job is complete, we will perform an additional full inspection on your home to ensure the project meets our strict standards and the site is spotless.

If you have any questions, please give me a call. We always want to provide the best value to our clients. If we are outside your budget, please let me know and we will do our best to work within that. Take a look at our website or Google Reviews in the link below.

[James & Whitney Co. \(jameswhitneyco.com\)](https://www.jameswhitneyco.com)

[james & whitney co. roofing - Google Search](#)

Kind regards,

Chris Duffy | Sales Rep
chris@jameswhitneyco.com
207-660-2747

INSPECTION

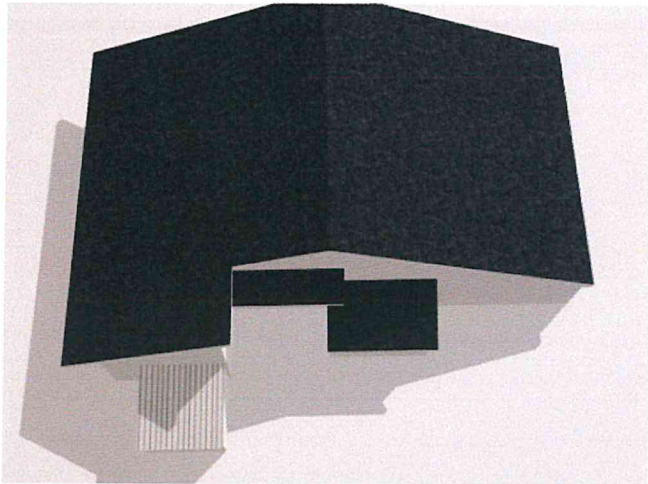


Shingle system is 3-tab system. There is lifting shingles around the roof. It is recommended the roof be replaced as soon as possible to avoid potential interior damage.



Close up of some shingles lifting. If not replaced could lead to blowoffs of the system.

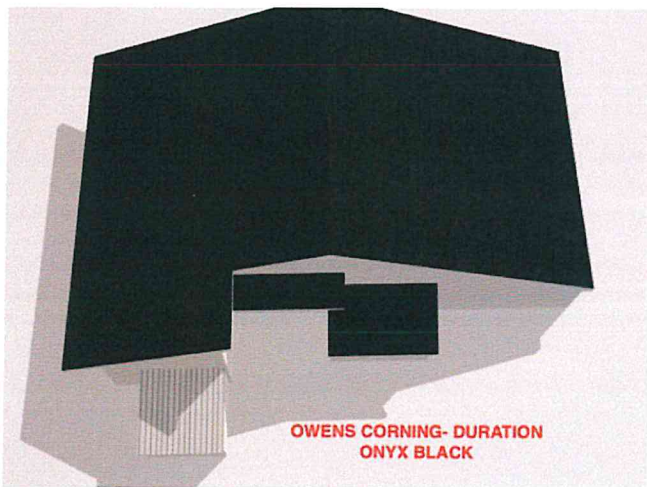
3D MOCK UPS



Tamko Titan XT - Rustic Black Mock Up



Certainteed Landmark- Moire Black



Owens Corning- Duration
-Onyx Black

TAMKO ROOFING SYSTEM

Description	Line total	
Tamko Roofing System		
-Remove old roofing system and inspect decking for rot	\$19,840.00	
-Install Tamko Titan XT Shingles		
(Shingle color to be determined by homeowner and contractor based on availability)		
-Install Grace Select Ice & Water Shield, first six feet along the entire length of bottom eaves, six feet centered within the entire length of all valleys to three feet centered around all applicable roof penetrations		
-Install Rhino Roof synthetic underlayment to rest of roof square footage		
-Install Tamko starter strip shingles at eaves and rakes		
-Install Benjamin Obedyke Ridge Vent where applicable		
-Install Tamko Hip & Ridge caps		
-Install new pipe boots where applicable		
-Install new drip edge to eaves and rakes		

Quote subtotal	\$19,840.00
Total	\$19,840.00

OWENS-CORNING ROOFING SYSTEM QUOTE

Description	Line total
Owens Corning Roofing System- Duration	
<ul style="list-style-type: none"> - Coordinate delivery of materials and waste disposal container - Remove up to one layer of existing asphalt roofing system, including underlayments, and dispose of old materials - Inspect roof decking for failure, rot, and abnormalities - Install Grace Select Ice & Water Shield to first six feet along the entire length of bottom eaves, to six feet centered within all valleys, and to three feet centered around all applicable roof penetrations - Install Rhino Roof synthetic underlayment to rest of roof square footage - Install new aluminum or galvanized drip edge to eaves and rakes, based on availability - Install Owens Corning starter strip shingles at eaves and rakes -Install Owens Corning TruDuration Architectural Shingles - Install Owens Corning Ventsure Ridged Roll Ridge Vent to applicable ridges - Install Owens Corning ProEdge ridge cap shingles on hips and ridges - Install new pipe boots where applicable - Using 1 1/4" galvanized roofing nails, six nails per shingle - Reuse existing step flashing -Apply silicone caulking to roof penetrations and areas of high-leak potential - Thoroughly clean area with magnets and brooms. 	\$20,770.00

Quote subtotal	\$20,770.00
Total	\$20,770.00

CERTAINTEED ROOFING SYSTEM QUOTE

Description	Line total
CertainTeed Roofing System	
<ul style="list-style-type: none"> - Coordinate delivery of materials and waste disposal container - Remove up to one layer of existing asphalt roofing system, including underlayments, and dispose of - Inspect roof decking for failure, rot, and abnormalities - Install Grace Ice & Water Shield to first six feet along the entire length of bottom eaves, to six feet centered within all valleys, and to three feet centered around all applicable roof penetrations - Install Certainteed Roof Runner synthetic underlayment to rest of roof square footage - Install new aluminum or galvanized drip edge to eaves and rakes, based on availability - Install Certainteed Swiftstart starter strip shingles at eaves and rakes - Install Certainteed Landmark Architectural Shingles - Eligible for 50-year warranty through Certainteed (Must be installed on OSB or CDX base, Also must select the frieze board or siding options in optional upgrades section) - Install Certainteed Ridge Vent to applicable ridges - Install Certainteed Shadowridge ridge cap shingles on hips and ridges - Install new pipe boots where applicable - Using 1 1/4" galvanized roofing nails, six nails per shingle - Reuse existing step flashing - Apply silicone caulking to roof penetrations and areas of high-leak potential - Roofing system wind rated to 130mph - Thoroughly clean area with magnets and brooms. 	<p>\$21,080.00</p>

Quote subtotal	\$21,080.00
Total	\$21,080.00

AUTHORIZATION

- Tamko Roofing System \$19,840.00
- Owens-Corning Roofing System Quote \$20,770.00
- Certainteed Roofing System Quote \$21,080.00

Name: Ken Scheno
 Address: 32 Transfer Station Road, Belgrade, Maine

Estimates valid for 14 days from date of estimate / A 30% deposit is required before any project begins. The remaining balance is to be collected on the day of project completion. A 3.5% charge will be applied to any payment paid by Credit Card

Optional Upgrades

Description	Line total
<input type="checkbox"/> Upgrade to Certainteed Landmark PRO Shingles - Class-A Fire Rating -15-Year Streakfighter Algae Resistance - Max-Def Color	\$1,440.00
<input type="checkbox"/> Resheath OSB -Install sheets of new 7/16" OSB plywood and secure with 3" framing nails into rafters - This creates a rigid nailing substrate that qualifies for shingle manufacturer warranty (If roof already has plywood then only select if wood is rotten or you wish to change plywood) *This price is for entire roof. Plywood will be replaced at \$4 per sq if piece mealed.	\$10,678.50

Customer Comments / Notes

My Product Selections

Shingle color See Available Colors Attached (Please Discuss with your Exterior Specialist)-SOME ARE NOT IN STOCK

Drip Edge (White or Black)

Ken Scheno: _____ **Date:** _____

- If rotted roof decking is discovered and requires replacement, only \$5.00 per square foot for plywood will be charged
- If extra layers of roofing materials are found to be stripped \$.75/sq ft will be charged
- Roof decking must meet minimum standards from shingle manufacturer to qualify for warranty from CertainTeed and/or James & Whitney.
- Reflashing brick chimney apart from roofing project is:- includes stitching in new shingles with existing shingles
- References available

By signing this form I agree to and confirm the following: I certify that I am the registered owner of the above project property, or have the legal permission to authorize the work as stated. I agree to pay the total project price and understand that this work will be completed in accordance with industry best practices.

TERMS AND CONDITIONS

Terms and Conditions Roofing & Siding

This is a formal contract for the roofing/improvement of your home. By signing this proposal, I acknowledge that I have read, reviewed, understand and accept the provided specifications and contract. I hereby authorize the work indicated above. Customer/signer shall pay James & Whitney Co for the materials and labor to be performed for the minimum sum as described in the above James & Whitney Co proposal. A description of work and materials is described in the above proposal and any accompanying attachments.

Change Of Orders

Any alteration or deviation from the above contractual specifications that result in a revision of the contract price will be executed only upon the parties entering into a written change of order. Payment for all change orders is due in full upon signing the change order unless otherwise expressly written and agreed upon.

In addition to manufacturer's warranty: Our roofing is backed by a James & Whitney Co. 10-year 5-star workmanship warranty.

- Workmanship
- Shingle, Siding blowoffs
- Leaks in roof system that we install.
- Leaks from accessories we use on the roof (roof boots, chimney flashing)
- No nails in your car tires or we pay for it.

Additional Terms and Conditions for all Decking Projects

- Client is responsible for providing a dig safe report before project start. Dig Safe can be reached at 811.
- Client is responsible for acquiring any and all construction permits required by their town before project start.

General Provisions:

1. **Governing Law:** This agreement shall be constructed in accordance with and governed by the laws of the State of Maine
2. **Assignment of Contract:** Neither party may assign this agreement without the express written consent of the other, and any attempted assignment in violation of this provision is void.
3. **Force Majeure:** The parties agree that the contractor shall not be liable for any losses or damages, delay or failure to perform in whole or in part resulting from causes beyond the control of the contractor, including but not limited to lack of site access, weather, acts of God, fires, strikes, insurrections, riots, embargoes, delay in transportation, inability to obtain supplies, requirements or regulation of the United States government.
4. **Attorneys fee provisions:** In the event of any litigation or arbitration proceeding brought as a result of any dispute arising under this agreement, the prevailing party shall be entitled to receive as a part of any award or judgment, it's attorney's fees, costs, expert witness fees, and interest according to law.
5. All work shall be completed in a workman-like manner and in compliance with all building codes and other applicable laws.
6. To the extent required by law, all work shall be performed by individuals duly licensed and authorized by law to perform said work.
7. James & Whitney Co. may at its discretion engage subcontractors to perform work hereunder, provided James & Whitney Co. shall fully pay said subcontractor and in all instances remain fully responsible for the proper completion of this Contract.
8. **Collection:** Contractor agrees to perform construction at the price and according to the terms set forth herein. The Homeowner agrees to pay for the construction at the price and according to the terms set forth herein. Homeowner agrees to make all payments set forth in section 6 above when due. Homeowner agrees that if any payment is more than thirty (30) days late, Homeowner will pay a late fee equal to 1% of the past due balance. This 1% fee will be compounded monthly. Homeowner further agrees that if Contractor incurs any attorney's fees or other expenses to collect any

overdue amount owed by the Homeowner under this contract, the Homeowner will indemnify Contractor for all such costs of collection.

9. James & Whitney Co. agrees to remove all debris and leave the premises in broom clean condition.

10. Owner acknowledges and authorizes James & Whitney Co. to install his signs, banners, or other advertising material on the property seven days prior to the initiation of work and agrees to permit the signs to remain on-site for up to fourteen days after completion of the work.

11. James & Whitney Co. reserves the right to take production photos (before/after) for our records. In addition, the Marketing & Advertising Department of James & Whitney Co., its assigns and transferees may select to use and publish the same in print and/or electronically, and for any lawful purpose, including, for example, such purposes as publicity, marketing, advertising, and Web content. If you have concerns or objections to the aforementioned, please bring them to our attention immediately.

12. James & Whitney Co. warrants that the work will be constructed according to the standards of the building code applicable for this location, and constructed in a skillful manner and fit for habitation or appropriate use. The warranty rights and remedies set forth in the Maine Uniform Commercial Code apply to this contract. All materials are warranted by the suppliers of those materials and not by the contractor.

13. Your entire property is protected when we work on your roof. At James & Whitney Co, we understand that putting new shingles on your roof is only part of the job. We keep your home watertight and safe from the moment we begin your roofing project. We pride ourselves on taking care of your siding, windows, flowers, and deck while ensuring that your home is weather-tight for years to come. We are confident that you will be pleased with our services, our reputation in the community, our commitment to quality, and our overall customer service.

The manufacturer's extended warranty requires a properly vented roof. James & Whitney Co. may, upon final inspection of roof venting, determine that the roof will not meet the manufacturer's venting requirements. No manufacturer's extended warranty can be issued if the roof is not.

Your Home Construction Rights

Chapter 17 of the Maine Attorney General's Consumer Law Guide explains your rights when constructing or repairing your home. Chapter 18 of the Consumer Law Guide is a model home construction contract that meets the statutory requirements for any home construction contract over \$3,000. Go to <http://www.maine.gov/ag/index.php?r=clg>.

As of September 1, 2006, this entire statement must be an addendum to any home construction contract for more than \$3,000, as required by 10 M.R.S.A. Chapter 219-A.

JAMES & WHITNEY Co.

Thank you for allowing us to partner with you on your project! What is next?

- Once your contract is signed you will receive a request for a **30% deposit** from our administration team.
- When we receive your deposit your project will be assigned to a Project Manager. Your personal Project Manager will be in contact with you within 3-5 business days to begin the scheduling process of your project.
- You can expect materials to be delivered to your project the day before or the morning of. In an effort to ensure your project moves forward swiftly and without delay we often order extra materials that will be returned once the project is completed. We attempt to have these materials picked up within a day or two of the project completion; however we are at the mercy of our vendor and their schedule.
- **Final payment is due the day of substantial completion.** Our project managers can collect a check on site for your convenience.
- We look forward to working with you!



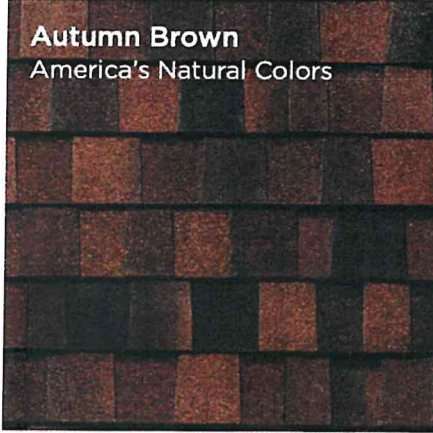
TITAN XT™

PREMIUM ARCHITECTURAL SHINGLES

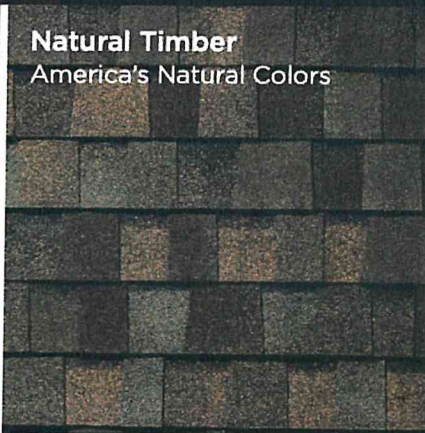
NEW EXPANDED COLOR LINE

Proline Titan XT's color line has been expanded to include TAMKO's full collection of America's Natural Colors high-contrast blends and a wider selection of TAMKO's collection of rich Classic Colors. This new expanded color line includes regional colors to fit the styles and blends popular in your specific areas.

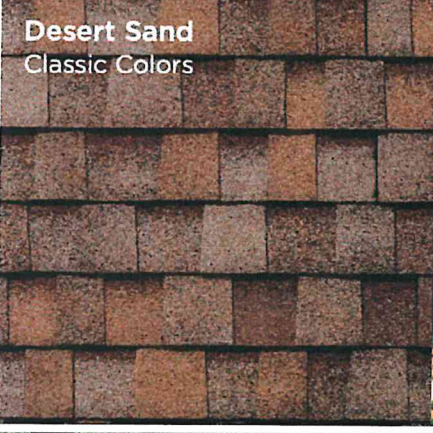
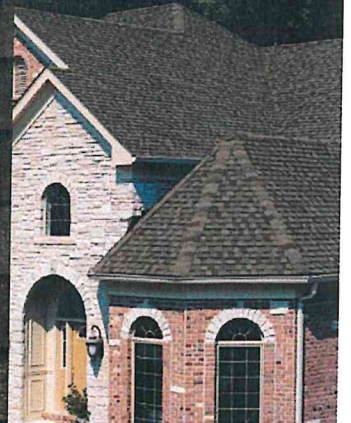
TAMKO's most advanced shingle ever is now available in TAMKO's **widest color selection.**



Autumn Brown
America's Natural Colors



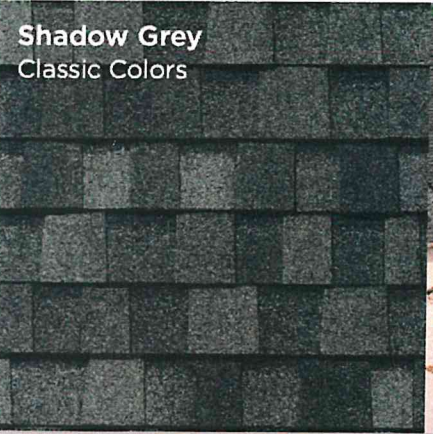
Natural Timber
America's Natural Colors



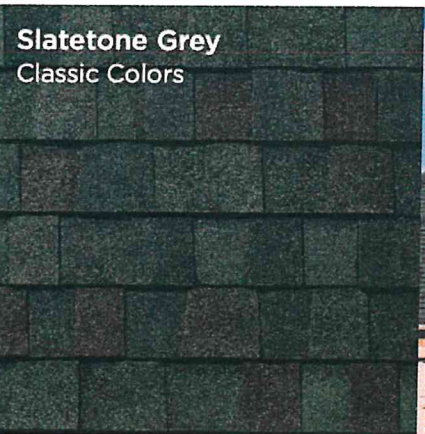
Desert Sand
Classic Colors



Oxford Grey
Classic Colors



Shadow Grey
Classic Colors



Slatetone Grey
Classic Colors





TITAN XT™



WHERE INNOVATION MEETS EXTREME TECHNOLOGY™

Titan XT™ shingles feature some of the most advanced innovative technology in the industry. With powerful engineering, Titan XT shingles are designed to offer an advantage for both homeowners and contractors, combining in-demand product features into one *Extreme Technology* shingle designed to help weather extreme conditions.

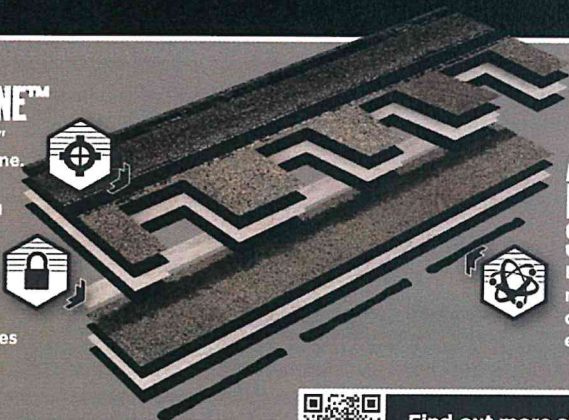
1-800-641-4691
tamko.com/titanxt

RAPID FIRE ZONE™

Clearly defined 1-1/2" reinforced nailing zone.

ANCHORLOCK™ LAYER

Proprietary reinforcement that gives Titan XT shingles their enhanced wind performance.



ADVANCED FUSION™ SEALANTS

Enhanced polymer-modified sealant designed to be sticky even in cooler weather.



WINDGUARD™ WARRANTY

Introducing the industry-first WindGuard Warranty with protection up to 160 mph, with only four nails installed in the expanded nailing zone when using TAMKO® Starter.



Find out more about Titan XT innovative technologies.



Autumn Brown
America's Natural Colors



Black Walnut
America's Natural Colors



Natural Timber
America's Natural Colors



Thunderstorm Grey
America's Natural Colors



Desert Sand
Classic Colors



Olde English Pewter
Classic Colors



Oxford Grey
Classic Colors



Rustic Black
Classic Colors



Rustic Cedar
Classic Colors



Rustic Redwood
Classic Colors



Rustic Slate
Classic Colors



Shadow Grey
Classic Colors



Slatetone Grey
Classic Colors



Virginia Slate
Classic Colors



Weathered Wood
Classic Colors

PRIOR TO MAKING YOUR FINAL COLOR SELECTION, TAMKO RECOMMENDS VIEWING AN ACTUAL ROOF INSTALLATION OF THE SAME SHINGLE COLOR AND MANUFACTURING PLANT YOU ARE CONSIDERING FOR THE FULL IMPACT OF COLOR BLENDING AND PATTERNS. AS COLORS VARY BY REGION, YOU MAY WANT TO VISIT WWW.TAMKO.COM AND VIEW COLORS AVAILABLE BY ZIP CODE. HOUSE PHOTOGRAPHY IN THIS SAMPLE MAY HAVE BEEN DIGITALLY MODIFIED OR CREATED USING PHOTOGRAPHS OF ACTUAL SHINGLES. PRINTED REPRODUCTION OF THE SHINGLE COLORS IS AS ACCURATE AS OUR PRINTING WILL PERMIT. PRIOR TO INSTALLING THE SHINGLES, OPEN A BUNDLE AND VIEW A FEW OF THE SHINGLES TO BE CERTAIN IT IS THE COLOR YOU SELECTED. TAMKO WILL NOT BE RESPONSIBLE FOR COLOR CLAIMS ONCE THE SHINGLES ARE INSTALLED ON A ROOF.

Certain colors and products may not be available in your area. Information included in this item was current at the time of printing. To obtain a copy of the most current version of this item, visit us online at tamko.com or call us at 1-800-641-4691.

SHINGLES BEGIN TO AGE AS SOON AS THEY ARE EXPOSED TO NATURE. BUILDINGS EXPERIENCE AGING FACTORS DIFFERENTLY, SO IT IS DIFFICULT TO PREDICT HOW LONG SHINGLES WILL LAST. TAMKO PROVIDES A LIMITED WARRANTY FOR MANY PRODUCTS,



LANDMARK[®]

DESIGNER ROOFING SHINGLES

Landmark, shown in Weathered Wood

ENGINEERED FOR EXCELLENCE

- **Lifetime limited warranty**
- **10-year SureStart protection**
Includes materials and labor costs
- **CertaSeal™ seals roofs tight** against wind and weather
- **StreakFighter® 10-year algae resistance**
- **15-year 110 MPH wind warranty**
Upgrade to 130 MPH available



NailTrak™ wider nailing area
for a more accurate installation

QuadraBond™ four adhesive strips
for increased resistance to wind and weather damage.

Current Color Availability



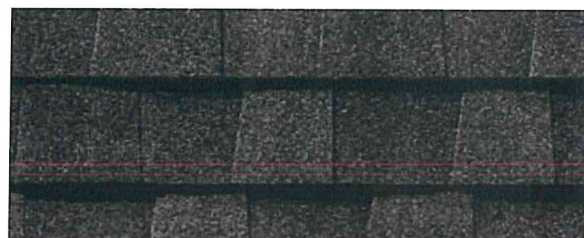
Georgetown Gray



Weathered Wood



Pewterwood



Moire Black



Burnt Sienna

NOTE: Due to limitations of printing reproduction, CertainTeed can not guarantee the identical match of the actual product color to the graphic representations throughout this publication.



Scan code for more information

CertainTeed
SAINT-GOBAIN

LANDMARK[®] PRO

DESIGNER ROOFING SHINGLES

Landmark PRO, shown in
Max Def Weathered Wood

- **Lifetime limited warranty**
- **10-year SureStart protection**
Includes materials and labor costs
- **CertaSeal™ seals roofs tight** against wind and weather
- **StreakFighter® 10-year algae resistance**
- **15-year 110 MPH wind warranty**
Upgrade to 130 MPH available



ENGINEERED FOR EXCELLENCE

NailTrak® wider nailing area
for a more accurate installation

QuadraBond™ four adhesive strips
for increased resistance to wind and weather damage.

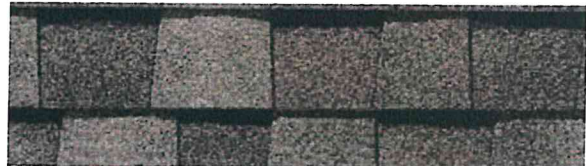
Max Def Colors

Look deeper. With Max Def, a new dimension is added to shingles with a richer mixture of surface granules. You get a brighter, more vibrant, more dramatic appearance and depth of color. And the natural beauty of your roof shines through.

Current Color Availability



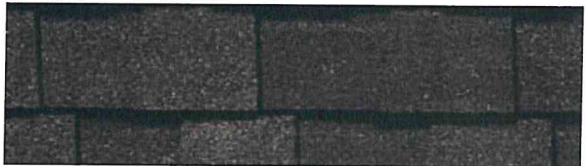
Max Def Cobblestone Gray



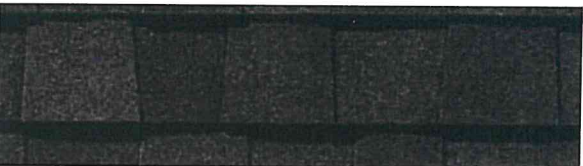
Max Def Colonial Slate



Max Def Weathered Wood



Max Def Pewterwood



Max Def Charcoal Black



Max Def Moiré Black



Max Def Resawn Shake



Scan code for
more information

NOTE: Due to limitations of printing reproduction, CertainTeed can not guarantee the identical match of the actual product color to the graphic representations throughout this publication.



TruDefinition®
DURATION®

Shingles with Patented SureNail® Technology
Tejas con tecnología patentada SureNail®



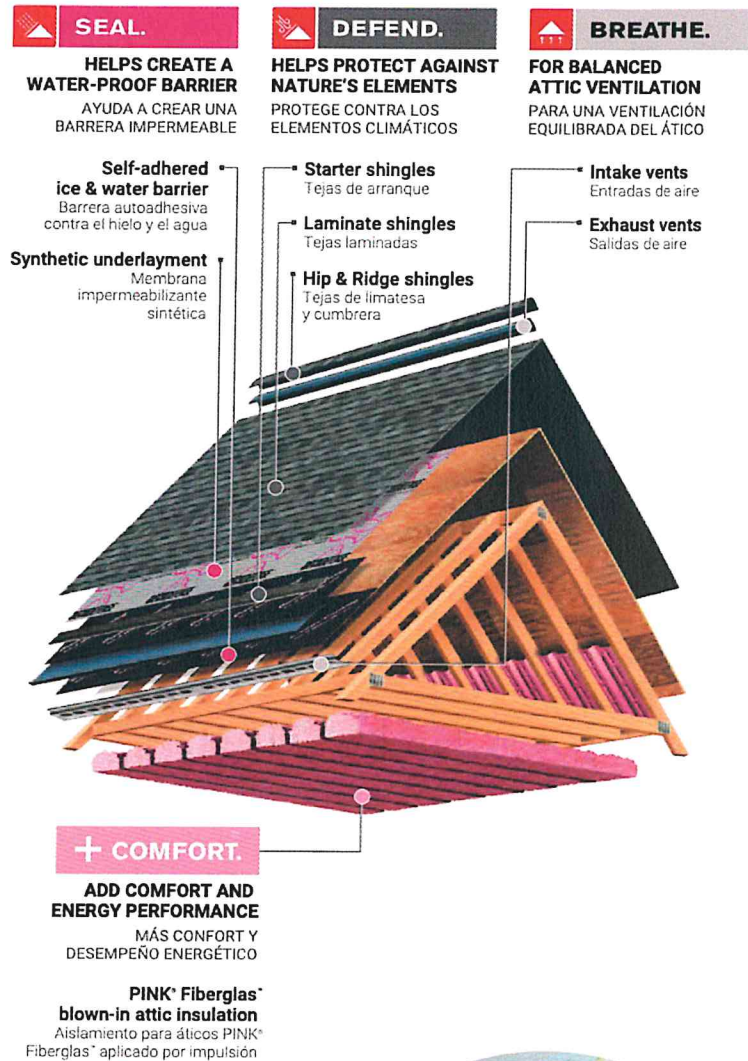


TOTAL PROTECTION SIMPLIFIED™

It takes more than just shingles to protect a home. It takes an integrated system of components and layers designed to perform in three critical areas. The Owens Corning® Total Protection Roofing System® gives you the assurance that all of your Owens Corning® roofing components are working together to help increase the performance of your roof.

PROTECCIÓN TOTAL SIMPLIFICADA™

Se necesita más que simplemente tejas para proteger su vivienda. Se necesita un sistema integral de componentes y capas diseñadas para desempeñarse en tres áreas críticas. El Total Protection Roofing System® de Owens Corning® le garantiza que todos sus componentes para cubiertas de Owens Corning® funcionan en conjunto para mejorar el desempeño de su techo.



REGISTER YOUR WARRANTY

Registering your Owens Corning® warranty ensures it's easily referenced should you ever need to access it. The process is easy—just have your installation date, shingle type, shingle color and number of squares ready. Then go online to www.owenscorning.com/roofingstandardwarranty or call 1-800-ROOFING (1-800-766-3464) to finish the process.



SCAN TO REGISTER YOUR WARRANTY

Escanee para registrar

REGISTRE SU GARANTÍA

Al registrar su garantía de Owens Corning® la podrá consultar rápidamente si fuera necesario acceder a ella. El proceso es simple: tenga a mano la fecha de instalación, el tipo y color de tejas y la cantidad de cuadrados.



DEEP DIMENSION OUTSTANDING PERFORMANCE

Duration® Shingles offer:

- The high-performance of SureNail® Technology
- A TruDefinition® Color Platform
- A Limited Lifetime Warranty*† for as long as you own your home
- The protection of a 130-MPH* wind warranty
- StreakGuard™ Protection with a 25-year Algae Resistance Limited Warranty^{3/5}

UNA NUEVA DIMENSIÓN DESEMPEÑO SOBRESALIENTE

Las tejas Duration® ofrecen:

- El gran desempeño de la tecnología SureNail®
- La gama de colores TruDefinition®
- Una garantía limitada de por vida*† mientras sea propietario de la vivienda
- La protección de una garantía contra vientos de hasta 210 km/h (130 mph)*
- Protección StreakGuard™ con una garantía limitada de 25 años de resistencia a las algas ^{3/5}



Don't let black streaks lower the value or curb appeal of your home.

Owens Corning blends specialized copper-lined granules, developed by 3M, a leading producer of roofing granules, into our colorful shingles. This helps resist blue-green algae growth.*

No deje que las manchas de algas afecten al valor o aspecto de su vivienda.

En sus coloridas tejas, Owens Corning añade gránulos especiales con recubrimiento de cobre, desarrollados por 3M, un productor líder de gránulos para techos. Esto ayuda a prevenir la proliferación de algas azul-verdosas.*



THE FINISHING TOUCH

OWENS CORNING® HIP & RIDGE SHINGLES

Owens Corning® Hip & Ridge Shingles are uniquely color matched to TruDefinition® Duration® Shingles. The multiple color blends are only available from Owens Corning® Roofing and offer a finished look for the roof.

EL TOQUE FINAL

TEJAS DE LIMATESA Y CUMBRERA DE OWENS CORNING®

Las tejas de limatesa y cumbrera de Owens Corning® se ofrecen en una exclusiva gama de colores para combinar con las tejas Duration® TruDefinition®. Esta gran variedad de

TruDefinition®
DURATION®

Shingles with Patented SureNail® Technology | Tejas con tecnología patentada SureNail®



Brownwood¹



Chateau Green¹



Colonial Slate¹



Desert Rose¹



Driftwood¹



Estate Gray¹



Harbor Blue¹



Midnight Plum¹



Onyx Black¹



Peppercorn¹



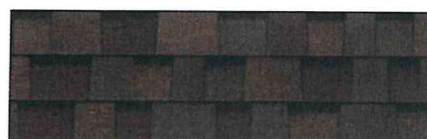
Sand Castle¹



Sierra Gray¹



Slatestone Gray¹



Teak¹



Terra Cotta¹



Williamsburg Gray¹

COLOR DISCLAIMER

As color experts, we know getting the shingle color right is a big part of any roofing purchase. Due to printing color variations, in addition to viewing shingle literature, we suggest you request an actual shingle sample to see how it will appear on your home and with your home's exterior elements in various natural lighting conditions. Lastly, we recommend you verify your color choice by seeing it installed on an actual home; your roofing contractor or supplier can provide a sample and may be able to direct you to a local installation.

DESCARGO DE RESPONSABILIDAD SOBRE LOS COLORES

En tanto que especialistas en color, sabemos que obtener el color de teja perfecto es una parte importante en toda compra de techos. Debido a las variaciones en los colores impresos, además de mirar folletos de tejas, le sugerimos que solicite una muestra de la teja para ver como se verá en su hogar y con los elementos externos de la vivienda bajo distintas condiciones de luz natural. Finalmente, le recomendamos que para verificar su elección de colores, vea cómo lucen las tejas ya instaladas en una vivienda; su contratista de techos o su proveedor le pueden dar una muestra e incluso indicarle

THERE'S A LINE BETWEEN A GOOD SHINGLE AND A GREAT SHINGLE.[®]

It's the nailing line on your shingles. The difference between a good shingle and a great shingle is having Patented SureNail[®] Technology, only from Owens Corning.

HAY UNA GRAN DIFERENCIA ENTRE UNA BUENA TEJA Y UNA TEJA EXCELENTE™

Es la línea de clavado en su tejas. La diferencia entre una buena teja y una teja excelente es la tecnología patentada SureNail,[®] una exclusividad de Owens Corning.

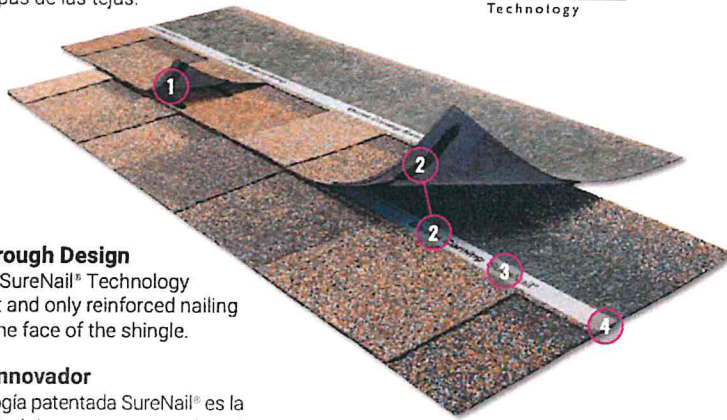
1

Excellent Adhesive Power

Helps keep the shingle layers laminated.

Excelente poder adhesivo

Ayuda a conservar el laminado de las capas de las tejas.



2

Breakthrough Design

Patented SureNail[®] Technology is the first and only reinforced nailing zone on the face of the shingle.

Diseño innovador

La tecnología patentada SureNail[®] es la primera y la única que provee un área de clavado reforzada en la cara de la teja.

"No Guess" Wide Nailing Zone

This tough, engineered woven-fabric strip is embedded in the shingle to create an easy-to-see, strong, durable fastener zone.

Área de clavado ancha, sin cálculos "a ojo"

Esta banda resistente de tela mecánica tejida está incrustada en la teja para proveer un área de sujeción resistente, duradera y fácil de detectar.

3

Outstanding Grip

The SureNail[®] strip enhances the already amazing grip of our proprietary Tru-Bond^{***} sealant for exceptional wind resistance of a 130-MPH wind warranty.

Agarre excepcional

La banda SureNail[®] mejora el excelente agarre de nuestro sellador patentado

4

Triple Layer Protection^{®+}

A unique "triple layer" of reinforcement occurs when the fabric overlays the two shingle layers, providing increased protection against "nail pull" from the wind.

Triple Layer Protection^{®+}

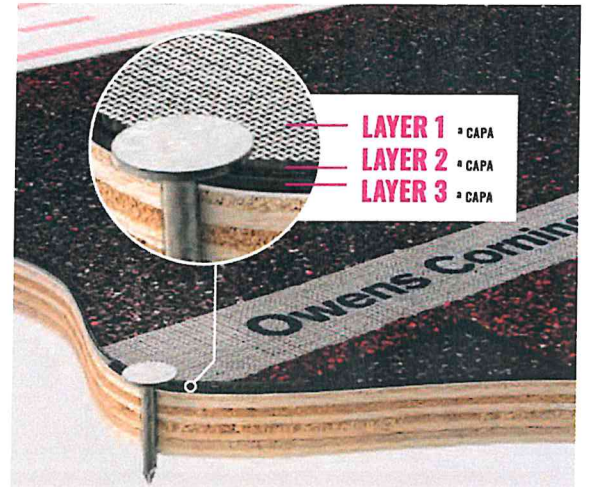
Cuando la tela cubre las dos capas de la teja, se forma una "triple capa" de refuerzo excepcional que ofrece una mayor protección ante el "arranque de clavos" debido al viento.

Double the Common Bond

SureNail[®] features up to a 200% wider bond between the shingle layers in the nailing zone over standard shingles.

Duplica la adherencia común

En comparación con las tejas comunes, SureNail[®] ofrece un área de unión hasta



THE PROOF IS IN THE PERFORMANCE

LA PRUEBA ESTÁ EN EL DESEMPEÑO



Up to **2.5X**
BETTER
NAIL PULL-THROUGH RESISTANCE

Hasta **2.5**
VECES MEJOR
RESISTENCIA A LA TRACCIÓN DE LOS CLAVOS



Up to **9X**
BETTER
NAIL BLOW-THROUGH RESISTANCE

Hasta **9**
VECES MEJOR
RESISTENCIA AL DESPRENDIMIENTO DE LOS CLAVOS



Up to **2X**

Hasta **2**

Product Attributes

Warranty Length*

Limited Lifetime†
(for as long as you own your home)

Wind Resistance Limited Warranty*

130-MPH

Algae Resistance Limited Warranty**/§

25 Years

TRU PROtection® Non-Prorated Limited Warranty* Period

10 Years



Características del producto

Período de garantía*

Garantía limitada de por vida†
(mientras sea propietario de la vivienda)

Garantía limitada de resistencia al viento*

210 km/h (130 mph)

Garantía limitada de resistencia a las algas**/§

25 años

Período no prorrateado de garantía limitada TRU PROtection®

10 años



TruDefinition® Duration® Shingles Product Specifications

Size	13¼" x 39¾"
Application Exposure	5%"
Shingles per Bundle	Not less than 20
Average Shingle Count per 3 Bundles	64
Average Coverage per 3 Bundles	98.4 sq. ft.

Especificaciones de las tejas Duration® TruDefinition®

Tamaño	33.65 × 100 cm (13¼ × 39¾ pulg)
Exposición de aplicación	14.3 cm (5% pulg)
Tejas por paquete	20 como mínimo
Cantidad promedio de tejas por 3 paquetes	64
Cobertura promedio por 3 paquetes	9.14 m² (98.4 pies²)

Applicable Standards and Codes

- ASTM D3462
- ASTM D228
- ASTM D3018 (Type 1)
- ICC-ES AC438[‡]
- ASTM D3161 (Class F Wind Resistance)
- ASTM D7158 (Class H Wind Resistance)
- ASTM E108/UL 790 (Class A Fire Resistance)
- PRI ER 1378E01
- Florida Product Approval
- Miami-Dade County Product Approval[‡]

Normas y códigos pertinentes

- ASTM D3462
- ASTM D228
- ASTM D3018 (Tipo 1)
- ICC-ES AC438[‡]
- ASTM D3161 (Resistencia al viento, Clase F)
- ASTM D7158 (Resistencia al viento Clase H)
- ASTM E108/UL 790 (Resistencia al fuego Clase A)
- PRI ER 1378E01
- Aprobación del producto en el estado de Florida
- Producto aprobado por el condado de Miami-Dade[‡]

* See actual warranty for complete details, limitations and requirements.

† 40-Year Limited Warranty on commercial projects.

‡ Owens Corning testing against competing products with wide, single-layer nailing zones when following manufacturers' installation instructions and nailing in the middle of the allowable nailing zone.

** Tru-Bond® is a proprietary premium weathering-grade asphalt sealant that is blended by Owens Corning Roofing® and Asphalt, LLC.

† The amount of Triple Layer Protection® may vary on shingle-to-shingle basis.

International Code Council Evaluation Services Acceptance Criteria for Alternative Asphalt Shingles.

^ Excludes non-Owens Corning® roofing products such as flashing, fasteners, pipe boots and wood decking.

1 See Color Disclaimer information on page 2 for additional details.

2 Applies to all areas that recognize Miami-Dade Notice of Acceptance (NOA).

3 Shingles are algae resistant to control the growth of algae and discoloration.

§ This coverage is effective 1/1/2023. Installation must include use of an Owens Corning® Hip & Ridge product. See actual warranty for details.

For Patent Information, please visit owenscorning.com/patents.

SureNail® Technology is not a guarantee of performance in all weather conditions.

4 Owens Corning® Black Sable shingle includes a patented design.

* Consulte la garantía para obtener una lista completa de detalles, limitaciones y requisitos.

† Garantía limitada de 40 años para proyectos comerciales.

‡ Ensayos comparativos de Owens Corning con productos de la competencia con zonas de clavado ancho de una sola capa cuando se siguen las instrucciones de instalación del fabricante y se clava en el medio de la zona de clavado permitida.

** Tru-Bond® es un sellador asfáltico patentado de calidad premium formulado por Owens Corning Roofing® and Asphalt, LLC.

† La cantidad de Triple Layer Protection® puede variar entre una teja y otra.

Criterios de aceptación de los servicios de evaluación del Consejo Internacional de Códigos para tejas asfálticas alternativas.

^ Se excluyen productos para techos no fabricados por Owens Corning®, como tapajuntas, sujetadores, bases de tubos y estructuras de soporte de madera.

1 Para obtener más información, consulte el Descargo de responsabilidad sobre los colores, en la página 2.

2 Aplicable a todas las zonas que reconocen el Aviso de aceptación (NOA, Notice of Acceptance) del condado de Miami Dade.

3 Las tejas son resistentes a las algas para controlar su desarrollo y la decoloración.

§ Esta cobertura entra en vigor el 1 de enero de 2023, la instalación debe incluir el uso de un producto para limatesa y cumbre de Owens Corning®.

Para información sobre la patente, visite www.owenscorning.com/patents.

La tecnología SureNail® no es una garantía de desempeño en todos los tipos de condiciones climáticas.

4 Las tejas Black Sable de Owens Corning® incluyen un diseño patentado.



OWENS CORNING ROOFING AND ASPHALT, LLC
ONE OWENS CORNING PARKWAY
TOLEDO, OHIO, USA 43659

1-800-GET-PINK® | 1-800-438-7465
www.owenscorning.com



STREAKGUARD™

Algae Resistance Protection

Protección de resistencia a las algas



**DITCH THE STREAKS —
HELP PROTECT YOUR
HOME'S CURB APPEAL**

We help keep it protected — and beautiful — with our industry leading roofing solutions.

**OLVIDATE DE LAS MANCHAS —
PROTEGE EL ATRACTIVO
EXTERIOR DE TU HOGAR**

Ayudamos a mantenerlo protegido y hermoso.



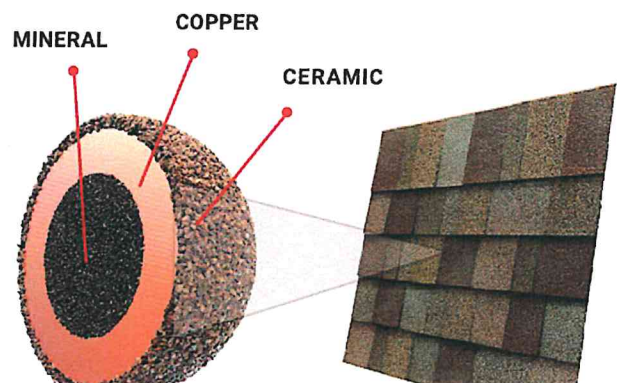
DON'T LET BLACK STREAKS LOWER THE VALUE OR CURB APPEAL OF YOUR HOME.

Help keep your roof looking like new with Owens Corning StreakGuard™ Algae Resistance Protection. For more than 30 years, we've continued to advance our technologies to help keep roofs beautiful and virtually maintenance free. Your roof accounts for more than one-third of your home's exterior. As a result, it has an impact on curb appeal.

Don't let algae growth ruin the exterior appearance of your home. As an industry leader in innovation, Owens Corning blends copper-lined granules, which help resist algae growth, into our colorful granules in a way that is proprietary to us and is scientifically developed to meet the needs of specific regional climates.

Owens Corning StreakGuard™ Algae Resistance Protection helps inhibit the growth of blue-green algae to provide protection against those ugly black streaks.

At Owens Corning, we know that your roof does more than just cover your house, it helps protect your future memories.





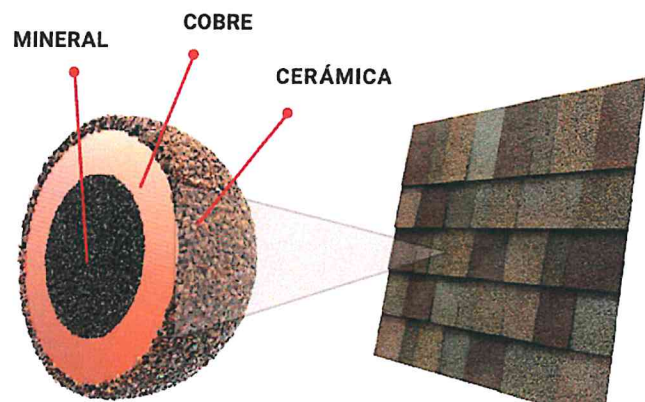
NO PERMITAS QUE LAS RAYAS NEGRAS REDUZCAN EL VALOR O ATRACTIVO DE TU CASA.

Ayuda a que tu techo luzca como nuevo con la protección de resistencia a las algas de StreakGuard™ de Owens Corning. Durante más de 30 años, hemos avanzado nuestras tecnologías para ayudar a mantener los techos hermosos y prácticamente sin necesidad de mantenimiento. El techo representa más de un tercio del exterior de su casa. Como resultado, tiene un impacto en el atractivo exterior.

No permitas que el crecimiento de algas arruine la apariencia exterior de tu hogar. Como líder en innovación en la industria, Owens Corning combina gránulos recubiertos de cobre, que ayudan a resistir el crecimiento de algas, en nuestros gránulos coloridos, de una manera exclusiva y científicamente desarrollada para satisfacer las necesidades de climas regionales específicos.

La protección de resistencia a las algas StreakGuard™ de

En Owens Corning, sabemos que tu techo no solo cubre tu casa, sino que ayuda a proteger tus recuerdos futuros.





▲ Shingles featuring StreakGuard® Algae Resistance Protection
Tejas con protección de resistencia a algas StreakGuard™

◀ Shingles with black streaks caused by Algae
Tejas con rayas negras causadas por algas

WHAT IS ALGAE GROWTH?

Algae species are naturally occurring and transported through the air to attach themselves to shingles and other surfaces. While algae growth can cause brown or black streaks on roofs, it doesn't impact the performance of your shingles.

Streaks caused by algae growth are more common in warm, humid climates but can occur in all regions of the country. Owens Corning has continued to advance our algae resistance protection based on over 30 years of testing and experience. Shingles with StreakGuard™ Algae Resistance Protection can help inhibit the growth of blue-green algae*.

StreakGuard™ Protection Algae Resistance Limited Warranty Has Your Home Covered.

Owens Corning shingles help provide homeowners peace-of-mind based on decades of testing and experience with algae resistance protection. StreakGuard™ Algae Resistance Protection helps inhibit the growth of algae to help keep roofs beautiful and offers a 25-year Algae Resistance Limited Warranty^{2/3} for the following shingle lines¹:

- Oakridge® Series
- Duration® Series
- Berkshire®
- Woodcrest®
- Woodmoor®

To get the most protection and warranty, homeowners will need to use an approved Owens Corning Hip and Ridge shingle product:

- ProEdge®
- RIZERidge®
- DecoRidge®
- DuraRidge®
- Berkshire®
- ImpactRidge®

¿QUÉ ES EL CRECIMIENTO DE ALGAS?

Las especies de algas se producen naturalmente y son transportadas por el aire para adherirse a las tejas y otras superficies. Si bien el crecimiento de algas puede causar manchas marrones o negras en los techos, no afecta el desempeño de las tejas.

Las manchas causadas por el crecimiento de algas son más comunes en climas cálidos y húmedos, pero pueden ocurrir en todas las regiones del país. Owens Corning ha continuado avanzando en nuestra protección de resistencia a algas con más de 30 años de pruebas y experiencia. Las tejas con protección de resistencia a algas StreakGuard™ pueden ayudar a inhibir el crecimiento de algas verdeazuladas*.

La garantía limitada de resistencia a las algas de protección StreakGuard protege su hogar.

Las tejas de Owens Corning ayudan a brindar tranquilidad a los propietarios de viviendas gracias a décadas de pruebas y experiencia con la protección de resistencia a las algas. La protección contra resistencia a las algas. StreakGuard ayuda a inhibir el crecimiento de algas para ayudar a mantener los techos hermosos y ofrece una Garantía limitada de resistencia a las algas de 25 años^{2/3} para las siguientes líneas de tejas¹:

- Serie Oakridge®
- Serie Duration®
- Berkshire®
- Woodcrest®
- Woodmoor®

Para obtener la máxima protección y garantía, los propietarios de viviendas deberán utilizar un producto de teja limatesa y cumbre aprobado por Owens Corning:

- ProEdge®
- RIZERidge®
- DecoRidge®
- DuraRidge®
- Berkshire®
- ImpactRidge®



OWENS CORNING ROOFING AND ASPHALT, LLC
ONE OWENS CORNING PARKWAY
TOLEDO, OH, 43659 USA
1-800-GET-PINK®
www.owenscorning.com/roofing

* See actual warranty for details, limitations and requirements.

† 2021 Roofing Homeowner Brand Awareness Survey by Owens Corning Roofing and Asphalt, LLC.

3 Shingles are algae resistant to help control growth of algae and discoloration.

* Consulta la garantía para conocer los detalles, las limitaciones y los requisitos.

† Encuesta de conocimiento de marca de productos de techado para propietarios de viviendas 2021, realizada por Owens Corning Roofing and Asphalt, LLC.

3 Las tejas son resistentes a las algas para ayudar a controlar

Pub. No. 10022232. Printed in U.S.A. January 2023.
 THE PINK PANTHER™ & © 1964–2023 Metro-Goldwyn-Mayer Studios Inc.
 All Rights Reserved. © 2023 Owens Corning. All Rights Reserved.

Publicación N°. 10022232. Impreso en EE. UU. Enero de 2023.
 THE PINK PANTHER™ y © 1964-2023 Metro-Goldwyn-Mayer Studios Inc. Todos
 los derechos reservados. © 2023 Owens Corning. Todos los derechos reservados.

or algae and discoloration.

§ This coverage is effective 01/01/2023; Installation must include use of an approved Owens Corning® Hip & Ridge Shingle product. See actual warranty for details.

^ Supreme® shingles will continue to feature a 10-year Algae Resistance Limited Warranty

el crecimiento de las algas y la decoloración.

§ Esta cobertura entra en vigor el 01/01/2023; la instalación debe incluir el uso de un producto de tejas de limatesa y cumbre aprobado por Owens Corning®. Consulte la garantía real para obtener más detalles.

^ Las tejas Supreme® seguirán teniendo una garantía limitada de resistencia a las algas de 10 años



PO Box 1779
Waterville, ME 04901
roofthis2956@gmail.com
Jarrod - 207-478-7100
207-872-5335

PROPOSAL AND CONTRACT

Date September 14 2023

To Town of Belgrade

Transfer Station / Recycling Center

Job to be completed before Dec 31 2023

Dear Sirs:

Williams Construction and Roofing Company proposes to furnish all materials and perform all labor necessary to complete the following:

TO strip off existing shingles down to wooden deck. * see below TO install 8" galv white drip edge on all eaves and rakes. TO apply 6 feet of ice + water shield on all eaves and 3' up rakes and penetrations. TO cover remainder with synthetic. TO then cover with Lifetime GAF Timberline HDZ shingles. TO install new pipe flanges and reflash chimney. All debris to be picked up and left at facility. *3 pieces of plywood included in price. Complete redeck would be an extra 4500.00 to this price

All of the above work to be completed in a substantial and workmanlike manner according to standard practices

for the sum of Sixteen thousand three hundred

Dollars (\$ 16,300)

Williams Construction and Roofing Company further agrees to guarantee above mentioned job for 5 years against any defects in workmanship from completion of same job. Any job over \$10,000 or requiring ordering of specialty materials will require 1/3 down payment prior to starting. All other payment is due upon completion of work.

Ice water GAF
Synthetic GAF
Shingles GAF

Respectfully submitted,

By Jarrod Williams

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which I (printed name) agree to pay the amount mentioned in said proposal, and according to the terms thereof.

Accepted,

Date _____

By _____

Timberline HDZ® Specs

ABOUT ([HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/SHINGLES/TIMBERLINE/ARCHITECTURAL/TIMBERLINE-HDZ](https://www.gaf.com/en-us/roofing-products/residential-roofing-products/shingles/timberline/architectural/timberline-hdz))

SPECS ([HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/SHINGLES/TIMBERLINE/ARCHITECTURAL/TIMBERLINE-HDZ/SPECIFICATIONS](https://www.gaf.com/en-us/roofing-products/residential-roofing-products/shingles/timberline/architectural/timberline-hdz/specifications))

DOCS
PRODUCTS/SI

SPECIFICATIONS (ALL DIMENSIONS ARE NOMINAL)

AWARDS & RECOGNITION	Good Housekeeping Rated
25-YEAR STAINGUARD PLUS™ ALGAE PROTECTION LIMITED WARRANTY	StainGuard Plus™ Algae Protection Limited Warranty
\$ - \$\$\$\$	\$\$
DURABILITY & TOUGHNESS	Advanced Protection Shingle with GAF Dura Grip Adhesive
EXPOSURE	5.625" (144 mm)
EXTREME WEATHER IMPACT RATED	No
FIRE RATING	Highest Rating - Class A
MATERIAL	Fiberglass Asphalt Construction
WIND RATING	Eligible for the WindProven™ Limited Wind Warranty when installed with four required GAF accessory products
SHINGLE STYLE	Wood-Shake Look
SHINGLE TYPE	Architectural Shingles
APPROX. NAILS/SQ	256
AWARDS & RECOGNITION: Good Housekeeping Rated	
25-YEAR STAINGUARD PLUS™ ALGAE PROTECTION LIMITED WARRANTY: StainGuard Plus™ Algae Protection Limited Warranty	
\$ - \$\$\$\$: \$\$	
DURABILITY & TOUGHNESS: Advanced Protection Shingle with GAF Dura Grip Adhesive	
EXPOSURE: 5.625" (144 mm)	
EXTREME WEATHER IMPACT RATED: No	
FIRE RATING: Highest Rating - Class A	

SPECIFICATIONS (ALL DIMENSIONS ARE NOMINAL)

MATERIAL: Fiberglass Asphalt Construction

WIND RATING: Eligible for the WindProven™ Limited Wind Warranty when installed with four required GAF accessory products

SHINGLE STYLE: Wood-Shake Look

SHINGLE TYPE: Architectural Shingles

APPROX. NAILS/SQ: 256

CODES

FBC	State of Florida Approved
ICC	ESR-1475
ICC AC438	ESR-3267
MIAMI-DADE COUNTY	Miami-Dade County Product Control Approved
TDI	Meets requirements of the Texas Department of Insurance

FBC: State of Florida Approved

ICC : ESR-1475

ICC AC438: ESR-3267

MIAMI-DADE COUNTY: Miami-Dade County Product Control Approved

TDI: Meets requirements of the Texas Department of Insurance

TESTING METHODS & APPLICABLE STANDARDS

TAS 100-95 Yes

TAS 100-95: Yes

ENERGY RATING

COOL ROOF RATINGS COUNCIL (CRRC) CRRC-rated (White only)

MIAMI 21 (FLORIDA BUILDING CODE) Yes (White only)

TITLE 24 (CALIFORNIA ENERGY COMMISSION) Yes (two colors only)

COOL ROOF RATINGS COUNCIL (CRRC): CRRC-rated (White only)

MIAMI 21 (FLORIDA BUILDING CODE): Yes (White only)

TITLE 24 (CALIFORNIA ENERGY COMMISSION): Yes (two colors only)

SHIPPING AND PACKAGING

APPROX. PIECES/SQ 64

APPROX. BUNDLES/SQ 3

APPROX. PIECES/SQ: 64

APPROX. BUNDLES/SQ: 3

Seal-A-Ridge® Specs

ABOUT
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/HIP-AND-RIDGECAP-SHINGLES/HIP-AND-RIDGECAP-SHINGLES-STANDARD/SEAL-A-RIDGE)

SPECS
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/HIP-AND-RIDGECAP-SHINGLES/HIP-AND-RIDGECAP-SHINGLES-STANDARD/SEAL-A-RIDGE/SPECIFICATIONS)

DOCS
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/HIP-AND-RIDGECAP-SHINGLES/HIP-AND-RIDGECAP-SHINGLES-STANDARD/SEAL-A-RIDGE/DOCUMENTS)

VIDEOS
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/HIP-AND-RIDGECAP-SHINGLES/HIP-AND-RIDGECAP-SHINGLES-STANDARD/SEAL-A-RIDGE/VIDEOS)

SPECIFICATIONS (ALL DIMENSIONS ARE NOMINAL)

25-YEAR STAINGUARD PLUS™ ALGAE PROTECTION LIMITED WARRANTY

Yes

25-YEAR STAINGUARD PLUS™ ALGAE PROTECTION LIMITED WARRANTY

Yes

WIDTH 12 in. (304.8 mm)

LENGTH 12 in. (304.8 mm)

EXPOSURE 6 2/3 in. (169.16 mm)

LINEAR FEET/BUNDLE 25 lin. ft. (7.6 lin. m)

NAILS/PIECE Approx. 2

COVERAGE 4 bundles/100 lin. ft. (30.5 lin. m)

25-YEAR STAINGUARD PLUS™ ALGAE PROTECTION LIMITED WARRANTY: Yes

25-YEAR STAINGUARD PLUS™ ALGAE PROTECTION LIMITED WARRANTY: Yes

WIDTH: 12 in. (304.8 mm)

LENGTH: 12 in. (304.8 mm)

EXPOSURE: 6 2/3 in. (169.16 mm)

SPECIFICATIONS (ALL DIMENSIONS ARE NOMINAL)

LINEAR FEET/BUNDLE: 25 lin. ft. (7.6 lin. m)

NAILS/PIECE: Approx. 2

COVERAGE: 4 bundles/100 lin. ft. (30.5 lin. m)

CODES

CSA A123.5	Approved
FBC	State of Florida Approved
ICC AC438	ESR-3267
ICC EVALUATION REPORT	ESR-1475
MIAMI-DADE COUNTY	Miami-Dade County Product Control Approved
UL EVALUATION REPORT	UL Listed to ANSI/UL 790, Class A

CSA A123.5: Approved

FBC: State of Florida Approved

ICC AC438: ESR-3267

ICC EVALUATION REPORT: ESR-1475

MIAMI-DADE COUNTY: Miami-Dade County Product Control Approved

UL EVALUATION REPORT: UL Listed to ANSI/UL 790, Class A

SHIPPING AND PACKAGING

PIECES/BUNDLE 45

BUNDLES/100 LIN. FT. 4

PIECES/BUNDLE: 45

BUNDLES/100 LIN. FT.: 4

Get automatic Lifetime Protection on your entire GAF roofing system

When you install any GAF Lifetime Shingle and at least 3 qualifying GAF accessories, you'll automatically get a Lifetime limited warranty on your shingles and all qualifying GAF accessories*.



StormGuard® Film-Surfaced Leak Barrier Specs

ABOUT
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/LEAK-BARRIERS/FILM-SURFACED/STORMGUARD-FILM-SURFACED-LEAK-BARRIER)

SPECS
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/LEAK-BARRIERS/FILM-SURFACED/STORMGUARD-FILM-SURFACED-LEAK-BARRIER/SPECIFICATIONS)

DOCS
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/LEAK-BARRIERS/FILM-SURFACED/STORMGUARD-FILM-SURFACED-LEAK-BARRIER/DOCUMENTS)

VIDEOS
 (HTTPS://WWW.GAF.COM/EN-US/ROOFING-PRODUCTS/RESIDENTIAL-ROOFING-PRODUCTS/LEAK-BARRIERS/FILM-SURFACED/STORMGUARD-FILM-SURFACED-LEAK-BARRIER/VIDEOS)

SPECIFICATIONS (ALL DIMENSIONS ARE NOMINAL)

COMPOUND	Asphalt
EXPOSURE	Up to 90 days
REINFORCEMENT	Fiberglass mat
ROLL LENGTH	66.7' (20.33 m)
ROLL WIDTH	36" (0.914 m)
SURFACING	Patterned synthetic film surface
SQUARE FEET PER ROLL	2 squares/roll - 200 sq. ft. (18.58 m ²) Excludes laps
COMPOUND: Asphalt	
EXPOSURE: Up to 90 days	
REINFORCEMENT: Fiberglass mat	
ROLL LENGTH: 66.7' (20.33 m)	
ROLL WIDTH: 36" (0.914 m)	
SURFACING: Patterned synthetic film surface	
SQUARE FEET PER ROLL: 2 squares/roll - 200 sq. ft. (18.58 m ²) Excludes laps	

CODES

MIAMI-DADE COUNTY Miami-Dade County Product Control Approved

FBC State of Florida Approved

ICC ESR-1322

MIAMI-DADE COUNTY: Miami-Dade County Product Control Approved

FBC: State of Florida Approved

ICC : ESR-1322

Get automatic Lifetime Protection on your entire GAF roofing system

When you install any GAF Lifetime Shingle and at least 3 qualifying GAF accessories, you'll automatically get a Lifetime limited warranty on your shingles and all qualifying GAF accessories*.



Memo

PTO/Rotary Club of Augusta – Basket Bingo Application – November 17, 5:15 p.m. at the Belgrade Central School

Lorna Dee Nichols

From: Christine Devine <CDevine@kvfcu.org>
Sent: Thursday, August 31, 2023 2:17 PM
To: Lorna Dee Nichols
Cc: Mary Vogel
Subject: Basket Bingo

EXTERNAL MESSAGE:

Good afternoon and thank you for taking my call today. I am sending this email as a request to please add us to the September 19th agenda for the Selectboard meeting to approve Bingo licenses for November 17th at Belgrade Central School. In the past, they have put us toward the beginning of the agenda so that after approval, the selectboard can sign the licenses and we can head out before the rest of the meeting. Not mandatory of course but it has proven effective to allow real town business to commence. Lol

Thanks again and I will drop off the licenses sometime next week.

Have a great day!!

Christine Devine
President/CEO
KV Federal Credit Union
316 West River Rd.
Augusta, ME 04330 (207) 623-5171
cdevine@kvfcu.org



THIS EMAIL AND ANY FILES TRANSMITTED WITH IT ARE CONFIDENTIAL AND ARE INTENDED SOLELY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHOM THEY ARE ADDRESSED. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, be advised that you have received this email in error and that any use, dissemination, forwarding, printing, or copying of this email is strictly prohibited. Any inadvertent receipt by you of confidential information shall not constitute a waiver of confidentiality. The sender disclaims liability for error or omissions in the content of this email.

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Application to Register Beano/Bingo

MGCU - 5000

****The application (to include the house rules) and registration fee must be received by the Gambling Control Unit at least ten business days prior to the Bingo Occasion****

Beano/Bingo: \$5.00 Special Per Game Registration; \$12 Calendar Week (Monday through Sunday); \$36 Calendar Month; \$400 Calendar Year

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:

**Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax**

1. Organization Name: Belgrade Central PTO

Organization Number (NPO or NCO): 1842 Federal Tax ID # (EIN): 01-390681

Business Address: 158 Depot Rd

City: Belgrade State: ME Zip Code 04917

Mailing Address: same as above Phone: 495-2321

City: _____ State: _____ Zip Code: _____

2. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>Stephanie Gardner</u> <u>Co-President</u>	<u>22 Amber Lane</u>	<u>Belgrade Lakes</u>	<u>592-5577</u>	

<u>Monica Smith</u> <u>Co-President</u>	<u>28 Wentworth Pl</u>	<u>Rome ME</u>	<u>692-4522</u>	
--	------------------------	----------------	-----------------	--

<u>Heather Holinger</u> <u>Co-VP</u>	<u>20 Lenesty Lane</u>	<u>Belgrade</u>	<u>04917</u>	<u>649-1935</u>
---	------------------------	-----------------	--------------	-----------------

<u>Rita Daniels</u> <u>Co-VP</u>	<u>106 Depot Rd</u>	<u>Belgrade</u>	<u>04917</u>	<u>660-2497</u>
-------------------------------------	---------------------	-----------------	--------------	-----------------

3. Location where Beano/Bingo is to be conducted:

BUILDING	ADDRESS	CITY/ZIP
<u>Belgrade Central School</u>	<u>158 Depot Rd</u>	<u>Belgrade 04917</u>

4. Person responsible for conduct of Beano/Bingo:

<u>Christine Devine</u>	<u>207-446-8972</u>
NAME	DAYTIME PHONE & EVENING PHONE

E-Mail Address: cdevine@krfcu.org

5. Circle the day(s) of the week you will be conducting Beano/Bingo:

Mon Tue Wed Thu Fri Sat Sun

6. What time do the doors open? 5:15 pm What time does the game start? 6:30 pm

7. Dates – Please specify the dates of the Bingo Occasion(s). If more space is needed, please attach a separate sheet of paper with this information on it.

<u>11/17/23</u>	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

8. Does the organization own all the equipment used in operating Beano/Bingo? Yes No

If “NO”, Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. **Please write your organization name and number on the sheet.**

9. Has any current officer of the organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes No

If “YES” attach a sheet of paper to this application providing the person’s name, address, and date and place of conviction or date and location of pending charge. **Please write your organization name and number on the sheet.**

10. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes No

If “YES” include all reports with this application. If the reports are not included, this application is considered incomplete.

11. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the registered activity. Please write your organization name and number on the list.

12. The following consent must be completed by the municipal officers of the city or town where the Beano/Bingo will take place unless a separate "Letter of Approval" is attached to this application.

Check here if you have attached a "Letter of Approval." Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office.

Municipal Consent to Register

The undersigned municipal officers of the City/Town of Belgrade hereby certify that we consent to the registration by Belgrade Central PTO to operate Beano/Bingo in accordance with the provisions of 17 M.R.S.A. Chapter 13-A and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the operation of Beano/Bingo.

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

13. The applicant agrees to obey Federal, State of Maine laws, and rules governing Beano/Bingo promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: 

Print Name: Stephanie J. Gardner Title: PTO President

Date: _____ Age 18 or older: Yes No

NOTE: Ensure a Copy of the House Rules for Bingo are attached to the application.

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Application to Register Beano/Bingo

MGCU - 5000

****The application (to include the house rules) and registration fee must be received by the Gambling Control Unit at least ten business days prior to the Bingo Occasion****

Beano/Bingo: \$5.00 Special Per Game Registration; \$12 Calendar Week (Monday through Sunday); \$36 Calendar Month; \$400 Calendar Year

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:

**Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax**

1. Organization Name: Rotary Club of Augusta

Organization Number (NPO or NCO): 9068 Federal Tax ID # (EIN): 01-6018947

Business Address: PO Box 118

City: Augusta State: ME Zip Code 04332

Mailing Address: same as above Phone: N/A

City: _____ State: _____ Zip Code: _____

2. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>Merry St Pierre</u> <u>President</u>	<u>56 Western Ave</u>	<u>Augusta</u>	<u>04330</u>	<u>446-9933</u>

<u>Vicki Larabee</u> <u>Secretary</u>	<u>33 Forest Park</u>	<u>Waterville</u>	<u>04901</u>	<u>649-2328</u>
--	-----------------------	-------------------	--------------	-----------------

<u>Christine Devine</u> <u>Treasurer</u>	<u>PO Box 348</u>	<u>Belgrade Lakes</u>	<u>04918</u>	<u>446-8972</u>
---	-------------------	-----------------------	--------------	-----------------

<u>Victoria Abbott</u> <u>Past President</u>	<u>16 Chestnut St.</u>	<u>Augusta</u>	<u>04330</u>	<u>446-0062</u>
---	------------------------	----------------	--------------	-----------------

3. Location where Beano/Bingo is to be conducted:

BUILDING	ADDRESS	CITY/ZIP
<u>Belgrade Central School</u>	<u>158 Depot Rd</u>	<u>Belgrade 04917</u>

4. Person responsible for conduct of Beano/Bingo:

NAME	DAYTIME PHONE & EVENING PHONE
<u>Christine Devine</u>	<u>207 446-8972</u>

E-Mail Address: cdevine@krfcu.org

5. Circle the day(s) of the week you will be conducting Beano/Bingo:

Mon Tue Wed Thu Fri Sat Sun

6. What time do the doors open? 5:15 pm What time does the game start? 6:30 pm

7. Dates – Please specify the dates of the Bingo Occasion(s). If more space is needed, please attach a separate sheet of paper with this information on it.

<u>11/17/23</u>	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

8. Does the organization own all the equipment used in operating Beano/Bingo? Yes No

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. **Please write your organization name and number on the sheet.**

9. Has any current officer of the organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes No

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. **Please write your organization name and number on the sheet.**

10. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes No

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

11. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the registered activity. **Please write your organization name and number on the list.**

12. The following consent must be completed by the municipal officers of the city or town where the Beano/Bingo will take place unless a separate "Letter of Approval" is attached to this application.

Check here if you have attached a "Letter of Approval." Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office.

Municipal Consent to Register

The undersigned municipal officers of the City/Town of Belgrade hereby certify that we consent to the registration by Augusta Rotary Club to operate Beano/Bingo in accordance with the provisions of 17 M.R.S.A. Chapter 13-A and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the operation of Beano/Bingo.

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

13. The applicant agrees to obey Federal, State of Maine laws, and rules governing Beano/Bingo promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: Christine Devine

Print Name: Christine Devine Title: Treasurer

Date: _____ Age 18 or older: Yes No


NOTE: Ensure a Copy of the House Rules for Bingo are attached to the application.

Memo

Abatements from the Town Assessor RJD Appraisals

Memo

To: Board of Selectmen/Assessors
From: Rob Duplisea, Assessor
Date: 9/19/2023
Re: Explanation of Abatements & Supplementals



Abatement 23-01

Fred & Connie Lagomarsino

Map 43 lot 18

This abatement is to correct the assessment of the building. Building listing errors corrected.

Abatement 23-02

Joanne Smith

Map 11 lot 19-12

Veteran's exemption missed

Abatement 23-03

Michael & Justine Rodriguez

Map 13 lot 25

Homestead exemption missed.

Abatement 23-04

Raymond Hewett

Map 15 Lot 5

This abatement is to correct the assessment of the building.
Building listing errors corrected.
Building in poor condition

Abatement 23-05

Karen Harwood et als

Map13 Lot 25

This abatement is to correct the assessment of the building. Building listing errors corrected.

Abatement 23-06

Kathie Ames

Map 2 Lot 13

This abatement is to correct the assessment of the building. Building listing errors corrected.

Abatement 23-07

Christopher & Margaret Bradley Map30 lot 8

This abatement is to correct the assessment of the building. Building listing errors corrected. These errors have been since 2015 and were made when assessing the new house at that time.

TOWN OF BELGRADE



990 Augusta Road
Belgrade, ME 04917

Phone: (207) 495-2258

Fax: (207) 495-2742

E-mail: townoffice@belgrademaine.com

Fred & Connie Lagomarsino - Trustees

Map 43 Lot 18

Acc#RE1961

Abatement 2023-01

The Board of Assessors for the Town of Belgrade has issued an abatement to Fred & Connie Lagomarsino – Trustees in the amount of **\$280.14** of the Real Estate Taxes.

2023 Original		2023 Revised	
Real Estate	\$879,400	Real Estate	\$848,100
Mil Rate	0.00895	Mil Rate	0.00895
Total Real Tax	\$7,870.63	Total Real Tax	\$7,590.49
	Difference to Abate	\$280.14	

The abatement is to be granted to correct the building assessment.

This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on September 19, 2023.

Assessor

Assessor

Assessor

Assessor

Assessor

TOWN OF BELGRADE



990 Augusta Road
Belgrade, ME 04917

Phone: (207) 495-2258
Fax: (207) 495-2742
E-mail: townoffice@belgrademaine.com

Joanne Smith

Map 11 Lot 19-12

Acc#RE2323

Abatement 2023-02

The Board of Assessors for the Town of Belgrade has issued an abatement to Joanne Smith in the amount of **53.70** of the Real Estate Taxes.

2023 Original		2023 Revised	
Real Estate	NA	Real Estate	NA
Mil Rate	0.00895	Mil Rate	0.00895
Total Real Tax	NA	Total Real Tax	NA
	Difference to Abate	\$53.70	

The abatement is to be granted to correct the omission of the Veteran's Exemption

This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on September 19, 2023.

Assessor

Assessor

Assessor

Assessor

Assessor

TOWN OF BELGRADE



990 Augusta Road
Belgrade, ME 04917

Phone: (207) 495-2258

Fax: (207) 495-2742

E-mail: townoffice@belgrademaine.com

Michael & Justine Rodriguez

Map 13 Lot 25

Acc#RE2027

Abatement 2023-03

The Board of Assessors for the Town of Belgrade has issued an abatement to Michael & Justine Rodriguez in the amount of **\$223.75** of the Real Estate Taxes.

2023 Original		2023 Revised	
Real Estate	NA	Real Estate	NA
Mil Rate	0.00895	Mil Rate	0.00895
Total Real Tax	NA	Total Real Tax	NA
	Difference to Abate	\$223.75	

The abatement is to be granted to correct the omission of the Homestead Exemption

This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on September 19, 2023.

Assessor

Assessor

Assessor

Assessor

Assessor

TOWN OF BELGRADE



990 Augusta Road
Belgrade, ME 04917

Phone: (207) 495-2258
Fax: (207) 495-2742
E-mail: townoffice@belgrademaine.com

Raymond Hewett

Map 15 Lot 5

Acc#RE3249

Abatement 2023-04

The Board of Assessors for the Town of Belgrade has issued an abatement to Raymond Hewett in the amount of **\$477.93** of the Real Estate Taxes.

2023 Original		2023 Revised	
Real Estate	\$231,900	Real Estate	\$178,500
Mil Rate	0.00895	Mil Rate	0.00895
Total Real Tax	\$2,075.51	Total Real Tax	\$1,597.58
	Difference to Abate	\$477.93	

The abatement is to be granted to correct the building assessment. Building in poor condition.

This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on September 19, 2023.

Assessor

Assessor

Assessor

Assessor

Assessor

TOWN OF BELGRADE



990 Augusta Road
Belgrade, ME 04917

Phone: (207) 495-2258

Fax: (207) 495-2742

E-mail: townoffice@belgrademaine.com

Karen Harwood
Alan Rodenhiser
Judy Sudak
Map 13 Lot 25
Acc#RE2027

Abatement 2023-05

The Board of Assessors for the Town of Belgrade has issued an abatement to Karen Harwood, Alan Rodenhiser, & Judy Sudak in the amount of **\$288.19** of the Real Estate Taxes.

2023 Original		2023 Revised	
Real Estate	\$1,063,300	Real Estate	\$1,031,100
Mil Rate	0.00895	Mil Rate	0.00895
Total Real Tax	\$9,516.54	Total Real Tax	\$9,228.35
	Difference to Abate	\$288.19	

The abatement is to be granted to correct the value of the buildings

This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on September 19, 2023.

Assessor

Assessor

Assessor

Assessor

Assessor

TOWN OF BELGRADE



990 Augusta Road
Belgrade, ME 04917

Phone: (207) 495-2258
Fax: (207) 495-2742
E-mail: townoffice@belgrademaine.com

Kathie Ames

Map 2 Lot 13

Acc#RE946

Abatement 2023-06

The Board of Assessors for the Town of Belgrade has issued an abatement to Kathie Ames in the amount of **\$310.57** of the Real Estate Taxes.

2023 Original		2023 Revised	
Real Estate	\$365,300	Real Estate	\$330,600
Mil Rate	0.00895	Mil Rate	0.00895
Total Real Tax	\$3,269.44	Total Real Tax	\$2,958.87
	Difference to Abate	\$310.57	

The abatement is to be granted to correct the value of the buildings

This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on September 19, 2023.

Assessor

Assessor

Assessor

Assessor

Assessor

TOWN OF BELGRADE



990 Augusta Road
Belgrade, ME 04917

Phone: (207) 495-2258
Fax: (207) 495-2742
E-mail: townoffice@belgrademaine.com

Christopher & Margaret Bradley

Map 30 Lot 8

Acc#RE302

Abatement 2023-07

The Board of Assessors for the Town of Belgrade has issued an abatement to Christopher & Margaret Bradley in the amount of **\$1,345.19** of the Real Estate Taxes.

2023 Original		2023 Revised	
Real Estate	\$1,919,500	Real Estate	\$1,744,200
Mil Rate	0.00895	Mil Rate	0.00895
Total Real Tax	\$17,179.53	Total Real Tax	\$15,834.34
	Difference to Abate	\$1,345.19	

The abatement is to be granted to correct the value of the buildings.

This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on September 19, 2023.

Assessor

Assessor

Assessor

Assessor

Assessor

Memo

This is for any town official attending the MMA Convention on October 4th & October 5th at the civic center. It delegates an official to vote on the amendments of MMA bylaws.

The convention is open to all town officials and is held for two days. A copy of the itinerary is attached.



**MAINE MUNICIPAL
ASSOCIATION SINCE 1936**

60 Community Drive | Augusta, ME 04330-9486
1-800-452-8786 (in state) | (t) 207-623-8428

To: Key Municipal Officials of MMA Member Cities, Towns and Plantations

From Catherine Conlow, MMA Executive Director

Date: September 1, 2023

Re: Announcement of MMA Annual Business Meeting & Voting Credentials

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Wednesday, October 4, 2023, at 1:15 p.m.** The meeting will be held in person at the Augusta Civic Center, Augusta, Maine.

Following please find the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate in addition to the proposed agenda for the MMA Annual Business Meeting. If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the form, and return to our office by **Monday, October 2, 2023.**

Please note that the MMA Executive Committee is recommending proposed amendments to the MMA bylaws this year. We have enclosed a separate memo from the MMA Executive Committee that provides information on two proposed amendments and includes tracked changes to the appropriate sections of the MMA bylaws for your easy reference. The current MMA Bylaws as adopted in 2013 may be viewed on the MMA website at:

<https://www.memun.org/About/Governance>

We are pleased to have a great line up of speakers and workshops at this year's convention. Please refer to the Convention Program in the August-September issue of the Maine Town & City or at www.memun.org.

If you have any questions on this information, please contact me at 1-800-452-8786 or 623-8428 ext. 2208 or by email cconlow@memun.org.

We look forward to your participation in MMA's Annual Convention and Business Meeting.

**Maine Municipal Association
Annual Business Meeting
Wednesday, October 4, 2023
1:15 p.m. – 2:35 p.m.
Augusta Civic Center**

AGENDA

1. **Introductions and Welcoming Remarks** – MMA President Elaine Aloes
(Chair of Selectboard, Town of Solon)
2. **Approval of 2023 MMA Annual Business Meeting Minutes** – Elaine Aloes
3. **Proposed Bylaw Amendments – Elaine Aloes**
 - A. Article III, Section 2: Affiliate and Patron Status – See attached support materials.
 - B. Article V, Section 3: Nomination Process - See attached support materials.
4. **MMA President’s Report** – Elaine Aloes
5. **Executive Director’s Report** – Catherine Conlow, MMA Executive Director
 - A. Executive Committee Election Results & Introduction of New Executive Committee Members
 - B. Recap of Organizational Priorities and Focus Areas for 2023
 - C. Highlights from September Executive Committee Meeting and focus areas for 2024
6. **Other Business** (*comments from the floor*)
7. **Adjournment**



MAINE MUNICIPAL ASSOCIATION SINCE 1936

60 Community Drive | Augusta, ME 04330-9486
1-800-452-8786 (in state) | (t) 207-623-8428

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: MMA Executive Committee

RE: Proposed MMA By-law Amendments

DATE: September 1, 2023

Proposed Bylaw Amendment 1 – Article III, Section 2 – Patron Status

In June 2023, the Executive Committee authorized staff to delve into the Patron Status membership bylaws and propose changes for your consideration.

Currently there are three categories of patron membership –Individual, Business and Professional – whose members receive varying benefits, with the fees assessed congruently with the package of services provided.

As staff continues to implement the Executive Committee directive to broaden and improve access to municipal employee training, recruitment and retention initiatives and tools, it has come to our attention that further development of the Association’s non-traditional membership products is necessary. Additionally, the changes proposed by staff draw a brighter line among the different users of our products and services.

At a special meeting of the MMA Executive Committee held on August 24, 2023, the Executive Committee supported advancing the proposed changes to **Article III, Section 2: Patron Status** of the MMA By-laws, found in the attached document, to the authorized delegates of municipal members who will convene at the MMA Annual Business Meeting on Wednesday, October 3, 2023 at 1:15 p.m. at the Augusta Civic Center, Augusta, Maine. Incidentally, this meeting will occur on the first day of MMA’s two-day conference.

Proposed Bylaw Amendment 2 – Article V, Section 3 – Nomination Process

Last September, at the request of then MMA President, James Bennett, the Executive Committee approved the appointment of a seven member DEI Special Task Force, which was directed to explore and recommend changes to existing MMA processes and guidelines necessary to encourage a more diverse pool of candidates to considered serving on the Association’s governing board.

The task force included participation from Jim Bennett; Elaine Aloes, then MMA Vice President; Ella Bowman, Oakland Town Manager; Phil Crowell, Auburn City Manager; Ryan Pelletier, Aroostook County Administrator; and Dustin Ward, New Gloucester Select Board member. The task force met four times in late 2022 and early 2023 to identify and discuss barriers in MMA’s nomination process. On March 21, 2023, the group concluded its work by advancing recommended changes to the bylaws regulating membership on the Nominating Committee to the Association’s Executive Committee for its consideration.

In summary, the amendments to the MMA bylaws propose to change and expand the make-up of the MMA Nominating Committee by:

- Reducing from two to one participation from an MMA past president.
- Reducing from two to one participation from an elected officer.
- Including representation from a town or city manager or chief administrative official.
- Including representation from a board member from an affiliate organization.
- Including representation from a municipal employee or volunteer, with endorsement from the Council/selectboard or manager.
- Including representation from a community-based organization representing a marginalized group.

At its May 17, 2023 meeting, the Executive Committee supported advancing the proposed changes to **Article V: Annual Elections, Nomination Process** of the MMA By-laws, found in the attached document, to the authorized delegates of municipal members who will convene at the MMA Annual Business Meeting on Wednesday, October 3, 2023 at 1:15 p.m. at the Augusta Civic Center, Augusta, Maine.

If you have any questions about the task force or the proposed bylaw changes, please do not hesitate to contact Catherine Conlow, MMA Executive Director at 1-800-452-8786 ext. 2218. Additionally, please look to the Augusta/September edition of the Maine Town & City for more information about the task force and its recommendations.

Thank you.



ARTICLE III: Affiliate and Patron Status

~~Section 2. **Patron** status shall be open to individuals, students, professionals, and businesses, whether private or public, for profit or non-profit, that provides direct services to municipalities or that have a general interest in municipal government. There are three Patron status categories: Individual, Professional or Business with varying levels of benefits and annual fees. Active Patron status shall include all Patrons whose fees are current in accordance with policies established by the Executive Committee. The Executive Committee shall establish annual fees and policies relating to payment due dates for Patrons.~~

ARTICLE III: Affiliate and Supporter, Individual, Student, Honorary and Partner Entity Memberships

Section 2. **Supporter Membership: Premier and Standard.** Professionals and businesses, whether private or public, for profit or non-profit, that provide direct services to municipalities or that have a general interest in municipal government are eligible for a Supporter Membership. There are two Supporter categories, Premier and Standard, with varying levels of benefits and annual fees. Active members include all Supporters whose fees are current in accordance with policies established by the Executive Committee. The Executive Committee shall establish annual fees and policies relating to payment due dates for Supporters. The Executive Director retains the right to terminate membership at any time during the year for a violation of an established term or policy.

Section 3. **Individual Membership.** Individuals who have a general interest in municipal government services and operations are eligible for an Individual Membership. The membership provides access to specified MMA resources and services, for an annual fee, and in accordance with policies established by the Executive Committee. Active members include Individuals whose fees are current in accordance with policies established by the Executive Committee. The Executive Committee shall establish annual fees and policies relating to payment due dates for Individuals. The Executive Director retains the right to terminate membership at any time during the year for a violation of an established term or policy.

Section 4. **Student Membership.** A student attending a Maine high school or enrolled in a Maine university, private college, or public college is eligible for a Student Membership. The annual membership provides access to specified MMA resources and services in accordance with policies established by the Executive Committee. The Executive Committee retains the right to terminate membership at any time during the year for a violation of an established term or policy. The Executive Director retains the right to terminate membership at any time during the year for a violation of an established term or policy.

Section 5. **Honorary Membership.** In consultation with the MMA Executive Committee President, the Executive Director may grant an honorary membership to a retired municipal official from a member community or a former MMA employee who left the Association in good standing. The annual membership provides access to MMA resources and services in

accordance with policies established by the Executive Committee. The Executive Director retains the right to terminate membership at any time during the year for a violation of an established term or policy.

Section 6. **Partner Entity Membership.** With approval from the Executive Director and in consultation with the director of Advocacy & Communications and any other department director as deemed necessary by the Executive Director, an entity that partners or collaborates with MMA in the delivery of a product or service that benefits member municipalities is eligible for a Partner Entity Membership. The annual membership provides access to MMA resources and services in accordance with policies established by the Executive Committee. The Executive Director retains the right to terminate membership at any time during the year for a violation of an established term or policy.

ARTICLE V: Annual Elections

Nomination Process

~~Section 3. No later than the end of February of each year, the President, with recommendations from the Executive Committee, shall appoint a five-member Nominating Committee, composed of two elected officials, two Past Presidents, and one member who is either the President of an affiliate organization or is a town or city manager or chief appointed administrative official. The Chair of the Nominating Committee shall be the Immediate Past President. If the Immediate Past President is unable to serve as the Chair, the MMA President shall appoint another Past President to serve as the Chair.~~

No later than the end of February of each year, the President, with recommendations from the Executive Committee, shall appoint a six-member Nominating Committee.

The committee shall be composed of: (1) a Past President, other than the immediate Past President; (2) an elected municipal officer; (3) a town or city manager or chief appointed administrative official; (4) a board member of an affiliate organization; (5) a municipal employee or volunteer, appointed to serve on the committee by either the town or city manager or chief appointed administrative official, or in the absence of a manager or administrative official, the chair of the select board; and (6) a representative from a community-based organization with a legislative or governance focused mission that represents a marginalized group with lived experiences. With exception to the community-based organization representative, appointees must represent a member municipality.

The Chair of the Nominating Committee shall be the Immediate Past President, who shall vote only in the case of a tie. If the Immediate Past President is unable to serve as the Chair, the MMA President shall appoint another Past President to serve as the Chair.

MAINE MUNICIPAL ASSOCIATION

VOTING DELEGATE CREDENTIALS

_____ is hereby designated as the official Voting Delegate and
(name)

_____ as the alternate voting delegate for _____
(name) (municipality)

to the Maine Municipal Association Annual Business Meeting, which is scheduled to be held, Wednesday, October 4, 2023, 1:15 p.m., at the Augusta Civic Center, Augusta, Maine.

The Voting Delegate Credentials may be cast by a majority of the municipal officers, or by a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ Municipality: _____

Signature of a Municipal Official designated by a majority of Municipal Officers:

Name: _____ Position: _____

Or Signature of the Majority of Municipal Officers:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please return this form no later than **Monday, October 2, 2023**, or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

**MMA Annual Business Meeting
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
Email: kmaines@memun.org**

Agenda:

Wednesday, October 4

Civic Leadership and the Imperative of Effective Communication

Civic leadership requires developing and utilizing both individual and collective communication capacities. From responding to constituent concerns, facilitating decisions, mediating conflicts, and promoting community interests, a variety of daily situations demand nuanced abilities to respond well. Effective communication wields the powerful potential to transform old and new conflicts, support decision making, and enhance the communities we live in. Civic leaders who are equipped with effective communication practices can manifest, model, and build capacities for bridging differences and working together to understand and address pressing challenges. This presentation provides approaches, practices, and language to cultivate and advance productive communication within communities.

Presenter: Leila Brammer, Director of Outreach and Instructional Development of the Parrhesia Program for Public Discourse, University of Chicago

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership and Elected Relations

The Ins and Outs of the Legislative Process

MMA's Advocacy Team will lead a session targeted at demystifying the legislative process. Learn how a bill becomes a law, the legislative jargon used, and how municipal officials can support MMA's advocacy efforts. Participants will also learn how to connect with the members of the Legislative Policy Committee, which is responsible for establishing MMA's positions on proposed legislation.

Presenters: Kate Dufour, Director, Advocacy & Communications, MMA; Rebecca Graham, Senior Legislative Advocate, MMA; and Rebecca Lambert, Municipal Issues Specialist, MMA

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Elected Relations and Leadership

Improving Your Security Posture with UMA's Maine Cyber Range

The University of Maine at Augusta (UMA) Maine Cyber Range (MCR) launched a student research project in 2022 to help Maine Municipalities improve their security posture — through assessment, network modeling and testing, and training for technical and non-technical personnel. And, boost relations with Maine Municipalities, fostering industry and academic collaboration for cybersecurity research and development. Learn more about this NO-COST program designed to strengthen cybersecurity for Maine's towns and cities and how to get involved!

Presenters: Henry Felch, Director of the Maine Cyber Range, Program Coordinator, Professor of Cybersecurity & Computer Information Systems, University of Maine at Augusta; Michele Weymouth, Maine Cyber Range Program Coordinator, University of Maine at Augusta; Jenn Moody, Maine Cyber Range Content Manager, University of Maine at Augusta

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership, Finance/Budget, and Human Resources

OSHA Recordkeeping – A General Overview for Maine Municipalities

This is a very broad overview (cram session) on the rules and regulations on OSHA recordkeeping as it pertains to Maine municipalities. We will go over keeping separate records by establishment (department); OSHA’s definition of work-relatedness; special work situations (traveling, working at home, Covid-19, etc.). We will also briefly go over the specifics on filling out the OSHA forms 300, 300A, and 301: days away cases; cases resulting in job transfer/restriction; and “other” recordable cases. Finally, we will very briefly go over “miscellaneous” rules related to OSHA recordkeeping: employee access to forms; REPORTABLE vs. RECORDABLE cases; the surveys; the ITA.

Presenter: Steve Laundrie, Management Analyst II, Research & Statistics Division, Workplace Safety & Health Division, Maine Department of Labor

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Human Resources, Leadership, and Finance/Budget.

Elections and CVR Updates

Sponsored by the Maine Town and City Clerks’ Association (MTCCA)

This session will provide an update on what is happening in elections, including an overview of new election laws, the new Central Voter Registration system, tips and reminders about the 2023 Referendum election, and a preview of the 2024 elections with a focus on new programs including online voter registration, ongoing absentee voting and semi-open primaries.

Presenter: Julie Flynn, Deputy Secretary of State, Maine Secretary of State

Municipalities and Maine’s Animal Laws

Sponsored by the Maine Animal Control Association (MACA)

This session will help municipalities identify ways that the proper enforcement of animal laws directly affects their budgets and liability.

Presenters: Rebecca Parker, Animal Control Officer, Town of Kennebunkport and President, MACA; Linda Donovan, Assistant District Attorney, York County

Join us to honor the recipient of the MMA Ethel N. Kelley Memorial Award, celebrate the installation of the incoming MMA President, recognize the MMA Executive Committee and Past Presidents, and announce other municipal awards.

MMA Annual Business Meeting

Please join MMA President Elaine Aloes, Vice President Diane Hines and Executive Director Cathy Conlow as they shed light on MMA's upcoming priorities, tally election votes for the Executive Committee, and reflect on the events and activities in 2023. Member delegates will be asked to vote upon an amendment to the Association bylaws that proposes to change the composition of the MMA Nominating Committee.

Certification: Valid for 1.00 MTCMA Certification credit in the following category: Leadership.

Embracing Conflict: Techniques for Managers and Staff

This session will have discussion around 5 Conflict Management Strategies: accommodating, collaborating, compromising, avoiding and competing, which will be essential to the session. This material will encourage participants to be proactive rather than reactive, to resolve conflict in a productive manner and view conflict as a way to create innovation and change. Shifting how we view conflict from negative to positive will help build strong teams, move through conflict quicker and being more open to other ideas and viewpoints.

Presenter: Danielle Abbott, Leadership Development Educator & Founder, Danielle Abbott Coaching

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership and Human Resources.

Healthy Aging in Community – Why Data & Values Matter

The Maine Council on Aging has just concluded a three-year Municipal Data Dashboard pilot project in several communities across Maine. The initiative created community-specific data dashboards to help municipalities make data-informed decisions that support healthy aging. In this session, we'll share the data points that are helpful in understanding the health of your older population, an easy-to-use modified dashboard, and the kinds of actions you can take to support your older residents. We'll also explore the concept of "age equity" and why communities should consider a value-based approach to building "longevity ready" communities.

Presenters: Jess Maurer, Executive Director, Maine Council on Aging; Kat Blackstone, M-DASH Project Manager

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership, Elected Relations, and Finance/Budget.

Using Communication Tools Creatively to Improve the Civic Experience in Your Community

This session will share emerging engagement strategies for any staff members tasked with improving digital service delivery and the civic experience for your community members. The session will also share examples of creative new ways of engaging the community, including innovative approaches and uses of technology. This will be relevant to staff creating the engagement and service delivery opportunities, but also to leadership and managers who have this as one of their goals for their organizations.

Presenter: Jessica Grondin, Director of Communications & Digital Services, City of Portland

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership.

Federal Funding and Grant Opportunities Through the Bipartisan Infrastructure Law (BIL) and Inflation Reduction Act (IRA)

Sponsored by the Maine Government Finance Officers' Association (MEGFOA)

This session will provide an overview of Federal Funding opportunities and highlight grant opportunities available through the Infrastructure Investments and Jobs Act (BIL/IJA) and the Inflation Reduction Act (IRA). With billions of dollars in competitive funding available to municipalities across dozens of new and existing programs, this session will cover how to access these funding streams available to communities of all sizes.

Presenter: Katherine Heck, Government Finance Advisor, New Hampshire Municipal Association

Right to Know Law Training

Attorneys from MMA's Legal Services Department offer Right to Know training that is required for certain elected and appointed municipal officials. Attendees will get certificates that they completed the course.

Presenters: Rebecca McMahon, Director, Legal Services, MMA; Garrett Corbin, Staff Attorney, Legal Services, MMA

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership, Ethics, Legal, and Elected Relations.

When Do You Need a Professional Engineer?

The professional engineering statute was revised this year to increase the cap on the Public Works exemption from \$100k to \$250k, and to prioritize public safety. This presentation is intended to help municipalities determine when professional engineers should be engaged for public works projects and development projects. We will also discuss when projects require that plans be sealed by a professional engineer or if a professional engineer is needed to oversee a

project. Real world examples will be presented to help demonstrate how municipalities can make correct decisions and best protect the public.

Presenters: Brent M. Bridges, PE, Senior Engineer/Principal, Woodard & Curran, and Chair of the State Board of Licensure for Professional Engineers; and Joyce Taylor, PE, Chief Engineer, Maine DOT, and Vice Chair of the State Board of Licensure for Professional Engineers

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership, Finance/Budget, and Legal.

Reporting and Tracking Grants, Including ARPA Grant Compliance

Sponsored by the Maine Municipal Tax Collectors' & Treasurers' Association (MMTCTA)

This session will provide an overview of best practices related to reporting and tracking grants, with specific attention paid to ARPA and Build Back Better funding. Questions covered will include: What are some best practices for keeping track of grants if many grants are small or department-specific?; What kinds of things will the auditors ask for if you get a grant?; How do I make sure we don't lose track of grant awards?; and more!

Presenter: Amanda Methot-Vigue, Methot Method Consulting

Certification: Valid for 5 points toward certification as tax collector or treasurer.

Thursday, October 5

Sponsored by Maine Chapter of American Public Works Association (MCAPWA)

7:30 – 8:30 am: Registration and Breakfast Buffet in the Exhibit Area

8:30 – 8:45 am: Opening Remarks – Ralph Norwood, MCAPWA President

8:45 – 9:30 am: Maine Department of Transportation Update – Bruce Van Note, MaineDOT Commissioner

9:30-10:15 am: Village Partnership Initiative (VPA) & Planning Partnership Initiative (PPI) Programs – Dale Doughty, MaineDOT Planning Director

10:15 – 10:30 am: Break

10:30 – 10:45 am: Upcoming Training Sessions by Maine Local Roads Center – Peter Coughlan, P.E., MaineDOT Maine Local Roads Center Director

10:45 – 11:45 am: Ground and Structure Surveys using a UAV/Drone – Wright-Pierce: Chris Hinkley, Civil BIM Manager; Ryan Beisaw, Civil Designer/Drone Pilot; and Jason Gallant, P.E., Transportation Infrastructure Group Lead

12:00 pm: Lunch at Civic Center

It's Not About Me, It's Not About Now

There is a profound sense of pain that has settled into the day-to-day work that local government leaders are facing. It's isolating. It's demoralizing. But the work being done is necessary and important. How are leaders supposed to rise to both the "usual" and the extraordinary challenges facing local governments today? By remembering: it's not about me, and it's not about now.

Presenter: Ron Holifield, Chief Executive Officer, Strategic Government Resources and former City Manager

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership, Human Resources, Ethics, and Elected Relations

When the Worst Happens - Understanding Trauma

Wendy Wollner, Founder and CEO of Balancing Life Issues, will discuss traumatic stress and recognizing its symptoms in the workplace. She will talk about the types of trauma, which employees are most susceptible to it, and how it impacts them, their lives and their work. She will also discuss what leaders should and shouldn't do to respond. Representatives from MMA Risk Management and the Maine Municipal Employees Health Trust will conclude the session with a brief discussion of the resources offered through MMA to address mental health in Maine.

Presenters: Wendy Wollner, Founder & CEO, Balancing Life Issues; and staff from MMA Risk Management Services and the Maine Municipal Employees Health Trust

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership and Human Resources.

Supervisory Leadership: How Do We Manage "Self"

Our leadership class is rooted in "managing self." How can we start managing people without first understanding ourselves? What are your triggers, your hurts, and your hangups? If you don't know, ask your employees! This interactive session will unpack concepts such as identifying triggers and what it costs when you don't. Is there such a thing as being too empathic? Or, even what is an empathic response? We will talk about what vulnerabilities are, how power vs. authority, and observations vs. interpretations differ. Participants will take away the overall theme of the class: leaders and managers need to understand themselves before ever trying to influence others.

Presenter: Adam Gormely, Manager, Dirigo Risk Management Services

Certification: Valid for 1.25 MTCMA Certification credits in the following categories: Leadership, Ethics, Human Resources.

Energy Efficiency Finance Mechanisms for Municipalities - C-PACE and Municipal Leases

Efficiency Maine's Green Bank offers a suite of financing initiatives to support energy projects to help Maine's homes and businesses lower their energy bills and reduce their carbon emissions. These financing initiatives are designed to drive private capital into market gaps for energy efficiency and clean energy equipment and services. Recently, the Green Bank launched two exciting finance initiatives for municipalities: the Commercial Property Assessed Clean Energy (C-PACE) program and Municipal Lease initiatives. Municipal leases help municipalities and schools expedite energy efficiency upgrades directly, while C-PACE loans stimulate energy efficiency upgrades at commercial properties elsewhere in the community. These financing tools serve as an important complement to the Trust's other incentives for residents and businesses. Join us and learn more about these opportunities.

Presenters: James Neal, Senior Program Manager for Finance Initiatives, Efficiency Maine; John Simko, Director of Government Banking, Androscoggin Bank; and Troy Moon, Sustainability Coordinator, City of Portland

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Finance/Budget.

Developing or Revamping Your Safety Program

This session will provide important foundational knowledge to help participants understand what a comprehensive safety program is and the steps needed to implement one in their workplace. It will be ideal for any human resources professionals and managers looking to improve or develop a comprehensive safety plan. Participants will also gain familiarity with resources and toolkits to assist in the process.

Presenters: John Waterbury, Senior Loss Control Consultant, and Jason Johnson, Loss Control Consultant, MMA Risk Management Services

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership, Human Resources, and Finance/Budget.

Stay Connected: Broadband Opportunities for Maine Communities

Sponsored by the Maine Community Development Association (MCDA)

The Maine Community Development Association (MCDA) will host a panel discussion focusing on community broadband solutions for municipalities. From effective community outreach to building fiber infrastructure, learn best practices from State agencies and neighboring communities.

Presenters: Clara McCool, Regional Broadband Coordinator, Greater Portland Council of Governments; Kendra Jo Grindle, Community & Regional Partnerships Senior Manager, Maine Connectivity Authority; Nick Battista, Chair, Maine Broadband Coalition & Chief Policy Officer, Island Institute; Marci Gaglione, Affordable Connectivity Program Manager, National Digital Equity Center

Leading for Economic Innovation and Prosperity

Maine Development Foundation CEO Yellow Light Breen – who has led transformative initiatives in state government, in the private sector, and as nonprofit partner – will speak on the changing nature of Maine’s economy, demographics, and opportunities. Communities play a critical role in nurturing innovation, sustainability, and a viable workforce. Innovative approaches to heritage industries, to community development, and to civic leadership are essential and possible to seize the future we want for the people of Maine and for each of our communities.

Presenter: Yellow Light Breen, President & CEO, Maine Development Foundation

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership, Finance/Budget, and Human Resources.

What’s New With the Maine Municipal Employees’ Health Trust?

The Maine Municipal Employees Health Trust was founded in 1983 with the goal of containing healthcare costs while maintaining quality benefit programs and providing superior services for municipal employees. On the occasion of the Trust’s 40th Anniversary, staff will share a bit of interesting history, discuss the Trust’s current status and finances, and share some thoughts on plans to enhance services and offerings for the future.

Presenters: Staff from the Maine Municipal Employees Health Trust

Municipal Internships: Engaging Fresh Perspectives in Local Government

Municipal internships are an excellent way to introduce students to careers in local government and help them make professional connections and engage in meaningful work experiences. They can also provide municipalities of all shapes and sizes the chance to hire students with fresh perspectives who can contribute to their communities in meaningful and tangible ways. Utilizing a variety of partners and resources available across the state, municipalities can get support for setting up and facilitating an internship. This session will provide information on the benefits of engaging an intern from the perspectives of both internship supervisors and previous interns; highlight best practices for structuring and setting up an internship; and provide an overview of the Margaret Chase Smith Policy Center Government Internship program and application process.

Presenters: Jay Feyler, Town Manager, Town of Union; Christine Landes, Town Manager, Town of Chelsea; Peggy McKee, Internship Program Coordinator, Margaret Chase Smith Policy Center; Danica Lamontagne, Assistant to the City Manager, City of Biddeford; Nadia Crockett-Current, HR/Payroll Assistant, Town of Kennebunkport; Shannon Chisholm, Assistant City Planner, City of Saco

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership and Human Resources.

Addressing Common Challenges to Municipal Audits

The pandemic and Maine's current labor market, among other things, have presented some unique challenges to municipalities related to completing annual audits. For example, some municipalities have found it difficult to secure an auditor, or have gotten a few years behind in their audits and are not sure how to get caught up, or are not sure how remote workers will affect their internal controls, just to name a few. This panel discussion will provide various perspectives and advice on these challenges and others, and present an opportunity for Q&A with town and city representatives.

Presenters: Marc Roy, Partner, Royer Advisors and Accountants; Ron Smith, Managing Partner, RHR Smith & Company; Matthew Dunlap, State Auditor, Office of the Maine State Auditor; Paula Gravelle, Director of School Finance, Maine Department of Education; Marcus Pratt, Manager, Runyon Kersteen Ouellette; Bruce Miller, Chief Credit Administrator, Androscoggin Bank;

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership and Finance/Budget.

The Code Enforcement Officer as an Asset to the Community – Sponsored by the Maine Building Officials' and Inspectors' Association (MBOIA)

A discussion on how the CEO is a vital part of community development and the challenges that creates.

Presenters: Mark Stambach, Code Enforcement Officer/LPI, Town of Lisbon, and President, MBOIA; others TBD

Sponsored by the Maine Fire Chiefs' Association (MFCA)

The purpose of this course is to familiarize Senior Officials (executives, elected and appointed officials, city/county managers, agency administrators, etc.) with their role in supporting incident management within the National Incident Management System (NIMS). Upon completion of this course, participants will be able to explain National Incident Management System (NIMS) tenets and the role of the four command and coordination entities (ICS, EOC, MAC Group and JIS) within NIMS.

Presenter: Chief Kenneth Brilliant, Fire Chief, Town of Brunswick and Treasurer, Maine Fire Chiefs' Association

Collective Tools, Collateral Considerations; The Federal, State and Local Landscape on Addressing The Housing Crisis

From the long-standing lack of Federal housing investment to the response to 2007 banking crisis, the impacts of government policy has helped to shape the current housing market crisis. With the same key economic players driving policy conversations now, what are the lessons for current policy? How are communities across the nation responding? What should municipalities think about around housing? Join the National League of Cities Program Officer, Lauren Lowry and NLC advocacy staff, the Governor's Office of Policy Innovation and The Future (GOPIF), Ryan Fecteau and MMA's Senior Legislative Advocate Rebecca Graham and learn what tools exist at the state and federal level to help municipalities, what legislative policies that await discussion in the 2nd Regular Session of the 131st, and how can municipal leaders help add clarity to the policy debate.

Presenters: Rebecca Graham, Senior Legislative Advocate, MMA; Michael Wallace, Legislative Director for Housing, Community and Economic Development, National League of Cities; Ryan Fecteau, Senior Advisor, Governor's Office of Policy Innovation and the Future

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Legal, Finance/Budget, and Elected Relations.

Tools and Tactics to Reduce Information Security Risks

All organizations are experiencing increased cyber security threats and costs associated with prevention and restoration after a security incident. This session will discuss ways that your municipality can reduce the risk of an attack and demystify some of those common acronyms used in the industry. Topics will include Multi-factor authentication, Cloud service risks, Security Information Event Management (SIEM), Anti-virus/malware products EDR/XDR, user account management, SCADA (controls/monitoring) for utility districts, data backup methods and tips for getting through audits, handling credit cards, and how to qualify for cyber liability insurance.

Presenter: Rob Herman, Strategic Consultant, WGTech

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership and Finance/Budget.

Past, Present, and Future of the Maine Criminal Justice Academy – Sponsored by the Maine Town, City, and County Management Association (MTCMA)

Learn more about the past, present and future of the Maine Criminal Justice Academy. Jack

Peck, Director, and Board of Trustee members will offer an update on a recent strategic plan for the academy that will impact the training of Maine's future law enforcement officers. There will also be an opportunity to learn about the myths and realities of the wait lists for cadets to get a spot in future classes.

Presenters: Jack Peck, Director, Maine Criminal Justice Academy; others TBD

Certification: Valid for 1.25 MTCMA Certification credits in the following category: Leadership and Human Resources.

Memo

The Town Clerk and ACO have been working together to hold a rabies clinic. There will be a cost to pay for the veterinarian and the vaccines. We are hoping to hold the clinic in late October, the new 2024 licenses will also be available to be given out.

Attached are two sheets one from the 2022 report on the special revenue funds for Animal Control and an updated sheet showing an additional \$2,000 that was placed into the account and missed during the audit process. The current account status is \$18,399, which is the accumulation of late fees and dog fees.

We would like to ask that an amount up to \$1,500 be authorized from the account to pay for the costs.

Maine State Statute on the use of ACO fees

§3945. Use of license fees and court fines retained by municipalities

Except for the \$1 recording fee pursuant to [section 3942](#) retained by the municipal clerk, all fees and court fines retained by municipalities must be kept in a separate account and must be used for the salaries and costs of animal control, enforcement of licensing laws, care of stray animals that are injured or abandoned and the support of one or more approved animal shelters. Any money not expended for these purposes in a municipality's fiscal year does not lapse but must be carried over to the next fiscal year.

TOWN OF BELGRADE, MAINE
Special Revenue Funds
Special Grants and Programs
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances
For the Year Ended December 31, 2022

	Fund balances (deficits) end of year	Revenues		Expenditures	Transfers	Fund balances end of year
		Other	Donations			
01 Sandra Fowler	\$ -	-	1,230	906	100	424
42 Library donations	4,466	-	840	-	-	5,306
43 Library trustees	1,060	-	-	-	(100)	960
44 Maggie Schneider	4,653	-	-	-	-	4,653
45 Library carryforward	987	-	-	-	-	987
46 Library fees	7,606	530	-	-	-	8,136
47 Labun estate	8,473	-	-	250	-	8,223
49 FD grant	6,000	-	-	-	-	6,000
50 Bottle redemption	12,087	-	3,815	-	-	15,902
51 Dalton property	46,872	-	-	15,951	(30,000)	921
52 Emergency fuel	11,086	-	1,500	-	(461)	12,125
53 United way	32	-	-	-	-	32
54 Tree committee	5,009	-	-	-	-	5,009
55 CFAS donations	6,359	-	-	-	-	6,359
56 Animal control officer	16,779	-	-	-	-	16,779
58 Town office beautification	80	-	-	-	-	80
59 Audio books	2,421	-	-	-	-	2,421
60 Weinberg adult nonfiction	825	-	-	705	-	120
61 Well contamination remediation	109,077	3,006	-	2,456	100,000	209,627
62 Village lights	(1,063)	-	-	-	1,063	-
Total	\$ 242,809	3,536	7,385	20,268	70,602	304,064

Memo



2024 Budget Discussion

Memo

Discussion of security for the 2024 Primary & Presidential Elections

Safe Assessment

Town Clerk, Mary Vogel will be available for the discussion of having a SAFE assessment done of the Town's election facility.

ELECTIONS SECURITY LOOKING AHEAD TO THE 2024 ELECTION YEAR

MAINE TOWN AND CITY CLERKS ASSOCIATION NETWORKING DAY

SEPTEMBER 12, 2023

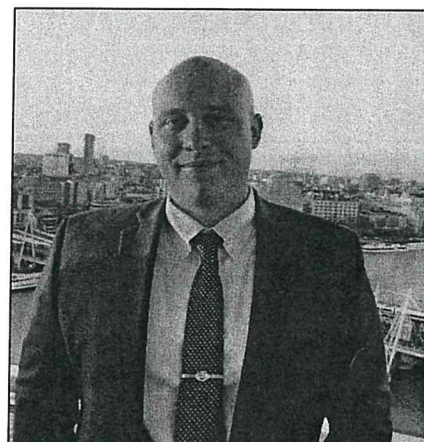
Shenna Bellows, Secretary of State, State of Maine
Dr. Thomas "T.J." Swenson Jr., DHS/CISA Regional Protective Security Advisor – Region 1



INTRODUCTIONS



Shenna Bellows
Secretary of State
State of Maine

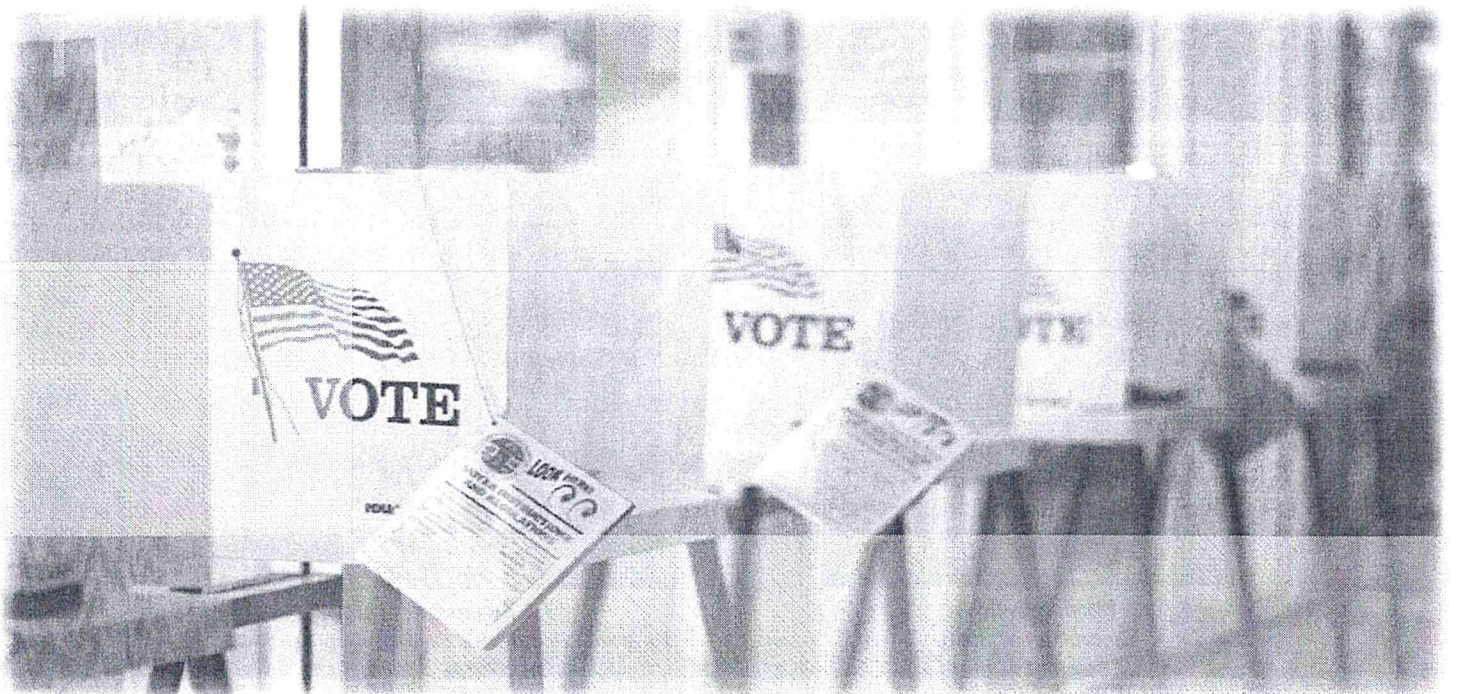


T.J. Swenson Jr., LP.D
Regional Protective Security Advisor (PSA)
DHS/CISA - Region I



AGENDA

- **OVERVIEW OF MAINE ELECTIONS SECURITY OPPORTUNITIES (2023-2024)**
- **CISA ELECTIONS SECURITY-FOCUSED SECURITY ASSESSMENTS AT FIRST ENTRY (SAFE)**
- **CISA DE-ESCALATION TRAINING, PERSONAL SECURITY CONSIDERATIONS, AND ACTIVE ASSAILANT PREPAREDNESS**
- **QUESTIONS AND ANSWERS**



OVERVIEW OF MAINE ELECTIONS SECURITY ACTIVITIES IN 2023 AND 2024

MAINE ELECTIONS ARE FREE, SAFE & SECURE

- STRONG COMMUNICATIONS BETWEEN CLERKS/DEPARTMENT OF SOS
- STATE LAWS TO PROTECT BALLOTS, EQUIPMENT, CLERKS
- STRONG CHAIN OF CUSTODY FOR BALLOTS, EQUIPMENT
- CHECKS AND BALANCES ON VOTER PARTICIPATION, RESULTS
- VOTER CONFIDENCE IN A TRANSPARENT PROCESS



*Safety "Assessment"
"Center" SOS
↑ contact*

UPCOMING OPPORTUNITIES FOR CLERKS

- THREAT RESPONSE AND REPORTING
- DE-ESCALATION TRAINING
- SAFE ASSESSMENTS
- CYBERSECURITY SUMMIT
- TABLE TOP THE VOTE (2024)

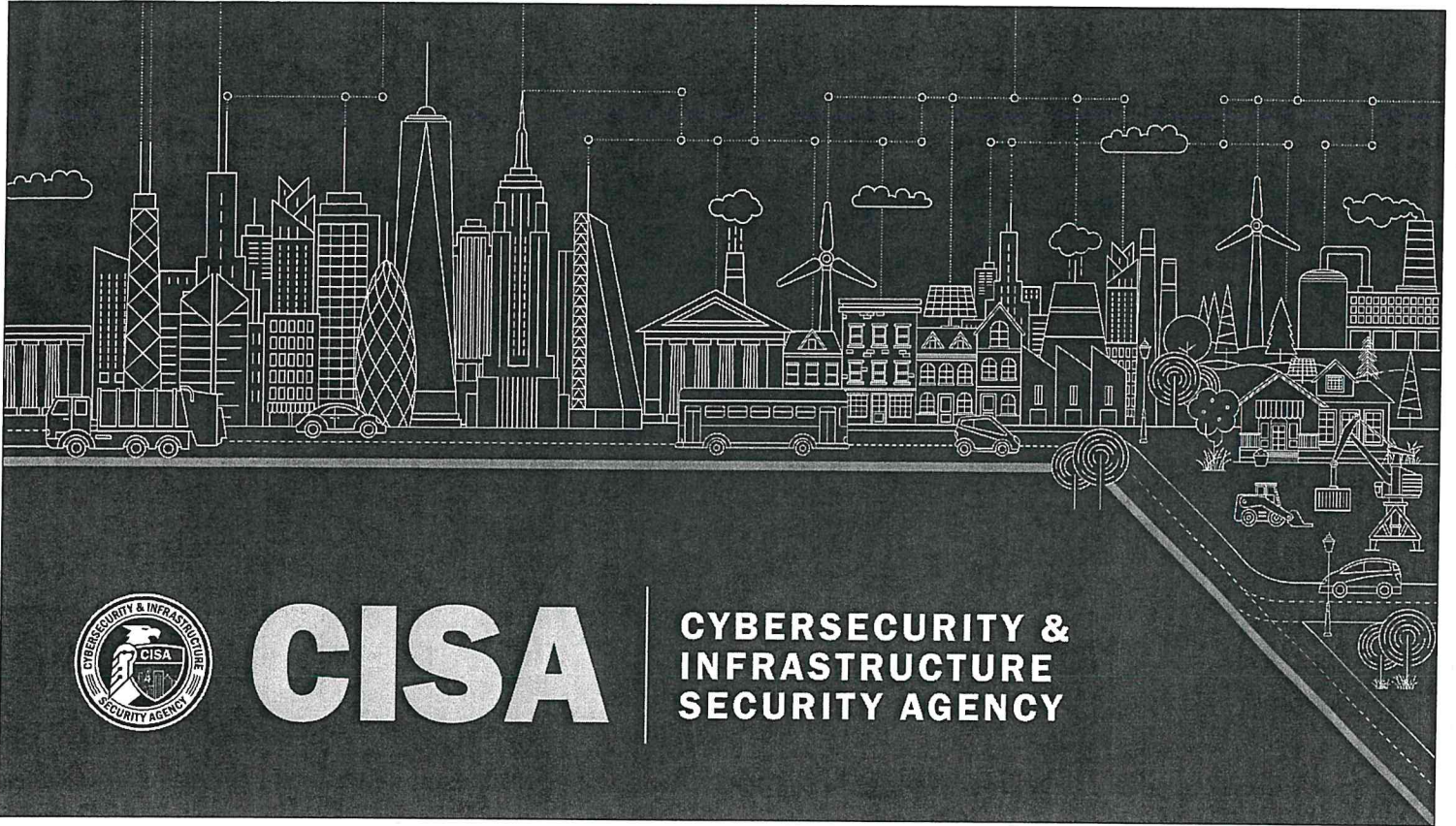


#1 GOAL: RUNNING A SUCCESSFUL ELECTION

- DEPARTMENT OF SECRETARY OF STATE STEP BY STEP MAILINGS
- CLERKS AND REGISTRAR TRAININGS
- WHEN IN DOUBT, ASK!
- RECOGNIZE THAT VOTER ACCESSIBILITY & VOTER CONSTITUTIONAL RIGHTS ARE CRITICALLY IMPORTANT

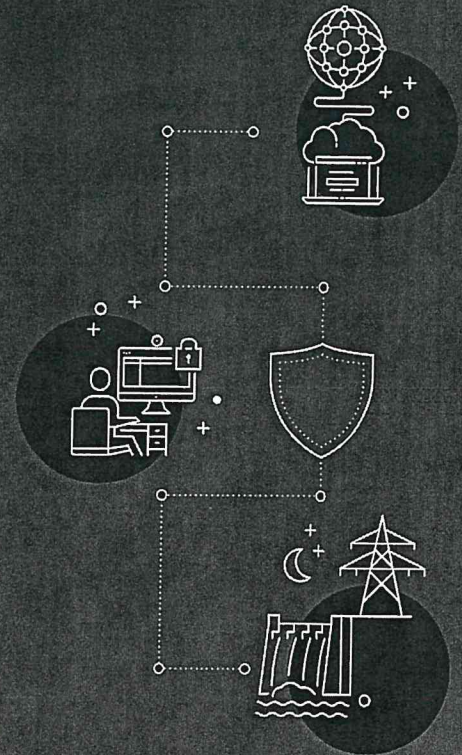


QUESTIONS?



Cybersecurity and Infrastructure Security Agency (CISA)

As America's Cyber Defense Agency and the National Coordinator for critical infrastructure resiliency and security, CISA leads the national effort to understand, manage, and reduce risk to the cyber and physical infrastructure that Americans rely on every hour of every day.



CISA Regions



CISA.GOV/REGIONS

CISA Protective Security Advisors (PSAs)



Non-Regulatory, Non-Statutory, Non-Enforcement



Services at NO COST



Assigned to Each State



Collaborate with Federal, State, County and Local Officials and Private Sector Partners



Conduct Security and Risk Assessments, Provide Security/Emergency Operations Planning Support, and Advise on Physical and Protective Security (Elections Security, Active Assailant, De-Escalation, Physical/Cyber Convergence)





CISA ELECTIONS SECURITY-FOCUSED SECURITY ASSESSMENTS AT FIRST ENTRY (SAFE)

CISA Elections Security-Focused SAFEs

Security Assessment at First Entry (SAFE)

Purpose: To assess the current security posture and identify **Commendables and Vulnerabilities and Options for Consideration (VOFCs)** for facility owners and operators to consider that may mitigate and/or protect against relevant threats. Executed in close coordination with the Maine Office of the Secretary of State.

Description: A **1-2-hour assessment** that includes a review of available plans and procedures, facility tour, and interviews with facility staff.

Outcome: A formal **"SAFE REPORT"** which includes observed commendable actions, VOFCs, and supportive resources. Usually provided to the owner/operator within **14 business days**. Eligible for Protected Critical Infrastructure Information (PCII) protections.





Security Assessment at First Entry (SAFE) Example

SAFE Example

FOR OFFICIAL USE ONLY

On behalf of the U.S. Department of Homeland Security (DHS) Cybersecurity and Infrastructure Security Agency (CISA), thank you for your participation in the Security Assessment At First Entry (SAFE). We appreciate the opportunity to work with you through this process to assist your organization in improving its physical and operational security.

SAFE is designed to assess the current security posture and identify options for facility owners and operators to mitigate against relevant threats. It is not intended to be an in-depth security assessment.

SAFE may be the first step toward an effective security program. In the future, it may be appropriate to conduct a more detailed assessment, particularly after additional security measures have been implemented onsite.

CISA conducted a visit on 5 August 2022, at TBD. This report lists commendable actions (what the facility is doing well), vulnerabilities (what the facility could improve), and options for consideration (potential security enhancements) based on the Protective Security Advisor's (PSA's) observations and discussions with key site personnel during that visit.

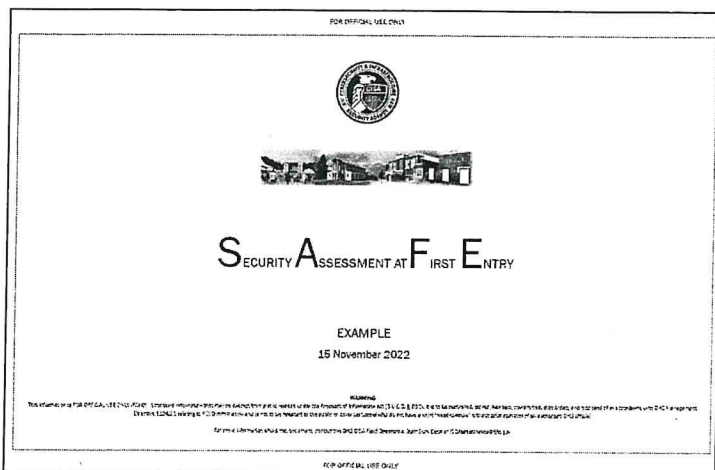
Findings

Commendable Actions and Practices

As part of the onsite visit, the PSA noted several positive and commendable operations-related actions and security practices. The table below lists these observations.

Commendable Actions and Practices

Category	Commendable Action or Practice
Facility Information	INSERT COMMENDABLE ACTIONS OR PRACTICES
First Preventers- Responders	INSERT COMMENDABLE ACTIONS OR PRACTICES
Information Sharing	INSERT COMMENDABLE ACTIONS OR PRACTICES
Security Management	INSERT COMMENDABLE ACTIONS OR PRACTICES
Resilience Management	INSERT COMMENDABLE ACTIONS OR PRACTICES
Security Force	INSERT COMMENDABLE ACTIONS OR PRACTICES
Perimeter Security	INSERT COMMENDABLE ACTIONS OR PRACTICES
Entry Controls	INSERT COMMENDABLE ACTIONS OR PRACTICES
Parking, Delivery, Standoff	INSERT COMMENDABLE ACTIONS OR PRACTICES
Barriers	INSERT COMMENDABLE ACTIONS OR PRACTICES
Building Envelope	INSERT COMMENDABLE ACTIONS OR PRACTICES
Electronic Security Systems	INSERT COMMENDABLE ACTIONS OR PRACTICES
Illumination	INSERT COMMENDABLE ACTIONS OR PRACTICES



Vulnerabilities and Options for Consideration

Category	Vulnerability	Option for Consideration
Facility Information	Facility personnel are not aware of the nationwide "If You See Something, Say Something" public awareness campaign. This program is intended to raise public awareness of indicators of terrorism and terrorism-related crime and to emphasize the importance of reporting suspicious activity to the proper authorities.	<ul style="list-style-type: none"> Consult your local PSA for information about the "If You See Something, Say Something" public awareness campaign. For more information, visit the DHS website at https://www.dhs.gov/see-something-say-something/campaign-materials.
First Preventers-Responders	The primary law enforcement agency has not conducted an onsite visit of the facility. Onsite visits can familiarize first responders with the facility, key personnel, site layout, and other issues that would enhance incident response.	<ul style="list-style-type: none"> Invite the agency to visit the facility. Provide a tour to familiarize first responders with the site layout. Establish annual onsite visits for first responders to maintain their familiarity with the facility. Develop and provide emergency responders with an offsite emergency responder booklet that includes facility floor plans and identifies utility shutoffs, outside exits, etc.
First Preventers-Responders	The facility does not have interoperable communications with the primary law enforcement agency. Without interoperable communications, the facility cannot communicate with first responders in order to coordinate security and response activities.	<ul style="list-style-type: none"> Collaborate with the agency on potential solutions to a diverse cost-effective interoperable communications onsite.
First Preventers-Responders	The primary fire response agency has not conducted an onsite visit of the facility. Onsite visits can familiarize first responders with the facility, key personnel, site layout, and other issues that would enhance incident response.	<ul style="list-style-type: none"> Invite the agency to visit the facility. Provide a tour to familiarize first responders with the site layout. Establish annual onsite visits for first responders to maintain their familiarity with the facility.

Category	Vulnerability	Option for Consideration
Security Management	The facility does not have a written security plan.	<ul style="list-style-type: none"> Develop a comprehensive security plan specific to the facility. The plan should address issues such as the following: protection of employees, contractors/vendors, visitors, and executives; protection of sensitive information; protection of funds; facility access control procedures; suspicious activity reporting procedures; employee termination procedures; parking, mail security; background checks; prohibited items; security force; end-of-day security checks; control and accountability of equipment (including keys); electronic security systems (including CCTV); physical security inspection programs; and employee security awareness training programs. Train personnel on the plan, and exercise the plan at least once a year. Develop a comprehensive security plan specific to the facility. The plan should address topics such as the following: physical security measures and systems, security force, a access control procedures, information protection, and security awareness training. In addition, the plan should include elements such as the following: an assessment of possible security risks; a review of threats to the facility and the facility's vulnerabilities; an up-to-date point of contact roster for key personnel responsible for security and first responders; and identification of critical assets or areas. Train personnel on the plan, and exercise the plan at least once a year. Consult Facility Security Plan: An Interagency Security Committee Guide for more information.
Security Management	The facility does not have a written security plan. Although the facility may have documentation that addresses security policies, programs, and/or procedures, it does not have a separate, comprehensive security plan.	<ul style="list-style-type: none"> Develop a comprehensive security plan specific to the facility. Train personnel on the plan, and exercise the plan at least once a year. Consult Facility Security Plan: An Interagency Security Committee Guide for more information. Develop a comprehensive security plan specific to the facility. The plan should address issues such as the following: protection of employees, contractors/vendors, visitors, and executives; protection of sensitive information; protection of funds; facility access control procedures; suspicious activity reporting procedures; employee termination procedures; parking, mail security; background checks; prohibited items; security force; end-of-day security checks; control and accountability of equipment (including keys); electronic security systems (including CCTV); physical security inspection programs; and employee security awareness training programs. Train personnel on the plan, and exercise the plan at least once a year. Develop a comprehensive security plan specific to the facility. The plan should address topics such as the following: physical security measures and systems, security force, a access control procedures, information protection, and security awareness training. In addition, the plan should include elements such as the following: an assessment of possible security risks; a review of threats to the facility and the facility's vulnerabilities; an up-to-date point of contact roster for key personnel responsible for security and first responders; and identification of critical assets or areas. Train personnel on the plan, and exercise the plan at least once a year. Consult Facility Security Plan: An Interagency Security Committee Guide for more information.

Category	Vulnerability	Option for Consideration
Resilience Management- Business Continuity	The facility does not have a designated business continuity manager. The lack of a designated business continuity manager may hinder the implementation of business continuity policies, programs, or procedures.	<ul style="list-style-type: none"> Appoint or nominate a person with appropriate seniority and authority to be accountable for business continuity management policy and implementation. For more information, visit the Ready.gov website.
Resilience Management- Business Continuity	The facility does not have a written business continuity plan.	<ul style="list-style-type: none"> Develop a comprehensive business continuity plan to be implemented in the aftermath of an incident. The business continuity plan should contain the following elements: a) defined roles and responsibilities for personnel with authority during and following an incident; b) a process for activating the response; c) details to manage the immediate consequences of a disruptive incident (with regard to the welfare of individuals); strategic, tactical, and operational response options, and prevention of further loss or unavailability of prioritized activities; d) details on how and under what circumstances the facility will communicate with employees and their relatives, key interested parties, and emergency contacts; e) how the facility will continue or recover its prioritized activities within predetermined timeframes; f) details of the facility's media response following an incident; and g) a process for standing down once the incident is over. Train personnel on the plan, and exercise the plan at least once a year. For more information, visit the Ready.gov website at http://www.ready.gov/business/implementation/continuity.
Resilience Management- Business Continuity	The facility does not train personnel on the business continuity plan.	<ul style="list-style-type: none"> For more information, visit the Ready.gov website at http://www.ready.gov/business/implementation/training.
Resilience Management- Business Continuity	The facility trains some, but not all, personnel on the business continuity plan.	<ul style="list-style-type: none"> Train all personnel on the business continuity plan annually. Document the completion of training. Provide training to the business continuity team on the roles and responsibilities as defined in the business continuity plan. Provide additional training for leaders including incident management. For more information, visit the Ready.gov website at http://www.ready.gov/business/implementation/training.
Resilience Management- Business Continuity	The facility does not exercise its business continuity plan annually.	<ul style="list-style-type: none"> Evaluate the business continuity plan through annual exercises. Ensure exercises are designed to accomplish the following: 1) identify planning and procedural deficiencies; 2) Test or validate recently changed procedures or plans; 3) Clarify roles and responsibilities; 4) Obtain participant feedback and recommendations for program improvement; 5) Measure improvement compared to performance objectives; 6) Improve coordination between internal and external teams, organizations, and entities; 7) Validate training and education; and 8) Identify additional resources and assess the capabilities of existing resources, including personnel and equipment needed for effective business continuity and recovery.

<ul style="list-style-type: none"> TBD, Facility Point of Contact Email: TBD@TBD.org Phone: 111-111-1111 TBD, DHS PSA Email: TBD@TBD.org Phone: 111-111-1111 DHS OSA Email: ISDAssessments@dhs.gov
<p>Additional Points of Contact</p> <ul style="list-style-type: none"> Name: TBD Title: TBD Agency: TBD Email: TBD@TBD.ORG Phone: 111-111-1111 Website: TBD.com
<p>Options for Consideration References</p> <p>¹ Walsh, T.J., and R.J. Healy, 2011. Protection of Assets: Security Management, M. Knoke, Ed., Alexandria, VA: ASIS International, p. 285-286.</p> <p>² National Clearinghouse for Educational Facilities, 2008. Emergency Response Information for School Facilities. http://www.ncef.org/pubs/emergency_response.pdf, accessed April 3, 2018.</p> <p>³ FCC, 2008. FCC Report to Congress: Vulnerability Assessment and Feasibility of Creating a Back-Up Emergency Communications System, http://transition.fcc.gov/pshy/docs/clearinghouse/case-studies/ECS-vulnerability-assessment-report.pdf, accessed June 25, 2014.</p> <p>⁴ DHS, "NIPP 2013: Partnering for Critical Infrastructure Security and Resilience," https://www.dhs.gov/sites/default/files/publications/NIPP%202013_Partnership%20for%20Critical%20Infrastructure%20Security%20and%20Resilience_508_0.pdf, accessed April 3, 2018.</p> <p>⁵ NIPP 2013: Partnering for Critical Infrastructure Security and Resilience," https://www.dhs.gov/sites/default/files/publications/NIPP%202013_Partnership%20for%20Critical%20Infrastructure%20Security%20and%20Resilience_508_0.pdf, accessed April 3, 2018.</p> <p>⁶ ASIS International, 2009. Organizational Resilience: Security, Preparedness, and Continuity Management Systems - Requirements with Guidance for Use (ASIS SPC-2009), section 4.4.3, (p. 9) and section A.4.3, (p. 28) http://www.isdai.edu/fileadmin/emq/ASIS_SPC_1-2009_Item_No_1842.pdf, accessed April 3, 2018.</p> <p>⁷ DHS, 2015. Facility Security Plan: An Interagency Security Committee Guide, February, https://www.dhs.gov/sites/default/files/publications/ISC-Facility-Security-Plan-Guide-2015-508.pdf, accessed April 3, 2018. Walsh, T.J., and R.J. Healy, 2011. Protection of Assets: Crisis Management, M. Knoke, Ed., Alexandria, VA: ASIS International.</p>

Elections Security-Focused SAFE

What is assessed / discussed?

1. **Significant Assets and Areas (SAAs):** Property and Facility Entrances and Exits, Voting Locations, Tabulator Storage, Ballot Storage, Delivery/Transportation Areas, Congregation Areas, etc.
2. **First Preventers and Responders:** Familiarization Tours, Staffing During Voting, Communications
3. **Natural Hazards:** History, Probability, Plans and Procedures for Specific Hazards, Mitigation Measures
4. **Information Sharing:** Maine Office of the Secretary of State, Local/County Emergency Management, Law Enforcement
5. **Security/Threat Activity History:** History of Threats/Incidents and Concerns, Personal Security
6. **Resilience Management:** Alternate Voting and Storage Locations, Continuity Planning, Mitigation Measures



Not exhaustive – just a glimpse.

Elections Security-Focused SAFE

What is assessed / discussed?

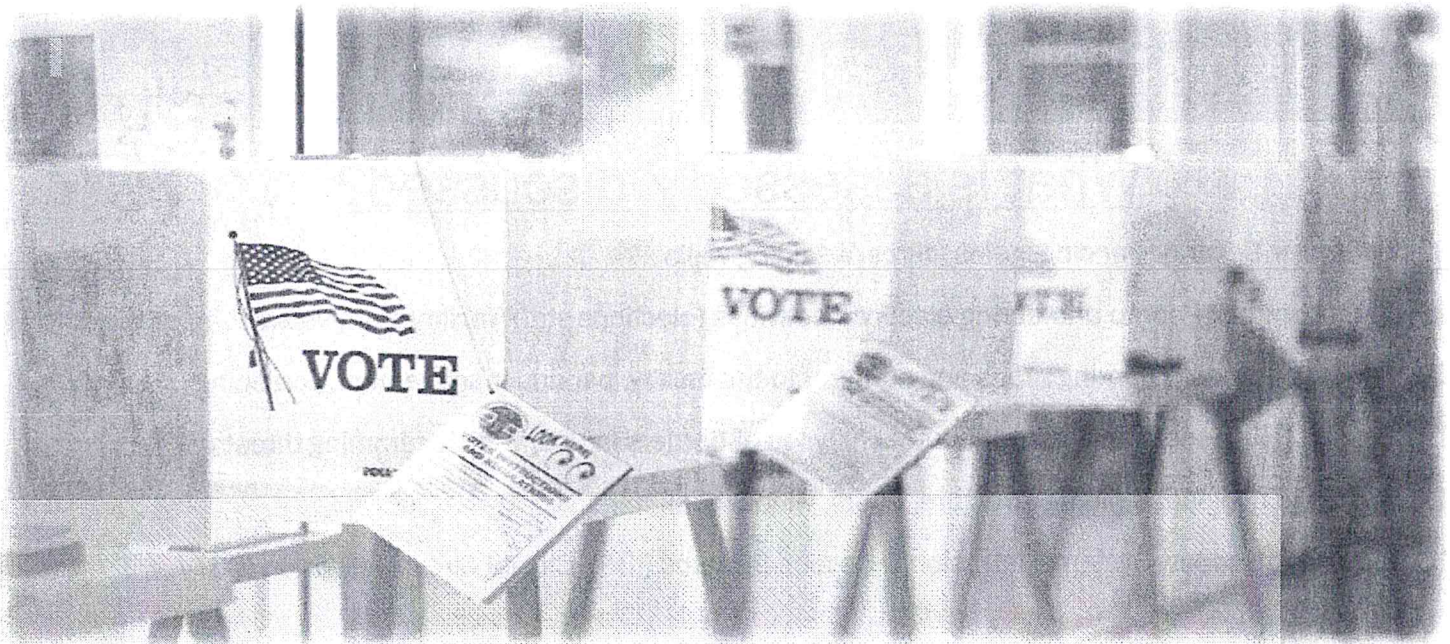
8. **Perimeter Security:** Fencing, gates, curbs/retaining walls
9. **Entry controls:** Prior to and during elections activities (elections staff, facility staff, voters)
10. **Parking/Standoff:** Parking areas and standoff to the facility, parking management, screening
11. **Barriers:** High speed avenues of approach, types of barriers in use, vehicle ramming threats
12. **Building Envelope:** Building structure, doors, windows, signage
13. **Electronic Security Systems:** Intrusion Detection Systems (IDS), Closed Circuit Television (CCTV), Panic/Duress Buttons
14. **Plans and Procedures:** Active Assailant, Bomb Threat, Emergency Operations, Transportation



Not exhaustive – just a glimpse.

CISA SAFE Request Process / What to Expect

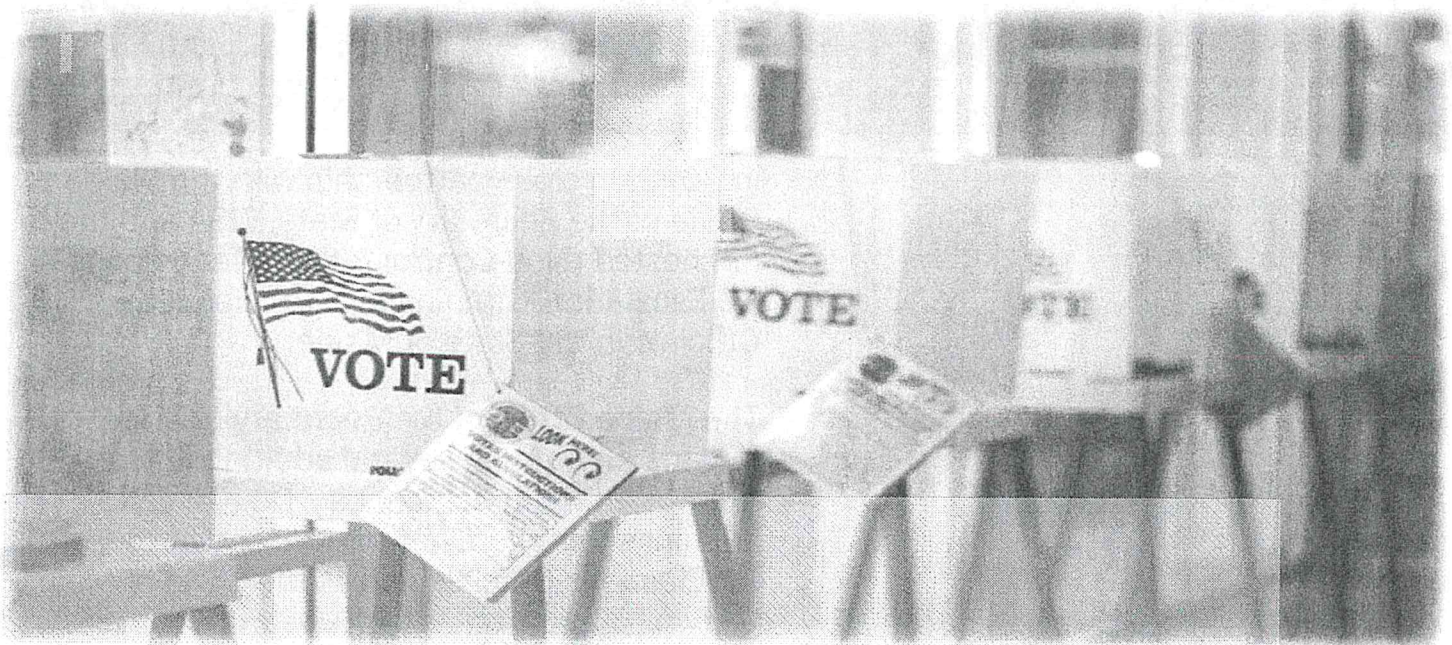
1. Email Secretary of State, Shenna Bellows, at Shenna.Bellows@maine.gov and Deputy Secretary of State, Julie Flynn, at Julie.Flynn@maine.gov to **express your interest in an Elections Security-Focused SAFE.**
2. Secretary Bellows and Deputy Secretary Flynn will **review requests**, and **notify T.J. of approved requests** for SAFEs.
3. T.J. will reach out to the requestor to **discuss the SAFEs, determine the sites/facilities** to be assessed, and **schedule the SAFEs.**
4. T.J. will **perform the 1-2 hour SAFE alongside the requestor** (Elections Officials and other stakeholders). The SAFE includes a discussion and walk through.
5. Within ~2 Weeks, T.J. will review the SAFE with the Secretary of State / Deputy Secretary of State, finalize the SAFE, classified it (PCII), and **provide the SAFE to the requestor for review and consideration.**



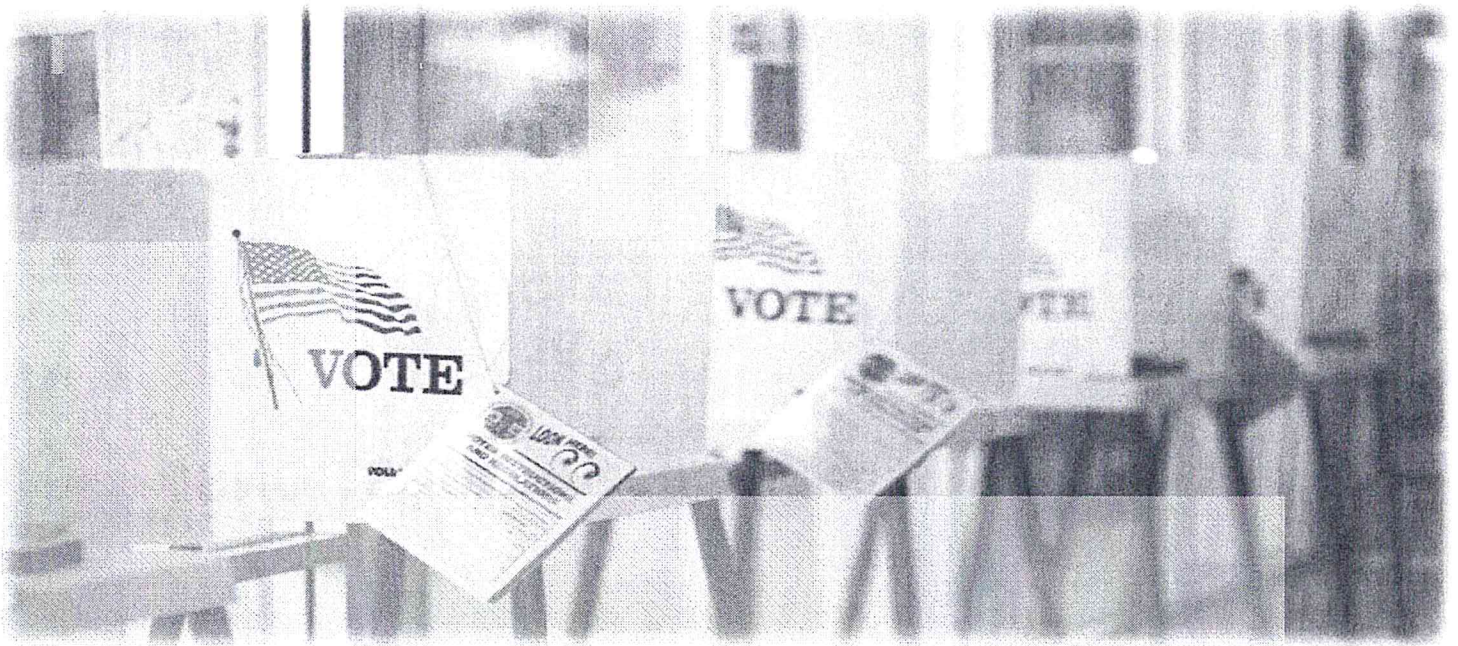
TOWN CLERK FEEDBACK ON SAFE SUPPORT



QUESTIONS?



CISA NON-CONFRONTATIONAL TECHNIQUES TRAINING, PERSONAL SECURITY CONSIDERATIONS, AND ACTIVE ASSAILANT PREPAREDNESS



CISA / FBI DE-ESCALATION TRAINING FOR ELECTIONS WORKERS

CISA / FBI Non-Confrontational Techniques

In 2022, in close partnership with the Maine Office of the Secretary of State, CISA and the FBI hosted **“Non-Confrontational Techniques / De-Escalation”** Training for 50+ Elections Officials in the State of Maine.

The **Maine Office of the Secretary of State** intends on offering several additional **“Non-Confrontational Techniques / De-Escalation”** Trainings through 2024, **virtual** and **in-person**, for Elections Officials across the State of Maine.



CISA / FBI Non-Confrontational Techniques

1. The Power of "Hello."
2. Recognize the warning signs of someone on a path to violence.
3. Assess if the situation or person of concern is escalating or if an emergency response is needed.
4. How to De-Escalate the situation currently taking place through purposeful actions, verbal communication, and body language.
5. Report the situation through organizational reporting to enable assessment and management of an evolving threat, and 9-1-1 for immediate threats



CISA / FBI Non-Confrontational Techniques

**A Quick Glimpse of What Is Covered in the
CISA / FBI "Non-Confrontational
Techniques" Training**



Employee Vigilance through the Power of Hello

Alert employees can spot suspicious activity and report it



Used effectively, the right words can be a powerful tool. Simply saying "Hello" can prompt a casual conversation with unknown individuals and help you determine why they are there. **The OHNO approach – Observe, Initiate a Hello, Navigate the Risk, and Obtain Help** – helps employees observe and evaluate suspicious behaviors, empowers them to mitigate potential risk, and obtain help when necessary.

The **OHNO** approach to risk prevention relies on reasonable persons to make these observations to properly detect and report terrorism/criminal-related suspicious behavior.

OBSERVE

Stay vigilant of your surroundings.
Alert employees can identify suspicious behavior, such as:

- Placing an object or package and abandoning it or leaving the area.
- A prolonged interest in or taking pictures/videos of personnel, facilities, security features, or infrastructure in an unusual or covert manner.
- Unauthorized people trying to enter a restricted area or impersonating authorized personnel.
- Loitering at a location without a reasonable explanation.
- Avoiding security personnel or systems.
- Expressed or implied threats of violence.

INITIATE A HELLO

Acknowledging a risk can deter a potential threat.
Use the *Power of Hello* to engage with individuals in your space by doing or saying the following (tip: active listening is key.):

- Smile, make eye contact, and introduce yourself.
- "Hello, how are you?"
- "How can I assist you?"
- "Are you looking for something or someone in particular?"
- "I will be here in case you need help."
- Approaching a person viewed as suspicious has potential risks. In some situations it may be more advisable to report the activity to those with the authority and training to intervene.

NAVIGATE THE RISK

Navigate the risk by asking yourself if the behavior you observed is threatening or suspicious.

- When observing activity or behavior that would arouse reasonable suspicion of terrorism or other criminal activity, employees should consider these questions:
- Do they appear to be legitimately patronizing the business or service?
 - Is their clothing consistent with the weather or for the gathering of the day?
 - Are they avoiding security?
 - Are they asking questions about business functions or employee information? (e.g., "Who is closing?" or "How many people work here?," etc.)
 - Causing you to feel threatened? (if you feel threatened, calmly walk away and call 9-1-1.)

OBTAIN HELP

After navigating the risk, obtain help from management or authorities.
Using *OHNO*, provide the best information to first responders and security personnel.

- Call 9-1-1 for emergencies or if you feel in danger.
- To organize your thoughts to management or the police ask yourself SW's:
 - What is happening?
 - Who is doing it?
 - Where is it taking place?
 - When did you observe it?
 - Why are they here?
- You may submit suspicious activity reports to your local law enforcement or call the non-emergency number.

For additional *Power of Hello* resources please visit cisa.gov/employee-vigilance-power-hello.

DHS' "If You See Something, Say Something*" campaign provides additional information on how to recognize and report the indicators of terrorism-related suspicious activity.

The OHNO approach describes activities and behaviors that may be suspicious or indicative of criminal activity. These activities may be constitutionally protected and should be reported only when there are articulable facts to support a rational conclusion that the behavior is suspicious. Do not report based solely on protected activities, race, religion, gender, sexual orientation, or a combination of only such factors.

CISA / FBI Non-Confrontational Techniques

Recognize

The warning signs for someone on a path to violence, identify stressors, changes in baseline behavior, and observable behavioral indicators.

Assess

The situation to protect personal safety and the safety of those around you. Identify what an escalating person may look like and warning signs.

De-Escalation

Encourages the use of purposeful actions, verbal techniques, and body language to calm a potentially dangerous situation. Safety is the highest priority, know your limits and obtain help immediately if needed.

Report

Concerning behavior or an escalating incident through organizational reporting to enable assessment and management of an evolving threat, and 9-1-1 for immediate threats.



Recognize



BEHAVIORAL INDICATORS

Observable behaviors by peers.

Organizational members typically have some degree of familiarity with each other and are frequently able to spot changes in a peer's behavior.

Examples include:

- Disgruntlement toward peers
- Unwillingness to comply with established rules or policies
- Stalking, harassing, or bullying
- Making inappropriate statements or jokes
- Threats of violence, either verbally or written
- Fascination with previous incidents of workplace violence
- New or increased interest in weapons
- Asking about security outside of assigned roles and responsibilities

Observable physical behaviors.

It is difficult to determine a stranger's intent due to lack of familiarity. Individuals will have to rely on physical indicators of aggression to determine if a stranger is potentially hostile.

Examples include:

- Argumentative or uncooperative behaviors
- Clenched jaw and/or balled fists
- Pacing or restlessness
- Trembling or shaking
- Violating others' personal space
- Making specific threats to inflict harm to themselves or others
- Displaying or making threats to use a weapon



Assess

WHAT DOES AN ESCALATING PERSON LOOK LIKE?

Early Warning Signs

- Changes in a co-worker's baseline behavior
- Pacing, ruminating, agitated gestures, or uncontrolled and disorganized behaviors
- Staring through you
- Blocking other's movement
- Finger pointing
- Change in mood
- Distractions from work or an inability to focus
- Inappropriate responses to environmental stressors

Signs of Imminent Danger

- Intensity in appearance with heightened senses
- Flushed, tightened jaw, clenched fists, shaking, flaring nostrils
- Rapid breathing, raised voice, nervous laughter
- Poised to strike or lunge
- Standing in a position to attack or defend
- Personal space violation
- An unauthorized person trying to enter a restricted area
- Someone impersonating an authorized person
- Someone trying to avoid security systems or personnel
- Someone abandoning an object or package and then leaving the area



De-Escalation

De-Escalation

•• *The use of communication or other techniques during an encounter to stabilize, slow, or reduce the intensity of a potentially violent situation without using physical force, or with a reduction in force.* ••

– Department of Homeland Security
Policy Statement 044-05



De-Escalation



VERBAL COMMUNICATION

Tone + Volume + Rate of speech + Inflection of voice = Verbal De-Escalation

Tone: Speak calmly to demonstrate empathy.

Volume: Monitor your volume and avoid raising your voice.

Rate of Speech: Slower can be more soothing.

Inflection: Be aware of emphasizing words or syllables as that can negatively affect the situation.

Instead Of:

“Calm down.”

“I can’t help you.”

“I know how you feel.”

“Come with me.”

Say...

“I can see that you are upset...”

“I want to help, what can I do?”

“I understand that you feel...”

“May I speak with you?”



De-Escalation



BODY LANGUAGE

Instead Of:

Standing rigidly directly in front of the person

Pointing your finger

Excessive gesturing or pacing

Faking a smile

Try...

Keeping a relaxed and alert stance off to the side of the person

Keeping your hands down, open, and visible at all times

Using slow, deliberate movements

Maintaining a neutral and attentive facial expression



Report

There are two types of reporting:

Calling 9-1-1

For **immediate** threats

Organizational Reporting

To enable assessment and management of an **evolving** threat

- In either case – ensure your personal safety before making a report

For non-urgent and post-911 Elections Security matters, notify:

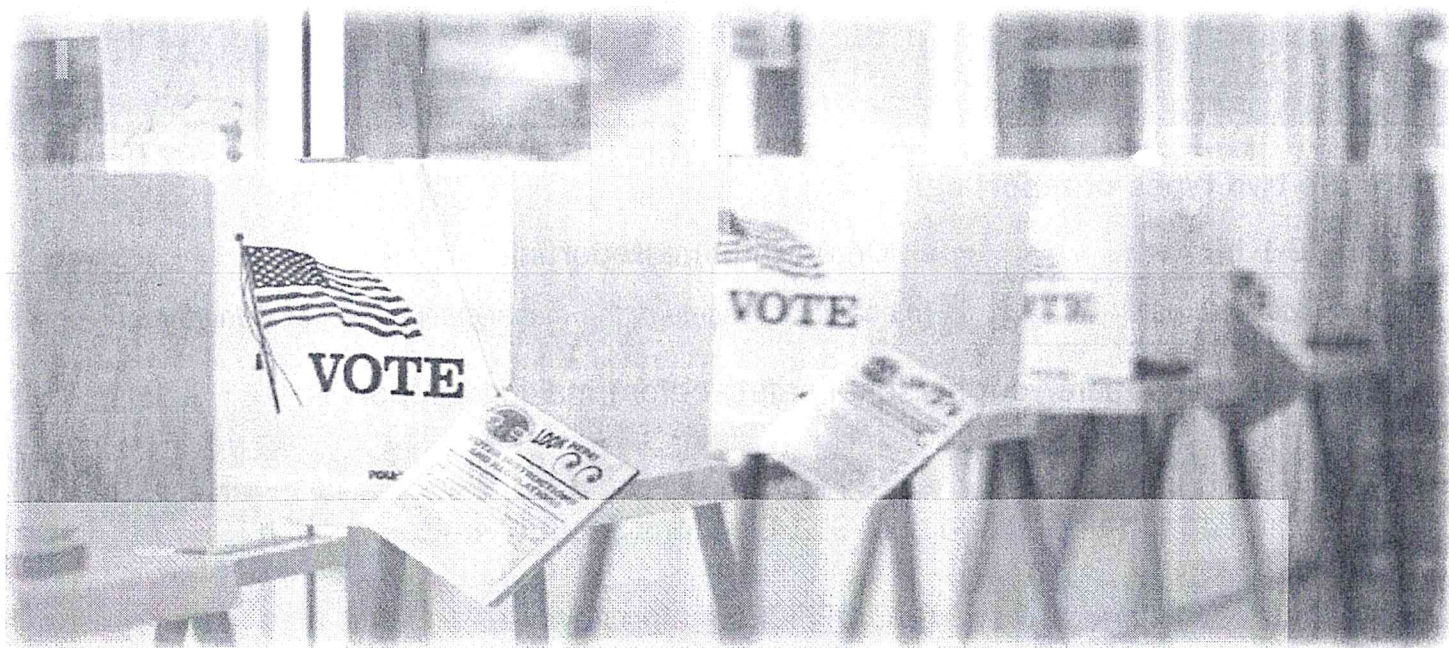
SOS.OFFICE@maine.gov

Attn: Secretary of State Shenna Bellows and Deputy Secretary of State Julie Flynn





QUESTIONS?



PERSONAL SECURITY CONSIDERATIONS

Personal Security Considerations

The U.S. continues to face a *dynamic threat environment for targeted violence towards individuals or organizations that epitomize personal, political, or ideological grievances*. This is further exacerbated by deliberate efforts that aim to sow discord, shape public sentiment, and even encourage violence against individuals.

To *reduce the threats to personnel associated with ownership, operation, and maintenance of critical infrastructure, especially Elections Workers*, the Cybersecurity and Infrastructure Security Agency (CISA) recommends following basic security measures.



Personal Security Considerations

BEHAVIORAL INDICATORS

Critical Infrastructure owners and their personnel can reduce the probability of becoming a victim of an attack by remaining vigilant and reporting suspicious behavior that individuals may exhibit, including:



Expressing or implying threats of violence



Posting personally identifiable information online with the intent to harm, harass, or intimidate



Prolonging interest in or taking pictures of people or infrastructure in an unusual or covert manner



Unauthorized people trying to enter a restricted area or impersonating authorized personnel



Loitering at a location without a reasonable explanation



Asking specific questions about business functions, security, or employees



Placing an object or package, either in a concealed or hidden manner, that has unexplainable wires or other obvious bomb-like components, and abandoning it or leaving the area



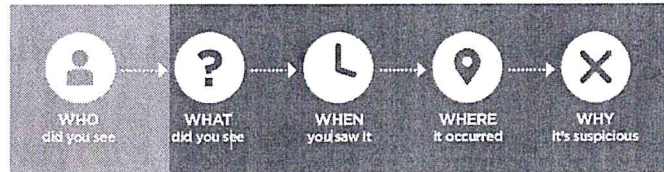
Avoiding security personnel or systems



“See Something, Say Something”

HOW TO REPORT SUSPICIOUS ACTIVITY

Public safety is everyone's responsibility.
When keeping an eye out for suspicious activity, remember the 5W's:



Report suspicious activity to local authorities
or call 9-1-1 in case of emergency

For non-urgent and post-911 Elections Security matters, notify:



SOS.OFFICE@maine.gov

Attn: Secretary of State, Shenna Bellows and Deputy Secretary of State, Julie Flynn

Personal Security Considerations

PERSONAL SECURITY MEASURES

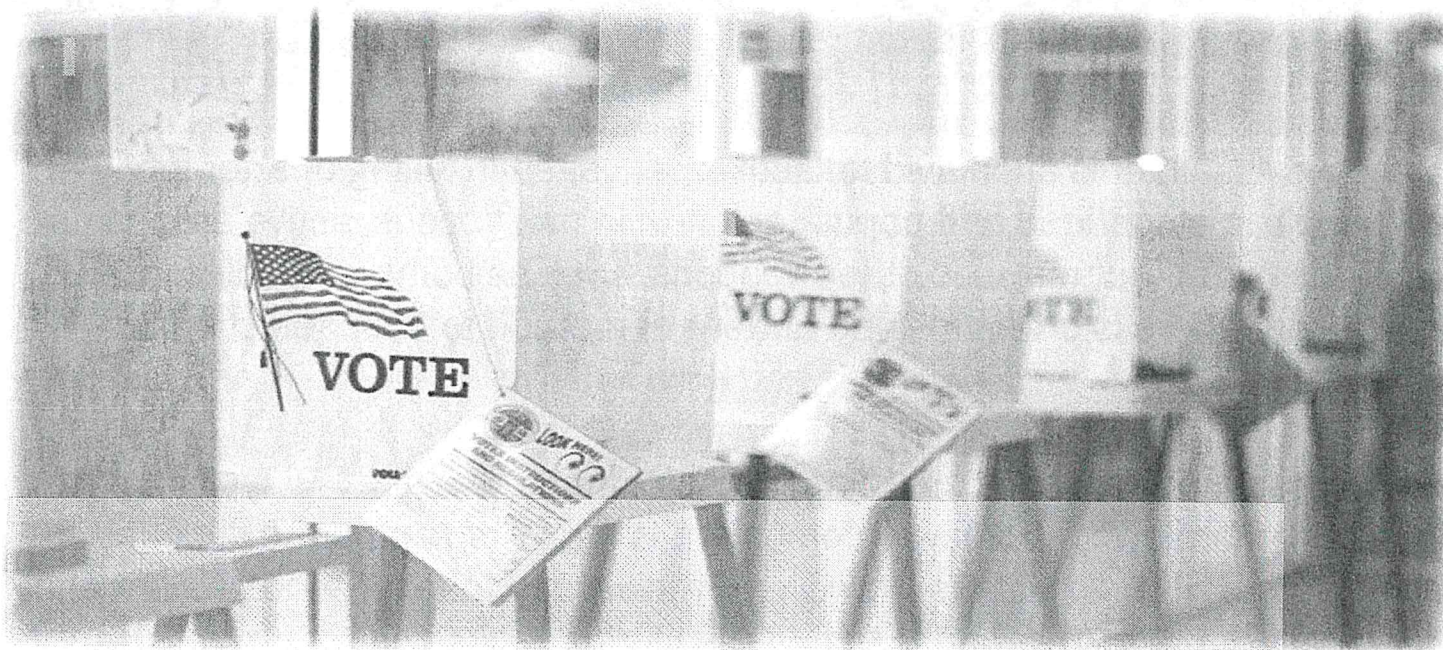
Applying basic security measures can enhance the protection of critical infrastructure and mitigate threats to personal safety.

- ✓ Being aware of surroundings and nearby activities
- ✓ Limiting personal information sharing in digital platforms.
- ✓ Hiding personally identifiable information and work credentials when in public
- ✓ Letting a trusted person know where you are going, particularly if outside of daily functions, and when you plan to return
- ✓ Changing predictable routines, such as the timing and routes to work, school, or places of worship
- ✓ Staying in well-lit public areas and avoiding isolated streets
- ✓ Avoiding leaving personal belongings unattended, even for a few minutes
- ✓ Having a cell phone available to make emergency calls
- ✓ Carrying simple to use protective tools, such as pepper spray, and a bright flashlight. If maintained on your person, ensure facilities allow entry of such devices.
- ✓ Creating a personal or family emergency action plan
- ✓ Avoiding text messaging or lengthy cell phone use while walking alone
- ✓ Keeping hands free as carrying items may result in further vulnerabilities
- ✓ Avoiding suspicious packages, and recognizing potential indicators of a suspected explosive device to notify law enforcement
- ✓ Asking for help – contacting security or a co-worker for an escort to vehicle
- ✓ Parking in well-lit and attended areas; exercising caution when using underground and enclosed parking
- ✓ Heading to nearest public gathering location, police station, or fire department if being followed
- ✓ Trusting instincts and being assertive in decision making; calling for help from others or the police if feeling threatened





QUESTIONS?

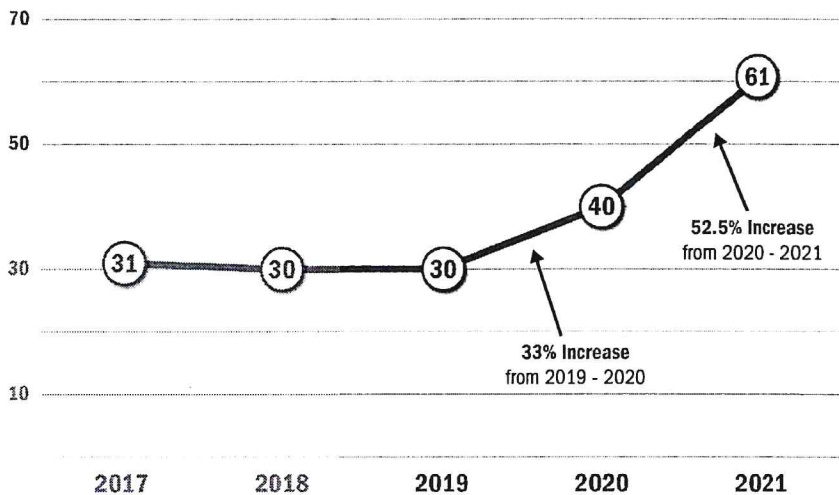


ACTIVE ASSAILANT PREPAREDNESS

By the Numbers

Active shooter incidents are:

Trending steadily upward, especially in recent years



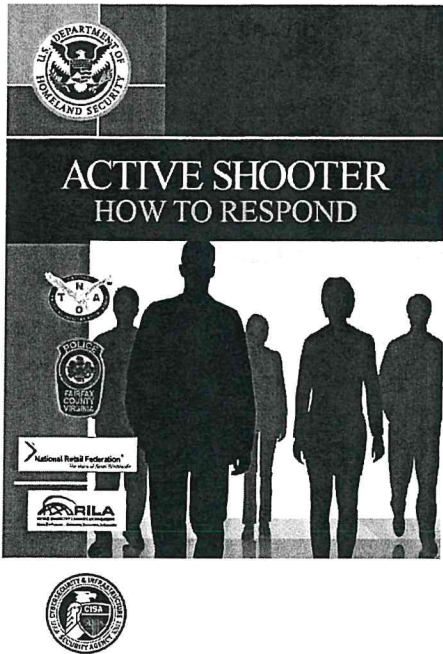
Active Assailant Preparedness

An Active Assailant is an **individual actively engaged in killing or attempting to kill people in a confined and populated area**; in most cases, active assailants use firearms(s) (but may use other weapons, such as bombs, vehicles, or knives) and there is **oftentimes no pattern or method to their selection of victims**.

Active assailant situations are **unpredictable and evolve quickly**. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims. However, **Officials can take steps to prevent and effectively mitigate/respond to active assailant attacks** and maximize lives saved.



Active Assailant Preparedness



- Active Assailant Preparedness is discussed during the SAFEs
- CISA maintains a dedicated website with training, resources, and guidance regarding Active Assailant Preparedness (Plan Templates, Videos, Wallet Cards, Posters – Translated Materials)
- **Google:** “CISA Active Assailant Preparedness”
- **CISA Website:** <https://www.cisa.gov/topics/physical-security/active-shooter-preparedness>

Active Assailant Preparedness

ACTIVE SHOOTER *Pocket Reference Card*



RUN



- › Identify the location(s) of the threat
- › Quickly escape from the threat (via windows, stairs, doors, etc.)
- › Leave belongings behind

HIDE





- › Block entry to hiding place and lock doors
- › Hide in area out of the shooter's view
- › Silence mobile communication devices

FIGHT



- › Commit to decisive and aggressive action
- › Your goal is to incapacitate the shooter
- › Fight until the threat is neutralized

Consider all of your options: Run  Hide  Fight



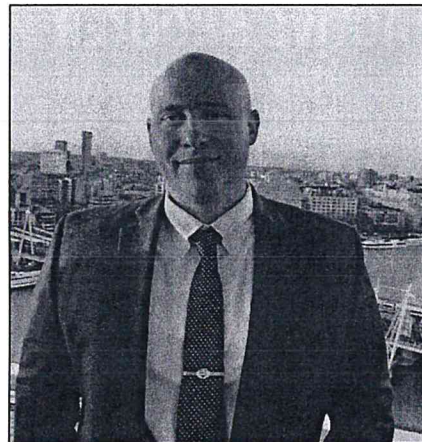


QUESTIONS?

CLOSING REMARKS



Shenna Bellows
Secretary of State
State of Maine



T.J. Swenson Jr., LP.D
Regional Protective Security Advisor (PSA)
DHS/CISA – Region I





QUESTIONS & ANSWERS

Memo

The Town Clerk would like to hold a day for residents to come and view the town's preserved historical records. They support the effort every year for preservation, but rarely is there an opportunity for them to view what those records consist of.

This could lead to donations towards the preservation of some of the town's records and individuals could be recognized (as has been done in the past) by having their names engraved on the cover of the books.

This is also a perfect opportunity for the Town Historian to be present for the public to meet.

Ideally looking at a date within the next couple of months and on the weekend so that the books can be available for everyone to view.

Memo

Warrants

(Payroll Warrant 104 – was approved at the last meeting, only two signatures)

Payroll Warrant 106 - \$21,725.90

BMV Warrant 107 - \$4767.54

AP Warrant 108 – \$ 934,952.69

Payroll Warrant 109 – available 09/19

BMV, State Payables 110 – available 09/19

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00767 ANDROSCOGGIN BANK						
0380	24381	09	TAX PAYMENT RETURN			
TAX PAYMENT RETURN	R 01-11				142.31	0.00
	GEN'L GOV. - PROPERTY TAX					
			Vendor Total-		142.31	
00856 CALL, EDWARD						
0380	24382	09	MILEAGE REIMBURSEMENT 238			
MILEAGE REIMBURSEMENT 238	E 13-01-20-02				104.72	0.00
	FACILITIES / GENERAL - SERVICES / TRANSPORTATI					
			Vendor Total-		104.72	
00376 CARDMEMBER SERVICES						
0380	24387	09	PAINT AND FOAM	8605		
PAINT AND FOAM	E 13-09-35-08				44.61	0.00
	FACILITIES / TRANSFER STA - REPAIRS / BUILDING					
			Invoice Total-		44.61	
0380	24387	09	GLOVES	8613		
GLOVES	E 15-05-30-04				27.61	0.00
	SOLID WASTE / WASTE - SUPPLIES / OPERATING					
			Invoice Total-		27.61	
0380	24387	09	BOOKS AND PERIODICALS	6034		
BOOKS AND PERIODICALS	E 30-01-30-09				20.21	0.00
	LIBRARY / LIBRARY - SUPPLIES / BOOKS					
			Invoice Total-		20.21	
0380	24387	09	CRAFTS	5040		
CRAFTS	E 30-01-30-04				14.84	0.00
	LIBRARY / LIBRARY - SUPPLIES / OPERATING					
			Invoice Total-		14.84	
0380	24387	09	CRAFTS	3790		
CRAFTS	E 30-01-30-04				21.08	0.00
	LIBRARY / LIBRARY - SUPPLIES / OPERATING					
			Invoice Total-		21.08	
0380	24387	09	OFFICE SUPPLIES	1577		
OFFICE SUPPLIES	E 30-01-30-03				51.30	0.00
	LIBRARY / LIBRARY - SUPPLIES / OFFICE					
			Invoice Total-		51.30	
0380	24387	09	SNACKS FOR 8/24 PROGRAM	4501		
SNACKS FOR 8/24 PROGRAM	E 30-01-30-05				79.22	0.00
	LIBRARY / LIBRARY - SUPPLIES / FOOD/WATER					
			Invoice Total-		79.22	
0380	24387	09	NEW HDMI CABLE	8268		
NEW HDMI CABLE	E 30-01-30-04				61.15	0.00
	LIBRARY / LIBRARY - SUPPLIES / OPERATING					
			Invoice Total-		61.15	
0380	24387	09	NBCC KEY	8923		
NBCC KEY	E 13-03-35-08				3.68	0.00
	FACILITIES / NBCC - REPAIRS / BUILDING					
			Invoice Total-		3.68	
0380	24387	09	AIR COMPRESSOR TANK	7563		
AIR COMPRESSOR TANK	E 13-01-40-04				69.99	0.00
	FACILITIES / GENERAL - PURCHASES / EQUIPMENT					
			Invoice Total-		69.99	
0380	24387	09	MAINTENANCE SUPPLIES	8867		
MAINTENANCE SUPPLIES	E 13-01-30-04				150.92	0.00

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
FACILITIES / GENERAL - SUPPLIES / OPERATING						
				Invoice Total-	150.92	
0380	24387	09	REC FLOOR CLEANER	0019		
REC FLOOR CLEANER			E 13-02-35-08		384.00	0.00
FACILITIES / CFAS - REPAIRS / BUILDING						
				Invoice Total-	384.00	
0380	24387	09	REC FLOOR CLEANER	0107		
REC FLOOR CLEANER			E 13-02-35-08		18.95	0.00
FACILITIES / CFAS - REPAIRS / BUILDING						
				Invoice Total-	18.95	
0380	24387	09	ACO TRAPS	2209		
ACO TRAPS			E 05-30-30-04		49.99	0.00
PUBLIC SAFETY / ACO - SUPPLIES / OPERATING						
				Invoice Total-	49.99	
0380	24387	09	BOOTS	0089		
BOOTS			E 13-01-30-08		209.99	0.00
FACILITIES / GENERAL - SUPPLIES / UNIFORMS						
				Invoice Total-	209.99	
0380	24387	09	WATER	3821		
WATER			E 13-01-30-05		6.28	0.00
FACILITIES / GENERAL - SUPPLIES / FOOD/WATER						
				Invoice Total-	6.28	
0380	24387	09	F250 REPAIRS	4461		
F250 REPAIRS			E 13-01-35-02		102.48	0.00
FACILITIES / GENERAL - REPAIRS / FM TRUCK						
				Invoice Total-	102.48	
0380	24387	09	CUTTERS	9003		
CUTTERS			E 13-01-30-04		62.50	0.00
FACILITIES / GENERAL - SUPPLIES / OPERATING						
				Invoice Total-	62.50	
0380	24387	09	ADOBE SUBSCRIPTION	2932		
ADOBE SUBSCRIPTION			E 01-10-20-07		19.99	0.00
GEN'L GOV. / ADMIN - SERVICES / CONTRACTED						
				Invoice Total-	19.99	
0380	24387	09	LIBRARY ZOOM	8256		
LIBRARY ZOOM			E 30-01-20-07		16.95	0.00
LIBRARY / LIBRARY - SERVICES / CONTRACTED						
				Invoice Total-	16.95	
0380	24387	09	POSTAGE	4392		
POSTAGE			E 01-10-30-01		100.00	0.00
GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE						
				Invoice Total-	100.00	
0380	24387	09	THANK YOU CARDS	2135		
THANK YOU CARDS			E 01-10-30-03		23.94	0.00
GEN'L GOV. / ADMIN - SUPPLIES / OFFICE						
				Invoice Total-	23.94	
0380	24387	09	COLOR PAPER	2455		
COLOR PAPER			E 01-10-30-03		34.28	0.00
GEN'L GOV. / ADMIN - SUPPLIES / OFFICE						
				Invoice Total-	34.28	
0380	24387	09	COLOR PAPER	9112		
COLOR PAPER			E 01-10-30-03		90.08	0.00
GEN'L GOV. / ADMIN - SUPPLIES / OFFICE						
				Invoice Total-	90.08	

A / P Warrant

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0380	24387	09	PRINTER STAND		5243	
PRINTER STAND			E 01-10-30-03		34.68	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		34.68	
0380	24387	09	ORGANIZER		8176	
ORGANIZER			E 01-10-30-03		13.99	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		13.99	
0380	24387	09	SEXTON BUSINESS CARDS		1100	
SEXTON BUSINESS CARDS			E 12-01-30-04		25.29	0.00
			CEMETERY / CEMETERY - SUPPLIES / OPERATING			
			Invoice Total-		25.29	
0380	24387	09	ACO SUPPLIES		4189	
ACO SUPPLIES			E 05-30-30-04		112.98	0.00
			PUBLIC SAFTY / ACO - SUPPLIES / OPERATING			
			Invoice Total-		112.98	
0380	24387	09	OFFICE CHAIR CUSHION		5418	
OFFICE CHAIR CUSHION			E 01-10-30-04		90.57	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OPERATING			
			Invoice Total-		90.57	
0380	24387	09	USB PORT		7067	
USB PORT			E 01-10-30-03		15.99	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		15.99	
0380	24387	09	PHONE CASE		8351	
PHONE CASE			E 01-20-30-03		18.89	0.00
			GEN'L GOV. / CODE ENFORCE - SUPPLIES / OFFICE			
			Invoice Total-		18.89	
0380	24387	09	CEO BUSINESS CARDS		0209	
CEO BUSINESS CARDS			E 01-20-30-03		25.31	0.00
			GEN'L GOV. / CODE ENFORCE - SUPPLIES / OFFICE			
			Invoice Total-		25.31	
0380	24387	09	ACO BUSINESS CARDS		6722	
ACO BUSINESS CARDS			E 05-30-30-04		60.11	0.00
			PUBLIC SAFTY / ACO - SUPPLIES / OPERATING			
			Invoice Total-		60.11	
0380	24387	09	FIRE AND RESCUE SUPPLIES	8/2023 STATEMEN		
FIRE AND RESCUE SUPPLIES			E 05-05-30-04		310.08	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING			
			Invoice Total-		310.08	
0380	24387	09	2 ADOBE SUBSCRIPTION	9838,2452		
2 ADOBE SUBSCRIPTION			E 01-10-20-07		34.98	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
			Invoice Total-		34.98	
0380	24387	09	POOL HEALTH INSPECTION	9064		
POOL HEALTH INSPECTION			E 25-30-35-15		197.00	0.00
			RECREATION / REC PROGRAMS - REPAIRS / POOL			
			Invoice Total-		197.00	
0380	24387	09	FUNTOWN TRIP	6739		
FUNTOWN TRIP			E 25-30-20-07		350.00	0.00
			RECREATION / REC PROGRAMS - SERVICES / CONTRACTED			
			Invoice Total-		350.00	
			Vendor Total-		2,953.91	

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0380	24388	09	STREET LIGHTS ELECTRICITY	721001729150		
STREET LIGHTS ELECTRICITY			E 05-25-20-04		136.14	0.00
			PUBLIC SAFTY / STREET LIGHT - SERVICES / ELECTRICITY			
			Vendor Total-		136.14	
00099 CHARTER COMMUNICATIONS						
0380	24389	09	NBCC INTERNET			
NBCC INTERNET			E 13-03-20-01		117.91	0.00
			FACILITIES / NBCC - SERVICES / COMMUNICATIO			
			Vendor Total-		117.91	
00754 COLLABORATIVE SUMMER LIBRARY PROGRAM						
0380	24390	09	SUMMER READING SUPPLIES	27869		
SUMMER READING SUPPLIES			E 30-01-31-01		89.49	0.00
			LIBRARY / LIBRARY - SPECIAL / EVENTS			
			Vendor Total-		89.49	
00468 CONSOLIDATED COMMUNICATIONS						
0380	24391	09	TOWN OFFICE FAX LINE			
TOWN OFFICE FAX LINE			E 01-10-20-01		53.90	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
			Invoice Total-		53.90	
0380	24391	09	FD FAX LINE			
FD FAX LINE			E 05-05-20-01		52.49	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
			Invoice Total-		52.49	
			Vendor Total-		106.39	
00288 GALE/CENGAGE LEARNING						
0380	24392	09	LARGE PRINT	81678752		
LARGE PRINT			E 30-01-30-09		63.98	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Vendor Total-		63.98	
00066 GENERATORS OF MAINE, INC						
0380	24393	09	NBCC 2 POLE BREAKER	3976		
NBCC 2 POLE BREAKER			E 13-03-35-05		172.10	0.00
			FACILITIES / NBCC - REPAIRS / ELECTRICAL			
			Invoice Total-		172.10	
0380	24393	09	NBCC CHANGED LIGHTS LED	3973		
NBCC CHANGED LIGHTS LED			G 3-595-00		2,253.60	0.00
			CAPITAL PROJ / FACILITIES			
			Invoice Total-		2,253.60	
			Vendor Total-		2,425.70	
00009 HAMMOND LUMBER COMPANY						
0380	24394	09	FLOORING NBCC	6998352		
FLOORING NBCC			E 13-03-35-08		146.58	0.00
			FACILITIES / NBCC - REPAIRS / BUILDING			
			Vendor Total-		146.58	
00301 HOULE, CHARLENE R						
0380	24395	09	RETIREMENT CHECK			
RETIREMENT CHECK			E 01-10-10-12		250.00	0.00
			GEN'L GOV. / ADMIN - PERSONNEL / WAGES			
			Vendor Total-		250.00	
00706 INCLUSION SOLUTIONS LLC						
0380	24396	09	2 VOTING BOOTHS	3567		
2 VOTING BOOTHS			E 01-35-25-05		2,517.23	0.00

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			GEN'L GOV. / ELECTIONS - PRINTING / BALLOTS			
				Vendor Total-	2,517.23	
00267 IRVING OIL CORPORATION						
0380	24397	09	FACILITY&CEMETERY FUEL			
CEMETERY 43.98G			E 12-01-30-02		161.48	0.00
			CEMETERY / CEMETERY - SUPPLIES / FUEL			
FACILITY 209.91			E 13-01-30-01		787.96	0.00
			FACILITIES / GENERAL - SUPPLIES / POSTAGE			
				Vendor Total-	949.44	
00638 LEAF						
0380	24398	09	TOWN OFFICE COPIER			
TOWN OFFICE COPIER			E 01-10-20-14		13.56	0.00
			GEN'L GOV. / ADMIN - SERVICES / COPIER			
				Vendor Total-	13.56	
00857 LIBOLD, KELSEY						
0380	24399	09	MILEAGE REIMBURSEMENT 270	BMV TRAINING		
MILEAGE REIMBURSEMENT 270			E 01-10-20-02		118.80	0.00
			GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI			
				Vendor Total-	118.80	
00805 MAINE ACCESSIBILITY CORPORATION						
0380	24400	09	RAMP FOR NBCC	202301321		
RAMP FOR NBCC			G 3-595-00		8,690.00	0.00
			CAPITAL PROJ / FACILITIES			
				Vendor Total-	8,690.00	
00002 MAINE MUNICIPAL ASSOCIATION						
0380	24401	09	3 ASSESMENT MANUAL	1000447715		
3 ASSESMENT MANUAL			E 01-10-30-04		120.00	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OPERATING			
				Invoice Total-	120.00	
0380	24401	09	MMA CONV ATTENDEE	1000447638		
MMA CONV ATTENDEE			E 01-10-13-01		110.00	0.00
			GEN'L GOV. / ADMIN - EDUCATION / EDUCATION			
				Invoice Total-	110.00	
0380	24401	09	PLANNING BOARD MANUAL	1000447765		
PLANNING BOARD MANUAL			E 01-25-13-01		40.00	0.00
			GEN'L GOV. / PLANNING BRD - EDUCATION / EDUCATION			
				Invoice Total-	40.00	
0380	24401	09	PLANNING BOARD TRAINING	10000447780		
PLANNING BOARD TRAINING			E 01-25-13-01		70.00	0.00
			GEN'L GOV. / PLANNING BRD - EDUCATION / EDUCATION			
				Invoice Total-	70.00	
				Vendor Total-	340.00	
00582 MAINE TECHNOLOGY GROUP						
0380	24402	09	SEPTEMBER IT SERVICES	32766		
SEPTEMBER IT SERVICES			E 01-10-15-03		1,440.76	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT			
				Vendor Total-	1,440.76	
00794 MANCHESTER MOTORS						
0380	24403	09	KIOTI GRILLE	5089		
KIOTI GRILLE			E 13-01-35-01		89.06	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
				Vendor Total-	89.06	

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00742 MB TRACTOR & EQUIPMENT						
0380	24404	09	MOWER REPAIRS	113192		
MOWER REPAIRS	E 13-01-35-01				550.05	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
Vendor Total-					550.05	
00461 MCGRATH POND SALMON LAKE ASSOC						
0380	24405	09	ARTICLE 4	2023		
ARTICLE 4	E 22-01-51-04				3,750.00	0.00
			SPEC REQUEST / SPEC REQUEST - SPECIAL REQU / 7 LAKES ALLI			
Vendor Total-					3,750.00	
00769 MID STATE MASONRY						
0380	24406	09	CHIMNEY REPAIRS NBCC			
CHIMNEY REPAIRS NBCC	G 3-595-00				6,900.00	0.00
			CAPITAL PROJ / FACILITIES			
Vendor Total-					6,900.00	
00256 MODERN PEST SERVICES						
0380	24407	09	NBCC PEST CONTROL	600200		
NBCC PEST CONTROL	E 13-03-20-12				72.00	0.00
			FACILITIES / NBCC - SERVICES / PEST CONTROL			
Vendor Total-					72.00	
00081 NEW ENGLAND SALT COMPANY, LLC						
0380	24408	09	BULK DEICING SALT	39536		
BULK DEICING SALT	E 10-10-30-04				5,439.71	0.00
			PUBLIC WORKS / PLOW & SAND - SUPPLIES / OPERATING			
Invoice Total-					5,439.71	
0380	24408	09	BULK DEICING SALT DELIVER	39569		
BULK DEICING SALT DELIVER	E 10-10-30-04				10,974.34	0.00
			PUBLIC WORKS / PLOW & SAND - SUPPLIES / OPERATING			
Invoice Total-					10,974.34	
Vendor Total-					16,414.05	
00802 P.D.Q. DOOR						
0380	24409	09	GARAGE REPAIR DOORS	W202277		
GARAGE REPAIR DOORS	E 13-04-35-08				1,072.00	0.00
			FACILITIES / GARAGE - REPAIRS / BUILDING			
Vendor Total-					1,072.00	
00182 PIKE INDUSTRIES, INC.						
0380	24410	09	COLD PATCH	1246734		
COLD PATCH	E 10-01-30-04				287.43	0.00
			PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING			
Vendor Total-					287.43	
00775 RASMUSSEN, HANS						
0380	24411	09	MILEAGE REIMBURSEMENT 336	AUGUST 2023		
MILEAGE REIMBURSEMENT 336	E 01-20-20-02				154.56	0.00
			GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPORTATI			
Vendor Total-					154.56	
00003 REGISTRY OF DEEDS						
0380	24412	09	3 LIEN DISCHARGES			
3 LIEN DISCHARGES	E 01-10-47-01				57.00	0.00
			GEN'L GOV. / ADMIN - FEES / DISCHARGE			
Vendor Total-					57.00	
00385 RJD APPRAISAL						
0380	24413	09	SEPT ASSESSING SERVICES	2023		

A / P Warrant

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
SEPT ASSESSING SERVICES			E 01-10-15-04		2,312.50	0.00
GEN'L GOV. / ADMIN - PROFESSIONAL / ASSESSING						
Vendor Total-					2,312.50	
00034 RSU # 18						
0380	24414	09	BUS TRANSPORTATION	24-29		
BUS TRANSPORTATION			E 25-30-20-02		1,817.64	0.00
RECREATION / REC PROGRAMS - SERVICES / TRANSPORTATI						
Vendor Total-					1,817.64	
00478 SEACOAST SECURITY, INC						
0380	24415	09	CFAS WASTE DISPOSAL	861585		
CFAS WASTE DISPOSAL			E 13-02-20-10		169.94	0.00
FACILITIES / CFAS - SERVICES / SECURITY						
Invoice Total-					169.94	
0380	24415	09	FOOD PANTRY SERVICE	861589		
FOOD PANTRY SERVICE			E 13-03-20-10		62.50	0.00
FACILITIES / NBCC - SERVICES / SECURITY						
Invoice Total-					62.50	
Vendor Total-					232.44	
00612 SPECTRUM ENTERPRISE						
0380	24416	09	TOWN OFFICE INTERNET	084051401090123		
TOWN OFFICE INTERNET			E 01-10-20-01		152.28	0.00
GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO						
Vendor Total-					152.28	
00858 STEVENS REMODELING						
0380	24417	09	NEW DOORS NBCC			
NEW DOORS NBCC			G 3-595-00		4,425.00	0.00
CAPITAL PROJ / FACILITIES						
Vendor Total-					4,425.00	
00859 SUNSHINE POOL						
0380	24418	09	CFAS POOL REPAIRS	23897		
CFAS POOL REPAIRS			E 25-30-35-15		6,394.44	0.00
RECREATION / REC PROGRAMS - REPAIRS / POOL						
Invoice Total-					6,394.44	
0380	24418	09	POOL CLOSING	26284		
POOL CLOSING			E 25-30-35-15		490.82	0.00
RECREATION / REC PROGRAMS - REPAIRS / POOL						
Invoice Total-					490.82	
Vendor Total-					6,885.26	
00466 TREASURER, KENNEBEC COUNTY						
0380	24419	09	KENNEBEC COUNTY BILL	2023		
KENNEBEC COUNTY BILL			E 32-01-99-99		846,767.00	0.00
COUNTY TAX / COUNTY TAX - EXPENSE / EXPENSE						
Vendor Total-					846,767.00	
00048 TREASURER, STATE OF MAINE						
0380	24420	09	PLUMBING PERMITS			
PLUMBING PERMITS			G 1-211-00		305.00	0.00
GEN'L FUND / PLUMB. PERM.						
Vendor Total-					305.00	
00156 TREASURER, STATE OF MAINE						
0380	24421	09	DISPATCH FEES	240803DSP02		
DISPATCH FEES			E 05-10-99-99		8,110.82	0.00
PUBLIC SAFTY / DISPATCH - EXPENSE / EXPENSE						

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
				Vendor Total-	8,110.82	
00349 TREASURER, STATE OF MAINE						
0380	24422	09	WATER TEST CFAS	100001616		
WATER TEST CFAS			E 13-02-20-08		25.00	0.00
			FACILITIES / CFAS - SERVICES / WATER QUALITY			
				Vendor Total-	25.00	
00379 TREASURER, STATE OF MAINE						
0380	24423	09	FUEL CHARGES	24BG0096178		
FUEL CHARGES			E 05-05-30-02		768.27	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FUEL			
				Vendor Total-	768.27	
00458 TREASURER, STATE OF MAINE						
0380	24424	09	WATER TESTS			
WATER TESTS			E 13-02-20-08		83.00	0.00
			FACILITIES / CFAS - SERVICES / WATER QUALITY			
				Vendor Total-	83.00	
00265 UNITED STATES CELLULAR						
0380	24425	09	COMMUNICATIONS			
FACILITIES			E 13-01-20-01		67.20	0.00
			FACILITIES / GENERAL - SERVICES / COMMUNICATIO			
TOWN MANAGER			E 01-15-20-01		101.18	0.00
			GEN'L GOV. / MANAGER - SERVICES / COMMUNICATIO			
ACO			E 05-30-20-07		100.39	0.00
			PUBLIC SAFTY / ACO - SERVICES / CONTRACTED			
FD			E 05-05-20-01		33.41	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
CEO			E 01-20-20-01		33.41	0.00
			GEN'L GOV. / CODE ENFORCE - SERVICES / COMMUNICATIO			
TRANSFER STATION			E 15-05-20-01		26.41	0.00
			SOLID WASTE / WASTE - SERVICES / COMMUNICATIO			
FACILITY			E 13-01-20-01		36.19	0.00
			FACILITIES / GENERAL - SERVICES / COMMUNICATIO			
FD HOT SPOT			E 05-05-20-01		34.81	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
				Vendor Total-	433.00	
00013 WASTE MANAGEMENT OF						
0380	24426	09	DEMO WASTE DISPOSAL	2071453-2080-1		
DEMO WASTE DISPOSAL			E 15-05-20-13		739.21	0.00
			SOLID WASTE / WASTE - SERVICES / DISPOSAL			
				Invoice Total-	739.21	
0380	24426	09	MIXED WASTE DISPOSAL	2071452-2080-3		
MIXED WASTE DISPOSAL			E 15-05-20-13		11,405.09	0.00
			SOLID WASTE / WASTE - SERVICES / DISPOSAL			
				Invoice Total-	11,405.09	
				Vendor Total-	12,144.30	
00369 WB MASON CO, INC						
0380	24427	09	CLEANING SUPPLIES	240893405		
CLEANING SUPPLIES			E 01-10-30-10		110.65	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / CLEANING			
CLEANING SUPPLIES			E 13-02-30-10		181.02	0.00
			FACILITIES / CFAS - SUPPLIES / CLEANING			
CLEANING SUPPLIES			E 13-03-30-10		100.00	0.00
			FACILITIES / NBCC - SUPPLIES / CLEANING			
				Invoice Total-	391.67	

Warrant 108

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description			Account	Proj	Amount
0380	24427	09	BUFFING PAD	240894672	
BUFFING PAD			E 13-01-30-04		19.69
			FACILITIES / GENERAL - SUPPLIES / OPERATING		0.00
			Invoice Total-		19.69
0380	24427	09	BATTERIES	240705856	
BATTERIES			E 01-10-30-04		66.76
			GEN'L GOV. / ADMIN - SUPPLIES / OPERATING		0.00
			Invoice Total-		66.76
0380	24427	09	HAND WASH	240962482	
HAND WASH			E 25-30-30-04		59.99
			RECREATION / REC PROGRAMS - SUPPLIES / OPERATING		0.00
			Invoice Total-		59.99
			Vendor Total-		538.11
			Prepaid Total-		0.00
			Current Total-		934,952.69
			EFT Total-		0.00
			Warrant Total-		934,952.69

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

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

Department Summary

Vendor	Amount	Account
01 GEN'L GOV.		
01-0 GEN'L GOV. / NO DIVISION CONT'D		
00301 - HOULE, CHARLENE R	250.00	E 01-10-10-12 GEN'L GOV. / ADMIN - PERSONNEL / WAGES
00857 - LIBOLD, KELSEY	118.80	E 01-10-20-02 GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI
00638 - LEAF	13.56	E 01-10-20-14 GEN'L GOV. / ADMIN - SERVICES / COPIER
00002 - MAINE MUNICIPAL ASSOCIATION	120.00	E 01-10-30-04 GEN'L GOV. / ADMIN - SUPPLIES / OPERATING
00002 - MAINE MUNICIPAL ASSOCIATION	110.00	E 01-10-13-01 GEN'L GOV. / ADMIN - EDUCATION / EDUCATION
00002 - MAINE MUNICIPAL ASSOCIATION	40.00	E 01-25-13-01 GEN'L GOV. / PLANNING BRD - EDUCATION / EDUCAT
00002 - MAINE MUNICIPAL ASSOCIATION	70.00	E 01-25-13-01 GEN'L GOV. / PLANNING BRD - EDUCATION / EDUCAT
00582 - MAINE TECHNOLOGY GROUP	1,440.76	E 01-10-15-03 GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT
00468 - CONSOLIDATED COMMUNICATIONS	53.90	E 01-10-20-01 GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO
00767 - ANDROSCOGGIN BANK	142.31	R 01-11 GEN'L GOV. - PROPERTY TAX
00775 - RASMUSSEN, HANS	154.56	E 01-20-20-02 GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPO
00003 - REGISTRY OF DEEDS	57.00	E 01-10-47-01 GEN'L GOV. / ADMIN - FEES / DISCHARGE
00385 - RJD APPRAISAL	2,312.50	E 01-10-15-04 GEN'L GOV. / ADMIN - PROFESSIONAL / ASSESSING
00612 - SPECTRUM ENTERPRISE	152.28	E 01-10-20-01 GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO
00265 - UNITED STATES CELLULAR	101.18	E 01-15-20-01 GEN'L GOV. / MANAGER - SERVICES / COMMUNICATI(K
00265 - UNITED STATES CELLULAR	33.41	E 01-20-20-01 GEN'L GOV. / CODE ENFORCE - SERVICES / COMMUNI
00369 - WB MASON CO, INC	110.65	E 01-10-30-10 GEN'L GOV. / ADMIN - SUPPLIES / CLEANING
00369 - WB MASON CO, INC	66.76	E 01-10-30-04 GEN'L GOV. / ADMIN - SUPPLIES / OPERATING
00376 - CARDMEMBER SERVICES	100.00	E 01-10-30-01 GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE
00376 - CARDMEMBER SERVICES	23.94	E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	34.28	E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	90.08	E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	34.68	E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	13.99	E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	19.99	E 01-10-20-07 GEN'L GOV. / ADMIN - SERVICES / CONTRACTED
00376 - CARDMEMBER SERVICES	90.57	E 01-10-30-04 GEN'L GOV. / ADMIN - SUPPLIES / OPERATING
00376 - CARDMEMBER SERVICES	15.99	E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	18.89	E 01-20-30-03 GEN'L GOV. / CODE ENFORCE - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	25.31	E 01-20-30-03 GEN'L GOV. / CODE ENFORCE - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	34.98	E 01-10-20-07 GEN'L GOV. / ADMIN - SERVICES / CONTRACTED
00706 - INCLUSION SOLUTIONS LLC	2,517.23	E 01-35-25-05 GEN'L GOV. / ELECTIONS - PRINTING / BALLOTS
Division Total-	8,367.60	
Department Total-	8,367.60	

05 PUBLIC SAFETY

05-0 PUBLIC SAFETY / NO DIVISION CONT'D

00376 - CARDMEMBER SERVICES	60.11	E 05-30-30-04 PUBLIC SAFETY / ACO - SUPPLIES / OPERATING
00376 - CARDMEMBER SERVICES	310.08	E 05-05-30-04 PUBLIC SAFETY / FD/ RSC DEPT - SUPPLIES / OPERATI
00376 - CARDMEMBER SERVICES	112.98	E 05-30-30-04 PUBLIC SAFETY / ACO - SUPPLIES / OPERATING
00376 - CARDMEMBER SERVICES	49.99	E 05-30-30-04 PUBLIC SAFETY / ACO - SUPPLIES / OPERATING
00265 - UNITED STATES CELLULAR	34.81	E 05-05-20-01 PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUN
00265 - UNITED STATES CELLULAR	100.39	E 05-30-20-07 PUBLIC SAFETY / ACO - SERVICES / CONTRACTED
00265 - UNITED STATES CELLULAR	33.41	E 05-05-20-01 PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUN
00379 - TREASURER, STATE OF MAINE	768.27	E 05-05-30-02 PUBLIC SAFETY / FD/ RSC DEPT - SUPPLIES / FUEL
00156 - TREASURER, STATE OF MAINE	8,110.82	E 05-10-99-99 PUBLIC SAFETY / DISPATCH - EXPENSE / EXPENSE
00020 - CENTRAL MAINE POWER	136.14	E 05-25-20-04 PUBLIC SAFETY / STREET LIGHT - SERVICES / ELECTRI
00468 - CONSOLIDATED COMMUNICATIONS	52.49	E 05-05-20-01 PUBLIC SAFETY / FD/ RSC DEPT - SERVICES / COMMUN
Division Total-	9,769.49	
Department Total-	9,769.49	

10 PUBLIC WORKS

10-0 PUBLIC WORKS / NO DIVISION CONT'D

00081 - NEW ENGLAND SALT COMPANY, LLC	5,439.71	E 10-10-30-04 PUBLIC WORKS / PLOW & SAND - SUPPLIES / OPERAT
---------------------------------------	----------	--

Department Summary

Vendor	Amount	Account
10 PUBLIC WORKS CONT'D		
10-0 PUBLIC WORKS / NO DIVISION CONT'D		
00182 - PIKE INDUSTRIES, INC.	287.43	E 10-01-30-04 PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING
00081 - NEW ENGLAND SALT COMPANY, LLC	10,974.34	E 10-10-30-04 PUBLIC WORKS / PLOW & SAND - SUPPLIES / OPERATING
Division Total-	16,701.48	
Department Total-	16,701.48	
12 CEMETERY		
12-0 CEMETERY / NO DIVISION CONT'D		
00376 - CARDMEMBER SERVICES	25.29	E 12-01-30-04 CEMETERY / CEMETERY - SUPPLIES / OPERATING
00267 - IRVING OIL CORPORATION	161.48	E 12-01-30-02 CEMETERY / CEMETERY - SUPPLIES / FUEL
Division Total-	186.77	
Department Total-	186.77	
13 FACILITIES		
13-0 FACILITIES / NO DIVISION CONT'D		
00267 - IRVING OIL CORPORATION	787.96	E 13-01-30-01 FACILITIES / GENERAL - SUPPLIES / POSTAGE
00376 - CARDMEMBER SERVICES	3.68	E 13-03-35-08 FACILITIES / NBCC - REPAIRS / BUILDING
00376 - CARDMEMBER SERVICES	69.99	E 13-01-40-04 FACILITIES / GENERAL - PURCHASES / EQUIPMENT
00376 - CARDMEMBER SERVICES	150.92	E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING
00376 - CARDMEMBER SERVICES	384.00	E 13-02-35-08 FACILITIES / CFAS - REPAIRS / BUILDING
00376 - CARDMEMBER SERVICES	18.95	E 13-02-35-08 FACILITIES / CFAS - REPAIRS / BUILDING
00376 - CARDMEMBER SERVICES	209.99	E 13-01-30-08 FACILITIES / GENERAL - SUPPLIES / UNIFORMS
00376 - CARDMEMBER SERVICES	6.28	E 13-01-30-05 FACILITIES / GENERAL - SUPPLIES / FOOD/WATER
00376 - CARDMEMBER SERVICES	102.48	E 13-01-35-02 FACILITIES / GENERAL - REPAIRS / FM TRUCK
00376 - CARDMEMBER SERVICES	62.50	E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING
00369 - WB MASON CO, INC	181.02	E 13-02-30-10 FACILITIES / CFAS - SUPPLIES / CLEANING
00369 - WB MASON CO, INC	100.00	E 13-03-30-10 FACILITIES / NBCC - SUPPLIES / CLEANING
00369 - WB MASON CO, INC	19.69	E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING
00802 - P.D.Q. DOOR	1,072.00	E 13-04-35-08 FACILITIES / GARAGE - REPAIRS / BUILDING
00794 - MANCHESTER MOTORS	89.06	E 13-01-35-01 FACILITIES / GENERAL - REPAIRS / EQUIPMENT
00376 - CARDMEMBER SERVICES	44.61	E 13-09-35-08 FACILITIES / TRANSFER STA - REPAIRS / BUILDING
00478 - SEACOAST SECURITY, INC	169.94	E 13-02-20-10 FACILITIES / CFAS - SERVICES / SECURITY
00478 - SEACOAST SECURITY, INC	62.50	E 13-03-20-10 FACILITIES / NBCC - SERVICES / SECURITY
00349 - TREASURER, STATE OF MAINE	25.00	E 13-02-20-08 FACILITIES / CFAS - SERVICES / WATER QUALTY
00458 - TREASURER, STATE OF MAINE	83.00	E 13-02-20-08 FACILITIES / CFAS - SERVICES / WATER QUALTY
00265 - UNITED STATES CELLULAR	67.20	E 13-01-20-01 FACILITIES / GENERAL - SERVICES / COMMUNICATIONS
00066 - GENERATORS OF MAINE, INC	172.10	E 13-03-35-05 FACILITIES / NBCC - REPAIRS / ELECTRICAL
00009 - HAMMOND LUMBER COMPANY	146.58	E 13-03-35-08 FACILITIES / NBCC - REPAIRS / BUILDING
00256 - MODERN PEST SERVICES	72.00	E 13-03-20-12 FACILITIES / NBCC - SERVICES / PEST CONTROL
00856 - CALL, EDWARD	104.72	E 13-01-20-02 FACILITIES / GENERAL - SERVICES / TRANSPORTATION
00099 - CHARTER COMMUNICATIONS	117.91	E 13-03-20-01 FACILITIES / NBCC - SERVICES / COMMUNICATIONS
00742 - MB TRACTOR & EQUIPMENT	550.05	E 13-01-35-01 FACILITIES / GENERAL - REPAIRS / EQUIPMENT
00265 - UNITED STATES CELLULAR	36.19	E 13-01-20-01 FACILITIES / GENERAL - SERVICES / COMMUNICATIONS
Division Total-	4,910.32	
Department Total-	4,910.32	
15 SOLID WASTE		
15-0 SOLID WASTE / NO DIVISION CONT'D		
00376 - CARDMEMBER SERVICES	27.61	E 15-05-30-04 SOLID WASTE / WASTE - SUPPLIES / OPERATING
00013 - WASTE MANAGEMENT OF	739.21	E 15-05-20-13 SOLID WASTE / WASTE - SERVICES / DISPOSAL
00013 - WASTE MANAGEMENT OF	11,405.09	E 15-05-20-13 SOLID WASTE / WASTE - SERVICES / DISPOSAL
00265 - UNITED STATES CELLULAR	26.41	E 15-05-20-01 SOLID WASTE / WASTE - SERVICES / COMMUNICATIONS
Division Total-	12,198.32	
Department Total-	12,198.32	

Department Summary

Vendor	Amount	Account
22 SPEC REQUEST		
22-0 SPEC REQUEST / NO DIVISION CONT'D		
00461 - MCGRATH POND SALMON LAKE ASSC	3,750.00	E 22-01-51-04 SPEC REQUEST / SPEC REQUEST - SPECIAL REQU / 7
Division Total-	3,750.00	
Department Total-	3,750.00	
25 RECREATION		
25-0 RECREATION / NO DIVISION CONT'D		
00859 - SUNSHINE POOL	6,394.44	E 25-30-35-15 RECREATION / REC PROGRAMS - REPAIRS / POOL
00034 - RSU # 18	1,817.64	E 25-30-20-02 RECREATION / REC PROGRAMS - SERVICES / TRANSP
00859 - SUNSHINE POOL	490.82	E 25-30-35-15 RECREATION / REC PROGRAMS - REPAIRS / POOL
00369 - WB MASON CO, INC	59.99	E 25-30-30-04 RECREATION / REC PROGRAMS - SUPPLIES / OPERAT
00376 - CARDMEMBER SERVICES	197.00	E 25-30-35-15 RECREATION / REC PROGRAMS - REPAIRS / POOL
00376 - CARDMEMBER SERVICES	350.00	E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA
Division Total-	9,309.89	
Department Total-	9,309.89	
30 LIBRARY		
30-0 LIBRARY / NO DIVISION CONT'D		
00376 - CARDMEMBER SERVICES	16.95	E 30-01-20-07 LIBRARY / LIBRARY - SERVICES / CONTRACTED
00754 - COLLABORATIVE SUMMER LIBRARY F	89.49	E 30-01-31-01 LIBRARY / LIBRARY - SPECIAL / EVENTS
00288 - GALE/CENGAGE LEARNING	63.98	E 30-01-30-09 LIBRARY / LIBRARY - SUPPLIES / BOOKS
00376 - CARDMEMBER SERVICES	20.21	E 30-01-30-09 LIBRARY / LIBRARY - SUPPLIES / BOOKS
00376 - CARDMEMBER SERVICES	14.84	E 30-01-30-04 LIBRARY / LIBRARY - SUPPLIES / OPERATING
00376 - CARDMEMBER SERVICES	21.08	E 30-01-30-04 LIBRARY / LIBRARY - SUPPLIES / OPERATING
00376 - CARDMEMBER SERVICES	51.30	E 30-01-30-03 LIBRARY / LIBRARY - SUPPLIES / OFFICE
00376 - CARDMEMBER SERVICES	79.22	E 30-01-30-05 LIBRARY / LIBRARY - SUPPLIES / FOOD/WATER
00376 - CARDMEMBER SERVICES	61.15	E 30-01-30-04 LIBRARY / LIBRARY - SUPPLIES / OPERATING
Division Total-	418.22	
Department Total-	418.22	
32 COUNTY TAX		
32-0 COUNTY TAX / NO DIVISION CONT'D		
00466 - TREASURER, KENNEBEC COUNTY	846,767.00	E 32-01-99-99 COUNTY TAX / COUNTY TAX - EXPENSE / EXPENSE
Division Total-	846,767.00	
G/L Account Total	846,767.00	
G/L Accounts		
G/L Accounts-0 / NO DIVISION CONT'D		
00048 - TREASURER, STATE OF MAINE	305.00	G 1-211-00 GEN'L FUND / PLUMB. PERM.
00769 - MID STATE MASONRY	6,900.00	G 3-595-00 CAPITAL PROJ / FACILITIES
00066 - GENERATORS OF MAINE, INC	2,253.60	G 3-595-00 CAPITAL PROJ / FACILITIES
00805 - MAINE ACCESSIBILITY CORPORATIO	8,690.00	G 3-595-00 CAPITAL PROJ / FACILITIES
00858 - STEVENS REMODELING	4,425.00	G 3-595-00 CAPITAL PROJ / FACILITIES
Division Total-	22,573.60	
G/L Account Total	22,573.60	
Final Total-	934,952.69	