

**Town of Belgrade  
Board of Selectpersons**

April 7, 2020 / 6:30 p.m.

This meeting will be conducted online at  
[zoom.us/j/644641750](https://zoom.us/j/644641750)

**A G E N D A**

**Call to Order  
Open Meeting**

**1. NEW BUSINESS**

- A. Consideration of a **temporary policy** authorizing Town Manager to execute Selectboard-approved documents.
- B. Consideration of **tax abatement and supplemental**, both in the amount of \$216.86.
- C. Re-evaluation of **public health concern and Town operations**.

**2. WARRANT**

**3. TOWN MANAGER REPORT**

# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: April 7, 2020  
Re: Temporary authorization to sign documents

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In light of the current need to maintain appropriate social distances, Board Chairman Michael Barrett proposed a temporary policy authorizing the Town Manager to sign documents – notably the warrant – that have been expressly approved by the Board in a vote in a public meeting. That would extend to documents such as the abatement and supplemental the Board will consider during this meeting. The authorization would be rescinded once the Board can safely meet again in person.

Attached is the proposed policy.

Electronic signatures is another option. The executors of a document receive an electronic version of it and, after reviewing it, click in the appropriate space to add an electronic version of their signature. DocuSign, a leading vendor, offers a free trial; its normal cost is \$120 annually for a single administrator or \$15 per month. We may want to test this using the free trial and, if we find it beneficial, could buy either a monthly or year-long subscription. I have used this in the past and found it to be easy and convenient. It would also be an easy way to execute contracts with our vendors.

# **Town of Belgrade**

## **Policy on the Delegation of Authority to Sign Board-approved Documents**

The delegation of authority to sign documents formalizing a vote of the Belgrade Board of Selectpersons is hereby temporarily delegated to the Town Manager through the approval of the Selectpersons at their regularly scheduled meeting on Tuesday, April 7, 2020. Such documents will include warrants and abatements/supplementals, but will extend to other actions expressly approved by the Board in a public meeting. This authorization will be rescinded once the current public health concern has abated and the Board can safely meet in person.

Authorized by the Board of Selectpersons:

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Michael Barrett, Chair

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Ernst Merckens, Vice Chair

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Richard Damren

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Melanie Jewell

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Kathleen Wall

# Memo

**To:** Board of Selectmen/Assessors  
**From:** Rob Duplisea, Assessors Agent  
**Date:** 4/7/2020  
**Re:** Explanation of Abatement and Supplemental Assessment

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## Abatement 19-10 & Supplemental 19-04

This abatement and supplemental is to correct the following ownership error.

D Whitney & Janet King purchased Map 8 Lots 13G and 13.71 from Antonio Nieman. Only lot 13G was transferred to the Kings. No tax was paid by Mr. Nieman.

# TOWN OF BELGRADE



990 Augusta Road  
Belgrade, ME 04917

Phone: (207) 495-2258

Fax: (207) 495-2742

E-mail: [townoffice@belgrademaine.com](mailto:townoffice@belgrademaine.com)

D Whitney & Janet King  
84 West River Road  
Waterville ME 04901

Map 8 Lot 13-71      Acc #1092RE

The Board of Assessors for the Town of Belgrade has issued an abatement to Antonio Nieman in the amount of **\$216.86** of the Real Estate Taxes for account #1902RE.

2019 Original		2019 Revised	
Real Estate	\$14,100	Real Estate	\$0
Mil Rate	0.01538	Mil Rate	0.01538
Total Real Tax	\$216.86	Total Real Tax	\$0
	<b>Difference to Abate</b>	<b>\$216.86</b>	

The abatement is to be granted to correct lot ownership. This lot is owned by D Whitney & Janet King (Ref Supplemental Tax). This abatement procedure is pursuant to Title 36 MRSA Sec 841

Approved by the Belgrade Board of Selectpersons on April 7, 2020.

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
Assessor

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## SUPPLEMENTAL TAX CERTIFICATE AND WARRANT 36 M.R.S.A. SECTION 713

**Tax Year and Warrant Number: 2019-4**

I, the undersigned Assessor of Town of Belgrade, County of Kennebec, State of Maine, hereby do commit Nicholas Poole, Tax Collector, the following supplemental tax in the amount of \$216.86 which were omitted from assessment, or were invalid or void by reason of illegality or irregularity from the April 1, 2019 valuation records. The powers of the original warrant dated July 22, 2019 for calendar year 2019 are extended by virtue of Title 36 MRSA Sec 713 as amended.

Payments are due                      June 8, 2020

Interest begins to accrue            June 9, 2020

Name	Map/Lot	Acc #	Amount	Reason
D Whiney & Janet King	M8 L13-71	1092RE	\$216.86	To correct ownership

Approved by the Belgrade Board of Selectpersons on April 7, 2020.

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
Assessor

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Assessor

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Assessor

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Assessor

# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: April 7, 2020  
Re: Update of Town operations and public health concerns

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As you know, on Wednesday we sent most of our staff home from facilities that had been closed to the public since March 16. That's in keeping with the governor's stay-at-home order, which extends through April 30. We will continue to direct citizens to our online services. I have made myself available to answer calls to the Town Office, and have publicized my cell number. We'll do our best to continue to be as responsive as we can to residents by phone and e-messages, even while curtailing services other than the Transfer Station and rescue services.

Last month, I spoke with Dr. Stephen Sears, a Belgrade resident who is an infectious disease specialist and a former State Epidemiologist. Dr. Sears has been called out of retirement to assist the Maine CDC during this public health crisis. His prediction the governor would likely soon issue a stay-at-home order proved prescient.

I also asked him if the minimum two-month duration of his episode is accurate. He believed it was. We are well on our way to meeting that benchmark. Dr. Sears surmised restrictions may well be in place into June.

All of that being the case, we are in a holding pattern ... and may be for at least another couple of months.



Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
<b>00050 A. E. HODSDON CONSULTING ENGINEERS</b>				
0197	MT.VERNON DAM PLANS	1087		
	MT.VERNON DAM PLANS	E 96-01-99-99	3,044.00	0.00
	DAMS / DAMS - EXPENSE / EXPENSE			
		<b>Vendor Total-</b>	<b>3,044.00</b>	
<b>00289 AUGUSTA FUEL CORP.</b>				
0197	LAKES FIRE DEPT. FUEL	5828152		
	LAKES FIRE DEPT FUEL	E 13-06-20-05	161.99	0.00
	FACILITIES / FD:LAKES - SERVICES / HEATING			
		<b>Invoice Total-</b>	<b>161.99</b>	
0197	CFAS LP BULK 29.8	5831817		
	CFAS LP BULK 29.8	E 13-02-20-05	42.61	0.00
	FACILITIES / CFAS - SERVICES / HEATING			
		<b>Invoice Total-</b>	<b>42.61</b>	
0197	MAINT GARGE LP BULK 17.5	5831818		
	MAINT GARGE LP BULK 17.5	E 13-04-20-05	25.03	0.00
	FACILITIES / GARAGE - SERVICES / HEATING			
		<b>Invoice Total-</b>	<b>25.03</b>	
0197	TRANSFER STATION OFF ROAD	5832037		
	TRANSFER STATION OFF ROAD	E 13-09-20-05	95.73	0.00
	FACILITIES / TRANSFER STA - SERVICES / HEATING			
		<b>Invoice Total-</b>	<b>95.73</b>	
0197	TS OFF ROAD SKID STEER	278.27		
	TS OFF ROAD SKID STEER	E 15-05-30-02	278.27	0.00
	SOLID WASTE / WASTE - SUPPLIES / FUEL			
		<b>Invoice Total-</b>	<b>278.27</b>	
0197	DEPOT FIRE FUEL OIL 159.9	5827534		
	DEPOT FIRE FUEL OIL 159.9	E 13-07-20-05	237.13	0.00
	FACILITIES / FD:DEPOT - SERVICES / HEATING			
		<b>Invoice Total-</b>	<b>237.13</b>	
0197	CFAS LP BULK 33.9	5830900		
	CFAS LP BULK 33.9	E 13-02-20-05	48.48	0.00
	FACILITIES / CFAS - SERVICES / HEATING			
		<b>Invoice Total-</b>	<b>48.48</b>	
		<b>Vendor Total-</b>	<b>889.24</b>	
<b>00271 BERNSTEIN, SHUR, SAWYER &amp; NELSON</b>				
0197	TAN SERVICES	5139.66		
	TAN SERVICES	E 01-10-15-02	2,165.50	0.00
	GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL			
		<b>Invoice Total-</b>	<b>2,165.50</b>	
0197	JONES LAND USE ENFOR	3624695		
	JONES LAND USE ENFOR	E 01-10-15-02	256.50	0.00
	GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL			
		<b>Invoice Total-</b>	<b>256.50</b>	
0197	GERNERAL SERVICES FEB 28	3624696		
	GERNERAL SERVICES FEB 28	E 01-10-15-02	691.50	0.00
	GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL			
		<b>Invoice Total-</b>	<b>691.50</b>	
		<b>Vendor Total-</b>	<b>3,113.50</b>	
<b>00159 BIG TEX TRAILER WORLD</b>				
0197	FIX PLOW FRAME	19739		
	FIX PLOW FRAME	E 13-01-30-04	538.91	0.00
	FACILITIES / GENERAL - SUPPLIES / OPERATING			
		<b>Vendor Total-</b>	<b>538.91</b>	
<b>00263 BOB THE PLUMBER, INC.</b>				
0197	AQUASTAT	3634		
	AQUASTAT	E 13-02-35-06	399.98	0.00

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
FACILITIES / CFAS - REPAIRS / PLUMBING				
<b>Invoice Total-</b>			<b>399.98</b>	
0197	CHECK HEAT TOWN GARAGE	3635		
	CHECK HEAT TOWN GARAGE	E 13-04-20-05	60.00	0.00
FACILITIES / GARAGE - SERVICES / HEATING				
<b>Invoice Total-</b>			<b>60.00</b>	
0197	2 BOXES DISPOSABLE GLOVES	3636		
	2 BOXES DISPOSABLE GLOVES	E 15-05-30-04	29.56	0.00
SOLID WASTE / WASTE - SUPPLIES / OPERATING				
<b>Invoice Total-</b>			<b>29.56</b>	
0197	NBCC PUMP TANK	3570		
	NBCC PUMP TANK	E 13-08-35-08	523.72	0.00
FACILITIES / FD:NB - REPAIRS / BUILDING				
<b>Invoice Total-</b>			<b>523.72</b>	
0197	DALTON BOILER LOW WATER	3585		
	DALTON BOILER LOW WATER	E 13-11-35-06	60.00	0.00
FACILITIES / DALTON - REPAIRS / PLUMBING				
<b>Invoice Total-</b>			<b>60.00</b>	
0197	TOWN GARAGE GAS FURNACE	3594		
	TOWN GARAGE GAS FURNACE	E 13-01-35-01	1,650.00	0.00
FACILITIES / GENERAL - REPAIRS / EQUIPMENT				
<b>Invoice Total-</b>			<b>1,650.00</b>	
<b>Vendor Total-</b>			<b>2,723.26</b>	
<b>00386 BOUNDTREE MEDICAL</b>				
0197	EMS OPERATING SUPPL	202955		
	EMS OPERATING SUPPL	E 05-05-30-04	509.40	0.00
PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING				
<b>Vendor Total-</b>			<b>509.40</b>	
<b>00000 CENGAGE LEARNING</b>				
0197	BOOKS AND PERIODICALS	70081021		
	BOOKS AND PERIODICALS	E 30-01-30-09	24.69	0.00
LIBRARY / LIBRARY - SUPPLIES / BOOKS				
<b>Vendor Total-</b>			<b>24.69</b>	
<b>00020 CENTRAL MAINE POWER</b>				
0197	STREET LIGHTS	718000717872		
	STREET LIGHTS	E 05-25-20-04	740.01	0.00
PUBLIC SAFTY / STREET LIGHT - SERVICES / ELECTRICITY				
<b>Invoice Total-</b>			<b>740.01</b>	
0197	CFAS ELECTRIC	714000730687		
	CFAS ELECTRIC	E 13-02-20-04	338.54	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY				
<b>Invoice Total-</b>			<b>338.54</b>	
0197	CFAS OUT BUILDING	721000678621		
	CFAS OUT BUILDING	E 13-02-20-04	15.53	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY				
<b>Invoice Total-</b>			<b>15.53</b>	
0197	LAKES FIRE DEPT	711000742363		
	LAKES FIRE DEPT	E 13-06-20-04	325.53	0.00
FACILITIES / FD:LAKES - SERVICES / ELECTRICITY				
<b>Invoice Total-</b>			<b>325.53</b>	
0197	18 DALTON ELECTRICITY	715000724911		
	18 DALTON ELECTRICITY	E 13-11-20-04	31.15	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY				
<b>Invoice Total-</b>			<b>31.15</b>	
0197	8 DALTON ELECTRICITY	707000753686		
	8 DALTON ELECTRICITY	E 13-11-20-04	92.33	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY				

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
<b>Invoice Total-</b>			<b>92.33</b>	
0197	10 DALTON ELECTRICITY	704000765715		
	10 DALTON ELECTRICITY	E 13-11-20-04	156.56	0.00
	FACILITIES / DALTON - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>156.56</b>	
0197	BELGRADE DAM	719000699725		
	BELGRADE DAM	E 34-01-99-99	40.75	0.00
	DAMS / DAMS - EXPENSE / EXPENSE			
<b>Invoice Total-</b>			<b>40.75</b>	
0197	TOWN OFFICE ELECTRIC	718000710203		
	TOWN OFFICE ELECTRIC	E 13-14-20-04	269.81	0.00
	FACILITIES / TOWN OFFICE - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>269.81</b>	
0197	PINE GROVE ELECTRICITY	706000764440		
	PINE GROVE ELECTRICITY	E 12-01-20-04	15.59	0.00
	CEMETERY / CEMETERY - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>15.59</b>	
0197	TRANSFER ELECTRICITY	704000772359		
	TRANSFER ELECTRICITY	E 13-09-20-04	382.72	0.00
	FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>382.72</b>	
0197	GARAGE ELECTRICITY	716000726728		
	GARAGE ELECTRICITY	E 13-04-20-04	39.92	0.00
	FACILITIES / GARAGE - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>39.92</b>	
0197	DEPOT FIRE ELECTRICITY	706000764439		
	DEPOT FIRE ELECTRICITY	E 13-07-20-04	56.91	0.00
	FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>56.91</b>	
0197	NB FD ELECTRICITY	706000758042		
	NB FD ELECTRICITY	E 13-08-20-04	47.19	0.00
	FACILITIES / FD:NB - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>47.19</b>	
0197	NBCC ELECTRIC	715000722342		
	NBCC ELECTRIC	E 13-03-20-04	97.42	0.00
	FACILITIES / NBCC - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>97.42</b>	
0197	WINGS MILLS DAM ELECTRIC	712000739175		
	WINGS MILLS DAM ELECTRIC	E 34-01-99-99	16.17	0.00
	DAMS / DAMS - EXPENSE / EXPENSE			
<b>Invoice Total-</b>			<b>16.17</b>	
0197	SALT/SHED ELECTRICITY	720000697949		
	SALT/SHED ELECTRICITY	E 13-05-20-04	61.20	0.00
	FACILITIES / SALT & SAND - SERVICES / ELECTRICITY			
<b>Invoice Total-</b>			<b>61.20</b>	
<b>Vendor Total-</b>			<b>2,727.33</b>	
<b>00395 CHILDS, MAURICE</b>				
0197	EQUIPMENT RENTAL	03-15-2020		
	GRADER	E 10-01-20-06	147.42	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
	1 TON	E 10-01-20-06	55.77	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
	PICK UP	E 10-01-20-06	20.00	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
	GRADER	E 10-01-20-06	44.00	0.00
	PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
<b>Vendor Total-</b>			<b>267.19</b>	
<b>00405 EAGLE RENTAL</b>				

Jrnl	Invoice Description	Reference	Account	Proj	Amount	Encumbrance
0197	RENTAL WINTER EQUIP	E24450				
	RENTAL WINTER EQUIP		E 13-01-20-06		1,000.00	0.00
	FACILITIES / GENERAL - SERVICES / RENTALS					
			<b>Vendor Total-</b>		<b>1,000.00</b>	
<b>00008 FULLER, GARY R.</b>						
0197	MILEAGE REIMBURSEMENT-235	MARCH 17-28				
	MILEAGE REIMBURSEMENT		E 01-20-20-02		103.40	0.00
	GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPORTATI					
			<b>Vendor Total-</b>		<b>103.40</b>	
<b>00066 GENERATORS OF MAINE, INC</b>						
0197	CFAS BATTERIES AND LIGHTS	5403				
	CFAS BATTERIES AND LIGHTS		E 13-02-35-05		147.34	0.00
	FACILITIES / CFAS - REPAIRS / ELECTRICAL					
			<b>Invoice Total-</b>		<b>147.34</b>	
0197	TRANS STATION BULB REPLAC	5404				
	TRANS STATION BULB REPLAC		E 15-05-35-05		215.80	0.00
	SOLID WASTE / WASTE - REPAIRS / ELECTRICAL					
			<b>Invoice Total-</b>		<b>215.80</b>	
			<b>Vendor Total-</b>		<b>363.14</b>	
<b>00434 GROUP DYNAMIC, INC.</b>						
0197	MONTHLY HRA	L2004-01600064				
	MONTHLY HRA		E 23-10-99-99		32.00	0.00
	INSURANCE / HRA ADMIN - EXPENSE / EXPENSE					
			<b>Vendor Total-</b>		<b>32.00</b>	
<b>00000 GURRETTE PROPERTIES</b>						
0197	GA SERVICES	119421				
	GA SERVICES		E 21-01-99-99		625.00	0.00
	GEN'L ASSIST / GEN'L ASSIST - EXPENSE / EXPENSE					
			<b>Vendor Total-</b>		<b>625.00</b>	
<b>00009 HAMMOND LUMBER COMPANY</b>						
0197	BELGRADE CEMETERY MAINT	3025119				
	BELGRADE CEMETERY MAINT		E 12-01-30-04		150.92	0.00
	CEMETERY / CEMETERY - SUPPLIES / OPERATING					
			<b>Invoice Total-</b>		<b>150.92</b>	
0197	PAINT FOR CFAS	2999230				
	PAINT FOR CFAS		E 13-02-35-08		44.90	0.00
	FACILITIES / CFAS - REPAIRS / BUILDING					
			<b>Invoice Total-</b>		<b>44.90</b>	
0197	SUPPLIES FOR SHOP	2996752				
	SUPPLIES FOR SHOP		E 13-01-30-04		20.99	0.00
	FACILITIES / GENERAL - SUPPLIES / OPERATING					
			<b>Invoice Total-</b>		<b>20.99</b>	
0197	PARTS FOR GRADER	3000038				
	PARTS FOR GRADER		E 12-01-30-04		31.74	0.00
	CEMETERY / CEMETERY - SUPPLIES / OPERATING					
			<b>Invoice Total-</b>		<b>31.74</b>	
0197	PAINT FOR CFAS	2993884				
	PAINT FOR CFAS		E 13-02-35-08		24.36	0.00
	FACILITIES / CFAS - REPAIRS / BUILDING					
			<b>Invoice Total-</b>		<b>24.36</b>	
0197	REPAIR STAIRS CFAS	2986361				
	REPAIR STAIRS CFAS		E 13-02-35-08		24.00	0.00
	FACILITIES / CFAS - REPAIRS / BUILDING					
			<b>Invoice Total-</b>		<b>24.00</b>	
			<b>Vendor Total-</b>		<b>296.91</b>	
<b>00267 IRVING OIL CORPORATION</b>						

Jrnl	Invoice Description	Reference	Account	Proj	Amount	Encumbrance
0197	CEMETERY FUEL	33173080				
	CEMETERY FUEL		E 12-01-30-02		97.27	0.00
			CEMETERY / CEMETERY - SUPPLIES / FUEL			
			<b>Vendor Total-</b>		<b>97.27</b>	
<b>00001</b>	<b>MAINE MUNICIPAL</b>					
0197	BENEFITS	APRIL 2020				
	DENTAL INSURANCE		G 1-226-00		502.52	0.00
			GEN'L FUND / DENTAL INS			
	LIFE INSURANCE		G 1-229-00		23.40	0.00
			GEN'L FUND / LIFE INS			
	VISION INSURANCE		G 1-231-00		58.93	0.00
			GEN'L FUND / VISION INS			
	HEALTH INSURANCE:ADMIN		E 01-10-10-13		2,522.40	0.00
			GEN'L GOV. / ADMIN - PERSONNEL / BENEFITS			
	HEALTH INSURANCE:FACILITY		E 13-01-10-13		1,681.60	0.00
			FACILITIES / GENERAL - PERSONNEL / BENEFITS			
	HEALTH INSURANCE		G 1-225-00		276.18	0.00
			GEN'L FUND / HEALTH INS.			
	HEALTH INSURANCE:REC		E 25-30-10-13		840.80	0.00
			RECREATION / REC PROGRAMS - PERSONNEL / BENEFITS			
	HEALTH INSURANCE:FD		E 05-05-10-13		840.80	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PERSONNEL / BENEFITS			
	HEALTH INSURANCE:MANAGER		E 01-15-10-13		1,886.05	0.00
			GEN'L GOV. / MANAGER - PERSONNEL / BENEFITS			
	HEALTH INSURANCE:LIBRARY		E 30-01-10-13		840.80	0.00
			LIBRARY / LIBRARY - PERSONNEL / BENEFITS			
			<b>Vendor Total-</b>		<b>9,473.48</b>	
<b>00002</b>	<b>MAINE MUNICIPAL ASSOCIATION</b>					
0197	WORKER COMP	INV000176867				
	WORKER COMP		E 23-15-99-99		9,663.10	0.00
			INSURANCE / WORKERS COMP - EXPENSE / EXPENSE			
			<b>Vendor Total-</b>		<b>9,663.10</b>	
<b>00015</b>	<b>MAINE PAPER &amp; JANITORIAL PRODUCTS</b>					
0197	SUPPLIES	269896				
	SUPPLIES		E 01-10-30-10		228.76	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / CLEANING			
			<b>Vendor Total-</b>		<b>228.76</b>	
<b>00582</b>	<b>MAINE TECHNOLOGY GROUP</b>					
0197	IT SERVICES APRIL	23551				
	IT SERVICES APRIL		E 01-10-15-03		992.37	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT			
			<b>Vendor Total-</b>		<b>992.37</b>	
<b>00676</b>	<b>PINE TREE WASTE</b>					
0197	TOWN GARAGE TOILET	940137				
	TOWN GARAGE TOILET		E 13-04-20-06		75.00	0.00
			FACILITIES / GARAGE - SERVICES / RENTALS			
			<b>Vendor Total-</b>		<b>75.00</b>	
<b>00003</b>	<b>REGISTRY OF DEEDS</b>					
0197	8 LIEN DISCHARGES	04/08/2020				
	8 LIEN DISCHARGES		E 01-10-47-01		152.00	0.00
			GEN'L GOV. / ADMIN - FEES / DISCHARGE			
			<b>Vendor Total-</b>		<b>152.00</b>	
<b>00385</b>	<b>RJD APPRAISAL</b>					
0197	ASSESSING SERVICES	MARCH 2020				
	ASSESSING SERVICES		E 01-10-15-04		2,125.00	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / ASSESSING			
			<b>Vendor Total-</b>		<b>2,125.00</b>	

Jrnl	Invoice Description	Reference	Account	Proj	Amount	Encumbrance
Description						
<b>00034 RSU # 18</b>						
0197	INSTALLMENT- APRIL 2020	APRIL 2020				
RSU # 18	INSTALLMENT		E 31-01-99-99		530,889.81	0.00
	SCHOOL / RSU 18 - EXPENSE / EXPENSE					
				<b>Vendor Total-</b>	<b>530,889.81</b>	
<b>00478 SEACOAST SECURITY, INC</b>						
0197	SERVICE CONTRACT		646556			
SERVICE CONTRACT			E 13-16-20-10		455.50	0.00
	FACILITIES / LIBRARY - SERVICES / SECURITY					
				<b>Invoice Total-</b>	<b>455.50</b>	
0197	OFFICE CONTRACT SERVICE		646504			
OFFICE CONTRACT SERVICE			E 01-10-20-07		437.40	0.00
	GEN'L GOV. / ADMIN - SERVICES / CONTRACTED					
				<b>Invoice Total-</b>	<b>437.40</b>	
				<b>Vendor Total-</b>	<b>892.90</b>	
<b>00375 SHREDDING ON SITE, INC.</b>						
0197	SHREDDING SERVICES		38961			
SHREDDING SERVICES			E 01-10-20-18		75.00	0.00
	GEN'L GOV. / ADMIN - SERVICES / SHREDDING					
				<b>Vendor Total-</b>	<b>75.00</b>	
<b>00099 SPECTRUM BUSINESS</b>						
0197	TOWN OFFICE		956055001031320			
TOWN OFFICE			E 01-10-20-02		1,108.92	0.00
	GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI					
				<b>Vendor Total-</b>	<b>1,108.92</b>	
<b>00130 STAPLES CREDIT PLAN</b>						
0197	OFFICE SUPPLIES		2441589751			
OFFICE SUPPLIES			E 01-05-30-03		43.93	0.00
	GEN'L GOV. / APP'LS BOARD - SUPPLIES / OFFICE					
				<b>Invoice Total-</b>	<b>43.93</b>	
0197	OFFICE SUPPLIES		2441886571			
OFFICE SUPPLIES			E 01-10-30-03		35.58	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OFFICE					
				<b>Invoice Total-</b>	<b>35.58</b>	
				<b>Vendor Total-</b>	<b>79.51</b>	
<b>00534 SUPER SHOES STORES/MACRO RETAIL</b>						
0197	TRANSFER STATION BOOTS		0105955-IN			
TRANSFER STATION BOOTS			E 15-05-30-08		149.99	0.00
	SOLID WASTE / WASTE - SUPPLIES / CLOTHING					
				<b>Vendor Total-</b>	<b>149.99</b>	
<b>00278 TOWN OF BELGRADE</b>						
0197	STAMPS POSTAGE		POSTAGE 2020			
STAMPS POSTAGE			E 01-10-30-01		51.60	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE					
				<b>Vendor Total-</b>	<b>51.60</b>	
<b>00242 TREASURER, STATE OF MAINE</b>						
0197	CFAS WATER TEST		I0074430			
CFAS WATER TEST			E 13-02-20-08		20.00	0.00
	FACILITIES / CFAS - SERVICES / WATER QUALTY					
				<b>Invoice Total-</b>	<b>20.00</b>	
0197	CFAS WATER TEST		I0074545			
CFAS WATER TEST			E 13-02-20-08		20.00	0.00
	FACILITIES / CFAS - SERVICES / WATER QUALTY					
				<b>Invoice Total-</b>	<b>20.00</b>	
				<b>Vendor Total-</b>	<b>40.00</b>	
<b>00699 TRISHA DAVIS</b>						

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
0197	ACO MILE REIMBURSE-143	FEBRUARY		
	ACO MILEAGE REIMBURSEMENT	E 05-30-20-02	62.92	0.00
	PUBLIC SAFTY / ACO - SERVICES / TRANSPORTATI			
		<b>Vendor Total-</b>	<b>62.92</b>	
<b>00178 WARREN BROTHERS</b>				
0197	SNOWPLOW CONTRACT	04/09/2020		
	SNOWPLOW CONTRACT	E 10-10-20-07	19,049.76	0.00
	PUBLIC WORKS / PLOW & SAND - SERVICES / CONTRACTED			
		<b>Vendor Total-</b>	<b>19,049.76</b>	
<b>00013 WASTE MANAGEMENT OF</b>				
0197	CFAS DUMPSTER	2025420-2080-7		
	CFAS DUMPSTER	E 13-02-20-06	84.87	0.00
	FACILITIES / CFAS - SERVICES / RENTALS			
		<b>Vendor Total-</b>	<b>84.87</b>	
<b>00369 WB MASON CO, INC</b>				
0197	FACIAL TISSUES	208841426		
	FACIAL TISSUES	E 01-10-30-04	85.98	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OPERATING			
		<b>Invoice Total-</b>	<b>85.98</b>	
0197	OFFICE SUPPLIES	208889680		
	OFFICE SUPPLIES	E 01-10-30-03	124.95	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
		<b>Invoice Total-</b>	<b>124.95</b>	
0197	TS GLOVES	208987319		
	TS GLOVES	E 15-05-30-04	9.98	0.00
	SOLID WASTE / WASTE - SUPPLIES / OPERATING			
		<b>Invoice Total-</b>	<b>9.98</b>	
0197	OFFICE SUPPLIES	208936194		
	OFFICE SUPPLIES	E 01-10-30-03	27.99	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
		<b>Invoice Total-</b>	<b>27.99</b>	
0197	OFFICE SUPPLIES	208778530		
	OFFICE SUPPLIES	E 01-10-30-03	31.99	0.00
	GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
		<b>Invoice Total-</b>	<b>31.99</b>	
0197	TS NITRILE GLOVES	209114127		
	TS NITRILE GLOVES	E 15-01-30-04	19.96	0.00
	SOLID WASTE / HHW - SUPPLIES / OPERATING			
		<b>Invoice Total-</b>	<b>19.96</b>	
		<b>Vendor Total-</b>	<b>300.85</b>	
<b>00160 WHITE SIGN</b>				
0197	BROOK RD SIGN	IVC108196		
	BROOK RD SIGN	E 10-01-30-04	30.64	0.00
	PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING			
		<b>Invoice Total-</b>	<b>30.64</b>	
0197	DAMREN ROAD SIGN	IVC108429		
	DAMREN ROAD SIGN	E 10-01-30-04	30.64	0.00
	PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING			
		<b>Invoice Total-</b>	<b>30.64</b>	
		<b>Vendor Total-</b>	<b>61.28</b>	
<b>00125 ZOLL MEDICAL CORPORATION</b>				
0197	EMS SUPPLIES	90041304		
	EMS SUPPLIES	E 05-05-30-07	255.00	0.00
	PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS			
		<b>Vendor Total-</b>	<b>255.00</b>	

Jrnl	Invoice Description	Reference			
Description	Account	Proj	Amount	Encumbrance	
		Prepaid Total-	0.00		
		Current Total-	592,167.36		
		Warrant Total-	592,167.36		



# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: April 7, 2020  
Re: Town Manager's report

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Three plaques for **Spirit of America Award** recipients will cost about \$165. We propose using the Selectboard's special projects account to fund this cost.

With summer approaching, we should consider how to encourage orderly **parking in the Village**. Rather than passing an ordinance, I would propose street signs that read "Parking in designated areas only." Those alone may be enough to encourage people to park where they should ... and to believe that admonition is backed by regulatory authority.

This time has given me a chance to pore over policy, starting with our **employment guidelines**. I will soon send you a red-lined version of proposed changes. Most are simply grammatical or meant to reflect how we operate. The most substantive change is to the **wage scale**. The proposed updated scale reflects what we currently pay staff and considers the findings of the MMA's most recent salary survey. I set the parameters of my analysis to towns with populations of 1,000 to 5,000. Please review this document when you can, and share your thoughts with me.

Lastly, as you might imagine, the public health episode will wreak some havoc on the **Town's revenue**. While we will eventually collect all of the excise tax due, our Recreation revenue will almost certainly fall short of the \$95,000 budgeted. We have not offered after-school care for three-plus weeks, and the prospect for summer camps is uncertain. While we can reduce the amounts in warrant articles, we cannot make substantive changes to offset that elsewhere. I would propose committing taxes in June at the same level as last year rather than reducing the municipal portion as previously planned. It's not beyond the realm we will need to seek to tap into the undesignated fund later in the year.

The Board chair would also like to talk about **donating Town iPads** to Piscataquis County schools.