

Town of Belgrade
Board of Selectpersons

Dec. 15, 2020 / 6:30 p.m.

This meeting will be conducted online at
<https://us02web.zoom.us/j/81131427984>

A G E N D A

Call to Order and Pledge of Allegiance
Open Meeting

1. PUBLIC COMMENT

2. OLD BUSINESS

A. Approval of Dec. 2, 2020, **Selectboard minutes.**

3. NEW BUSINESS

A. **Board appointments**

1. Cathy McKelway – Lakes Committee

B. Consideration of **bottle box applications** from the following, and discussion of bottle redemption process:

1. Belgrade/Rome Special Needs Food Pantry

2. Union Church of Belgrade Lakes

3. Jobs for Maine's Graduates (JMG) / Messalonskee High School

4. Belgrade Bible Church

C. Discussion and consideration of **sidewalk maintenance.**

D. Consideration of 2021-22 **punch card program.**

E. Consideration of accepting a **\$10,000 library grant** from the Stephen & Tabitha King Foundation for the Library.

F. Consideration of appointing Deputy Clerk Sheila Thorne as the Town's **Bureau of Motor Vehicles agent.**

4. WARRANT

5. TOWN MANAGER REPORT

Town of Belgrade Board of Selectpersons

Dec. 1, 2020 / 6:30 p.m.

This meeting was conducted online via Zoom. The recording is posted at <https://youtu.be/KvjWkAzpSX4> and <https://youtu.be/gn18qCmCAMA>

MINUTES

Selectboard members present: Melanie Jewell, Rick Damren, Ernst Merckens, Kathleen Wall, Dan Newman

In attendance: Loyce Haslett; Town Manager Anthony Wilson; Code Enforcement Officer Gary Fuller; Carol Johnson; Richard Bourne; Linda Bacon; Bruce Galouch; Kelly Couture and Donna Strickler of the Sexual Assault Crisis & Support Center; Mike Guarino, Friends of Messalonskee board chair; Aaron Palleschi; Paul Feinberg; Jim Hillier; Laura Rose Day, president and CEO of 7 Lakes Alliance

Ms. Jewell called the meeting to order at 6:30 p.m. Mrs. Wall moved to open the meeting. Mr. Merckens seconded. Motion approved 4-0, with Mr. Newman absent.

1. PUBLIC HEARING. Mr. Damren moved to open the public meeting. Mrs. Wall seconded. Motion approved 4-0, with Mr. Newman absent. Loyce Haslett voiced concern about the number of vehicles in the auto graveyard. Code Enforcement Officer Gary Fuller said his two inspections of the property indicated no change in its operation. He noted there were fewer vehicles than in the past and there is no legal limit on vehicles in an auto graveyard. Town Manager Anthony Wilson said if the applicant decides not to seek a future renewal of his permit, he would be required to remove the vehicles from the property. Mr. Damren moved to close the hearing. Mr. Merckens seconded. Motion approved 4-0, with Mr. Newman absent.

A. Auto graveyard permit renewal application: Raymond Frappier, Map 10/Lot 22C. Mr. Damren moved approval of the permit. Mr. Merckens seconded. Motion approved 4-0, with Mr. Newman absent.

2. PUBLIC COMMENT. Carol Johnson asked the Board to place on the Dec. 15 agenda a discussion about sidewalk maintenance so citizens could provide input. Ms. Jewell said that would be considered, depending on the agenda's length.

3. OLD BUSINESS

A. Approval of Nov. 17, 2020, **Selectboard minutes.** Mr. Damren moved approval. Mr. Merckens seconded. Motion approved 4-0, with Mr. Newman absent.

4. NEW BUSINESS

A. Board appointments

1. Aaron Palleschi – Parks and Recreation Board. Mr. Damren moved approval. Mrs. Wall seconded. Motion approved 4-0, with Mr. Newman absent.
2. Paul Feinberg – Lakes Committee. Mrs. Wall moved approval. Mr. Damren seconded. Motion approved 4-0, with Mr. Newman absent.

3. Cathy McKelway – Lakes Committee. Mr. Damren moved to table. Mrs. Wall seconded. Motion approved 4-0, with Mr. Newman absent.
 4. Jim Hillier – Lakes Committee. Mrs. Wall moved approval. Ms. Jewell seconded. Motion approved 4-0, with Mr. Newman absent.
- B. Consideration of the following **special request petitions** for inclusion on the 2021 Town Meeting ballot:
1. Sexual Assault Crisis & Support Center
 2. Literacy Volunteers Waterville Area
 3. Belgrade Lakes Association, Friends of Messalonskee, 7 Lakes Alliance, McGrath Pond-Salmon Lake Association
 4. Spectrum Generations (Central Maine Area on Aging)
 5. Hospice Volunteers of Waterville Area
- Mr. Damren moved approval of the petitions. Mr. Merckens seconded. Motion approved 4-0, with Mr. Newman absent.
- C. Consideration of updated Town **employment guidelines**. The Town Manager detailed his proposed substantive changes. After Board discussion, Mr. Wilson agreed to seek the staff's input on the proposal, particularly regarding courtesy interviews and lunch breaks. Ms. Jewell also asked that more research be done on requiring physical exams of candidates offered employment. The Board agreed that after 40 hours of comp time in a year, employees should be paid overtime at a rate of 1.5 times their hourly wage.
- D. Consideration of **holiday schedule**. Ms. Jewell moved that Town facilities close at noon on Christmas Eve. Mr. Damren seconded. Motion approved 4-0, with Mrs. Wall absent. Mrs. Jewell moved that the Town Office close to the public at noon on New Year's Eve to allow for the year-end reconciliation of the Town's finances, and that all Town facilities will close at 4 p.m. on Dec. 31. Mr. Damren seconded. Motion approved 4-0, with Mrs. Wall absent.
3. **WARRANT**. Mr. Damren moved approval of Warrant No. 157 in the amount of \$590,369.13. Mr. Newman seconded. Motion approved 4-0, with Mrs. Wall absent.
4. **TOWN MANAGER REPORT**. Mr. Wilson relayed a suggestion from the Town's attorneys to amend its ordinances so Planning Board permits are appealed directly to Superior Court, with the Appeals Board hearing appeals of permits issued administratively. The Board endorsed pursuing an amendment. After a discussion of a salt well remediation agreement with Maine DOT, the Board said it wished to pursue a complete agreement for voters to approve, but with a warrant that gives the Board authority to execute the agreement. Mr. Wilson will return with details for a referendum town meeting. After a discussion about the Lakes Committee's membership makeup, the board said the Friends of Messalonskee representative must be a Town resident.

Mr. Damren moved to adjourn the meeting at 9:05 p.m. Mr. Merckens seconded. Motion approved 4-0, with Mrs. Wall absent.

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other standing new lake/mowing committee

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

Name Cathy McKelway
 Address 16 Geneva Belgrade Lakes ME 04918
 Phone # (Home) [REDACTED] (Work) [REDACTED] Email: [REDACTED]
 Place of Employment Self employed
 Education & Experience BA Fairleigh College. School Board 2 terms
Retired banker - 30 years

Interests and Hobbies _____

Why do you wish to serve on a municipal board or committee?
Lakes are v. important to our economy

References Carol Carothers
 Name [REDACTED] Phone # [REDACTED]
 Name Andy Cook Phone # [REDACTED]
Becky Seel

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

Email Address: _____

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: Dec. 15, 2020
Re: Bottle boxes

The Belgrade-Rome Special Needs Food Pantry, Belgrade Bible Church and Union Church of Belgrade Lakes have submitted applications to renew their bottle boxes at the Transfer Station and Recycling Center for the upcoming year. We received one additional application – from Jobs for Maine’s Graduates (JMG) / Messalonskee High School. According to its website, JMG is a nonprofit that connects students to career pathways through a continuum of support from middle school through post-secondary degree attainment.

The Town’s bottle box policy, which limits the number of boxes to three, is attached.

Shortly after the pandemic struck, the redemption center that had picked up bottles from the boxes twice weekly shut down. It has since gone out of business. Damon’s Beverage & Redemption in Waterville has suspended its pickup of bottles during the pandemic, but has expressed an interest in doing so for the Town after the pandemic has ended.

Each bottle box owner was offered the opportunity to retrieve and redeem their own bottles. Each said they lack the wherewithal to do so. A community volunteer stepped up and has retrieved all of the bottles twice weekly. Because he is unable to keep the bottles separate, the revenue has been divided evenly among the three box owners and the Town. Because the bottles are being delivered to a redemption center, the rate is slightly higher than previously – 6 cents per bottle versus 5 cents.

Marylou Butterfield, president of the food pantry board, expressed her appreciation, noting that without the volunteer’s help, the pantry would be realizing no bottle revenue. She reported the community is supporting the pantry financially to a greater extent – i.e. the pantry is financially strong – and that “no one has gone hungry” as a result of bottle box revenue.

Bottle Box Application

Date of Application: 12-1-20

Name of organization or non-profit requesting placement for a Bottle Box:

Belgrade/Rome Food Pantry

Mailing Address:

P.O. Box 236, Belgrade 04917

Contact number for applicant: 207-495-2022

Name and telephone number of the person or organization responsible for the maintenance of the bottle box:

Marylou Butterfield Telephone #: 207-495-2022

Is this a new application or a renewal: Renewal

As authorized representative for the above name organization, I (We) fully understand the policy for the placement of the Bottle Box at the Belgrade Transfer Station. The organization will abide by the rules of the policy provided. I (We) understand if the application is not received by the Town of Belgrade, prior to December 1st of the current year, the Town will remove the bottle box.

Authorized Signature: Marylou Butterfield Date: 12-1-20

Authorized Official for the Town of Belgrade:

_____ Date: _____

**Board approves first week of December annually

Bottle Box Application

Date of Application: December 1, 2020

Name of organization or non-profit requesting placement for a Bottle Box:

Union Church of Belgrade Lakes

Mailing Address:

P.O. Box 133 Belgrade Lakes 04918

Contact number for applicant: 207-495-3599

Name and telephone number of the person or organization responsible for the maintenance of the bottle box:

Union Church Telephone #: 495-3599

Is this a new application or a renewal: Renewal

As authorized representative for the above name organization, I (We) fully understand the policy for the placement of the Bottle Box at the Belgrade Transfer Station. The organization will abide by the rules of the policy provided. I (We) understand if the application is not received by the Town of Belgrade, prior to December 1st of the current year, the Town will remove the bottle box.

Authorized Signature: Katherine Grand Date: 12/1/2020
Office Administrator / Treasurer

Authorized Official for the Town of Belgrade:

_____ Date: _____

Bottle Box Application

Date of Application: 12-1-2020

Name of organization or non-profit requesting placement for a Bottle Box:

Belgrade Bible Church

Mailing Address:

P.O. Box 412, Belgrade, Maine 04917

Contact number for applicant: 495-2200 or 495-2676

Name and telephone number of the person or organization responsible for the maintenance of the bottle box:

Gary L. Smith Telephone #: 495-2676

Is this a new application or a renewal: Renewal

As authorized representative for the above name organization, I (We) fully understand the policy for the placement of the Bottle Box at the Belgrade Transfer Station. The organization will abide by the rules of the policy provided. I (We) understand if the application is not received by the Town of Belgrade, prior to December 1st of the current year, the Town will remove the bottle box.

Authorized Signature: Gary L. Smith Date: 12-1-2020

Authorized Official for the Town of Belgrade:

_____ Date: _____

**Board approves first week of December annually

Bottle Box Application

Date of Application: 20 November 2020

Name of organization or non-profit requesting placement for a Bottle Box:

JMG - Jobs for Maine's Graduates/Messabeskee HS

Mailing Address:

131 Messabeskee High DR, Oakland 04963

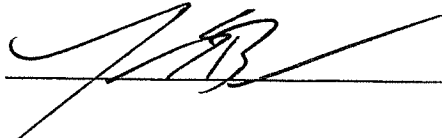
Contact number for applicant: 458-5449

Name and telephone number of the person or organization responsible for the maintenance of the bottle box:

Skip Bessey Telephone #: 458-5449

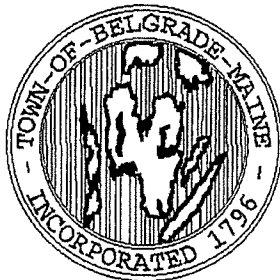
Is this a new application or a renewal: New

As authorized representative for the above name organization, I (We) fully understand the policy for the placement of the Bottle Box at the Belgrade Transfer Station. The organization will abide by the rules of the policy provided. I (We) understand if the application is not received by the Town of Belgrade, prior to December 1st of the current year, the Town will remove the bottle box.

Authorized Signature:  Date: 2020/11/20

Authorized Official for the Town of Belgrade:

_____ Date: _____



Town of Belgrade

Policy for the Placement of Bottle Deposit Collection Box by Non-Municipal Entities at the Transfer Facility and Recycling Center

For many years the Town of Belgrade has allowed the placement of a "bottle deposit" collection box at the Transfer Facility and Recycling Center (the Facility) for the purpose of raising funds, subsequently, non-municipal organizations have requested permission to place a box for the purpose of collection of deposit bottles as a fundraising for their specific purpose. Therefore, the Board of Selectpersons adopts this policy to:

1. To provide guidance on the placement of "Bottle Deposit" Collection Boxes to raise funds for non-municipal entities.
2. To provide a fair and equitable approach to the allocation of space for the placement of these boxes.
3. To provide specifications on the construction and maintenance of the boxes that are placed at the Facility.

Placement of "Bottle Deposit" Boxes for Fundraising by Non-Municipal Organizations

Given the limited space available at the facility, no more than three "bottle deposit" boxes are authorized for this purpose at any one time. The placement of the boxes shall be at a location approved by the Town Manager and will only be done under the direction of the Facility Supervisor or his/her designee. The Facility Supervisor is authorized to relocate the boxes should operational requirements make this necessary.

Allocation of Space for "Bottle Deposit" Boxes

Requests for the location of a "bottle deposit" box shall be made on an annual basis directly to the Board of Selectpersons.

Requests must be received no earlier than November 1st and no later than December 1st of every year. Otherwise, an automatic extension will be granted by the Board of Selectpersons to those that have a currently approved box. Any additional boxes will be granted on a first come first serve basis for a total of up to three boxes.

"Bottle Deposit" Construction Specifications and Maintenance Requirements

The construction of any "Bottle Deposit" box placed at the facility shall be pursuant to the attached specifications. The name(s) of the organization(s) placing the box shall be marked so that the agency requesting the donation in letters that are at least 6" in height. Boxes placed at the Facility shall be routinely checked to ensure that the integrity of the box is intact. The Town of Belgrade, Town Officers, Town Officials, or employees shall not be responsible, nor shall they be held liable for any damage to the boxes or injuries to any person who is maintaining the box for the organization that placed the box. Each organization will inspect their boxes monthly to remove all rubbish and debris, failure to do so may result in the removal of the bottle box.

The boxes must be emptied, as necessary, to avoid "spillover" on the adjacent ground, but not less frequently than on a weekly basis during the normal operating hours of the Facility. "Spillover" due to a failure to properly remove contents of the boxes may be cleared by Transfer Station employees and placed in the municipal deposit bottle collection site.

Failure to adhere to these requirements may result in the removal of the box by the Facility Supervisor.

This policy was approved by the Board of Selectpersons on the 1st day of September, 2009 and amended on June 17th, 2014 by the Belgrade Board of Selectpersons. Amended by the Board of Selectpersons on Tuesday, December 1st, 2015.

Ernest Rice, Chairperson

Rick Damren, Vice-Chair

Bruce Plourd, Selectperson

Gary Mahler, Selectperson

Michael Barrett, Selectman

Bottle Box Application

Date of Application: _____

Name of organization or non-profit requesting placement for a Bottle Box:

Mailing Address:

Contact number for applicant: _____

Name and telephone number of the person or organization responsible for the maintenance of the bottle box:

_____ Telephone #: _____

Is this a new application or a renewal: _____

As authorized representative for the above name organization, I (We) fully understand the policy for the placement of the Bottle Box at the Belgrade Transfer Station. The organization will abide by the rules of the policy provided. I (We) understand if the application is not received by the Town of Belgrade, prior to December 1st of the current year, the Town will remove the bottle box.

Authorized Signature: _____ Date: _____

Authorized Official for the Town of Belgrade:

_____ Date: _____

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: Dec. 15, 2020
Re: Sidewalks maintenance

During the public comment section of the Selectboard's Dec. 2 meeting, Carol Johnson requested a place on the Dec. 15 agenda to speak about the need for sidewalk winter maintenance. Mrs. Johnson was relaying that request on behalf of Christine Merckens, the Town's health officer.

As I reported at the Board's Nov. 17 meeting, the Maine Municipal Association reported to me that Maine municipalities are legally responsible for clearing sidewalks of snow and ice. However, towns are immune from liability for accidents caused by ice and snow on sidewalks and streets. Municipalities may enact ordinances requiring abutters to clear sidewalks of snow and ice. MMA Senior Staff Attorney Richard P. Flewelling noted some towns, mostly larger communities, have done that with varying degrees of controversy and compliance. The Board previously stated its desire not to invest in the equipment and manpower necessary to perform this task.

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: Dec. 15, 2020
Re: Punch card program

The Transfer Station and Recycling Center Committee recommends to the Selectboard reducing the number of items that could be turned in over the course of two years as follows: four tires (up to 22 inches), one computer system, one television set, one mattress or box spring, one couch or chair, and one freon item. Currently, punch card holders can turn in two each of computer systems, TVs, mattresses/box springs, and sofas/chairs. (The number of tires and freon items would not change.) This is in keeping with a prior Selectboard's wish to scale back the program.

I support the punch card program for two reasons. One, it does not significantly impact Transfer Station revenues. Transfer Station Director Kenny Scheno reports he has rarely encountered a card that is fully punched. He says many people cannot locate their punch card, and so they willingly pay the normal rate: \$10 for sofas and mattresses, \$8 for appliances with freon, \$5 for chairs, and \$3 for tires. Two, and more importantly, the punch card program likely reduces the amount of illegal dumping in our community.

One concern the Selectboard should consider is community reaction to what will likely be viewed as a reduction in a tax-supported service.

**PUNCH CARD #3928
NON TRANSFERABLE
VOID IF MISUSED**

**4 Tires Up to
22"
No Rims**

**Computer
Systems**

**Computer
Systems**

One TV

One TV

**Mattress or
Boxspring**

**Mattress or
Boxspring**

**1 Freon
Item**

**Couch or
Chair**

**Couch or
Chair**

Memo

To: Board of Selectpersons
From: Megan Aube, Library Director
Date: Dec. 15, 2020
Re: Library grant

The Stephen & Tabitha King Foundation is a nonprofit organization with the primary goal of supporting community initiatives and libraries in Maine. The foundation has generously awarded the Belgrade Public Library \$10,000 to replace old shelving units housing our youth, audiobook and entertainment collections.

The new units are quoted at \$9,100 and will offer more shelving space, display space and mobility. The remaining \$900 will supply us with new children's books, audiobooks and DVDs to fill the additional space we will have once the new shelves are installed.

I have attached the official project budget, with shelving schematics.

Library Shelving: Accommodating Greater Collections

2020

Shelving: Includes seven shelving units designed to replace eight smaller units. Shipping & installation included. \$9,100.00

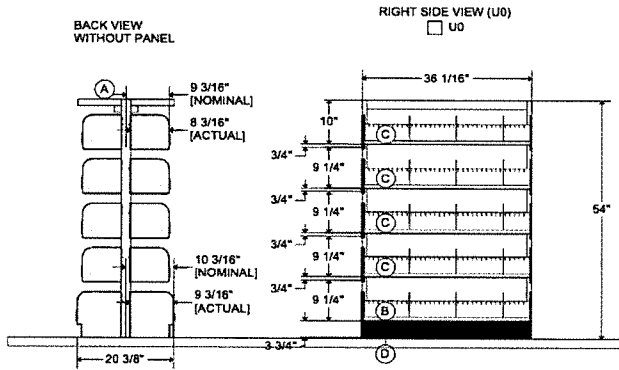
Collections:

Children's Collection: \$400.00

Audio Book Collection: \$300.00

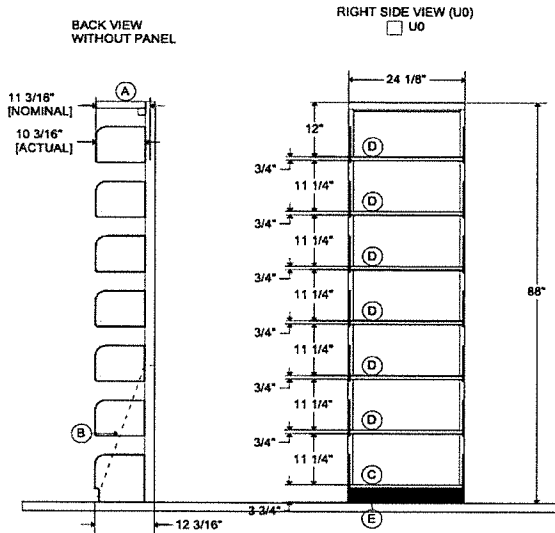
Entertainment Collection: \$200.00

Total Project Cost: \$10,000.00



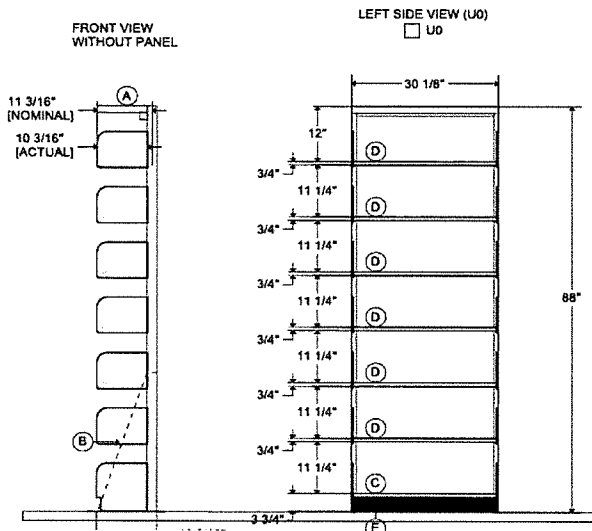
Legend

- A BRACKET ONLY CANOPY TOP
- B AEFSS5.360.090A KIT BASE 5° SLOPED DIVIDER SHELF 36"W X 9"D (TRUE BRACKET DEPTH)
- C AEFSS5.360.080A KIT 5° SLOPED DIVIDER SHELF 36"W X 8"D (TRUE BRACKET DEPTH)
- D KICKSTRIP 4"



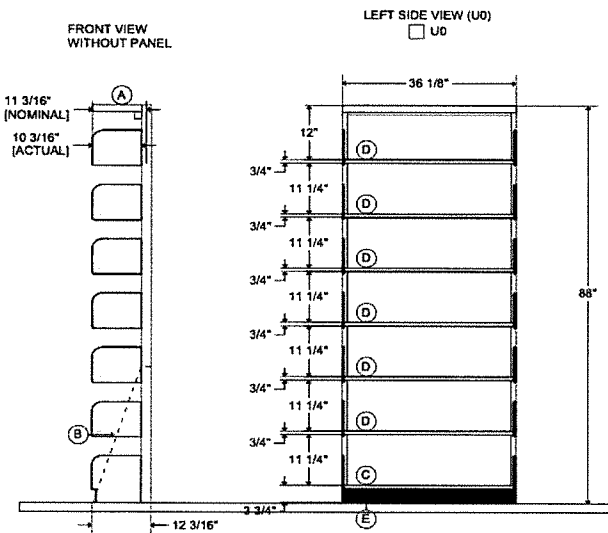
Legend

- A ACTS240.110A CANOPY TOP
- B GUSSET
- C AELSB.240.100A KIT BASE PLAIN SHELF 24"W X 10"D (TRUE BRACKET DEPTH)
- D AELS.240.100A KIT ADJUSTABLE PLAIN SHELF 24"W X 10"D (TRUE BRACKET DEPTH)
- E KICKSTRIP 3"



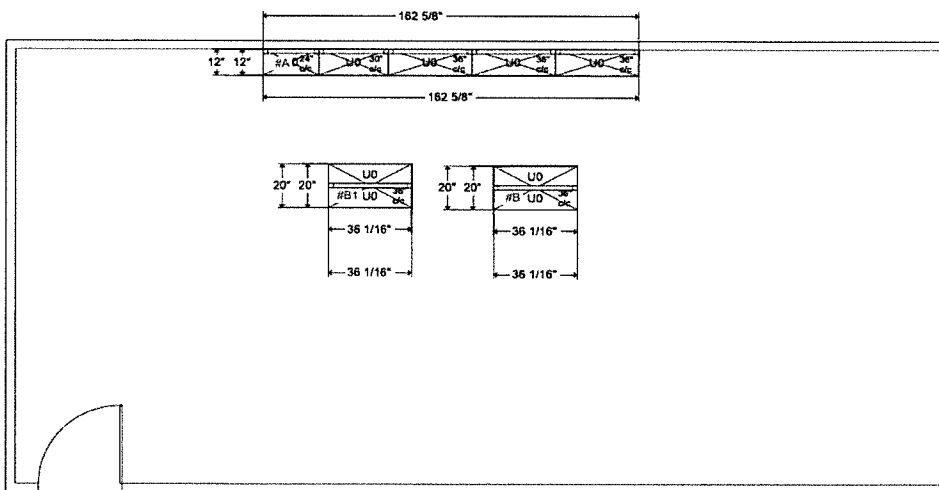
Legend

- A ACTS300.110A
CANOPY TOP
- B GUSSET
- C AELSB.300.100A
KIT BASE PLAIN SHELF
30"W X 10"D (TRUE BRACKET DEPTH)
- D AELS.300.100A
KIT ADJUSTABLE PLAIN SHELF
30"W X 10"D (TRUE BRACKET DEPTH)
- E KICKSTRIP 3"



Legend

- A ACTS360.110A
CANOPY TOP
- B GUSSET
- C AELSB.360.100A
KIT BASE PLAIN SHELF
36"W X 10"D (TRUE BRACKET DEPTH)
- D AELS.360.100A
KIT ADJUSTABLE PLAIN SHELF
36"W X 10"D (TRUE BRACKET DEPTH)
- E KICKSTRIP 3"



Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: Dec. 15, 2020
Re: Bureau of Motor Vehicles agent

The Bureau of Motor Vehicles (BMV) requires each town to designate an agent responsible for the reconciling of the town's vehicle registrations. Nick Poole has served in that role since 2017. Since his promotion to treasurer, we have been seeking an opportunity to appoint a deputy clerk to the BMV role. Deputy Clerk Sheila Thorne has been working with Nick to ready herself to assume the agent's responsibilities. Sheila has years of experience registering vehicles, has undergone all the requisite BMV training, and performed the agent's duties for the Town of Sidney (though she did not carry the title).

We recommend Ms. Thorne be appointed the Town's BMV agent, effective Dec. 16.

Warrant 163

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00544 ADVANCE AUTO PARTS						
0626	20714	12	BATTERY AND OIL		8455033947849	
BATTERY			E 13-01-35-02		112.86	0.00
			FACILITIES / GENERAL - REPAIRS / FM TRUCK			
OIL			E 13-01-30-04		24.72	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Vendor Total-		137.58	
00000 AMAZON						
0626	20715	12	MATH&SCI READIN SUPPLEMEN		12/8/2020	
MATH&SCI READIN SUPPLEMEN			E 62-01-99-99		1,008.19	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
			Vendor Total-		1,008.19	
00004 AMERICAN LOGGERS FIRE SUPPRESSION L						
0626	20716	12	FIRE EXSTINGUISHER MAINT.		6064	
FIRE EXSTINGUISHER MAINT.			E 05-05-35-01		235.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - REPAIRS / EQUIPMENT			
			Invoice Total-		235.00	
0626	20716	12	NBCC FIRE EXTINGUISHER		17146	
NBCC FIRE EXTINGUISHER			E 13-03-35-17		50.00	0.00
			FACILITIES / NBCC - REPAIRS / EXTINGUISHER			
			Invoice Total-		50.00	
0626	20716	12	TOWN GARAGE EXTINGUISHER		17145	
TOWN GARAGE EXTINGUISHER			E 13-04-35-17		81.50	0.00
			FACILITIES / GARAGE - REPAIRS / EXTINGUISHER			
			Invoice Total-		81.50	
0626	20716	12	TOWN OFFICE EXTINGUISHER		16676	
TOWN OFFICE EXTINGUISHER			E 13-14-35-17		50.00	0.00
			FACILITIES / TOWN OFFICE - REPAIRS / EXTINGUISHER			
			Invoice Total-		50.00	
0626	20716	12	DEPOT FD/TRUCKS		16675	
DEPOT FD/TRUCKS			E 13-07-35-17		79.00	0.00
			FACILITIES / FD:DEPOT - REPAIRS / EXTINGUISHER			
			Invoice Total-		79.00	
0626	20716	12	LAKES FD/TRUCKS		16674	
LAKES FD/TRUCKS			E 13-06-35-17		160.93	0.00
			FACILITIES / FD:LAKES - REPAIRS / EXTINGUISHER			
			Invoice Total-		160.93	
0626	20716	12	NB FD EXTINGUISHER		16673	
NB FD EXTINGUISHER			E 13-08-35-17		50.00	0.00
			FACILITIES / FD:NB - REPAIRS / EXTINGUISHER			
			Invoice Total-		50.00	
0626	20716	12	TRANSFER STATION EXTINGUI		17147	
TRANSFER STATION EXTINGUI			E 13-09-35-17		50.00	0.00
			FACILITIES / TRANSFER STA - REPAIRS / EXTINGUISHER			
			Invoice Total-		50.00	
			Vendor Total-		756.43	
00289 AUGUSTA FUEL CORP.						
0626	20717	12	LAKES FD OIL		5858473	
LAKES FD FUEL OIL			E 13-06-20-05		130.63	0.00
			FACILITIES / FD:LAKES - SERVICES / HEATING			
			Invoice Total-		130.63	
0626	20717	12	TRANSFER STATION LP BULK		5860350	
TRANSFER STATION LP BULK			E 15-05-30-02		66.35	0.00

Warrant 163

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			SOLID WASTE / WASTE - SUPPLIES / FUEL			
			Invoice Total-		66.35	
0626	20717	12	CFAS LP BULK	5860349		
CFAS LP BULK			E 13-02-20-05		36.75	0.00
			FACILITIES / CFAS - SERVICES / HEATING			
			Invoice Total-		36.75	
0626	20717	12	GARAGE LP BULK	5858835		
GARAGE LP BULK			E 12-01-30-02		89.09	0.00
			CEMETERY / CEMETERY - SUPPLIES / FUEL			
			Invoice Total-		89.09	
0626	20717	12	CFAS LP BULK	5858834		
CFAS LP BULK			E 13-02-20-05		11.01	0.00
			FACILITIES / CFAS - SERVICES / HEATING			
			Invoice Total-		11.01	
0626	20717	12	TS OFF RD DIESEL	5859874		
TS OFF RD DIESEL			E 15-05-30-02		165.46	0.00
			SOLID WASTE / WASTE - SUPPLIES / FUEL			
			Invoice Total-		165.46	
			Vendor Total-		499.29	
00346 AUGUSTA TOOL RENTAL						
0626	20718	12	BRUSH CHIPPER	142534		
BRUSH CHIPPER			E 10-01-20-06		310.00	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
			Vendor Total-		310.00	
00238 BAKER & TAYLOR BOOKS # 510486						
0626	20719	12	BOOKS AND PERIODICALS	L21L4427554A		
BOOKS AND PERIODICALS			E 30-01-30-09		450.00	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Invoice Total-		450.00	
0626	20719	12	BOOKS AND PERIODICALS	5016577342		
BOOKS AND PERIODICALS			E 30-01-30-09		79.93	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Invoice Total-		79.93	
			Vendor Total-		529.93	
00100 BELGRADE CENTRAL SCHOOL						
0626	20720	12	ART, ENRICHMENT, BOOKS			
ART, ENRICHMENT, BOOKS			E 62-01-99-99		3,700.00	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
			Vendor Total-		3,700.00	
00179 BELGRADE LAKES ASSOCIATION						
0626	20721	12	WARRANT ARTICLE			
WARRANT ARTICLE			E 22-01-51-03		16,000.00	0.00
			SPEC REQUEST / SPEC REQUEST - SPECIAL REQU / BLA			
			Vendor Total-		16,000.00	
00376 CARDMEMBER SERVICES						
0626	20723	12	FREEZER ZIPPER BAGS COVID	2615		
FREEZER ZIPPER BAGS COVID			E 05-05-30-07		29.98	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS			
			Invoice Total-		29.98	
0626	20723	12	SIDE BY SIDE EQUIPMENT	9415		
SIDE BY SIDE EQUIPMENT			E 05-05-35-01		106.68	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - REPAIRS / EQUIPMENT			
			Invoice Total-		106.68	

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0626	20723	12	PPE KITS COVID		6878	
PPE KITS COVID			E 05-05-30-07		9.43	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS			
			Invoice Total-		9.43	
0626	20723	12	FD EQUIPMENT		7006	
FD EQUIPMENT			E 05-05-30-04		15.98	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING			
			Invoice Total-		15.98	
0626	20723	12	ADOBE SUBSCRIPTION		4721, 8688	
ADOBE SUBSCRIPTION			E 01-10-20-07		31.62	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
			Invoice Total-		31.62	
0626	20723	12	STANDING DESK CONVERTER		0427	
STANDING DESK CONVERTER			E 01-10-30-03		139.95	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		139.95	
0626	20723	12	FORCLOSURE POSTAGE		6665	
FORCLOSURE POSTAGE			E 01-10-30-01		111.20	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE			
			Invoice Total-		111.20	
0626	20723	12	OFF RD DIESEL COMPACTOR		7074	
OFF RD DIESEL COMPACTOR			E 15-05-30-02		63.06	0.00
			SOLID WASTE / WASTE - SUPPLIES / FUEL			
			Invoice Total-		63.06	
0626	20723	12	UNWRAP PROGRAM		0498	
UNWRAP PROGRAM			E 30-01-31-01		30.07	0.00
			LIBRARY / LIBRARY - SPECIAL / EVENTS			
			Invoice Total-		30.07	
0626	20723	12	BOOKS AND PERIODICALS		0480	
BOOKS AND PERIODICALS			E 30-01-30-09		138.04	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Invoice Total-		138.04	
0626	20723	12	FOOD FOR PROGRAMS		2528,3146	
FOOD FOR PROGRAMS			E 25-30-30-05		52.04	0.00
			RECREATION / REC PROGRAMS - SUPPLIES / FOOD/WATER			
			Invoice Total-		52.04	
0626	20723	12	AIR COMPRESSOR TS		9344	
AIR COMPRESSOR TS			E 13-09-35-08		440.34	0.00
			FACILITIES / TRANSFER STA - REPAIRS / BUILDING			
			Invoice Total-		440.34	
0626	20723	12	HOSE FOR THE PUMP		2745	
HOSE FOR THE PUMP			E 13-01-40-04		195.18	0.00
			FACILITIES / GENERAL - PURCHASES / EQUIPMENT			
			Invoice Total-		195.18	
0626	20723	12	FOOD ELECTION WORKERS		2619	
FOOD ELECTION WORKERS			R 01-96		81.00	0.00
			GEN'L GOV. - GRANT ELECT			
			Invoice Total-		81.00	
			Vendor Total-		1,444.57	
00000 CENTRAL MAINE						
0626	20724	12	NEW SANDER		5918209	
NEW SANDER			G 3-585-00		5,995.00	0.00
			CAPITAL PROJ / TRUCK			

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Vendor Total-					5,995.00	
00092 CENTRAL MAINE MOTORS						
0626	20725	12	RAM 5500 BRAKE WORK	153611		
RAM 5500 BRAKE WORK			E 05-05-35-04		1,599.87	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - REPAIRS / FIRE TRUCKS			
Vendor Total-					1,599.87	
00020 CENTRAL MAINE POWER						
0626	20726	12	STREET LIGHTS ELECTRICITY	708000973629		
STREET LIGHTS ELECTRICITY			E 05-25-20-04		257.30	0.00
			PUBLIC SAFTY / STREET LIGHT - SERVICES / ELECTRICITY			
Invoice Total-					257.30	
0626	20726	12	TS ELECTRICITY	712000950760		
TS ELECTRICITY			E 13-09-20-04		484.81	0.00
			FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY			
Invoice Total-					484.81	
Vendor Total-					742.11	
00468 CONSOLIDATED COMMUNICATIONS						
0626	20727	12	TOWN OFFICE FAX LINE	NOVEMBER 2020		
TOWN OFFICE FAX LINE			E 01-10-20-01		44.51	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
Invoice Total-					44.51	
0626	20727	12	FIRE DEPT FAX LINE	NOVEMBER 2020		
FIRE DEPT FAX LINE			E 05-05-20-01		47.85	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
Invoice Total-					47.85	
Vendor Total-					92.36	
00224 DUNBAR, LAURA						
0626	20728	12	BOOKS AND ART SUPPLIES	12/4/2020		
BOOKS AND ART SUPPLIES			E 62-01-99-99		299.06	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
Vendor Total-					299.06	
00405 EAGLE RENTAL						
0626	20729	12	SKID STEER	A30571		
SKID STEER			E 13-01-20-06		1,100.00	0.00
			FACILITIES / GENERAL - SERVICES / RENTALS			
Vendor Total-					1,100.00	
00139 FIRE TECH & SAFETY						
0626	20730	12	GEAR BAGS	192050		
GEAR BAGS			E 05-05-40-04		130.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PURCHASES / EQUIPMENT			
Vendor Total-					130.00	
00008 FULLER, GARY R.						
0626	20731	12	MILEAGE REIMBURSEMENT 89	11/30-12/4		
MILEAGE REIMBURSEMENT 89			E 01-20-20-02		39.16	0.00
			GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPORTATI			
Vendor Total-					39.16	
00288 GALE/CENGAGE LEARNING						
0626	20732	12	BOOKS AND PERIODICALS	0		
BOOKS AND PERIODICALS			E 30-01-30-09		76.02	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
Vendor Total-					76.02	
00066 GENERATORS OF MAINE, INC						

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0626	20733	12	LAKES FD GENERATOR WORK	6556		
LAKES FD GENERATOR WORK			E 13-06-35-09		425.22	0.00
			FACILITIES / FD:LAKES - REPAIRS / GENERATOR			
			Invoice Total-		425.22	
0626	20733	12	ANNUAL GENERATOR WORK	6506		
LAKES FD			E 13-06-35-09		215.00	0.00
			FACILITIES / FD:LAKES - REPAIRS / GENERATOR			
CFAS			E 13-02-35-09		339.48	0.00
			FACILITIES / CFAS - REPAIRS / GENERATOR			
TOWN OFFICE			E 13-14-35-09		349.48	0.00
			FACILITIES / TOWN OFFICE - REPAIRS / GENERATOR			
NBCC			E 13-03-35-09		215.00	0.00
			FACILITIES / NBCC - REPAIRS / GENERATOR			
			Invoice Total-		1,118.96	
			Vendor Total-		1,544.18	
00009 HAMMOND LUMBER COMPANY						
0626	20734	12	TIE DOWN FOR SANDER	3934800		
TIE DOWN FOR SANDER			G 3-585-00		55.98	0.00
			CAPITAL PROJ / TRUCK			
			Vendor Total-		55.98	
00183 HYGRADE BUSINESS GROUP						
0626	20735	12	W-2 FORMS	686307		
W-2 FORMS			E 01-10-30-03		249.43	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Vendor Total-		249.43	
00267 IRVING OIL CORPORATION						
0626	20736	12	FACILITIES TRUCK FUEL	33729813		
FACILITIES TRUCK FUEL			E 13-01-30-02		147.73	0.00
			FACILITIES / GENERAL - SUPPLIES / FUEL			
			Invoice Total-		147.73	
0626	20736	12	FD FUEL	33729811		
FD FUEL			E 05-05-30-02		29.90	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FUEL			
			Invoice Total-		29.90	
			Vendor Total-		177.63	
00550 KYOCERA						
0626	20737	12	COPIER SUPPLIES	55L2030497		
COPIER SUPPLIES			E 01-10-20-14		188.05	0.00
			GEN'L GOV. / ADMIN - SERVICES / COPIER			
			Vendor Total-		188.05	
00638 LEAF						
0626	20738	12	COPIER CONTRACT	11301464		
COPIER CONTRACT			E 01-10-20-14		127.04	0.00
			GEN'L GOV. / ADMIN - SERVICES / COPIER			
			Vendor Total-		127.04	
00221 LIBERTY BUILDERS						
0626	20739	12	WINGS MILLS DAM REPAIRS	12/1/2020		
WINGS MILLS DAM REPAIRS			G 3-596-00		1,440.00	0.00
			CAPITAL PROJ / DAMS			
			Vendor Total-		1,440.00	
00296 LIFESAVERS, INC						
0626	20740	12	DEFIBRILLATION PADS	187377		
DEFIBRILLATION PADS			E 15-05-30-04		123.30	0.00

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
SOLID WASTE / WASTE - SUPPLIES / OPERATING						
Vendor Total-					123.30	
00582 MAINE TECHNOLOGY GROUP						
0626	20741	12	IT SUPPORT	25315		
IT SUPPORT			E 01-10-15-03		245.00	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT			
Vendor Total-					245.00	
00057 MAINEGENERAL MEDICAL CENTER						
0626	20742	12	PHARMACY CHARGES			
PHARMACY CHARGES			E 05-05-30-07		27.61	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS			
Vendor Total-					27.61	
00038 MAIRS, NANCY						
0626	20743	12	TOWN HISTORIAN STIPEND	11/30/2020		
TOWN HISTORIAN STIPEND			E 01-40-20-07		400.00	0.00
			GEN'L GOV. / HISTORIAN - SERVICES / CONTRACTED			
Vendor Total-					400.00	
00000 MEAGHAN MURPHY						
0626	20744	12	ART SUPPLIES	12/4/2020		
ART SUPPLIES			E 62-01-99-99		85.80	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
Vendor Total-					85.80	
00174 MTCCA						
0626	20745	12	3 MEMBERSHIPS RENEWALS	12/16/2020		
3 MEMBERSHIPS RENEWALS			E 01-10-14-03		90.00	0.00
			GEN'L GOV. / ADMIN - MEMBERSHIP / MTCCA			
Vendor Total-					90.00	
00676 PINE TREE WASTE						
0626	20746	12	TOILET RENTAL	1003141		
NB FIRE			E 13-08-20-06		75.00	0.00
			FACILITIES / FD:NB - SERVICES / RENTALS			
PENINSULA PARK			E 13-10-20-06		75.00	0.00
			FACILITIES / PARKS - SERVICES / RENTALS			
Invoice Total-					150.00	
0626	20746	12	GARAGE TOILET	1003142		
GARAGE TOILET			E 13-04-20-06		75.00	0.00
			FACILITIES / GARAGE - SERVICES / RENTALS			
Invoice Total-					75.00	
Vendor Total-					225.00	
00040 POWER EQUIPMENT PLUS						
0626	20747	12	BATTERY	99218385		
BATTERY			E 13-01-40-04		70.99	0.00
			FACILITIES / GENERAL - PURCHASES / EQUIPMENT			
Vendor Total-					70.99	
00003 REGISTRY OF DEEDS						
0626	20748	12	TRANSFERS POSTAGE FEES	12/19-11/2020		
TRANSFERS POSTAGE FEES			E 01-10-47-02		294.12	0.00
			GEN'L GOV. / ADMIN - FEES / FILING			
Invoice Total-					294.12	
0626	20748	12	2 LIEN DISCHARGES			
2 LIEN DISCHARGES			E 01-10-47-01		38.00	0.00
			GEN'L GOV. / ADMIN - FEES / DISCHARGE			

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				Invoice Total-	38.00	
				Vendor Total-	332.12	
00385 RJD APPRAISAL						
0626	20749	12	ASSESSING SERVICES	DECEMBER 2020		
ASSESSING SERVICES			E 01-10-15-04		2,125.00	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / ASSESSING			
				Vendor Total-	2,125.00	
00000 SCHOOL SPECIALTY						
0626	20750	12	ART SUPPLIES	12/9/2020		
ART SUPPLIES			E 62-01-99-99		170.00	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
				Invoice Total-	170.00	
0626	20750	12	ART SUPPLIES	11/24/2020		
ART SUPPLIES			E 62-01-99-99		227.05	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
				Invoice Total-	227.05	
0626	20750	12	ART SUPPLIES	12/8/2020		
ART SUPPLIES			E 62-01-99-99		996.87	0.00
			DC STEVENS / DC STEVENS - EXPENSE / EXPENSE			
				Invoice Total-	996.87	
				Vendor Total-	1,393.92	
00478 SEACOAST SECURITY, INC						
0626	20751	12	LIBRARY SERVICE	687083		
LIBRARY SERVICE			E 30-01-20-10		384.00	0.00
			LIBRARY / LIBRARY - SERVICES / SECURITY			
				Invoice Total-	384.00	
0626	20751	12	TOWN OFFICE SERVICE CALL	80228		
TOWN OFFICE SERVICE CALL			E 01-10-20-07		30.45	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
				Invoice Total-	30.45	
				Vendor Total-	414.45	
00612 SPECTRUM ENTERPRISE						
0626	20752	12	TOWN OFFICE INTERNET	084051401120120		
TOWN OFFICE INTERNET			E 01-10-20-01		123.88	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
				Vendor Total-	123.88	
00424 STEVENS, JASON						
0626	20753	12	ROAD WORK	12/6/2020		
1 TON WITH OPERATOR 60.81			E 10-01-20-06		1,520.25	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
CHAINS AW 27.86HRS			E 10-01-20-06		738.29	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
SKIDSTEER 55.79HRS			E 10-01-20-06		446.32	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
1 TON NO OPERATOR 20.65HR			E 10-01-20-06		289.10	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS			
				Vendor Total-	2,993.96	
00534 SUPER SHOES STORES/MACRO RETAIL						
0626	20754	12	TRANSFER STATION BOOTS	0111089		
TRANSFER STATION BOOTS			E 15-05-30-08		150.00	0.00
			SOLID WASTE / WASTE - SUPPLIES / CLOTHING			
				Vendor Total-	150.00	
00466 TREASURER, KENNEBEC COUNTY						

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0626	20755	12	40%COUNTY TAX	COUNTY TAX		
40%COUNTY TAX			E 32-01-99-99		276,288.84	0.00
			COUNTY TAX / COUNTY TAX - EXPENSE / EXPENSE			
			Vendor Total-		276,288.84	
00048 TREASURER, STATE OF MAINE						
0626	20756	12	PLUMBING PERMITS			
PLUMBING PERMITS			G 1-211-00		100.00	0.00
			GEN'L FUND / PLUMB. PERM.			
			Vendor Total-		100.00	
00013 WASTE MANAGEMENT OF						
0626	20757	12	CFAS DUMPSTER	2033754-2080-9		
CFAS DUMPSTER			E 13-02-20-06		87.42	0.00
			FACILITIES / CFAS - SERVICES / RENTALS			
			Invoice Total-		87.42	
0626	20757	12	TS DEMO MATERIAL	2034307-2080-5		
TS DEMO MATERIAL			E 15-05-20-13		1,362.03	0.00
			SOLID WASTE / WASTE - SERVICES / DISPOSAL			
			Invoice Total-		1,362.03	
0626	20757	12	TS MIXED WASTE	2034306-2080-7		
TS MIXED WASTE			E 15-05-20-13		7,423.87	0.00
			SOLID WASTE / WASTE - SERVICES / DISPOSAL			
			Invoice Total-		7,423.87	
			Vendor Total-		8,873.32	
00369 WB MASON CO, INC						
0626	20758	12	BOOK REPAIR TAPE	215774486		
BOOK REPAIR TAPE			E 30-01-30-03		20.98	0.00
			LIBRARY / LIBRARY - SUPPLIES / OFFICE			
			Invoice Total-		20.98	
0626	20758	12	PAPER TOWELS	215775298		
PAPER TOWELS			E 30-01-30-03		21.99	0.00
			LIBRARY / LIBRARY - SUPPLIES / OFFICE			
			Invoice Total-		21.99	
0626	20758	12	PRINTER INK	215691473		
PRINTER INK			E 30-01-30-03		154.96	0.00
			LIBRARY / LIBRARY - SUPPLIES / OFFICE			
			Invoice Total-		154.96	
0626	20758	12	USB DRIVE, FILE CARDS	215697151		
USB DRIVE, FILE CARDS			E 01-10-30-03		47.53	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		47.53	
0626	20758	12	LIBRARY SANITZER	215732929		
LIBRARY SANITZER			E 30-01-30-03		77.97	0.00
			LIBRARY / LIBRARY - SUPPLIES / OFFICE			
			Invoice Total-		77.97	
0626	20758	12	INK TONER	215746459		
INK TONER			E 01-10-30-03		119.99	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		119.99	
			Vendor Total-		443.42	
00206 WORKPLACE HEALTH						
0626	20759	12	COVID-19 TESTING	300541		
COVID-19 TESTING			E 05-05-20-11		142.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / MEDICAL			

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Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
				Vendor Total-	142.00	
				Prepaid Total-	0.00	
				Current Total-	332,890.49	
				EFT Total-	0.00	
				Warrant Total-	332,890.49	

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

- MELANIE JEWELL, SELECTPERSON CHAIR _____
- RICHARD W. DAMREN, JR., V. CHAIR _____
- DANIEL NEWMAN, SELECTPERSON _____
- ERNST MERCKENS, SELECTPERSON _____
- KATHLEEN WALL, SELECTPERSON _____
- M. ANTHONY WILSON, TOWN MANAGER _____

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: Dec. 15, 2020
Re: Town Manager's report

The Town of Winslow on Dec. 7 closed its offices to the public out of concern over the rising incidence of **COVID**. Unless we are ordered to do so by the state, I do not foresee a need to do this. We have learned much about the spread of the virus since last spring and have taken measures to protect the public and ourselves. Our citizens have been terrific about wearing masks in the Town Office. I stress almost daily the need for our staff to be vigilant in their mask-wearing and limiting their contacts outside of their home and work pods. An incidence of exposure and/or close contact would force us to shut down and quarantine for two weeks. All of this said, we must be prepared to nimbly take whatever action we must should the need arise.

We would like to try something different with our **extended Town Office hours** to serve more citizens. We are seeing fewer than five people (and sometimes as few as two) between 5 p.m.-7 p.m. on Thursdays. That seems an inefficient use of our staff. We would like to try opening at 7 a.m. on Thursdays to see if that would be more convenient for folks with 8-to-5 jobs.

We need to release **nomination papers** for candidates wishing to run for Selectboard. Those papers are due 60 days prior to the election. MMA advised against putting a tentative election date on the nomination papers, saying it raises the risk of a legal challenge. If not for our Town Clerk's vacation last week, we would have at this meeting presented proposed details for having a referendum town meeting on Saturday, March 19. We will do that at your Jan. 6 meeting. Tonight, we would like the board to commit to that date so we can affix it to the nomination papers and make those available to candidates.