

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

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

Call to Order and Pledge of Allegiance

Review, approve Minutes of February 7, 2023

Public Comments

Open Meeting

1. OLD BUSINESS

Spirit of America Nominations

2. NEW BUSINESS

Bar Harbor Trust Presentation

PW Ad Hoc Committee, Appointments

Cemetery Lot Sale

Fire Department / Land search

Foreclosure Bids

3. WARRANTS

4. TOWN MANAGER REPORT

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

Memo

February 7, 2023 Minutes

Review and approval of the February 7, 2023, minutes.

TOWN OF BELGRADE
Meeting Minutes
BOARD OF SELECTPERSONS
FEBRUARY 7, 2023 / 6:30 P.M.
BELGRADE TOWN OFFICE

This meeting can be viewed at <https://us02web.zoom.us/j/81131427984>

Call to Order and Pledge of Allegiance at 6:31 p.m. by Chair Melanie Jewell

Present: Chair Melanie Jewell, Vice Chair Barbara Allen, Selectperson Dan Newman, Selectperson Carol Johnson, Town Manager Lorna Nichols, Penny Morrell, Barry Morrell, Anthony Wilson, Jack Sutton, Laura Rose Day, John Hall, Bruce Galouch.

Remote Participants: Dan MacGlashing, Cory Alexander, Mary Vogel, Jillian Roy, Linda Sprague, Nicholas Alexander, Regina Coppens, Richard Bourne, Lindsay MacDonald, Kathleen Paradis.

****PUBLIC HEARING****

** Public hearing on secret ballot referendum questions for the March 17th, 2023, secret ballot portion of the bi-furcated town meeting.

Article 3 – Sexual Assault Crisis and Support Center

no questions

Article 4 – Lake Protection

Jack Sutton explained his no vote as part of the budget committee: milfoil remediation is important. He would rather have seen the request amount be the same as last year, this year's request is too high. The Town has many pressure issues (increases for town personnel, remediation of the salt issue). The 7 Lakes Alliance request represents a 50% increase over last year.

Penny Morrell – will this involve more employment positions. Anthony Wilson explained the request funds and supports youth conservation. They are not hiring more people. The cost of labor has increased, the minimum wage has increased. The request also covers courtesy boat inspections.

Laura Rose Day of 7 Lakes Alliance spoke of the importance to continue the work of 7 Lakes and the great return of the town's investment.

Article 5 – Spectrum Generations

no questions

Article 6 – Hospice Volunteers of Waterville Area

no questions

Article 7 – Cemetery Ordinance updates

Penny Morrell asked what amendments were done for the cemetery ordinance. A copy was provided to her for review. No further questions.

Chair Melanie Jewell motioned to close the public hearing at 6:49 p.m., seconded by Selectperson Carol Johnson, vote 4-0.

Review, approve Minutes of January 17, 2023

Chair Melanie Jewell motioned to accept the minutes of January 17, 2023, as written, seconded by Selectperson Carol Johnson, vote 4-0.

Public Comments - none

Open Meeting at 6:49 p.m. by Chair Melanie Jewell

OLD BUSINESS

Appointments

Budget Committee member appointment request from John Hall, tabled from the January 17 meeting. Mr. Hall gave a brief background of himself and expressed his interest in serving his community.

Chair Melanie Jewell motioned to approve the appointment of John Hall to the budget committee, seconded by Selectperson Carol Johnson, vote 4-0.

2023 Town Meeting Warrant

Articles 1 through 7 were voted upon by both the Selectboard and Budget Committee on January 10 for secret ballot. The remaining articles (8 through 29) were reviewed and 8 through 28 were approved at the January 17 meeting.

Legal counsel has submitted an increase to their original estimate of \$1,100 monthly fee (up from \$1,000 in 2022) to \$1,250 for 2024. Chair Melanie Jewell asked for a breakdown of the work done. No action taken.

RSU 18 has given an estimate of their anticipated budget increase at 3-3.5% which equates to \$375,000 - \$425,000 for the Town of Belgrade. With this increase, the estimated mil rate increase is \$1.22.

Article 29 – Tax Levy Limit: discussion on the limit and verbiage of the article. The Board discussed including the levy limit amount when the warrant is posted and providing that information at town meeting.

Vice Chair Barbara Allen motioned to accept the verbiage of the article without including a figure for the town report, seconded by Chair Melanie Jewell, vote 4-0.

Selectperson Dan Newman motioned to approve the warrant articles 1-29 as presented, seconded by Chair Melanie Jewell, vote 4-0.

Storm Policy

Vice Chair Barbara Allen presented a revised draft of a storm policy which would cover all personnel. Discussion ensued. No action taken.

NEW BUSINESS

Dispose of Old Building @ Transfer Station

Transfer Station director Ken had someone request the old building that used to house his office. The building came to us as a donation from Hammond Lumber (they used it as a guard shack prior to). The building is insulated and has sheetrock walls, 4 windows (all sills are rotted and leaking); the roof is as old as the building but no signs of leaking (yet). The floor is unfinished plywood.

Ken estimates the cost of disposal (not knowing the exact weight) at approximately 2.5 tons @ \$90/ton tipping fee = \$225.00 plus a haul fee of \$142, and labor at \$135. Approximately total cost of disposal around \$502.

Chair Melanie Jewell motioned to dispose of the old building, seconded by Selectperson Carol Johnson, vote 4-0.

Request to place foreclosed property for sale by sealed bid
D. Waldman, 1046 West Road, Belgrade, ME

The Town has tried unsuccessfully to contact or locate the owner of the property. Taxes are owned for 2020, 2021 and 2022.

Selectperson Dan Newman motioned to approved putting the property out to bid, seconded by Selectperson Carol Johnson, vote 4-0.

Spirit of America Nominations

The Spirit of America Foundation Tribute is presented in the name of Maine Municipalities to local individuals, organizations or projects for outstanding community service. Recipients will be recognized at the Annual Town Meeting.

Chair Melanie Jewell submitted three nominations for 2022 – Jack Sutton, Bruce Galouch and Michial Heino. The submission deadline is March 1.

Water District Trustees

The next step in moving forward per the water agreement is to appoint three (3) trustees to the Belgrade Water District.

Chair Melanie Jewell motioned to table this item to the first meeting of the Board of Selectpersons in March 2023, seconded by Selectperson Carol Johnson, vote 4-0.

WARRANTS

- Payroll Warrant 10 \$ 21,420.96

Chair Melanie Jewell motioned to approve Payroll Warrant 10 in the amount of \$21,420.96, seconded by Vice Chair Barbara Allen, vote 4-0.

- BMV Warrant 11 \$ 2,721.67

Chair Melanie Jewell motioned to approve BMV Warrant 11 in the amount of \$2,721.67, seconded by Selectperson Carol Johnson, vote 4-0.

- Payroll Warrant 12 \$ 6,390.30

Chair Melanie Jewell motioned to approve Payroll Warrant 12 in the amount of \$6,390.30, seconded by Selectperson Carol Johnson, vote 4-0.

- Payroll Warrant 13 \$ 18,076.45

Chair Melanie Jewell motioned to approve Payroll Warrant 13 in the amount of \$18,076.45, seconded by Selectperson Carol Johnson, vote 4-0.

- BMV Warrant 14 \$ 1,883.00

Chair Melanie Jewell motioned to approve BMV Warrant 14 in the amount of \$1,883.00, seconded by Selectperson Carol Johnson, vote 4-0.

- AP Warrant 15 \$708,195.97

Chair Melanie Jewell motioned to approve AP Warrant 15 in the amount of \$708,195.97, seconded by Vice Chair Barbara Allen, vote 4-0.

- Payroll Warrant 16 \$ 17,292.88

Chair Melanie Jewell motioned to approve Payroll Warrant 16 in the amount of \$17,292.88, seconded by Selectperson Carol Johnson, vote 4-0.

- BMV Warrant 17 \$ 11,780.87

Chair Melanie Jewell motioned to approve BMV Warrant 17 in the amount of \$11,780.87, seconded by Selectperson Carol Johnson, vote 4-0.

TOWN MANAGER REPORT

- Shoreland map ordered for Planning Board
- Dispatch services ending June 2023 with Somerset County, they are dropping all Kennebec County towns. Have contacted the state for service, waiting for additional information and cost.
- Legal services for 2023 have increased from \$1000/month in 2022 to \$1250/month in 2023.
- Audit nearly completed.
- Moderator for Town Meeting will be Paul Mills
- Spirit of America nominations notice out to public.
- Candidate Forum March 1 hosted by the Communications Committee
- Waiting on a couple of outlets and detectors for 8 Dalton and then it should be ready to rent.
- Continuing to reach out to contracts for the winter maintenance contract.
- Communications Committee working on spring newsletter.
- Reviewing risk management and safety training
- Rec director Dan and I met with MMA about implementing a Wellness Program through MMA for employees as part of getting us to Tier III (we are at Tier II) with insurance. This is at no cost to the town and should encourage health and mental wellness for our employees and save the town on premium costs.
- County LD 1 Tax Property Growth Factor Form submitted.
- Oil spill on Castle Island January 28, 2023
- Researching solar application fees to make recommendations to the Planning Board
- Met with IF&W re: Mooring Ordinance
- Met with a resident on H.P. 135 to amend the law that takes effect beginning July 1, 2023,

"...all municipalities to allow a certain number of dwelling units under certain circumstances and the construction of accessory dwelling units on the same lot as a single-family dwelling unit and to comply with certain other zoning requirements; and ..."

The LD being proposed limits these requirements to municipalities with a population over 10,000.

- Working on reformatting the CDRO for the Planning Board.
- Met with Dan, Rec director about the upcoming summer music program.
- Spoke with Fire Chief Dan re: dry hydrant in the village, we will meet again to discuss further.
- I, Mary and Nick will attend training through Maine Government Finance Officers Assoc. February 9
- Spoke with RSU 18 Superintendent on estimated budget.
- Met with school board representative
- Scheduled Bar Harbor Trust presentation for the Feb. 21 meeting
- Mary and I will attend General Assistance training March 14
- We received a donation to the Heating Assistance program in the amount of \$50.00.

Chair Melanie Jewell motioned to adjourn, seconded by Selectperson Carol Johnson, vote 4-0. Meeting adjourned at 9:54 p.m.

Tabled items: Water District Trustees; next meeting February 21, 6:30 p.m.

Memo

Spirit of America Award Nominations

The Spirit of America Foundation Tribute is presented in the name of Maine Municipalities to local individuals, organizations or projects for outstanding community service.

Nominations are submitted for review by the Select Board and recipients will be recognized at the Annual Town Meeting.

Nomination received from Mary Vogel for Catharine Damren.

The Spirit of America Foundation Award

The Spirit of America Foundation is a public charity established in Augusta, Maine, to encourage and promote volunteerism. Its recognition program has spread through more than 26 cities and towns in Maine.

The Spirit of America Foundation Award historically is presented to honor local individual(s), organization(s) and/or projects for community service.

The award recognizes individuals and organizations in appreciation of exemplary community service.

This nomination is for service to community for the year of 2022.

PLEASE SUBMIT YOUR NOMINATION TO THE TOWN OFFICE BY MARCH 1, 2023

TOWN OF BELGRADE

Spirit of America Award Nomination Form

Nominee name: Catharine Damren

Nomination made by: Mary Vogel

Date: 02/15/2023

Reason for the nomination:

~~I am nominating Catharine Damren for the Spirit of America Award because of her many contributions to both the residents of Belgrade and the people of Maine. Katie has been one of the longest standing ballot clerks for the Town of Belgrade, she has worked in elections since 2006. She has been a dedicated and very professional, ballot clerk, who is always on time and rarely wants to take a break. I feel very fortunate as a clerk to have had Katie as a ballot clerk for the last three years, she will be dearly missed. Not only did Katie volunteer in elections, but she has also been on the budget committee for the last 8 years, her dedication to detail working on the town budget has benefited all. Katie served in the state legislature in the 109th, 110th and 117th as a representative, and always had Belgrade residents best interests at heart. Katie was very active in the Maine Association of Agricultural Fairs and assisted them as a legislative liaison, in addition she worked for the Maine Promotion Board. The Maine Agricultural Association will be sending over their comments~~
regarding Katics contributions and to support this nomination.

You may drop this form off at the Belgrade Town Office – Attn. Town Manager, mail it to Town Manager at 990 Augusta Road, Belgrade, ME 04917, or email to Belgrade Town Manager.

Memo

Bar Harbor Trust Presentation

Bar Harbor Trust will be present to discuss the Town's investments. They have provided information beforehand, included in your packet for review prior to Tuesday.



Relationship Summary

Account Name: Town of Belgrade, No. 0876
Balance: \$1,386,026 (1/31/23)
BHTS Role: Agent
Time Horizon: Funds should be managed with a view for perpetuity

Tax Considerations/Budget: Town is exempt from Income Tax. Runyon Kersteen Ouellette, South Portland, Maine conduct the annual audit of the Investment Records.

Legal Considerations: The Resolution should be updated. Nicholas Poole and Mary Vogel are currently authorized to transact business on behalf of the Town.

Investment History: The account was originally managed using the dividend growth model. The Town adopted a new Investment Policy (3/16/2021) that references the S & P 500 as its equity benchmark. The Investment Strategy and asset allocation was changed July 19th, 2021 following a meeting.

Fees: The annual fee is 0.75% of current balances.

Liquidity needs: 10% of the income is reinvested as principal annually; calculation are completed in the 1st quarter for the prior year. The income figures come from the spreadsheet prepared by Bar Harbor Wealth Management.

Distributions are directed and deposited to the Town's checking account at Androscoggin Bank. \$24,094.75 was distributed in 2022 and \$15,250 was deposited to the account.

Communication preferences: One monthly statement is sent to the attention of the Town Manager. The Town has on-line access.

Key Personnel: Lorna Dee Nichols, Town Manager; Nicholas Poole, Treasurer; Mary Vogel, Town Clerk.

Miscellaneous Items:

Standard of Care and Performance. The former Investment Policy applied the "Prudent Standard Rule" referred to in Title 30-A, Part 9, Ch. 223 § 5706, Maine Uniform Prudent Investor Act. This is generally the standard which Municipalities adhere to (see Title 18-B, Chapter 9). The standard in the new policy generally applies to Corporations and Non-Profits, the Maine Uniform Prudent Management of Institutional Funds Act, Title 13 § 5103. The standards are similar.

Ruth K. Dunbar, CFA, Vice President & Sr. Trust Officer (207) 667-6862 rdunbar@barharbor.bank

John Testa, CFA, Sr. Vice President & Investment Officer (207) 669-6815 jtesta@barharbor.bank

Resolution for Investment Management Account

The following individuals are authorized by the Board of Selectpersons to:

1. Receive statements from Bar Harbor Trust Service,
2. Make inquiries regarding the status of the accounts at Bar Harbor Trust Services,
3. Request the transfer or distribution of funds from accounts at Bar Harbor Trust Services, and
4. Open and/or close accounts at Bar Harbor Trust Services.

Signatures of authorized individuals:

1. Anthony Wilson
2. Mary J. Vogel
3. Nicholas Poole

Anthony Wilson
Mary J. Vogel
Nicholas Poole

Board of Selectpersons:

DocuSigned by:
Michael Barrett
9EC8809DAA34425...

Michael Barrett, Chairperson

DocuSigned by:
Rick Damren
BAA1DA5B4B274F0...

Rick Damren

DocuSigned by:
Kathleen Wall
215DF03286344CB...

Kathleen Wall

DocuSigned by:
GA Members
237038EFC8854FE...

Ernst Merckens, V. Chair

DocuSigned by:
Melanie Jewell
DB08E33BBB594E9...

Melanie Jewell

Date: 6/4/2020

Witness: Charlene S. Houck



January 1, 2022 - December 31, 2022
Sub-Accounting Report
Town of Belgrade
(Account #0876)

Fund Name	Beginning Fund Value ¹	Beginning % of Fund ²	Additions ³	Withdrawals ⁴	Interest & Dividends ⁵	Realized Gains/Losses ⁶	Unrealized Gains/Losses ⁷	Management Fee ⁸	Ending Fund Value ⁹	Ending % of Fund ¹⁰
DON C. STEVENS FUND FOR THE PUBLIC SCHOOLS OF BELGRADE	\$887,154.96	57.62%	\$0.00	(\$13,814.75)	\$14,966.31	(\$31,154.40)	(\$93,407.90)	(\$6,253.00)	\$757,491.23	56.97%
CEMETERY PORTFOLIO	\$580,671.75	37.71%	\$15,250.00	(\$9,938.00)	\$9,873.62	(\$20,564.48)	(\$61,160.24)	(\$4,117.99)	\$510,014.65	38.36%
G4-103-00 AND ICS PERP CARE	\$20,687.42	1.34%	\$0.00	\$0.00	\$349.71	(\$728.49)	(\$2,178.79)	(\$146.09)	\$17,983.77	1.35%
DON C. STEVENS FUND G4-104-00	\$2,658.17	0.17%	\$0.00	(\$43.00)	\$44.36	(\$92.27)	(\$279.64)	(\$18.55)	\$2,269.06	0.17%
GUY A. YEATON CEMETERY TRUST FUND G4-105-00	\$5,248.05	0.34%	\$0.00	\$0.00	\$88.72	(\$184.81)	(\$552.72)	(\$37.06)	\$4,562.18	0.34%
LACROIX CEMETERY CARE TRUST G4-106-00	\$18,890.24	1.23%	\$0.00	\$0.00	\$319.33	(\$665.20)	(\$1,989.51)	(\$133.40)	\$16,421.46	1.23%
ROBERT A. GUPTIL HISTORICAL TRUST FUND G4-107-00	\$18,449.32	1.20%	\$0.00	(\$299.00)	\$307.86	(\$640.43)	(\$1,940.85)	(\$128.76)	\$15,748.14	1.18%
THE WORTHY POOR TRUST	\$5,992.43	0.39%	\$0.00	\$0.00	\$101.30	(\$211.02)	(\$631.12)	(\$42.32)	\$5,209.27	0.39%
G1-101-00 AND ICS	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL:	\$1,539,752.34	100.00%	\$15,250.00	(\$24,094.75)	\$26,051.21	(\$54,241.09)	(\$162,140.78)	(\$10,877.16)	\$1,329,699.77	100.00%

SUMMARY OF ACTIVITY:

Beginning Market Value:	\$1,539,752.34
Additions:	\$15,250.00
Withdrawals:	(\$24,094.75)
Interest & Dividends:	\$26,051.21
Realized Gains/Losses:	(\$54,241.09)
Unrealized Gains/Losses:	(\$162,140.78)
Management Fee:	(\$10,877.16)
Ending Market Value:	\$1,329,699.77

Change in FMV¹¹: **(\$210,052.57)**

NOTES:

- ¹ This is the "Ending Market Value" carried forward from the previous month.
- ² This is the percentage of the market value attributable to each sub-account carried forward from the previous month.
- ³ This reflects contributions or additions made to each sub-account, if any, during the current month.
- ⁴ This reflects withdrawals or distributions made from each sub-account, if any, during the current month.
- ⁵ This reflects net interest, dividends and accrued interest, if any, posted to each sub-account during the current month.
- ⁶ This reflects capital gains or losses, if any, actually realized in each sub-account during the current month.
- ⁷ This reflects capital gains or losses, if any, not yet realized in each sub-account during the current month.
- ⁸ This reflects the sum of management fees and brokerage commissions charged to each sub-account during the current month.
- ⁹ This reflects the value of each sub-account as of the end of the current month.
- ¹⁰ This is the percentage of the market value attributable to each sub-account as of the end of the current month.
- ¹¹ This is the net change in fair market value after accounting for all activity.
- ¹² The dollar values and percentages above are rounded to 2 decimal places. Discrepancies up to \$1.00 between this sub-accounting report and the monthly account statement are possible.

TOWN OF BELGRADE

Unified Investment Trust (UIT) Investment Policy

PURPOSE:

The Town of Belgrade's Unified Investment Trust (UIT) is the Town's investment vehicle for funds that have been, or may in the future be, accepted by the Town for dedicated Town purposes. Examples of uses might include education, cemeteries, history, library, memorials, recreation, parks, lakes, open space, trails, etc. New additions to the UIT must be for defined purposes and accepted by a vote of the Town. A general sub-account may be added to receive funds for unnamed Town improvement purposes as determined by the Board of Selectpersons (Selectboard).

RESPONSIBILITIES:

The Town retains a professional registered Investment Advisor to manage the Unified Investment Trust assets in accordance with this policy statement. The Investment Advisor shall issue written monthly reports and written quarterly performance benchmark reports to the Selectboard; those reports will be shared with the Town's Budget Committee. The Investment Advisor meets with the Selectboard at least annually to discuss investment returns, outlook and strategy.

The Investment Advisor shall be registered, and in good standing, with the U.S. Securities and Exchange Commission (SEC).

The Town will maintain an up-to-date list of authorized recipients for UIT fund distributions. During the first month of each fiscal year, the Selectboard will advise such recipients of the maximum amounts available for distribution based on 90 percent of each recipient's UIT proportional results for the prior year, according to the custodian's report of Dec. 31 for that year.

INVESTMENT GUIDELINES:

The UIT is to be invested in accordance with a Trustee's standard of care and performance as contained in the Maine Uniform Prudent Management of Institutional Funds Act. To meet the stated objectives, a portion of the UIT portfolio should be dedicated to common stocks in order to produce long-term appreciation of the UIT's principal. The remaining portion should be committed to fixed income in order to provide liquidity and reduce total portfolio volatility.

Unified Investment Trust funds shall be invested on a total return basis; that is, the aggregate return from capital appreciation and dividend and interest income. The primary investment objectives of the UIT are:

1. To preserve the real (inflation-adjusted) value of the assets; and
2. To pay a reasonable and stable current income to the various owners of the Endowment assets, which increases over time at least with the rate of inflation.

Operating within the parameters set forth below, the UIT Investment Advisor shall have the discretion to allocate funds to stocks, bonds, or cash reserves with an eye to managing both risk and return.

TOWN OF BELGRADE

Unified Investment Trust (UIT) Investment Policy

Asset Allocation Guidelines. Investment management of the Fund shall be in accordance with the following broad asset allocation guidelines at market value:

<u>Asset Class</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Preferred</u>
Equities	55%	70%	65%
Fixed Income	30%	45%	35%

- A. The portfolio may hold common stocks publicly traded on U.S. Exchanges, NASDAQ listed stocks and securities convertible into such stocks. Stock investments will be in companies with revenues of at least \$500 million. Individual stocks will be limited to 5% of total stocks at cost and 10% at market. Industry exposure will be limited to 10% at cost and 20% at market.
- B. International stock mutual funds may be held to the extent they do not exceed 20% of the equity portfolio at market value.
- C. Bonds will be rated Investment Grade (BAA or BBB) or better by the major credit rating firms. Bond maturities will be limited to within 10 years. Individual bonds that are not backed by the full faith and credit of the U.S. government will be limited to 10% of total bonds at market value. Maximum exposure to a single industry will be 25%. Maximum maturities in any one year will be 20% of total bonds at market value.
- D. Prohibited assets and transactions include commodities, private placements, option contracts, derivative securities, selling short and use of margin credit.
- E. Investments in cash equivalents shall be limited to U.S. Treasury Bills, U.S. Government agency notes, commercial paper, repurchase agreements, or money market mutual funds whose investments are limited to the aforementioned cash equivalents.

SPENDING POLICY:

Annual fund earnings (dividends plus interest minus custodial charges) will be transferred to the Town or retained in the UIT as follows during the first quarter of each fiscal year, based on prior year's proportional results and distributed as follows:

- Up to 90% of earnings or less as requested by each authorized sub-account recipient.
- Retain 10% or more of earnings permanently within the UIT.
- Earnings are not transferrable between sub-accounts.

EVALUATION AND MONITORING OF INVESTMENT ADVISOR:

Performance benchmarks will be used to evaluate overall performance in each area of the portfolio allocation. The benchmark for Equities will be the S&P 500 Composite Index's largest 500 companies, weighted by capitalization. The benchmark for Fixed Income will be the BofA/Merrill Lynch U.S. Corporate and Government 1-10 year, A-rated Bond Index. The total portfolio benchmark will be a 65% Equity-35% Fixed Income weighted average of these two components. The portfolio manager(s) will issue monthly results, quarterly written performance reports to the Selectboard, and respond to requests for further information via a

TOWN OF BELGRADE

Unified Investment Trust (UIT) Investment Policy

personal meeting, videoconferencing or further written communication. The UIT Investment Advisor will meet with the Selectboard at least annually to discuss investment returns, outlook and strategy.

The Town Manager, Budget Committee and Treasurer shall establish a process of reviewing the entire portfolio and the selected institution(s) that is managing the portfolio on a regular basis, but not less than annually. Further, the Town shall request an annual audit of performance, as well as policies and procedures, by an independent external auditor.

UNIFIED INVESTMENT TRUST INVESTMENT POLICY ADOPTION:

The Town’s Unified Investment Trust investment policy shall be adopted by a vote of the Board of Selectpersons. This policy shall be reviewed annually by the Town Manager, the Budget Committee and Treasurer, and any modifications made thereto must be approved by the Board of Selectpersons.

Adopted by the Board of Selectpersons at their regular Selectpersons’ meeting on March 16, 2021.

Melanie Jewell, Chair

Rick Damren, Vice Chair

Ernst Merckens

Kathleen Wall

Daniel Newman

Town of Belgrade

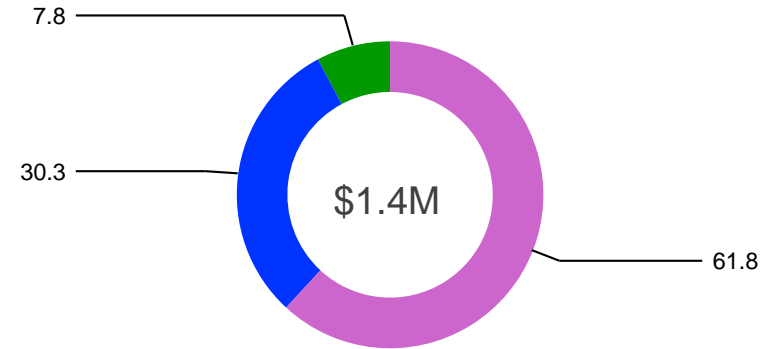
Wealth Manager: Ruth Dunbar

Investment Officer: John Testa

Total Account Summary	1
Asset Allocation - Equity	2
Fixed Income Analysis	3
Fixed Income Analysis	4
Selected Period Graph	5
Holdings YTM	6

Market Value by Asset Class

	Market Value	% of Mkt Val
Equity	\$ 856,689	61.8%
Taxable Fixed Income	\$ 420,545	30.3%
Cash & Equivalents	\$ 108,791	7.8%
Total	\$ 1,386,026	100.0%



Year to Date - Gross Return

Beginning Market Value	1,329,699.77
Beginning Accrued Income	4,751.47
Beginning Account Value	1,334,451.24
Contributions	118.61
Withdrawals	-996.89
Income Earned	2,146.37
Market Appreciation	50,306.30
Ending Market Value	1,381,888.93
Ending Accrued Income	4,136.70
Ending Account Value	1,386,025.63
Total Return	3.93

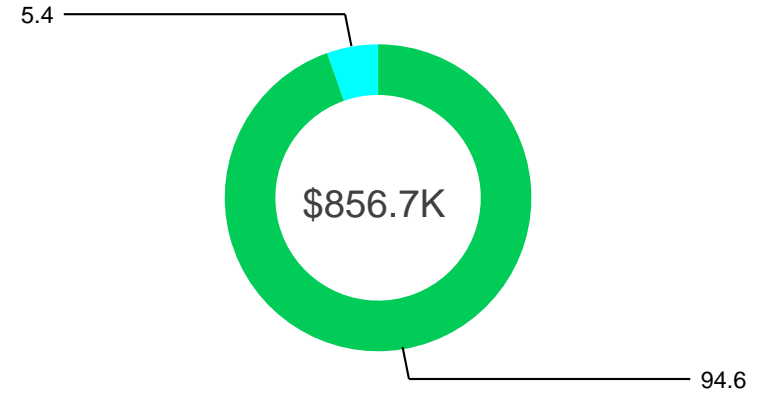
Top Assets

	% of Mkt Val
United States Treasury Note/Bond 1.5% 15 Feb 2025	3.7
Berkshire Hathaway Inc	2.4
Microsoft Corp	2.2
Novo Nordisk A/S	2.0
Aon PLC	2.0
Chubb Ltd	1.9
Apple Inc	1.8
Vanguard Inflation-Protected Securities Fund	1.8
Rockwell Automation Inc	1.8
US Bancorp Floating 5.39243%	1.8

Total Assets Held in Sector Allocation: 73
 Total Assets Held in Account: 74

Equity Analysis

	Market Value	% of Mkt Val
● Domestic Equity	\$ 810,729	94.6%
● Intl Equity	\$ 45,959	5.4%
Total	\$ 856,689	100.0%

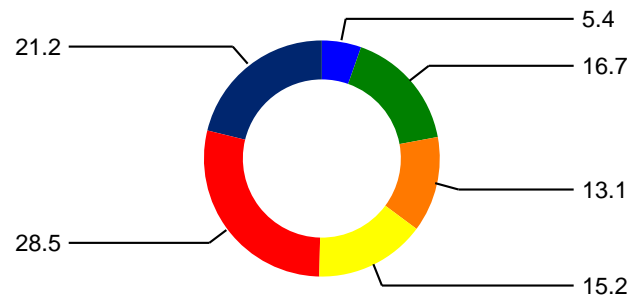


	% of Mkt Val
Berkshire Hathaway Inc	3.6
Microsoft Corp	3.3
Novo Nordisk A/S	3.1
Aon PLC	2.9
Chubb Ltd	2.9
Apple Inc	2.8
Rockwell Automation Inc	2.6
UnitedHealth Group Inc	2.6
Tractor Supply Co	2.5
Capri Holdings Ltd	2.5

Total Assets Held in Equity Allocation: 52
Total Assets Held in Account: 74

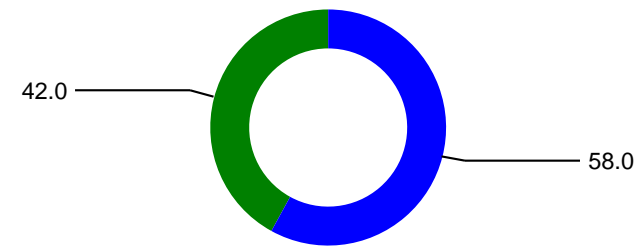
	01/31/2023	10/31/2022	01/31/2022	01/31/2021	01/31/2020
Coupon	3.18%	3.16%	3.06%	3.14%	.00%
Current Yield	3.36%	3.46%	3.07%	3.06%	.00%
Yield to Maturity	4.79%	5.52%	1.88%	1.48%	.00%
Maturity	4.45	4.41	3.60	3.40	.00
Duration	4.10	4.04	3.33	3.15	.00
Face Amount	\$ 385,000	\$ 405,000	\$ 75,000	\$ 105,000	\$ 0
Market Value	\$ 361,364	\$ 367,468	\$ 74,247	\$ 107,213	\$ 0
Total Accrual	\$ 3,222	\$ 3,241	\$ 420	\$ 985	\$ 0
Cost	\$ 366,409	\$ 386,528	\$ 73,798	\$ 103,836	\$ 0

Quality Allocation by Market Value



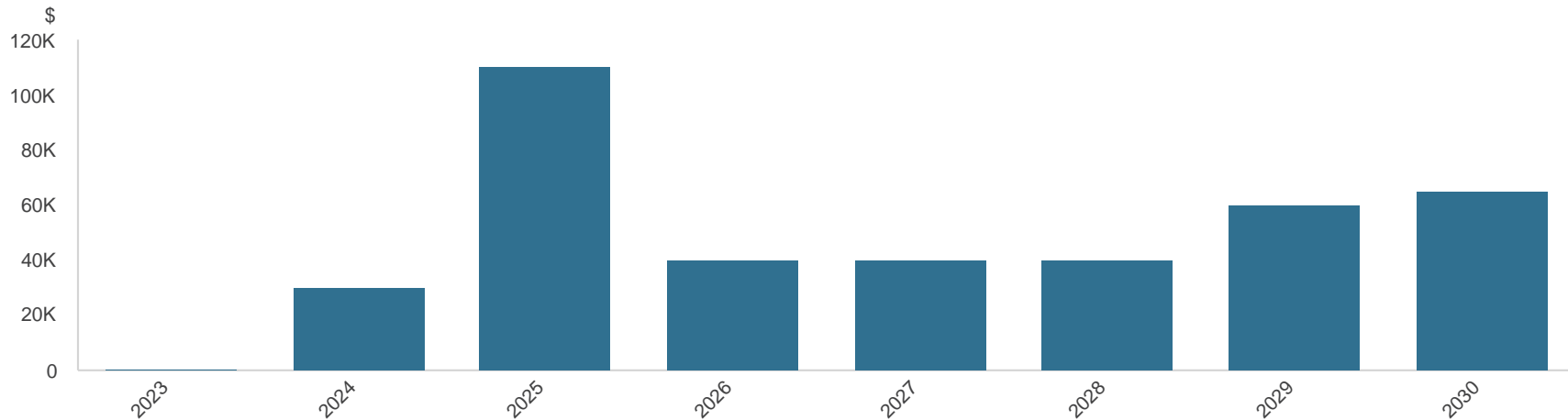
● A2 ● A3 ● Aaa
● Baa1 ● Baa2 ● Baa3

Maturity Allocation by Market Value

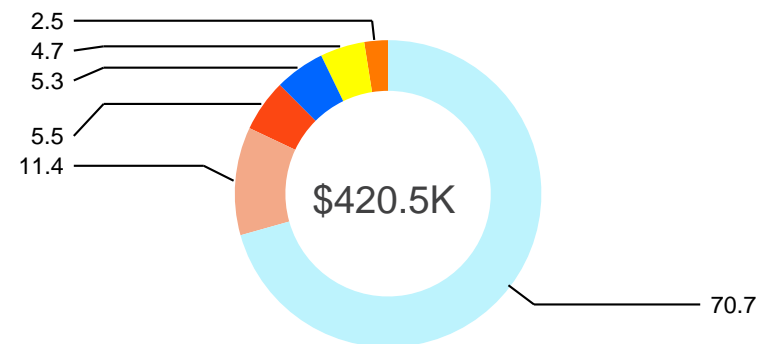


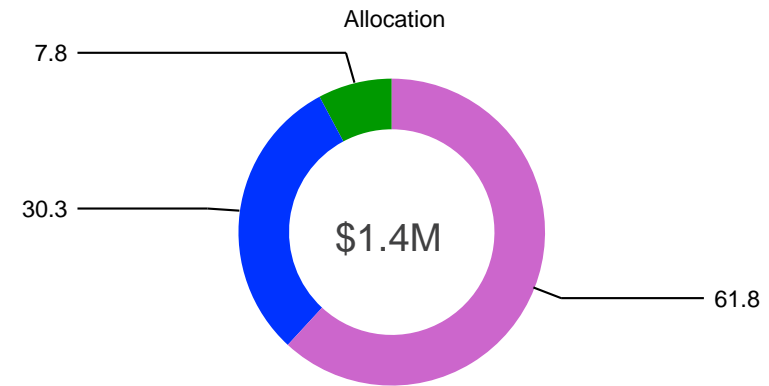
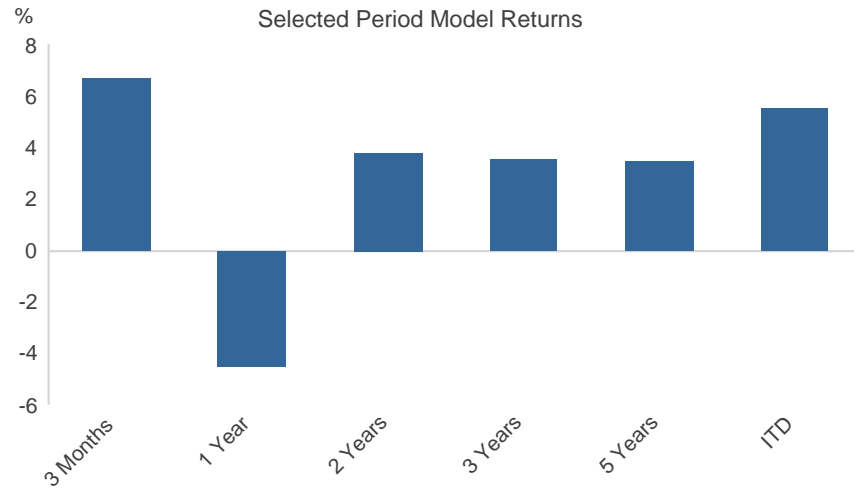
● Short (1-5 Years) ● Intermediate (5-10 Years)

Bond Maturity Schedule



	Market Value	% of Mkt Val
Corporate Bonds	\$ 297,126	70.7%
US Government Oblig	\$ 47,734	11.4%
Taxable Funds	\$ 23,113	5.5%
Preferred Stock	\$ 22,440	5.3%
Intl Corporate Bond	\$ 19,726	4.7%
Convertible Preferr	\$ 10,407	2.5%
Total	\$ 420,545	100.0%





	Market Value	% of Mkt Val	3 Months	1 Year	2 Years	3 Years	5 Years	Inception to Date 12/30/2016
Total Fund	1,386,026		6.71	-4.52	3.76	3.57	3.46	5.54
<i>65%SP500/35%BoA/MerrLynUSCorpAndGov1-10yr,Arated</i>			5.02	-6.68	3.05	6.38	6.93	8.73
Equity	856,689	61.8	8.29	-3.93	8.67	8.85	6.94	10.41
<i>S&P 500 Index (Gross) (USD)</i>			5.76	-8.22	6.38	9.88	9.54	12.26
Taxable Fixed Income	420,545	30.3	5.01	-6.25	-3.98	-1.56	.93	1.38
<i>ICE BofAML 1-10 Year AAA-A US Corporate & Governme</i>			3.46	-5.00	-3.78	-1.18	1.14	1.05
Cash & Equivalents	108,791	7.8	.86	1.48	.77	.68	1.29	1.24

	Units	Total Cost	Price	Market Value	Accrual	Annual Income	Current Yield	Yield to Maturity
Equity								
Communication Services								
Alphabet Inc	140.000	18,444.83	99.870	13,981.80	.00	.00	.000	.000
Alphabet Inc	140.000	17,773.25	98.840	13,837.60	.00	.00	.000	.000
Comcast Corp	312.000	12,461.87	39.350	12,277.20	.00	361.92	2.948	.000
Verizon Communications Inc	258.000	13,778.10	41.570	10,725.06	168.35	673.38	6.279	.000
Walt Disney Co/The	113.000	20,557.04	108.490	12,259.37	.00	.00	.000	.000
Total: Communication Services		83,015.09		63,081.03	168.35	1,035.30	1.641	
Consumer Discretionary								
Amazon.com Inc	140.000	25,102.03	103.130	14,438.20	.00	.00	.000	.000
AutoZone Inc	8.000	12,850.84	2,438.850	19,510.80	.00	.00	.000	.000
Booking Holdings Inc	8.000	17,379.96	2,434.100	19,472.80	.00	.00	.000	.000
Capri Holdings Ltd	321.000	15,558.17	66.490	21,343.29	.00	.00	.000	.000
Dollar Tree Inc	104.000	14,463.63	150.180	15,618.72	.00	.00	.000	.000
Home Depot Inc/The	37.000	11,991.88	324.170	11,994.29	.00	281.20	2.344	.000
NIKE Inc	80.000	12,846.45	127.330	10,186.40	.00	108.80	1.068	.000
Tractor Supply Co	95.000	14,213.15	227.990	21,659.05	.00	391.40	1.807	.000
Total: Consumer Discretionary		124,406.11		134,223.55	.00	781.40	.582	
Consumer Staples								
Costco Wholesale Corp	23.000	9,488.30	511.140	11,756.22	.00	82.80	.704	.000
Procter & Gamble Co/The	118.000	16,891.25	142.380	16,800.84	107.77	431.05	2.566	.000
Walmart Inc	131.000	18,144.34	143.870	18,846.97	.00	293.44	1.557	.000
Total: Consumer Staples		44,523.89		47,404.03	107.77	807.29	1.703	
Energy								
Chevron Corp	116.000	11,556.34	174.020	20,186.32	.00	700.64	3.471	.000
Kinder Morgan Inc	1,029.000	18,289.04	18.300	18,830.70	.00	1,142.19	6.066	.000
Total: Energy		29,845.38		39,017.02	.00	1,842.83	4.723	
Financials								
Aon PLC	79.000	18,395.54	318.680	25,175.72	44.24	176.96	.703	.000
Bank of America Corp	479.000	18,278.65	35.480	16,994.92	.00	421.52	2.480	.000
Berkshire Hathaway Inc	98.000	27,331.89	311.520	30,528.96	.00	.00	.000	.000
Chubb Ltd	109.000	18,235.31	227.490	24,796.41	.00	361.88	1.459	.000
Intercontinental Exchange Inc	115.000	12,166.32	107.550	12,368.25	.00	193.20	1.562	.000

Past performance is not predictive of future performance.

	Units	Total Cost	Price	Market Value	Accrual	Annual Income	Current Yield	Yield to Maturity
JPMorgan Chase & Co	107.000	16,351.98	139.960	14,975.72	.00	428.00	2.858	.000
Total: Financials		110,759.69		124,839.98	44.24	1,581.56	1.267	
Health Care								
Danaher Corp	64.000	18,222.39	264.380	16,920.32	.00	64.00	.378	.000
Johnson & Johnson	117.000	14,066.36	163.420	19,120.14	.00	528.84	2.766	.000
UnitedHealth Group Inc	44.000	18,554.14	499.190	21,964.36	.00	290.40	1.322	.000
Zimmer Biomet Holdings Inc	164.000	23,387.55	127.340	20,883.76	.00	157.44	.754	.000
iShares Biotechnology ETF	124.000	16,398.17	136.550	16,932.20	.00	50.59	.299	.000
Total: Health Care		90,628.61		95,820.78	.00	1,091.27	1.139	
Industrials								
Emerson Electric Co	93.000	9,122.71	90.220	8,390.46	.00	193.44	2.305	.000
FedEx Corp	46.000	6,625.54	193.860	8,917.56	.00	211.60	2.373	.000
L3Harris Technologies Inc	81.000	18,259.42	214.820	17,400.42	.00	362.88	2.085	.000
PACCAR Inc	147.000	11,825.38	109.310	16,068.57	.00	147.00	.915	.000
Rockwell Automation Inc	80.000	22,036.57	282.030	22,562.40	.00	377.60	1.674	.000
Total: Industrials		67,869.62		73,339.41	.00	1,292.52	1.762	
Information Technology								
Accenture PLC	58.000	18,235.49	279.050	16,184.90	64.96	259.84	1.605	.000
Amphenol Corp	264.000	18,213.68	79.770	21,059.28	.00	221.76	1.053	.000
Apple Inc	163.000	24,085.47	144.290	23,519.27	.00	149.96	.638	.000
CDW Corp/DE	104.000	18,269.30	196.030	20,387.12	.00	245.44	1.204	.000
Cisco Systems Inc	339.000	19,010.10	48.670	16,499.13	.00	515.28	3.123	.000
Intel Corp	378.000	17,387.03	28.260	10,682.28	.00	551.88	5.166	.000
Mastercard Inc	47.000	18,255.98	370.600	17,418.20	26.79	107.16	.615	.000
Microsoft Corp	114.000	32,079.03	247.810	28,250.34	.00	310.08	1.098	.000
Qualcomm Inc	60.000	5,378.82	133.210	7,992.60	.00	180.00	2.252	.000
Visa Inc	74.000	18,419.70	230.210	17,035.54	.00	133.20	.782	.000
Total: Information Technology		189,334.60		179,028.66	91.75	2,674.60	1.494	
Materials								
Ecolab Inc	62.000	11,420.08	154.830	9,599.46	.00	131.44	1.369	.000
Linde PLC	57.000	16,604.95	330.940	18,863.58	.00	266.76	1.414	.000
Total: Materials		28,025.03		28,463.04	.00	398.20	1.399	
REITs								

	Units	Total Cost	Price	Market Value	Accrual	Annual Income	Current Yield	Yield to Maturity
American Tower Corp	39.000	8,225.58	223.390	8,712.21	60.84	228.54	2.623	.000
AvalonBay Communities Inc	55.000	13,421.00	177.440	9,759.20	.00	363.00	3.720	.000
Total: REITs		21,646.58		18,471.41	60.84	591.54	3.202	
Utilities								
NextEra Energy Inc	88.000	6,856.51	74.630	6,567.44	.00	149.60	2.278	.000
Total: Utilities		6,856.51		6,567.44	.00	149.60	2.278	
Intl Consumer Staples								
Unilever PLC	177.000	7,759.41	51.100	9,044.70	.00	309.40	3.421	.000
Total: Intl Consumer Staples		7,759.41		9,044.70	.00	309.40	3.421	
Intl Health Care								
Novo Nordisk A/S	189.000	10,197.07	138.780	26,229.42	.00	238.14	.908	.000
Total: Intl Health Care		10,197.07		26,229.42	.00	238.14	.908	
Intl Utilities								
Brookfield Renewable Corp	339.000	11,969.27	31.520	10,685.28	.00	457.65	4.283	.000
Total: Intl Utilities		11,969.27		10,685.28	.00	457.65	4.283	
Total: Equity		826,836.86		856,215.75	472.95	13,251.30	1.548	
Fixed Income								
Convertible Preferred								
Equity Commonwealth 6.5%	400.000	10,247.50	25.610	10,244.00	162.50	650.00	6.345	.000
Total: Convertible Preferred		10,247.50		10,244.00	162.50	650.00	6.345	
Corporate Bonds								
Brown & Brown Inc 4.2% 15 Sep 2024	20,000.000	20,450.45	98.548	19,709.61	317.33	840.00	4.262	5.144
Comcast Corp 4.15% 15 Oct 2028	20,000.000	19,207.40	99.095	19,819.00	244.39	830.00	4.188	4.330
Harley-Davidson Inc 3.5% 28 Jul 2025	20,000.000	20,089.89	95.706	19,141.28	5.83	700.00	3.657	5.367
Huntington Ingalls Industries Inc 3.483% 01 Dec 20	20,000.000	19,762.00	93.118	18,623.60	116.10	696.60	3.740	5.107

	Units	Total Cost	Price	Market Value	Accrual	Annual Income	Current Yield	Yield to Maturity
Intel Corp 4% 08/05/2029	20,000.000	18,928.80	97.562	19,512.40	391.11	800.00	4.100	4.435
Kraft Heinz Foods Co 3% 01 Jun 2026	20,000.000	19,361.20	95.183	19,036.60	100.00	600.00	3.152	4.574
Markel Corp 3.35% 17 Sep 2029	20,000.000	17,705.60	90.440	18,088.01	249.39	670.00	3.704	5.066
Marriott International Inc/MD 3.75% 15 Mar 2025	20,000.000	20,168.76	97.349	19,469.80	283.33	750.00	3.852	5.084
Martin Marietta Materials Inc 3.5% 15 Dec 2027	20,000.000	18,631.20	95.342	19,068.38	89.44	700.00	3.671	4.577
McKesson Corp 1.3% 15 Aug 2026	20,000.000	18,414.60	89.085	17,816.93	119.89	260.00	1.459	4.681
NVR Inc 3% 15 May 2030	20,000.000	16,605.60	87.013	17,402.53	126.67	600.00	3.448	5.161
Oracle Corp 2.95% 01 Apr 2030	20,000.000	18,550.00	87.844	17,568.87	196.67	590.00	3.358	4.988
Phillips 66 2.15% 15 Dec 2030	25,000.000	24,350.75	83.201	20,800.14	68.68	537.50	2.584	4.731
Retail Opportunity Investments Partnership LP 4% 1	10,000.000	9,451.20	96.052	9,605.20	51.11	400.00	4.164	6.267
Starbucks Corp 4% 15 Nov 2028	20,000.000	19,018.00	97.655	19,531.00	168.89	800.00	4.096	4.463
Verisk Analytics Inc 4.125% 15 Mar 2029	20,000.000	18,542.00	95.461	19,092.20	311.67	825.00	4.321	4.994
Total: Corporate Bonds		299,237.45		294,285.55	2,840.50	10,599.10	3.602	
Intl Corporate Bonds								
Brookfield Corp 4% 15 Jan 2025	20,000.000	20,248.77	98.450	19,690.00	35.56	800.00	4.063	4.841
Total: Intl Corporate Bonds		20,248.77		19,690.00	35.56	800.00	4.063	
Preferred Stock								
US Bancorp Floating 5.39243%	1,100.000	23,928.89	20.400	22,440.00	.00	1,058.20	4.716	.000
Total: Preferred Stock		23,928.89		22,440.00	.00	1,058.20	4.716	
Taxable Funds								
Vanguard Inflation-Protected Securities Fund	977.709	25,000.00	23.640	23,113.04	.00	1,913.38	8.278	.000
Total: Taxable Funds		25,000.00		23,113.04	.00	1,913.38	8.278	
US Government Obligations								
United States Treasury Note/Bond 1.5% 15 Feb 2025	50,000.000	46,923.00	94.777	47,388.50	345.83	750.00	1.583	4.197
Total: US Government Obligations		46,923.00		47,388.50	345.83	750.00	1.583	

	Units	Total Cost	Price	Market Value	Accrual	Annual Income	Current Yield	Yield to Maturity
Total: Fixed Income		425,585.61		417,161.09	3,384.39	15,770.68	3.780	
Cash & Equivalents								
Money Market Funds								
Bar Harbor Bank & Trust Inst Money Market	108,512.090	108,512.09	1.000	108,512.09	279.36	4,590.06	4.230	.000
Total: Money Market Funds		108,512.09		108,512.09	279.36	4,590.06	4.230	
Total: Cash & Equivalents		108,512.09		108,512.09	279.36	4,590.06	4.230	
Total		1,360,934.56		1,381,888.93	4,136.70	33,612.04	2.432	

Memo

PW Ad Hoc Committee directives & appointments

Discussion on what the Board would like to charge or direct the ad hoc committee to do; how many members the committee should have; appointments to the committee.

Committee applications received:

Carl Cooke

Cory Alexander

Craig Alexander

Keith Alexander

Jack Sutton

John Skinner

Kevin Hawes

Michael Harrington

David Stevens

Thomas Streznewski Jr

Public Works Ad Hoc Committee

DIRECTIVES

Timeline (see attached)

Current contract expires May 2024

Need to be ready for winter 2024-2025*

Explore options of local contractors to plow

Create list of local contractors**

Delegate list to committee members

Option to split the plow routes (half/half) w/2 contracts

Discussion with Mt. Vernon re: plow routes

Review plow routes

Status of 8, 11, 135 with State

Speak with Warren Brothers about extending one year

Extend one year

Extend two years

Cost

Determine status of D.O.T. garage

Will it become available

Cost

Explore options of local parcels for garage

What open lots are available

Location

Cost

Access

Site planning, building, utilities

Equipment needs

Identify

What do we have already

Procurement

Costs

Maintenance

Replacement Plan

Personnel needs and options with current employees

Facilities maintenance and PW combined (?)

Some towns include the transfer station under PW as well. Facilities plows, sands, shovels all facilities now.

Separate Cemeteries Sexton

Duties and Responsibilities of PW Department

Winter maintenance

Sand, Salt, Plows, Snowblow, Shovel, Downed Trees

Summer maintenance

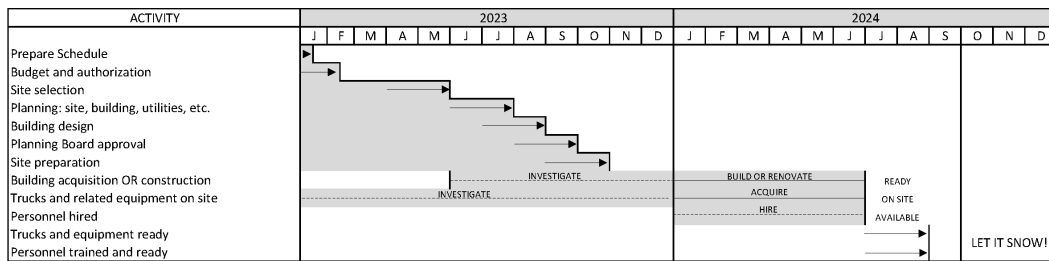
Culverts, road work (no paving), patching, signs, ditching, brush cutting, mowing of all facilities and cemeteries

Facilities Maintenance

Combine current duties with PW, one department?

**unless Warren Brothers agree to extension*

***see list*



RELATIONSHIPS

- Remedial water system?
- State/town sand/salt agreement?
- Proposed town 'Depot' fire and rescue facility?
- State request to plow Rte. 27 etc.?

POTENTIAL CONTRACTOR LIST

<u>Contact</u>	<u>Done</u>	<u>Contractor</u>	<u>Response</u>
in person	x	Jason Stevens	no
phone	x	Kevin Hawes	already said no
		David Hallowell	(207) 465-3344
email	x	Pike Industries	no - they don't do winter maintenance
email	x	B & S Paving	submitted request through their website, no response
Melanie <i>In person</i>	x	Warren Brothers <i>ask to extend contract to give more time</i>	May extend w/parameters Do not want 3-year contract
		Warren & Kincaid	
		Scott Lyons	
email	x	Scott Horne	emailed 1/24/23, no response
email	x	Nitram Excavation	no
email	x	McGee Construction	no

Sample responsibilities of a Public Works Department:

Waterville: The responsibilities of the Department include the maintenance and plowing of 354 roads, municipal parking lots and the Concourse, the airport and all school parking lots. Additionally, the Department is responsible for sidewalk repair and maintenance, refuse collection (approximately 5,000 tons of household waste per year), fleet maintenance, facilities maintenance, rights-of-way maintenance, street striping, signs and traffic lights. The department also performs numerous City-wide projects and provides technical and operational support to other departments and agencies.

Farmington: Maintain 120 miles of winter roads, 90 miles of summer roads, 9 miles of sidewalk maintenance and repairs

General maintenance of the right of way – Pavement markings, sweeping, roadside mowing, curb repair, street signs, ditching, and pothole patching.

Capital project support –Project management and cost estimating; as well as performing work not contracted like loam and grass seeding, final clean up, adjusting and installing culverts and drainage structures, sidewalk construction, and hand placed asphalt paving.

Equipment maintenance and repair – Operation of the town garage, regular maintenance and repair of all fleet vehicles and equipment.

Hallowell: Maintenance and repair of 31 lane miles of municipal streets and roads.

Maintenance and repair of 6 miles of sidewalks.

Plowing/sanding/salting of 42.62 lane miles of municipal and state-aid roads during the winter months.

Maintenance and cleaning of 350 catch basins as part of the stormwater system.

Mechanical street sweeping.

Mechanical sweeping of all sidewalks.

Pothole patching.

Street and traffic sign maintenance.

Grading two gravel roads.

Crosswalk painting.

Culvert replacement.

Miscellaneous paving.

Summer road projects.

Roadside ditching

Roadside moving.

Roadside brush cutting.

Mowing all grass areas on public property.

Stockpiling winter sand and salt.

Downtown snow removal

Maintenance of the recreation area.

Maintenance of the waterfront.

Maintenance of Vaughan Field.

Maintenance of the garage.
Maintenance of all vehicles and equipment.
Maintenance and repair of street lights and poles.
Maintenance and repair of municipal buildings.
Road closings in support of parades.
Fall City clean up.
Operation of the North Bay recycling center.
Special municipal construction projects.

Buckfield: The Public Works Department helps keep the Town of Buckfield moving every day. The crew has many responsibilities ranging from clearing our roads of ice and snow in the winter, providing grounds maintenance at all Town owned facilities year round, maintaining our cemeteries and our infrastructure by conducting road maintenance such as culvert replacements, ditching, and patching pot holes.

The Road Commissioner works with the Road Committee to identify the most problematic roads in need of repair each year and compile the specifications needed to send out to bid for paving projects within the Town's approved paving budget. The Road Commissioner also monitors contractors progress and performance to ensure the services provided meet the requirements of the Town's paving contracts.

[Culvert Placement Policy](#)
[Local Roads - Application for Driveway/Entrance Permit](#)
[State Roads - Driveway/Entrance Permit Application](#)

Town	Road Miles	# of Trucks		Single Axle	Dual Axle	Grader	Loader	MT or =	Average ROAD Mileage/Truck/Route			Grader	Loader	Walks	Parking Lots	Schools
		Pickups	1-Ton +						Pickups	1-Ton +	Single Axle					
Topsham	80	2	2	6			1	1	6	11			5	7.5	3	
Winslow										11						
Brewer			2	5	1	1			1.5	6.5	13	13.5 w/ Truck			5	3
Maine Turnpike										6.5	13				Toll Plazas	
Calais			1	4	1	1	1			8	6	6			Yes	
Bangor		3	1	9	10	2	2	5		7.85	9.7	Arteries	4.3	75	23	10
Yarmouth			2	6					In-Town	10						
Millinocket				4	1		1			9	9				Yes	2
Falmouth	84			4	2					11.5	11.5					
Stowhegan	102		1	5	2	1	2			9	16				6	
Gorham	153		2	7	4		1	1	P-Lots	11	14		School	8.5		Yes
Waterville-Rural				1	2		1			6	12		6			Yes
Waterville-Urban			2	4	2		1	4	P-Lots	6	7		Mall	25	Yes	3
Albion	52			4	1					10.5	10					
Clinton	51		1	4					6	11.25						
Fort Fairfield	99			1	5	1	1			5.8	17		5.6	Tractor	3	2
Farmington	106.7	1	1	6	2	1	1		1	12	13	12	12	8	6	no

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other AD-HOC PUBLIC WORKS COM.

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

Name CARL COOKE
 Address 107 MAIN ST., BELGRADE ME.
 Phone # (Home) _____ (Work) 446 0408 Email: CCOKE@Frontline
 Place of Employment FRASER CONSTRUCTION SERVICES
 Education & Experience _____

Interests and Hobbies _____

Why do you wish to serve on a municipal board or committee?
INTERESTED IN DISCUSSING ABOUT PUBLIC WORKS DEPT. & THE NEED FOR SAME.

References
 Name PAK ALEXANDER Phone # 649-3749
 Name _____ Phone # _____

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

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

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other Public works

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

Name Cory Alexander, Address 932 Smithfield Rd Belgrade, Phone # (Home) 215-1021 (Work) Email: Place of Employment Town of Belgrade, Education & Experience

Interests and Hobbies

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

References

Name Phone #, Name Phone #

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

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

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other Ad hoc Com Public Works

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

Name Craig Alexander
 Address 29 Holin Rd
 Phone # (Home) 649 3749 (Work) _____ Email: Craig.alex@yaho.com
 Place of Employment Self Building Contractor
 Education & Experience _____

Interests and Hobbies _____

Why do you wish to serve on a municipal board or committee?
Interested in the Public Works

References

Name Planning board members Phone # _____
 Name Dam Com members Phone # _____

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

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

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other Public Wks - Ad hoc Committee

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

Name David Stevens

Address PO Box 146

Phone # (Home) _____ (Work) 314-0314 Email: Davidstevens

Place of Employment Self employed

Education & Experience _____

excavation@gmail.com

Interests and Hobbies _____

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

Save money for town

References

Name Mary Veach Phone # 495-2258
Name Charlene Moutte Phone # 495-2258

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)



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other PW DEPARTMENT COMMITTEE

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

Name JOHN T. SUTTON (JACK)

Address 559 WEST ROAD, BELGRADE, ME 04917

Phone # (Home) (207) 495-3498 (Work) RETIRED

Email: jsutton@roadrunner.com

Place of Employment RETIRED

Education & Experience SB (MAY-1957) MS (STEVENS-1961) BELGRADE SELECT BOARD; PLANNING BOARD, BUDGET & RD COM'S.

Interests and Hobbies FORESTRY, CONSERVATION, TOWN AFFAIRS, RAILROADS, HISTORY.

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

BELGRADE NEEDS ASSURED SNOW PLOWING BY FALL 2024!

References

Name MELANIE JEWELL

Phone # TOWN OFFICE 495-2258

Name MARY VOGEL

Phone # " " 495-2258

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 type="checkbox"/> Library Trustee | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Long Range Planning Com. | <input type="checkbox"/> Comprehensive Plan Review Committee |
| <input type="checkbox"/> Senior Resource Committee | |

Other AD-Hoc Public Works Community

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

Name John Skinner

Address 664 Manchester rd

Phone # (Home) _____ (Work) 441-7079 Email: _____

Place of Employment Kevin Hawes Logging Excavation

Education & Experience Some collage Excavation, road work, Logging land scaping

Interests and Hobbies _____

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

To have a voice in town and to see what can be done to help the town

References

Name Kevin Hawes Phone # 242-0636

Name Marcy Vazgi Phone # 495-2913

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 type="checkbox"/> Library Trustee | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Long Range Planning Com. | <input type="checkbox"/> Comprehensive Plan Review Committee |
| <input type="checkbox"/> Senior Resource Committee | |

Other Public Works

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

Name Keith Alexander

Address 690 McGrath Pond Rd

Phone # (Home) 207-692-7073 (Work) _____ Email: AlexanderKeith473@icloud.com

Place of Employment _____

Education & Experience 32 years of Plowing and Public Works experience for Town Oakland

Interests and Hobbies _____

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

To do a public service to th for the town and to provide my expertise

References

Name _____ Phone # _____

Name _____ Phone # _____

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



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

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other Road Ad-Hoc Committee

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

Name Kevin Abwes
Address 652 Manchester Rd
Phone # (Home) 242-0636 (Work) Email:
Place of Employment Self Employed
Education & Experience Knowledge of Roads & Public Works

Interests and Hobbies

Why do you wish to serve on a municipal board or committee?
I wish to provide knowledge about roads to see what can be done to help the town in a public works department.

References
Name Marcy Varel Phone # 495-2913
Name Morane Varel Phone # 557-2674

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 type="checkbox"/> Library Trustee | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Long Range Planning Com. | <input type="checkbox"/> Comprehensive Plan Review Committee |
| <input type="checkbox"/> Senior Resource Committee | |

Other At-Hoc Com. Public works

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

Name Michael Harrington

Address 14 Mill Stream Drive, Belgrade

Phone # (Home) 329-1740 (Work) -9- Email: putke@manillainvestigators.com

Place of Employment Own to Business, Maxell Investigations + Security Services LLC

Education & Experience Associate Degree Law Enforcement (Criminal Justice)
22 years law enforcement

Interests and Hobbies Hunting/Fishing

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

To assist the TOWN in Professional Development and serve the Citizens: At-Hoc Committee Public Works

References

Name Craig Alexander Phone # _____
Name _____ Phone # _____

Please Return to:

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



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

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other PUBLIC WORKS COMMITTEE

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

Name THOMAS STREZNEWSKI, JR.
 Address 161 LOCUST ROAD, BELGRADE, ME 04917
 Phone # (Home) 207-495-2062 (Work) 207-441-1073 Email: streztom@maine.com
 Place of Employment State of Maine
 Education & Experience BA - BUCKS COUNTY COMMUNITY COLLEGE; B. MUSIC SUMMIT COLLEGE
MORAVIAN COLLEGE; PROJECT MANAGEMENT EXPERIENCE, OIC, STATE OF MAINE; BUDGET
COMMITTEE AND ROAD COMMITTEE FOR SOME YEARS TOWN OF BELGRADE.
 Interests and Hobbies GARDENING, READING, MOTORCYCLING, SHOOTING SPORTS,
Sustainable living

Why do you wish to serve on a municipal board or committee?
To get the highest quality of services and the best value of
those services for Belgrade residents for the amount of money
spent.

References

Name PETER RUSHTON Phone # 207-465-8236
 Name MARY VOFFEL Phone # 207-495-2258

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



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

Memo

Cemetery Lot Sale

Jodi McGlashing has made a request to bury her husband with his family here in Belgrade. She is a non-resident; the Cemetery Committee recommends approval of her request.

Memo

Fire Department Land Search

Fire Chief Dan MacKenzie has requested an opportunity to update the Board on the land search for a new fire station.

Belgrade Fire Department
990 Augusta Road
Belgrade, Maine 04917
belgradefire@townofbelgrade.com
(207) 495-7739

Daniel Mackenzie, Chief – 446-0603
William Pulsifer, Deputy Chief – 495-7739



I am reaching out to landowners in hopes to find a piece of land for a new fire station in the Belgrade Depot area. There are multiple reasons we are exploring options for a new station. The existing station has no running water, no bathroom, trucks must be pulled out to be able to open compartments and do truck and equipment checks and there is no office space for our on-duty Firefighter/Rescue personnel. Right now, the on-duty firefighter/ E.M.S. is primarily stationed at the Belgrade Lakes Station which leaves a long travel time to North Belgrade. Being stationed at the Depot would give a better response for the whole town. Recently articles have been written about the lack of volunteer firefighters in our area. In the future this shortage will require more full time personal. The new station will be built to accommodate these needs.

I have established a building committee which includes firefighters, a select board member, the town manager, and a resident. The committee has been meeting once a month and has a preliminary plan. The building will provide space for the fire trucks, our specialized equipment, a meeting room, a kitchen, future sleeping quarters and offices.

The lot size we are looking for is approximately 2-3 acres and it must have good access to a main road. If you are interested in selling your property you can give me a call or email me. The committee will review the properties and eventually pick a property that best meets the needs of our town. Thank you very much for your consideration.

Sincerely, Dan Mackenzie, Belgrade Fire Chief

(207) 446-0603

dmackenzie@townofbelgrade.com

990 Augusta Road

Belgrade ME 04917

Memo

Foreclosure Bids for the sale of 1046 West Road, Belgrade

Bids closed at noon on Thursday, February 16 and opened Friday morning (February 17) at 8 a.m. in a public setting with Zoom access.

Deputy Clerk Deb Nichols assisted, and we have compiled a list of all bids for your review and consideration.

25 bids received

2023 1046 West Road Bids - Due by Noon on Thursday, February 16
 Bids opened publicly at 8 a.m. on Friday, February 17 by Town Manager Lorna Dee Nichols

Town Manager: Lorna Dee Nichols
 Lorna Dee Nichols

Witness: Deb Nichols
 Deb Nichols

Name	Address	Phone	Deposit	Bid Amount
1. Shannon Gifford			2,500 cash	32,000
2. Joshua Enos			2,500 bk	176,000
3. Elena Guginot + Troy Johnson			2,500 bk	116,500
4. Suzanne Jenner			2,500 bk	25,011
5. Melissa + Kirt Furbush			2,500 Personal	200,000
6. Sarah Carson + Dustin Carson			2,500 bk	105,000
7. Randall Furbush			2,500 Personal	157,000
8. Val Bolduc			2,500 bk	26,500
9. Maurice + Sharon Cormier			2,500 bk	47,050
10. Cameron Weese			2,500 bk	30,000
11. Merle Fisher			2,500 bk	80,100
12. Jason Stevens			2,500 bk	102,800
13. Craig Alexander - NO deposit ck			(No check)	50,550
14. Cowair Real Estate Holdings			2,500 bk	203,000
15. Christopher Moulton			2,500 bk	50,050
16. Glen Fitzmaurice (207) 426-9010 + Emily Chase			2,500 bk	32,600
17. Jeffrey Choate			2,500 bk	68,295.88
18. Benjamin Bolduc			2,500 bk	102,597
19. Marc + Meredith Weidner			2,500 bk	30,137
20. Linda Adams 75 Cloughdale Ln, West Gardiner			2,500 bk	91,000
21. Eben Lovejoy			2,500 bk	101,000
22. Thomas Kelly			2,500 bk	192,000
23. Chad + Antonia Smith			2,500 bk	70,000
24. Hall's Homes RE LLC			2,500 bk	83,000
25. Don Nenninger Jr			2,500 bk	125,011

Memo

Warrants

Review and approve Payroll, BMV and AP warrants since the last Board meeting on February 7.

Payroll Warrant 18	16,776.19
BMV Warrant 19	2,468.50
AP Warrant 20	74,215.74
Payroll Warrant 21	
BMV Warrant 22	

Warrant 19

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account	Proj	Amount		
00021 STATE OF MAINE, BMV					
0055	23640	02	BMV REPORT	2-3-2-10-23	
BMV REPORT	G 1-214-00			2,468.50	0.00
	GEN'L FUND / BMV				
			Vendor Total-	2,468.50	
			Prepaid Total-	0.00	
			Current Total-	2,468.50	
			EFT Total-	0.00	
			Warrant Total-	2,468.50	

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 _____

DANIEL NEWMAN, SELECTPERSON _____

BARBARA ALLEN, V. CHAIR _____

CAROL JOHNSON, SELECTPERSON *Carol Johnson* _____

LORNA DEE NICHOLS, TOWN MANAGER _____

WARRANT: 18

Check	D / D	Check	Employee	Gross Pay
Total	11,499.81	15,212.21		15,021.68

Put into A/P	5,276.38
Taken out of A/P	(3,712.40)
Total Payroll	16,776.19

Count	
Checks	24

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 _____

DANIEL NEWMAN, SELECTPERSON _____

BARBARA ALLEN, V. CHAIR _____

CAROL JOHNSON, SELECTPERSON *Carol Johnson* _____

LORNA DEE NICHOLS, TOWN MANAGER _____

Payroll Check Register
Pay Date: 02/15/2023

Check	D / D	Check	Amount	Date	Employee
Employee Checks					
202302364 1	717.58	0.00	717.58	02/15/23	990 CORY D ALEXANDER
202302364 2	318.75	0.00	318.75	02/15/23	172 DANIELLE M BEDARD
202302364 3	611.34	0.00	611.34	02/15/23	20 JARED N BOND
202302364 4	784.99	0.00	784.99	02/15/23	113 TRAVIS S BURTON
202302364 5	455.14	0.00	455.14	02/15/23	244 ANDREW P DAVIDSON
202302364 6	465.30	0.00	465.30	02/15/23	74 WESLEY M DAY
202302364 7	278.99	0.00	278.99	02/15/23	232 LESLIE R. DIMICK
202302364 8	93.50	0.00	93.50	02/15/23	822 LYNDSLEY A FISHER
202302364 9	233.84	0.00	233.84	02/15/23	899 MARY C GRANHOLM
202302365 0	288.76	0.00	288.76	02/15/23	844 ALAINA B HOOD
202302365 1	411.69	0.00	411.69	02/15/23	194 CHARLENE G HOULE
202302365 2	666.87	0.00	666.87	02/15/23	837 DANIEL R MACGLASHING
202302365 3	797.67	0.00	797.67	02/15/23	845 DEBORAH P NICHOLS
202302365 4	1,070.68	0.00	1,070.68	02/15/23	03 LORNA DEE NICHOLS
202302365 5	443.52	0.00	443.52	02/15/23	173 AARON L PELKEY
202302365 6	875.67	0.00	875.67	02/15/23	200. NICHOLAS C POOLE
202302365 7	606.94	0.00	606.94	02/15/23	979 HANS CHRISTIAN RASMUSSEN
202302365 8	180.86	0.00	180.86	02/15/23	892 KIM E RIDEOUT-DAWES
202302365 9	392.98	0.00	392.98	02/15/23	215 KYERA A RIPLEY
202302366 0	796.42	0.00	796.42	02/15/23	191 KENNETH J SCHENO
202302366 1	1,008.32	0.00	1,008.32	02/15/23	07 MARY VOGEL
Total	11,499.81	0.00	11,499.81		
Direct Deposit Checks					
202302366 2	0.00	11,499.81	11,499.81	02/15/23	D / D 213 ANDROSCOGGIN SAVINGS BANK
Total	0.00	11,499.81	11,499.81		
Trust & Agency Checks					
202302366 3	0.00	3,249.47	3,249.47	02/15/23	T & A 4 DEPARTMENT OF TREASURY
202302366 4	0.00	462.93	462.93	02/15/23	T & A 1 TREASURER, STATE OF MAINE
Total	0.00	3,712.40	3,712.40		

Payroll Check Register
Pay Date: 02/15/2023

Check	D / D	Check	Amount	Date	Employee
-------	-------	-------	--------	------	----------

Summary

Checks:	Regular	0.00	21
	D / D	11,499.81	1
	Employee	11,499.81	
	T & A	3,712.40	2
	Voided		0
Total	15,212.21	24	

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00289 AUGUSTA FUEL CORP.						
0058	23598	02	NBCC HEATING		5987615	
NBCC HEATING			E 13-03-20-05		689.90	0.00
			FACILITIES / NBCC - SERVICES / HEATING			
			Invoice Total-		689.90	
0058	23598	02	CFAS HEATING		5988292	
CFAS HEATING			E 13-02-20-05		1,045.78	0.00
			FACILITIES / CFAS - SERVICES / HEATING			
			Invoice Total-		1,045.78	
0058	23598	02	GARAGE HEATING		5974136	
GARAGE HEATING			E 13-04-20-05		175.05	0.00
			FACILITIES / GARAGE - SERVICES / HEATING			
			Invoice Total-		175.05	
0058	23598	02	CFAS HEATING		5986420	
CFAS HEATING			E 13-02-20-05		139.90	0.00
			FACILITIES / CFAS - SERVICES / HEATING			
			Invoice Total-		139.90	
0058	23598	02	LAKES FD HEATING		5987998	
LAKES FD HEATING			E 13-06-20-05		574.32	0.00
			FACILITIES / FD:LAKES - SERVICES / HEATING			
			Invoice Total-		574.32	
0058	23598	02	CFAS PROPANE		5990186	
CFAS PROPANE			E 13-02-20-05		69.04	0.00
			FACILITIES / CFAS - SERVICES / HEATING			
			Invoice Total-		69.04	
0058	23598	02	GARAGE HEATING		5989726	
GARAGE HEATING			E 13-04-20-05		101.79	0.00
			FACILITIES / GARAGE - SERVICES / HEATING			
			Invoice Total-		101.79	
			Vendor Total-		2,795.78	
00032 BELGRADE DRAGGIN MASTERS						
0058	23599	02	2022 SNOWMOBILE EXCISE	2022		
2022 SNOWMOBILE EXCISE			R 36-01		2,170.36	0.00
			SNOWMOBILE - SNOWMOBILE			
			Vendor Total-		2,170.36	
00623 BELGRADE MECHANICAL SERVICES						
0058	23600	02	SKID STEER	1199		
SKID STEER			E 15-05-35-11		1,380.00	0.00
			SOLID WASTE / WASTE - REPAIRS / SKID STEER			
			Invoice Total-		1,380.00	
0058	23600	02	SKID STEER REPAIRS	1194		
SKID STEER REPAIRS			E 15-05-35-11		693.55	0.00
			SOLID WASTE / WASTE - REPAIRS / SKID STEER			
			Invoice Total-		693.55	
			Vendor Total-		2,073.55	
00263 BOB THE PLUMBER, INC.						
0058	23601	02	TOWN OFFICE TOILET REPAIR	6637		
TOWN OFFICE TOILET REPAIR			E 13-14-35-06		60.00	0.00
			FACILITIES / TOWN OFFICE - REPAIRS / PLUMBING			
			Vendor Total-		60.00	
00376 CARDMEMBER SERVICES						
0058	23604	02	ADOBE SUBSCRIPTIONS	0322,0293		
ADOBE SUBSCRIPTIONS			E 01-10-20-07		29.98	0.00

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
			Invoice Total-		29.98	
0058	23604	02	COMMITMENT BOOK BINDING	2992		
COMMITMENT BOOK BINDING			E 01-10-20-07		54.90	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
			Invoice Total-		54.90	
0058	23604	02	POSTAGE	5855		
POSTAGE			E 01-10-30-01		100.00	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE			
			Invoice Total-		100.00	
0058	23604	02	LIBRARY ZOOM ACCOUNT	5326		
LIBRARY ZOOM ACCOUNT			E 30-01-20-07		15.89	0.00
			LIBRARY / LIBRARY - SERVICES / CONTRACTED			
			Invoice Total-		15.89	
0058	23604	02	POSTAGE	1300		
POSTAGE			E 01-10-30-01		100.00	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE			
			Invoice Total-		100.00	
0058	23604	02	POSTAGE	0885		
POSTAGE			E 01-10-30-01		4.75	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE			
			Invoice Total-		4.75	
0058	23604	02	PAPER FOR ELECTION	8501		
PAPER FOR ELECTION			E 01-35-30-03		194.85	0.00
			GEN'L GOV. / ELECTIONS - SUPPLIES / OFFICE			
			Invoice Total-		194.85	
0058	23604	02	COOKING SUPPLIES	8707		
COOKING SUPPLIES			E 25-30-30-04		48.53	0.00
			RECREATION / REC PROGRAMS - SUPPLIES / OPERATING			
			Invoice Total-		48.53	
0058	23604	02	POSTAGE	6303		
POSTAGE			E 25-30-30-01		24.00	0.00
			RECREATION / REC PROGRAMS - SUPPLIES / POSTAGE			
			Invoice Total-		24.00	
0058	23604	02	SHOVELS AND BROOMS	7642		
SHOVELS AND BROOMS			E 25-30-30-04		69.60	0.00
			RECREATION / REC PROGRAMS - SUPPLIES / OPERATING			
			Invoice Total-		69.60	
0058	23604	02	COOKING SUPPLIES	0878		
COOKING SUPPLIES			E 25-30-30-04		56.82	0.00
			RECREATION / REC PROGRAMS - SUPPLIES / OPERATING			
			Invoice Total-		56.82	
0058	23604	02	BANGOR DAILY SUBSCRIPTION	0932		
BANGOR DAILY SUBSCRIPTION			E 30-01-20-07		331.90	0.00
			LIBRARY / LIBRARY - SERVICES / CONTRACTED			
			Invoice Total-		331.90	
0058	23604	02	POSTAGE	3223		
POSTAGE			E 30-01-30-01		6.64	0.00
			LIBRARY / LIBRARY - SUPPLIES / POSTAGE			
			Invoice Total-		6.64	
0058	23604	02	POSTAGE	8299		
POSTAGE			E 30-01-30-01		13.02	0.00
			LIBRARY / LIBRARY - SUPPLIES / POSTAGE			
			Invoice Total-		13.02	

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0058	23604	02	LADDER		6853	
LADDER			E 25-30-30-04		379.00	0.00
			RECREATION / REC PROGRAMS - SUPPLIES / OPERATING			
			Invoice Total-		379.00	
0058	23604	02	CAR WASH		1684	
CAR WASH			E 13-01-30-04		12.00	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		12.00	
0058	23604	02	BATTERY FOR SANDER		0015	
BATTERY FOR SANDER			E 13-01-35-01		180.00	0.00
			FACILITIES / GENERAL - REPAIRS / EQUIPMENT			
			Invoice Total-		180.00	
0058	23604	02	BATTERIES		1769	
BATTERIES			E 13-01-30-04		11.98	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		11.98	
0058	23604	02	FOOD		3545	
FOOD			E 13-01-30-05		37.42	0.00
			FACILITIES / GENERAL - SUPPLIES / FOOD/WATER			
			Invoice Total-		37.42	
0058	23604	02	COUNTERWEIGHT		8365	
COUNTERWEIGHT			E 13-01-30-04		425.00	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		425.00	
0058	23604	02	SUPPLIES		8082	
SUPPLIES			E 13-01-30-04		25.98	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		25.98	
0058	23604	02	WATER/FOOD		6027	
WATER/FOOD			E 13-01-30-05		24.25	0.00
			FACILITIES / GENERAL - SUPPLIES / FOOD/WATER			
			Invoice Total-		24.25	
0058	23604	02	AWARDS		4060	
AWARDS			E 05-05-99-02		18.38	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - EXPENSE / AWARDS			
			Invoice Total-		18.38	
0058	23604	02	AWARDS		9507	
AWARDS			E 05-05-99-02		39.98	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - EXPENSE / AWARDS			
			Invoice Total-		39.98	
0058	23604	02	FIT TEST MACHINE		4699	
FIT TEST MACHINE			E 05-05-15-11		1,005.00	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PROFESSIONAL / FIT TESTING			
			Invoice Total-		1,005.00	
			Vendor Total-		3,209.87	
00020 CENTRAL MAINE POWER						
0058	23605	02	STREET LIGHTS ELECTRICITY		724001456207	
STREET LIGHTS ELECTRICITY			E 05-25-20-04		186.44	0.00
			PUBLIC SAFTY / STREET LIGHT - SERVICES / ELECTRICITY			
			Invoice Total-		186.44	
0058	23605	02	NBFD ELECTRICITY		711001645265	
NBFD ELECTRICITY			E 13-08-20-04		96.71	0.00
			FACILITIES / FD:NB - SERVICES / ELECTRICITY			
			Invoice Total-		96.71	

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0058	23605	02	NBCC ELECTRICITY		718001594726	
NBCC ELECTRICITY			E 13-03-20-04		199.36	0.00
			FACILITIES / NBCC - SERVICES / ELECTRICITY			
			Invoice Total-		199.36	
			Vendor Total-		482.51	
00468 CONSOLIDATED COMMUNICATIONS						
0058	23606	02	FD FAX LINE			
FD FAX LINE			E 05-05-20-01		50.19	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
			Invoice Total-		50.19	
0058	23606	02	TOWN OFFICE FAX LINE			
TOWN OFFICE FAX LINE			E 01-10-20-01		51.95	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
			Invoice Total-		51.95	
			Vendor Total-		102.14	
00641 EATON PEABODY						
0058	23607	02	BRIGHTSIDE JUDGMENT		615145	
BRIGHTSIDE JUDGMENT			E 01-10-15-02		118.50	0.00
			GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL			
			Vendor Total-		118.50	
00568 FIELDING'S OIL & PROPANE CO, INC						
0058	23608	02	GA CASE		45793-1	
GA CASE			E 21-02-20-05		559.90	0.00
			GEN'L ASSIST / EMRGNCY FUEL - SERVICES / HEATING			
			Vendor Total-		559.90	
00434 GROUP DYNAMIC, INC.						
0058	23609	02	FEB 2022 HRA		L2302	
FEB 2022 HRA			E 23-10-99-99		36.00	0.00
			INSURANCE / HRA ADMIN - EXPENSE / EXPENSE			
			Vendor Total-		36.00	
00784 HALEY WARD						
0058	23610	02	LANDFILL REPORTING		20231322	
LANDFILL REPORTING			E 15-07-99-99		1,430.71	0.00
			SOLID WASTE / CHANDLER - EXPENSE / EXPENSE			
			Vendor Total-		1,430.71	
00009 HAMMOND LUMBER COMPANY						
0058	23611	02	SCREWS		6288428	
SCREWS			E 13-01-30-04		41.99	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Vendor Total-		41.99	
00000 HOLINGER, DAVID						
0058	23612	02	EXCISE CREDIT REIMBURSEME		2/13/2023	
EXCISE CREDIT REIMBURSEME			R 01-13		5.88	0.00
			GEN'L GOV. - EXCISE - MV			
			Vendor Total-		5.88	
00803 INTERNATIONAL BRONZE PLAQUE COMPANY INC						
0058	23613	02	BRONZE PLAQUE		23-64944	
BRONZE PLAQUE			R 25-09		229.00	0.00
			RECREATION - BENCH DONA			
			Vendor Total-		229.00	
00267 IRVING OIL CORPORATION						

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0058	23614	02	FD FUEL		34878669	
FD FUEL			E 05-05-30-02		261.52	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FUEL			
			Invoice Total-		261.52	
0058	23614	02	FACILITY FUEL		34878671	
FACILITY FUEL			E 13-01-30-02		1,184.20	0.00
			FACILITIES / GENERAL - SUPPLIES / FUEL			
			Invoice Total-		1,184.20	
			Vendor Total-		1,445.72	
00404 JORDAN EQUIPMENT CO						
0058	23615	02	FUEL CAP		P00208	
FUEL CAP			E 13-01-30-04		10.91	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		10.91	
0058	23615	02	HOOK		P00209	
HOOK			E 13-01-30-04		45.32	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		45.32	
0058	23615	02	WINDOW SEAL		P00240	
WINDOW SEAL			E 13-01-30-04		41.88	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
			Invoice Total-		41.88	
			Vendor Total-		98.11	
00638 LEAF						
0058	23616	02	TOWN OFFICE COPIER		14313410	
TOWN OFFICE COPIER			E 01-10-20-07		155.98	0.00
			GEN'L GOV. / ADMIN - SERVICES / CONTRACTED			
			Vendor Total-		155.98	
00000 LUSZCZKI, GARRETT						
0058	23617	02	TRAFFIX CONVEX MIRROR			
TRAFFIX CONVEX MIRROR			G 3-596-00		115.89	0.00
			CAPITAL PROJ / DAMS			
			Vendor Total-		115.89	
00805 MAINE ACCESSIBILITY CORPARATION						
0058	23618	02	TOWN OFFICE DOORS		202300276	
TOWN OFFICE DOORS			E 13-14-35-08		347.20	0.00
			FACILITIES / TOWN OFFICE - REPAIRS / BUILDING			
			Vendor Total-		347.20	
00001 MAINE MUNICIPAL						
0058	23619	02	BENEFITS			
DENTAL INSURANCE			G 1-226-00		100.50	0.00
			GEN'L FUND / DENTAL INS			
LIFE INSURANCE			G 1-229-00		259.65	0.00
			GEN'L FUND / LIFE INS			
HEALTH INSURANCE:ADMIN			E 01-10-10-13		2,421.19	0.00
			GEN'L GOV. / ADMIN - PERSONNEL / BENEFITS			
HEALTH INSURANCE:FACILITY			E 13-01-10-13		994.01	0.00
			FACILITIES / GENERAL - PERSONNEL / BENEFITS			
HEALTH INSURANCE			G 1-225-00		785.91	0.00
			GEN'L FUND / HEALTH INS.			
HEALTH INSURANCE:REC			E 25-30-10-13		994.01	0.00
			RECREATION / REC PROGRAMS - PERSONNEL / BENEFITS			
HEALTH INSURANCE:FD			E 05-05-10-13		1,988.02	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PERSONNEL / BENEFITS			

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
HEALTH INSURANCE:MANAGER			E 01-15-10-13		994.01	0.00
GEN'L GOV. / MANAGER - PERSONNEL / BENEFITS						
HEALTH INSURANCE:LIBRARY			E 30-01-10-13		994.01	0.00
LIBRARY / LIBRARY - PERSONNEL / BENEFITS						
HEALTH INSURANCE: SW			E 15-05-10-13		994.01	0.00
SOLID WASTE / WASTE - PERSONNEL / BENEFITS						
Vendor Total-					10,525.32	
00582 MAINE TECHNOLOGY GROUP						
0058	23620	02	CLEAN SERVER ROOM, EWASTE	30907		
CLEAN SERVER ROOM, EWASTE			E 01-10-15-03		450.00	0.00
GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT						
Invoice Total-					450.00	
0058	23620	02	FEB IT SUPPPORT	30801		
FEB IT SUPPPORT			E 01-10-15-03		1,439.45	0.00
GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT						
Invoice Total-					1,439.45	
Vendor Total-					1,889.45	
00310 MMTCTA						
0058	23621	02	MEMBERSHIP			
MEMBERSHIP			E 01-10-14-04		30.00	0.00
GEN'L GOV. / ADMIN - MEMBERSHIP / MTCTA						
Vendor Total-					30.00	
00256 MODERN PEST SERVICES						
0058	23622	02	NBCC PEST CONTROL	5658591		
NBCC PEST CONTROL			E 13-03-20-12		66.00	0.00
FACILITIES / NBCC - SERVICES / PEST CONTROL						
Vendor Total-					66.00	
00570 NAPA AUTO PARTS						
0058	23623	02	PARTS			
PARTS			E 13-01-30-04		20.92	0.00
FACILITIES / GENERAL - SUPPLIES / OPERATING						
Vendor Total-					20.92	
00387 OVERHEAD DOOR COMPANY						
0058	23624	02	DOOR MAINTENANCE	40018315		
DOOR MAINTENANCE			E 13-08-35-14		170.00	0.00
FACILITIES / FD:NB - REPAIRS / DOORS						
Vendor Total-					170.00	
00780 PITNEY BOWES INC						
0058	23625	02	POSTAGE SCALE	1022497433		
POSTAGE SCALE			E 01-10-20-07		84.27	0.00
GEN'L GOV. / ADMIN - SERVICES / CONTRACTED						
Vendor Total-					84.27	
00385 RJD APPRAISAL						
0058	23626	02	FEB 2023 ASSESSING SERVIC			
FEB 2023 ASSESSING SERVIC			E 01-10-15-04		2,312.50	0.00
GEN'L GOV. / ADMIN - PROFESSIONAL / ASSESSING						
Vendor Total-					2,312.50	
00693 RUNYON KERSTEEN OUELLETTE						
0058	23627	02	AUDIT SERVICE FINAL BILL	44165		
AUDIT SERVICE FINAL BILL			E 01-10-15-01		3,350.00	0.00
GEN'L GOV. / ADMIN - PROFESSIONAL / AUDIT						
Vendor Total-					3,350.00	

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00612 SPECTRUM ENTERPRISE						
0058	23628	02	PHONE AND INTERNET		144009001020723	
LAKES FD			E 05-05-20-01		177.97	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
TRANSFER STATION			E 15-05-20-01		129.98	0.00
			SOLID WASTE / WASTE - SERVICES / COMMUNICATIO			
TOWN OFFICE			E 01-10-20-01		109.81	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
CFAS			E 25-30-20-01		209.97	0.00
			RECREATION / REC PROGRAMS - SERVICES / COMMUNICATIO			
LIBRARY			E 30-01-20-01		87.84	0.00
			LIBRARY / LIBRARY - SERVICES / COMMUNICATIO			
DEPOT FD			E 05-05-20-01		49.99	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
			Invoice Total-		765.56	
0058	23628	02	TOWN OFFICE INTERNET		084051401020123	
TOWN OFFICE INTERNET			E 01-10-20-01		141.10	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
			Invoice Total-		141.10	
			Vendor Total-		906.66	
00804 STATE OF MAINE HABORMASTERS ASS						
0058	23629	02	MANDATORY TRAINING		2023	
MANDATORY TRAINING			E 01-25-13-01		820.00	0.00
			GEN'L GOV. / PLANNING BRD - EDUCATION / EDUCATION			
			Vendor Total-		820.00	
G0048 TREASURER, STATE OF MAINE						
0058	23630	02	PLUMBING PERMITS			
PLUMBING PERMITS			G 1-211-00		125.00	0.00
			GEN'L FUND / PLUMB. PERM.			
			Vendor Total-		125.00	
C0095 TREASURER, STATE OF MAINE						
0058	23631	02	CORPARATE DUES		2023	
CORPARATE DUES			E 10-01-20-07		75.00	0.00
			PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED			
			Vendor Total-		75.00	
00379 TREASURER, STATE OF MAINE						
0058	23632	02	FUEL CHARGES		23BG0026354	
FUEL CHARGES			E 05-05-20-01		661.48	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
			Vendor Total-		661.48	
00265 UNITED STATES CELLULAR						
0058	23633	02	COMMUNICATIONS			
FACILITIES			E 13-01-20-01		46.70	0.00
			FACILITIES / GENERAL - SERVICES / COMMUNICATIO			
MANAGER			E 01-10-20-01		36.76	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
FD			E 05-05-20-01		31.51	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
CEO			E 01-20-20-01		31.51	0.00
			GEN'L GOV. / CODE ENFORCE - SERVICES / COMMUNICATIO			
TRANSFER STATION			E 15-05-20-01		31.51	0.00
			SOLID WASTE / WASTE - SERVICES / COMMUNICATIO			
FD HOTSPOT			E 05-05-20-01		44.61	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
			Vendor Total-		222.60	

Warrant 20

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00178 WARREN BROTHERS						
0058	23634	02	PLOWING CONTRACT		2/20/2023	
PLOWING CONTRACT			E 10-10-20-07		30,493.00	0.00
			PUBLIC WORKS / PLOW & SAND - SERVICES / CONTRACTED			
			Vendor Total-		30,493.00	
00013 WASTE MANAGEMENT OF						
0058	23635	02	MIXED WASTE DISPOSAL		206266520801	
MIXED WASTE DISPOSAL			E 15-05-20-13		6,797.09	0.00
			SOLID WASTE / WASTE - SERVICES / DISPOSAL			
			Vendor Total-		6,797.09	
00369 WB MASON CO, INC						
0058	23636	02	ENVELOPES, STAMP		236164778	
ENVELOPES, STAMP			E 01-10-30-03		187.36	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Vendor Total-		187.36	
			Prepaid Total-		0.00	
			Current Total-		74,215.74	
			EFT Total-		0.00	
			Warrant Total-		74,215.74	

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 _____

DANIEL NEWMAN, SELECTPERSON _____

BARBARA ALLEN, V. CHAIR _____

CAROL JOHNSON, SELECTPERSON _____

LORNA DEE NICHOLS, TOWN MANAGER _____

Memo

Town Manager Report

- Audit is completed for FY 2022 and sent out to the Board for review.
- Town Clerk Mary Vogel completed the Town Report and that should be mailed out soon from the printer, a digital copy is available on the Town's website. We spent a tremendous amount of time setting up the addresses in the format needed by the printer. This should be looked at going forward for an easier and more cost-effective way to get reports to residents.
- Spirit of America nominations are due by March 1, we have received four nominations.
- Maine D.O.T. is moving forward with the final design of the water supply system.
- Candidate Forum March 1 hosted by the Communications Committee
- CEO Hans and I met with residents about a waterfront property that has been an ongoing source of concern to neighbors.
- Held a Department Head meeting to roll out a Wellness Program for employees and for everyone to get up to speed on what's happening with each department; discussion on upcoming safety training (Super Sunday) March 12 hosted by the Fire/Rescue Department to include CPR training.
- Communications Committee working on spring newsletter.
- Reviewing risk management and safety training
- I, Mary and Nick attended training through Maine Government Finance Officers Association on February 9. The presentations and a link to view the training were emailed out to the Selectboard.
- Mary and I will attend General Assistance training March 14.
- Absentee ballots are now available through March 15, election of officers and articles 3-7 secret ballot voting will be held Friday, March 17 from 8 a.m. to 8 p.m. at the Center for All Seasons.
- Annual Town Meeting will be held in person at the Center for All Seasons on Saturday, March 18 beginning at 1 p.m.
- There are several upcoming steering committee meetings for the lakes which I plan to attend (Great Pond, Messalonskee, Long Pond) – two the week of February 20 and another to be scheduled later. If I am unable to be there, I will send CEO Hans Rasmussen so that we have Town representation.
- Draft RFP for a tree service provider is included for the Board's review and consideration at a future meeting.

TOWN OF BELGRADE
RFP FOR
TREE SERVICE

This Proposal Application is made for the 2023-2025 fiscal years (January 1-December 31) by and between the Town of Belgrade, a municipal corporation existing under the laws of the State of Maine and located in the County of Kennebec, (hereafter “OWNER”) and

_____	_____
Name of Company	Contact Person

Owner & Business Address	
_____	_____
Tax I. D. Number	e-mail address
_____	_____
Business phone	Cell phone

All proposals must be in a sealed envelope marked (Tree Service Provider Proposal) – Attn: Lorna Dee Nichols and be received in the Town Office at 990 Augusta Road, Belgrade, ME 04917, by noon on _____, 2023, and will be opened at that time. The Belgrade Select Board will review the proposals at their _____, regular meeting starting at 6:30 p.m.

The Town of Belgrade reserves the right to accept or reject any and all proposal with the Town’s best interest in mind. The Town of Belgrade is an EOE employer.

Please contact Lorna Dee Nichols, 495-2258 with any questions concerning the RFP.

WITNESSETH:

In consideration of the mutual covenants and conditions contained herein, the CONTRACTOR AGREE AS FOLLOWS:

Proposal Page

Company	Contact Person
Tax I. D. Number	e-mail address
Business phone	Cell phone

Town Facilities:

- Town Office
- Center for All Seasons
- North Belgrade Community Center
- Transfer Station
- Facilities & Maintenance Garage
- Town Parks
- Sand/Salt Shed
- Lakes Fire Station
- North Belgrade Fire Station
- Depot Fire Station
- Dams
- Cemeteries

The Contractor shall furnish labor to the Town at the following rates:

Normal Hours: \$ _____ / hour

Overtime Hours: \$ _____ / hour

Emergency Call: \$ _____ / hour

Holiday Hours: \$ _____ / hour

Bucket Truck: \$ _____ / hour

Define Overtime Hours: _____

Define or attach your Holiday schedule: _____

Scope of work:

The Town of Belgrade is responsible for the maintenance of street trees within the public right-of-way, as well as within parks, landscape maintenance districts, open spaces, town facilities and other town properties. This contract will include _____ trees within _____ square miles.

AVAILABILITY

The CONTRACTOR is available 24/7 at cell # _____

Contact person (_____) or at cell # _____

Contact person (_____) or work phone

@ _____ or by e-mail @ _____

CONTRACTORS OBLIGATIONS

The CONTRACTOR shall furnish all labor, tools, equipment, materials and supervision necessary to perform safety and grid/annual pruning, removal and planting of trees, inventory system management and other arboriculture related services. All bidders must have the appropriate license necessary to apply pesticides as required for maintenance of services proposed.

The contractor SHALL be familiar will all federal, State, and local statutes, laws, rules, regulations, ordinances and orders which may in any way affect the services.

That any increase in CONTRACTOR’S costs during the term of this Agreement shall be the sole responsibility of the CONTRACTOR.

The Contractor shall provide Town with proof of Public Liability Insurance in the amount of not less than Four Hundred Thousand Dollars (\$400,000) or such other amounts as is established by the Maine Tort Claims Act (14 M.R.S.A. section 8101) as amended from time to time, combined single limit, to protect the Contractor, any subcontractor performing covered by this Agreement, and the Town from claims and damages that may arise from operations under this Agreement.

The Contractor shall provide the Town with proof of Worker’s Compensation Insurance in the amount required by Maine law and as necessary.

Work completed must be billed within 30-days of the work being completed. All payments shall be done by a warrant signed by the Select Board. Warrants are processed on the first and third Tuesday of every month and all payment requests are to be given to Treasurer by the close of business the Thursday prior.

A record log of maintenance performed for the Town shall be maintained by service personnel and provided to the Town Manager and Facilities Maintenance Director on a monthly basis.

AMENDMENTS TO AGREEMENT

Any amendments to said agreement must be agreed upon in writing by both the CONTRACTOR and OWNER.

RIGHT TO TERMINATE CONTRACT

Both the CONTRACTOR & OWNER have the right to terminate said agreement upon 30 day written notice and showing proof of “Just Cause” as outlined by Maine State law.

SIGNING OF AGREEMENT

This agreement supersedes all prior negotiations, representations, or agreements, either written or oral. This agreement runs from January 1, 2023 to December 31, 2025.

DRAFT