

**Town of Belgrade
Board of Selectpersons**

June 8, 2021 / 6:30 p.m.

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

A G E N D A

Call to Order and Pledge of Allegiance
Open Meeting

1. PUBLIC COMMENT

2. OLD BUSINESS

A. Approval of May 18, 2021, **Selectboard minutes.**

3. NEW BUSINESS

A. Board appointments:

1. Tom Bennett – Dams Committee (reappointment)
2. Phil Sprague – Cemetery Committee (reappointment)

B. Discussion and consideration of **Parks & Recreation job descriptions.**

1. Custodian.
2. Camp counselor.

C. Discussion of local **property value trends.**

D. Discussion of how to conduct **future Selectboard meetings.**

E. Discussion and consideration of **Request for Proposals for snow-plowing,
sanding and ice control.**

4. WARRANT

5. TOWN MANAGER REPORT

Town of Belgrade
Board of Selectpersons
May 18, 2021 / 6:30 p.m.

This meeting was conducted online via Zoom and can be watched at
<https://youtu.be/FQJR4RhckGU>

MINUTES

Selectboard members present: Melanie Jewell, Ernst Merckens, Barbara Allen, Dan Newman, Rick Damren

In attendance: Town Manager Anthony Wilson, Bruce Galouch, Jack Sutton, Dick Bourne, Code Enforcement Officer Gary Fuller, Town Clerk Mary Vogel, Matt Kennett of Titan Energy, Carol Johnson, Andrea Henry, Joy Burgess, Michael Barrett, Nicholas Alexander, Health Officer Christine Merckens, Road Commissioner Jason Stevens, Rich and Leslie Moore, Liz Fontaine, Diane Oliver, Kathy Atkinson.

Ms. Jewell called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

1. **PUBLIC COMMENT.** Michael Barrett asked the Board to please erect a welcome sign on Route 27 at the Belgrade-Rome town line. The Board was agreeable to that and instructed the town manager to acquire the sign.
2. **OLD BUSINESS**
 - A. Approval of May 4, 2021, **Selectboard minutes**. Mr. Damren moved approval. Mr. Merckens seconded. Motion approved 5-0.
 - B. Consideration of **purchasing replacement appliances** for Joy Burgess. Ms. Jewell moved that the Town purchase the appliances for the low bids submitted by Steve's Appliance and Dave's Appliance, and the estimates provided by Bob the Plumber, including the replacement of a toilet, contingent on approval by the Maine Department of Transportation to contribute to 50 percent of the cost. Ms. Allen seconded. Motion approved 5-0.
 - C. Consideration of appointing a **road commissioner**. Mr. Newman moved to appoint Jason Stevens. Mr. Damren seconded. Motion approved 5-0.
 - D. Discussion and consideration of a **solar net energy billing proposal**. Ms. Jewell and Mr. Newman asked that the agreement's customer disclosure form be clarified to ensure there would be no fee for canceling the contract if the Town gives 90 days' notice. Matthew Kennett of Titan assured that future facilities/accounts could be added to the agreement to accommodate a planned water system. Mr. Newman moved approval, contingent on a review by the Town's attorney. Mr. Damren seconded. Motion approved 5-0.
3. **NEW BUSINESS**
 - A. Consideration of policy regarding **waiving initial inspections of septic systems**. Mr. Newman suggested an addition to the proposed policy to allow the

Local Plumbing Inspector to randomly conduct first inspections. Mr. Newman moved approval of the policy. Mr. Merckens seconded. Motion approved 5-0.

- B. Discussion and consideration of **Request for Proposals for fuel, propane and off-road diesel**. Mr. Damren moved approval of the RFP. Mr. Newman seconded. Motion approved 5-0.
- C. Discussion and consideration of **Request for Proposals for electrical repair/maintenance and propane generator repair/maintenance**. The Board agreed the contract should be for three years with two one-year renewals if the vendor is willing to maintain its pricing. Mr. Damren moved approval. Mr. Merckens seconded. Motion approved 5-0.
- D. Consideration of attesting the receipt of the warrant and notice of election of the **RSU 18 Budget Validation Referendum**. No action was needed. Town Clerk Mary Vogel asked that Board members come to the Town Office by week's end to sign the warrant.
- E. Discussion and consideration of amending **agreement with Friends of the Belgrade Lakes Village**. The Friends agreed to return with an amendment that would transfer the monthly electric costs of the pedestrian lights to the Town and would clarify that they are not responsible for snow removal from the sidewalks.
4. **WARRANT**. Mr. Merckens moved approval of warrant no. 56 in the amount of \$34,311.66. Mr. Damren seconded. Motion approved 5-0.
5. **TOWN MANAGER REPORT**. After a discussion about the possibility of a citizen acquiring an abandoned right-of-way, the Board asked the town manager to confer with the Maine Municipal Association on whether such properties revert back to their original owners.
- The group talked about how to respond in Town facilities once COVID restrictions are lifted for fully vaccinated Mainers on May 24. It was agreed that the Town would continue following state guidelines. Town employees who are vaccinated will be allowed to remove masks, but will be encouraged to put them when working with a masked citizen. Town employees may ask unmasked citizens to meet with them outdoors, in spaces where distancing is possible or behind a plexiglass screen. The Center for All Seasons will operate as do the schools – masks are required for all indoors when children are present; they will not be required outdoors.

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other _____

If this is a re-appointment please state the number of years you have served 6 years

Name Thomas Bennett, Address Belgrade Lakes, ME 04919, Phone # (Home) (Work) Email: Place of Employment Becket Family of Services / CMLC, Education & Experience 14 years

Interests and Hobbies Boating/Fishing

Why do you wish to serve on a municipal board or committee? Learning about Water Level Strategies

References Name John Vogt, Name Anne Marie Bennett, Phone #

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

Email Address: _____

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

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

Other _____

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

Name PHILIP SPRAGUE
 Address [REDACTED], BELGRADE MAINE 04917
 Phone # (Home) [REDACTED] (Work) [REDACTED] Email: _____
 Place of Employment RETIRED
 Education & Experience COLLEGE DEGREE - TEACHER
 Interests and Hobbies CARDEING, HIKING, FISHING + GENEALOGY

Why do you wish to serve on a municipal board or committee?
TO CONTINUE WORKING ON THE COMMITTEE TO COMPLETE PLAN 5.

References

Name BILL PULISFER Phone # [REDACTED]
 Name RICH BAKER Phone # [REDACTED]

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

Email Address: [REDACTED]

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: June 8, 2021
Re: Recreation job descriptions

The Parks and Recreation Department is seeking to hire a custodian and summer camp counselors. As such, Recreation Director Lily Schubert and I agreed the timing is right to update job descriptions for those positions. The proposed changes are tracked in the attached documents.

TOWN OF BELGRADE



CENTER FOR ALL SEASONS PARKS &
RECREATION CUSTODIAN
JOB DESCRIPTION

APPROVED ON 06/08/2021

TOWN OF BELGRADE CUSTODIAN / MAINTENANCE ~~CENTER FOR ALL~~ SEASONS PARKS AND RECREATION JOB DESCRIPTION

Nature of Work:

~~This is Custodial and maintenance work, primarily in the "Center for All Seasons" Parks and Recreation facilities facility.~~

The employee is responsible for the general cleaning and minor maintenance of the Center for All Seasons (CFAS) ~~facility~~ and the North Belgrade Community Center. The employee also assists the Recreation Director when ~~possible~~ necessary. The employee performs a wide variety of cleaning and light maintenance throughout the buildings and grounds. Work requires the use of tools and supplies common to standard cleaning tasks and minor maintenance work. Work is performed under the general direction of the Recreation Director and Facilities Maintenance Director, and is subject to review through observation, evaluation reports, and results achieved.

Assignments are general in nature with a daily written grounds and building inspection maintenance report required.

Essential Duties and Responsibilities:

- ~~Assists in the supervision programs as needed,~~
- Sweeps, mops, scrubs, polishes and vacuums floors.
- Washes walls, counters, tables, windows and woodwork.
- Cleans indoor & outdoor rest-rooms and replenishes supplies.
 - Dusts, polishes, arranges and moves furniture & equipment.
- Removes rubbish and recycled items/paper.
- Performs light maintenance, basic carpentry and painting.
- Performs a daily building inspection for damage(s) and safety issues with written report to the Recreation Director.
- Assists Recreation Director in preparation of special events and programs.
-
-

Assists in grounds maintenance in all seasons.7

When requested, assumes responsibility and control of building during times when it is rented.7

- ~~Assists in the supervision of programs as needed,~~
- Maintains a professional relationship with patrons and colleagues;
- Performs other duties as assigned, including cleaning the Town Office once a week.

Requirements of Work:

- Working knowledge of the methods and supplies used in day-to-day cleaning of buildings.;
- Ability to understand and carry out oral and written instructions.;
- Ability to work relatively independently without supervision and demonstrate industriousness.;
- Ability to take on responsibilities in an office setting, if needed.;
- Physically skilled in the use of tools and equipment used in various maintenance and repair tasks.;
- Must pass background check and must have valid driver's license.;
- Ability to establish and maintain effective working relationships with other Refecreation employees and the general public.

Training and Experience Required:

~~Must have a H~~igh school diploma or equivalent and experience in commercial cleaning are is preferred. ~~EPast~~ experience in custodial work is a plus. Must be able to deal with children and take on responsibilities in an office setting. Knowledge in the use and storage of swimming pool chemicals is preferred or is willing to learn. Previous experience working with children and the public is beneficial.

Work Week:

This position is a ~~25-0~~ hour work week, Mondays – Fridays, ~~3:00 to 7:00 p.m. typically~~ from early afternoon to early evening or as needed. Must be available, if needed, to open and close the CFAS and the NBCC facilities for rentals throughout the ~~entire~~ work week and weekends.

Benefits/Pay:

Benefits will follow “Town of Belgrade /Employment Guidelines” for pPart-tTime

employees. Pay will ~~follow the pay rate scale as outlined in the Employment Guidelines handbook.~~begin at minimum wage.

Approved by Selectboard on June 8, 2021.

~~u/files/personnel & others/personnel/JD/custodian/CFAS 2013~~

~~Approved by Select Board at their April 2, 2013 regular scheduled meeting.~~

TOWN OF BELGRADE



CAMP COUNSELOR
JOB DESCRIPTION

APPROVED ON 06/08/2021

TOWN OF BELGRADE

CAMP COUNSELOR

JOB DESCRIPTION

Nature of Work:

~~He/she is~~ Counselors are responsible for assisting with ~~the~~ Camp Golden Pond and/or Camp Loon program activities as well as guiding/helping the children adjust and grow within ~~the~~ program guidelines. ~~He/she~~ Counselors complyies with and participates fully in the instruction of swimming, arts and crafts, games, various camp activities, and education programs.

Essential Duties and Responsibilities:

- Responsible for a group of children, helping each child adjust and grow with other children within ~~the~~ program guidelines.
- Plan and implement daily curriculum for children to follow.
- Assist with all camp activities and other activities as assigned.
- Follow all program procedures and guidelines in conjunction with ~~the~~ Camp Golden Pond/Camp Loon standard operating procedures.
- Demonstrate willingness to participate in all areas of Camp Golden Pond/Camp Loon programming.
- Complyies with and participates fully in the instruction of swimming, arts and crafts, games, various camp activities, and education programs.
- Leads by example and directions, expressing importance of a) core values – respect, responsibility, caring, and honesty, b) camper safety, and c) enthusiastic fulfillment of program objectives.
- ~~Ability to c~~ ommunicate, and work with groups participating (age and skill level), and provide necessary instruction to children of all ages and skill levels.
- ~~Abilities to o~~ bserve camper behavior and assess its appropriateness, enforce relevant safety regulations and emergency procedures, and apply appropriate behavior management techniques.
- Understands the Camp Golden Pond/Camp Loon commitment to providing a healthy and safe environment.
- Maintains safety, cleanliness, and discipline of children, areas and equipment.
- ~~Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.~~
- ~~Ambulatory ability to lead members to/from daily activities throughout the Camp Golden Pond/Camp Loon property and the physical ability to participate in activities with the campers.~~
- Guide any camper with behavior, attitude, or emotional problems, referring any serious problems to the Camp Director.
- Become familiar with safety procedures and help ensure a healthy and safe working environment.
- Perform other duties as assigned by the Camp Director.

Requirements of Work:

- Applicant ~~m~~Must be at least 15 years of age with some experience significant to working with children.
- Applicant ~~must have e~~Excellent communicationg skills ~~along with the skills necessary to work with groups of children made up of different ages and skill levels.~~
- Emotional and mental maturity ~~, is mandatory~~ along with training or skills in problem ~~-~~ solving.
- Ability, desire and basic skills to work with children ~~are mandatory.~~
- Ability to interact with staff of all levels.
- ~~Demonstrate i~~Internal and external customer service skills.
- Team player ~~.~~
- Display role model behavior ~~.~~
- Organizational skills ~~.~~
- Attention to details ~~.~~
- ~~Good communication skills~~
- Maintain confidentiality ~~.~~
- Ability to work independently with minimal supervision and to meet deadlines
- ~~Ability to work independently~~
- Critical thinking
- Flexibility
- Withstand eExposure to the elements (wind, rain, sun, etc.) and high noise levels.
- ~~High noise levels~~
- ~~Working closely with others, especially youth~~
- ~~Work with minimal supervision~~
- Manual dexterity, including bending, reaching, lifting and leading campers to and from activities, and ability to participate in physical activities.
- ~~Bending, reaching, lifting~~
- ~~Ability to participate in physical activities~~
- Ability to handle stress and maintain a positive attitude
- Meet deadlines Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.

Approved by Selectboard on June ~~8~~1, 2021.

Memo

To: Board of Selectpersons
From: Rob Duplisea, CMA, Assessors Agent
Date: June 8, 2021
Re: Update on homestead exemption change and general market trends

For 2021, the homestead exemption amount for Belgrade is now \$23,000. The full amount of homestead we can give is dependent on the ratio between our local assessments as they relate to “current” market value. “Current” in this case are sales in Belgrade that occurred during the second half of 2018 and first half of 2019. These are the same sales that Maine Revenue Services uses for our annual state valuation figure. This lapse in time is used for all towns within the state.

The homestead law allows a town to declare an assessment ratio up to 10% above the actual ratio determined by the state. For 2021, our ratio for residential properties is 84%, allowing us to declare a 92% ratio, resulting in a \$23,000 homestead.

I see this trend going lower as the most recent sales from this year have not been considered yet. The minimum assessment ratio allowable is 70%, and I think we will be at the level in the next few years. With that, we need to start thinking about a revaluation soon. I have begun the calculations to inform the board what a project like that should cost.

I will be attending the Selectpersons’ meeting June 8 via Zoom and can answer any questions the Board may have then.

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: June 8, 2021
Re: Selectboard meetings

With the change in the state's COVID rules, I want to discuss how you wish to conduct Selectboard meetings moving forward.

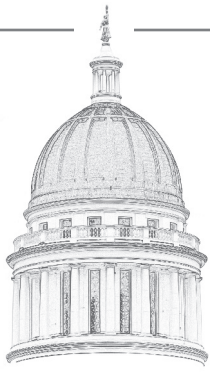
The current executive order extending the state of emergency expires June 12. It is unknown whether the governor will extend that further. If not, the provision to allow selectboards to meet remotely will continue until July 12.

The Maine Legislature's Judiciary Committee unanimously approved a bill that would allow remote meetings to continue. (See attached.) The full Legislature will consider that bill. Assuming its passage, the Maine Municipal Association will likely be giving guidance on when and how remote meetings may occur.

Among the options you currently have are:

- **Continue to meet by Zoom**, at least for the time being.
- **Meet in person.** If this is the preferred option, you would need to decide where you feel most comfortable meeting – in the Town Office's boardroom or on the gym floor at the Center for All Seasons. As a reminder, there are no longer any capacity restrictions or distancing requirements in indoor spaces; unvaccinated people are asked to continue masking. That does not preclude a town from setting different rules for meetings.
- **Test a hybrid model.** We might accomplish this by having a set of laptops at the Town Office. One would be placed in front of each Selectperson and the town manager. Another would be placed on a podium facing the Board. Each computer would be logged into Zoom. Whenever anyone from the audience spoke, they would have to approach the podium so the remote audience could hear them. Those tuned in remotely could still raise questions and offer comments. We have two such laptops for training purposes. We would need to acquire five more at a cost of approximately \$250 each. We have more than \$3,700 in unspent funds budgeted for computer replacement. Another potential tool would be a Meeting Owl, a device with a 360-degree camera, mic and speaker that

can be integrated with Zoom. It costs about \$1,000. The feedback from my peers is positive.



LEGISLATIVE BULLETIN



Vol. XLIII No. 20 MAY 28, 2021

Magic Eight Ball...Are Remote Meetings Here to Stay?

"Outlook Good"

If the Judiciary Committee has its way, local governments will be entrusted to adopt ordinances and policies enabling members of public bodies to meet remotely. By a unanimous vote, the nine members of the committee present at Thursday's work session supported an amended version of LD 32, *An Act Regarding Remote Participation in Public Proceedings*, sponsored by Sen. Trey Stewart of Aroostook County. The bill was submitted at the request of MMA's Legislative Policy Committee.

As amended, LD 32 will allow public

bodies to meet remotely provided that after notice and hearing the municipality adopts an ordinance or policy that contains the following provisions:

- Limits remote participation to circumstances where being physically present for a public proceeding is not practicable, which may include an emergency, illness or a geographic characteristic that impedes or slows travel;
- Provides members of the public an opportunity to attend by remote means when members of the body participate

remotely;

- Provides reasonable accommodations enabling an individual with a disability a meaningful opportunity to attend and participate remotely in a public proceeding;
- Provides, when allowed, for public input via an effective means of communication between the body and the public;
- Provides notice of the meeting that includes information on how the public may participate remotely, as well as the location where the public can participate

(continued on page 5)

Last Legislative Bulletin

With the Legislature set to complete all committee work in advance of the long weekend, this will be the last Legislative Bulletin for the 2021 legislative session. Beginning next week, the Legislature will pivot to convening the House and Senate daily to complete its work prior to the statutorily established June 16 adjournment date.

However, in the coming weeks MMA State and Federal Relations staff will need assistance from local officials to ensure that lawmakers understand how the bills to be debated by the full Legislature will impact municipalities. As such, it is likely you will receive several "action alerts" over the next three weeks describing the bills of municipal interest to be addressed that day. Please take the time to review those alerts and reach out to your members of the Legislature to ensure your voices are heard and perspectives considered.

Thank you for your ongoing support of the Association's advocacy efforts.

Binding Arbitration Bill Supported

By a margin of 6 to 5 the Labor and Housing Committee voted to support LD 677, *An Act To Improve Public Sector Labor Relations by Amending the Laws Governing Arbitration under Certain Public Employees Labor Relations Laws*, despite all of the testimony from public sector employers raising concerns with increasing costs.

As described in detail in the May 21 Legislative Bulletin, the bill amends the labor relations laws impacting public employers by making arbitrator decisions regarding salaries, pensions and insurance binding for all parties. Currently, the final decisions on these matters rests with appointed and elected representatives of the impacted public entities. Furthermore, under the terms of the bill the failure of an employer to implement the arbitrators' final decisions results in the extension of a right to strike to impacted non-public safety employees.

Representatives from the Maine Depart-

ment of Administrative and Financial Services, Maine Community College System, Maine County Commissioners Association, Maine Judicial Branch, Maine School Management Association, Maine Water Utilities Association, the University of Maine System and MMA joined the cities of Bangor and Portland in opposing the bill.

From the municipal perspective, not only does the change inappropriately shift decision making authority away from elected officials, it puts the property taxpayers, who fund schools, county and municipal government operations, at risk for bearing greater financial burdens without an avenue for recourse.

With the House and Senate scheduled to convene daily starting on June 2, this bill will be debated by the Legislature soon. Please contact your legislators and ask them to oppose passage of LD 677.

to make an arrest, search a person or his property, or obtain a warrant.

The bill was tabled until the following day to allow committee members to have their concerns addressed offline, after considerable angst, with a promise to allow DPS to weigh-in the following day.

As drafted, the newly amended language defines a pretext stop as one legally conducted under several sections of Title 29-A, governing motor vehicle and traffic laws, with the intent of using that stop to “solely seek other criminal activity” and makes any evidence discovered under that stop inadmissible in court. Examples of violations this new provision would apply to include traffic stops for expired or unregistered vehicles, vehicle defects, speed, illegal U-turns, failing to secure a child in a safety seat or passing a stopped school bus.

The target of the legislation may have been perceived racial profiling during drug trafficking investigations, but the bill has sweeping implications for other investigative activity and may cost taxpayers access

to federal funds to remove impaired drivers from the roads. Operating under the influence enforcement details, often referred to as directed patrols, are conducted under the “pretext” of finding impaired drivers using legal traffic stops for defects and other motor vehicle violations. Such enforcement activity removes hundreds of impaired drivers from Maine roads annually, contributes to Maine’s low insurance rates regionally, and often uncovers a series of other violations like uninsured motorists, unlicensed operators, stolen property, and fugitive from justice warrants.

Unlike the two other criminal justice bills, this one received a divided report and is likely to be debated by the entire Legislature in the coming weeks. Fifteen other bills with significant municipal impacts were carried over until next session.

Municipal officials concerned with the change proposed in LD 417 should contact members of the Legislature and ask them to vote in opposition to the erosion of the tools law enforcement officers need to protect the public’s safety.

in-person; and

- Requires that all votes are taken by roll call and in a fashion that can be seen and heard by other members of the body and the public.

The amendment also clarifies that a member of the body participating remotely is considered present for the purposes of establishing a quorum and casting votes. A separate provision in the amendment, which requires all documents and materials considered by the body to be made available to the public, will be further revised to ensure that additional mandates and costs are not shifted onto municipalities.

Once the committee completes a final language review, the bill will be sent to the full Legislature for debate.

Municipal officials have long advocated for the authority provided in LD 32 and appreciate Sen. Stewart’s and the committee’s work on this important issue. Local leaders interested in retaining remote meeting authority in perpetuity are encouraged to contact their members of the House and Senate to urge support for the bill.

IN THE HOPPER

Judiciary

LD 982 - An Act To Protect against Discrimination by Public Entities. (Sponsored by Rep. Talbot Ross of Portland)

This bill amends the state’s Human Rights Act to prohibit public entities from denying participation in or access to services, programs or activities on the basis of an individual’s race, color, sex, sexual orientation or gender identity, age, physical or mental disability, religion, ancestry or national origin.

LD 1345 – An Act To Implement the Recommendations of the Right To Know Advisory Committee. (Reported by Rep. Harnett of Gardiner for the Joint Standing Committee on Judiciary)

This bill implements recommendations of the Right To Know Advisory Committee that were contained in the 2020 annual report. The bill caps the fee to cover the cost of copying a public record at no more than 10¢ per page for a standard 8 1/2 inches by 11 inches black and white copy and clarifies that a per-page copy fee may not be charged for records provided electronically and adds to the committee a member who has legal or professional experience in the field of data and personal privacy, to be appointed by the governor. The bill also makes the following changes to the requirements for training under the Freedom of Access Act to: (1) clarify that an official must complete training within 120 days of assuming the duties of the position; (2) expand the list of municipal officials required to complete training to include code enforcement officers, town managers and administrators and planning board members; and (3) clarify that school superintendents, assistant superintendents and school board members are required to complete training.

(The bill summaries are written by MMA staff and are not necessarily the bill’s official summary statement or an excerpt from that summary statement. During the course of the legislative session, many more bills of municipal interest will be printed than there is space in the *Legislative Bulletin* to describe. Our attempt is to provide a description of what would appear to be the bills of most significance to local government, but we would advise municipal officials to also review the comprehensive list of LDs of municipal interest that can be found on MMA’s website, www.memun.org.)

LD 1529 – Resolution, Proposing an Amendment to the Constitution of Maine To Create a Right to Privacy. (Sponsored by Rep. O’Neil of Saco)

This resolution proposes to amend the Constitution of Maine by creating a natural and inherent right to privacy in which a person’s personal life and affairs are free from governmental and private intrusion and not diminished by a person’s interaction with an internet, communication or other electronic data service and that requires a warrant prior to government access of a person’s electronic data and electronic communications.

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: June 8, 2021
Re: Snowplowing, sanding and ice control RFP

The attached Request for Proposals is for snowplowing, sanding and ice control. The last contract covering the most recent three-year period expires shortly.

If approved by the Board, the RFP would be sent to local contractors and posted for two weeks on webpages dedicated to RFPs on the Town and Maine Municipal Association websites. We would bring the responses to the Board for your consideration at the July 20 meeting.

**TOWN OF BELGRADE
WINTER MAINTENANCE
(Snow Plowing, Sanding & Ice Control)
(Bid Specifications & Bid Form)
2021-2022 / 2022-2023 /2023-2024**

INVITATION TO BID FOR:

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

The Town of Belgrade (the “**TOWN**”) is seeking bid prices to supply services for winter maintenance, i.e., snowplowing, sanding and other ice control measures on roads in our Town. The initial term of this agreement will be for THREE winter seasons beginning on October 15 and ending on May 15 of each contracted year (hereinafter “Winter Season”). The three-year contract begins on October 15, 2021 and ends May 15, 2024.

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

**Winter Maintenance Proposal - Town of Belgrade, Attn: Anthony Wilson,
990 Augusta Road, Belgrade, Maine 04917**

by **NO LATER THAN** 12:00 Noon, June 25, 2021. At that time all bids will be publicly opened and the Bidders may be present at the bid opening if so desired. The Board of Selectpersons will review all proposals at their next schedule meeting on July 6, 2021 starting at 6:30 p.m.

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

STANDARD INSTRUCTIONS TO BIDDERS

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

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

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

TOWN OF BELGRADE

**WINTER MAINTENANCE RFP INFORMATION
2021-2022 / 2022-2023 /2023-2024
FOR ALL ROADS IN THE TOWN OF BELGRADE**

BELGRADE, MAINE

KENNEBEC, COUNTY

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

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

SOUTH BELGRADE ROADS

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

NORTH BELGRADE ROADS

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

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

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

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

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

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

One of the TEN WHEELER trucks will use straight salt on its plowing loop. The salt priority loop (straight salt loop) consists of the following roads:

- Bartlett Road (1.62 miles)
- Knowles Road (2.00 Miles)
- Location Road (0.62 miles)
- Old Route # 27 (0.51 miles)
- Route # 135 (Manchester Road) (6.15 miles)
- Mill Stream Road (0.60 miles)
- Penney Road (1.58 miles)
- Wings Mills Road (1.42 miles)

Note: The total length of the salt priority loop (straight salt loop) is 14.52 miles.

The roads in the salt priority loop will be reviewed each year by the **CONTRACTOR** and the Board of Selectpersons with input from the Road Committee. The **CONTRACTOR** has the right to choose to use or not to use straight salt on a loop. The Weather conditions will be the deciding factor on which type of material the **CONTRACTOR** will lay down during a storm event.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

THE TOWN

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

ATTACHMENT “A”
PAY SCHEDULE

Payment date	% & Amount Year 1	Payment date	% & Amount Year 2	Payment date	% & Amount Year 3
10/04/21	10.0%	10/03/22	10.0%	10/08/23	10.0%
11/08/21	5.0%	11/07/22	5.0%	11/05/23	5.0%
12/06/21	5.0%	12/05/22	5.0%	12/03/23	5.0%
01/03/22	7.5%	01/09/23	7.5%	01/07/24	7.5%
01/17/22	7.5%	01/23/23	7.5%	01/21/24	7.5%
02/07/22	10.0%	02/06/23	10.0%	02/04/24	10.0%
02/21/22	10.0%	02/20/23	10.0%	02/18/24	10.0%
03/07/22	10.0%	03/05/23	10.0%	03/04/24	10.0%
03/21/22	10.0%	03/19/23	10.0%	03/21/24	10.0%
04/04/22	7.5%	04/09/23	7.5%	04/08/24	7.5%
04/18/22	7.5%	04/23/23	7.5%	04/22/24	7.5%
05/09/22	10.0%	05/07/23	10.0%	05/06/24	10.0%
	100.0%		100.0%		100%

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

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

TOWN AND CONTRACTOR:

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

**BID FORM
CONTRACTOR'S INFORMATION
SNOW PLOWING, SANDING & ICE CONTROL CONTRACT**

Bidder: _____

_____	_____
Company Name	Contact Person
_____	_____
Street Address or P.O. Box	Telephone Number / cell number
_____	_____
City, State and Zip	Bidder Tax I.D. # (Employer or Soc. Sec #)
_____	_____
24 hr. Dispatch Phone Number(s)	e-mail address

PROPOSAL

CONTRACTOR OFFERS THE FOLLOWING BID FOLLOWING THE ABOVE BID SPECIFICATION:

2021-2022 year at \$ _____ per mile for 48.27 MILES at total bid of:

\$ _____;

2022-2023 year at \$ _____ per mile for 48.27 MILES at total bid of:

\$ _____,

2023-2024 year at \$ _____ per mile for 48.27 MILES at total bid of:

\$ _____;

Total contract for three years is offered at \$ _____.

The **TOWN** reserves the right to take actions to decrease the cost per mile as provided for in #1 of The **TOWN** responsibilities, and providing that all provisions of this contract are satisfactorily performed.

THE CONTRACTOR WILL HOLD THE ABOVE FIGURES FOR THIRTY (30) DAYS OR UNTIL CONTRACT IS SIGNED BY BOTH PARTIES.

THIS AGREEMENT MAY BE TERMINATED upon a 30-day written notification by either party between May 1 and August 31 of each contract year and will be automatically renewed on September 1 of each contract year and runs through until

May 15 of the following year; should no notice of termination be executed by either party.

Warrant 61

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00004 AMERICAN LOGGERS FIRE SUPPRESSION L						
0273	21269	06	CFAS FIRE SUPPRESS INSPEC	6709		
CFAS FIRE SUPPRESS INSPEC			E 13-02-20-07		97.00	0.00
			FACILITIES / CFAS - SERVICES / CONTRACTED			
			Vendor Total-		97.00	
00289 AUGUSTA FUEL CORP.						
0273	21270	06	OFF RD DIESEL GARAGE	5898143		
OFF RD DIESEL GARAGE			E 12-01-30-02		95.87	0.00
			CEMETERY / CEMETERY - SUPPLIES / FUEL			
			Invoice Total-		95.87	
0273	21270	06	LAKES FD HEATING	5897461		
LAKES FD HEATING			E 13-06-20-05		257.93	0.00
			FACILITIES / FD:LAKES - SERVICES / HEATING			
			Invoice Total-		257.93	
			Vendor Total-		353.80	
00238 BAKER & TAYLOR BOOKS # 510486						
0273	21271	06	BOOKS AND PERIODICALS	5016920605		
BOOKS AND PERIODICALS			E 30-01-30-09		11.16	0.00
			LIBRARY / LIBRARY - SUPPLIES / BOOKS			
			Vendor Total-		11.16	
00000 BLACKSTONE PUBLISHING						
0273	21272	06	BOOKS AND PERIODICALS	1222458		
BOOKS AND PERIODICALS			R 41-01		47.94	0.00
			LEVEY AUDIO - DONATION			
			Invoice Total-		47.94	
0273	21272	06	BOOKS AND PERIODICALS	1221499		
BOOKS AND PERIODICALS			R 41-01		411.82	0.00
			LEVEY AUDIO - DONATION			
			Invoice Total-		411.82	
			Vendor Total-		459.76	
00020 CENTRAL MAINE POWER						
0273	21274	06	MAIN ST DAM ELECTRICITY	706001126547		
MAIN ST DAM ELECTRICITY			E 96-01-99-99		20.11	0.00
			DAMS / DAMS - EXPENSE / EXPENSE			
			Invoice Total-		20.11	
0273	21274	06	NBCC ELECTRICITY	702001141844		
NBCC ELECTRICITY			E 13-03-20-04		100.16	0.00
			FACILITIES / NBCC - SERVICES / ELECTRICITY			
			Invoice Total-		100.16	
0273	21274	06	NBFD ELECTRICITY	702001141843		
NBFD ELECTRICITY			E 13-08-20-04		62.36	0.00
			FACILITIES / FD:NB - SERVICES / ELECTRICITY			
			Invoice Total-		62.36	
0273	21274	06	WINGS MILLS DAM ELECTRIC	702001142941		
WINGS MILLS DAM ELECTRIC			E 96-01-99-99		16.94	0.00
			DAMS / DAMS - EXPENSE / EXPENSE			
			Invoice Total-		16.94	
0273	21274	06	10 DALTON ELECTRICITY	707001118742		
10 DALTON ELECTRICITY			E 13-11-20-04		52.08	0.00
			FACILITIES / DALTON - SERVICES / ELECTRICITY			
			Invoice Total-		52.08	
0273	21274	06	8 DALTON ELECTRICITY	724000949832		
8 DALTON ELECTRICITY			E 13-02-20-04		35.20	0.00

A / P Warrant

Warrant 61

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
FACILITIES / CFAS - SERVICES / ELECTRICITY						
Invoice Total-					35.20	
0273	21274	06	18 DALTON ELECTRICITY	722001014041		
18 DALTON ELECTRICITY			E 13-11-20-04		16.31	0.00
FACILITIES / DALTON - SERVICES / ELECTRICITY						
Invoice Total-					16.31	
0273	21274	06	LAKES FD ELECTRICITY	711001101560		
LAKES FD ELECTRICITY			E 13-06-20-04		144.70	0.00
FACILITIES / FD:LAKES - SERVICES / ELECTRICITY						
Invoice Total-					144.70	
0273	21274	06	CFAS OUTBUILDING ELECTRIC	711001101861		
CFAS OUTBUILDING ELECTRIC			E 13-02-20-04		16.31	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY						
Invoice Total-					16.31	
0273	21274	06	CFAS ELECTRICITY	703001140136		
CFAS ELECTRICITY			E 13-02-20-04		262.54	0.00
FACILITIES / CFAS - SERVICES / ELECTRICITY						
Invoice Total-					262.54	
0273	21274	06	TOWN OFFICE ELECTRICITY	7161001082851		
TOWN OFFICE ELECTRICITY			E 13-14-20-04		241.61	0.00
FACILITIES / TOWN OFFICE - SERVICES / ELECTRICITY						
Invoice Total-					241.61	
0273	21274	06	SALT&SAND ELECTRICITY	724000953765		
SALT&SAND ELECTRICITY			E 13-05-20-04		17.71	0.00
FACILITIES / SALT & SAND - SERVICES / ELECTRICITY						
Invoice Total-					17.71	
0273	21274	06	MAINT GARAGE ELECTRICITY	704001136178		
MAINT GARAGE ELECTRICITY			E 13-04-20-04		37.75	0.00
FACILITIES / GARAGE - SERVICES / ELECTRICITY						
Invoice Total-					37.75	
0273	21274	06	DEPOT FD ELECTRICITY	718001062262		
DEPOT FD ELECTRICITY			E 13-07-20-04		37.37	0.00
FACILITIES / FD:DEPOT - SERVICES / ELECTRICITY						
Invoice Total-					37.37	
0273	21274	06	OLD TOWN HOUSE ELECTRIC	718001062263		
OLD TOWN HOUSE ELECTRIC			E 13-13-20-04		16.56	0.00
FACILITIES / HISTRY HOUSE - SERVICES / ELECTRICITY						
Invoice Total-					16.56	
Vendor Total-					1,077.71	
00663 CIVICPLUS						
0273	21275	06	WEBSITE ANNUAL PAYMENT	212621		
WEBSITE ANNUAL PAYMENT			E 01-10-46-10		1,837.50	0.00
GEN'L GOV. / ADMIN - LICENSES / WEBSITE						
Vendor Total-					1,837.50	
00405 EAGLE RENTAL						
0273	21276	06	SKID STEER RENTAL	E30571		
SKID STEER RENTAL			E 13-01-20-06		1,000.00	0.00
FACILITIES / GENERAL - SERVICES / RENTALS						
Invoice Total-					1,000.00	
0273	21276	06	SKID STEER RENTAL	D30571		
SKID STEER RENTAL			E 13-01-20-06		1,000.00	0.00
FACILITIES / GENERAL - SERVICES / RENTALS						
Invoice Total-					1,000.00	

Warrant 61

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account		Proj			
Vendor Total-					2,000.00	
00008 FULLER, GARY R.						
0273	21277	06	MILEAGE REIMBURSEMENT 61	5/18-5/20/21		
MILEAGE REIMBURSEMENT 61	E 01-20-20-02				26.84	0.00
GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPORTATI						
Invoice Total-					26.84	
0273	21277	06	MILEAGE REIMBURSEMENT 98	5/11-5/15/2021		
MILEAGE REIMBURSEMENT 98	E 01-20-20-02				43.13	0.00
GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPORTATI						
Invoice Total-					43.13	
Vendor Total-					69.97	
00288 GALE/CENGAGE LEARNING						
0273	21278	06	BOOKS AND PERIODICALS	74259975		
BOOKS AND PERIODICALS	E 30-01-30-09				24.69	0.00
LIBRARY / LIBRARY - SUPPLIES / BOOKS						
Invoice Total-					24.69	
0273	21278	06	BOOKS AND PERIODICALS	74244523		
BOOKS AND PERIODICALS	E 30-01-30-09				24.69	0.00
LIBRARY / LIBRARY - SUPPLIES / BOOKS						
Invoice Total-					24.69	
Vendor Total-					49.38	
00434 GROUP DYNAMIC, INC.						
0273	21279	06	MONTHLY HRA	L2106-016000064		
MONTHLY HRA	E 23-10-99-99				32.00	0.00
INSURANCE / HRA ADMIN - EXPENSE / EXPENSE						
Vendor Total-					32.00	
00009 HAMMOND LUMBER COMPANY						
0273	21280	06	FIX TRIM HOPPER WINDOWS	4407152		
FIX TRIM HOPPER WINDOWS	E 13-09-35-08				115.61	0.00
FACILITIES / TRANSFER STA - REPAIRS / BUILDING						
Vendor Total-					115.61	
00000 HANSON, SAMANTHA						
0273	21281	06	READING SUPPLEMENTALS	5/18/2021		
READING SUPPLEMENTALS	E 62-01-99-99				177.72	0.00
DC STEVENS / DC STEVENS - EXPENSE / EXPENSE						
Vendor Total-					177.72	
00301 HOULE, CHARLENE R						
0273	21282	06	RSU 18 BUDGET TRAVEL	5/20/2021		
RSU 18 BUDGET TRAVEL	E 01-10-20-02				8.36	0.00
GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI						
Vendor Total-					8.36	
00407 LEWISTON PUBLIC LIBRARY						
0273	21283	06	REPLACEMENT COST			
REPLACEMENT COST	R 46-01				44.99	0.00
LIBRARY FEES - LIBRARY FEES						
Vendor Total-					44.99	
00001 MAINE MUNICIPAL						
0273	21284	06	BENEFITS			
DENTAL INSURANCE	G 1-226-00				788.24	0.00
GEN'L FUND / DENTAL INS						
LIFE INSURANCE	G 1-229-00				281.88	0.00
GEN'L FUND / LIFE INS						

Warrant 61

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
VISION INSURANCE			G 1-231-00		76.45	0.00
			GEN'L FUND / VISION INS			
HEALTH INSURANCE:ADMIN			E 01-10-10-13		2,270.16	0.00
			GEN'L GOV. / ADMIN - PERSONNEL / BENEFITS			
HEALTH INSURANCE:FACILITY			E 13-01-10-13		1,513.44	0.00
			FACILITIES / GENERAL - PERSONNEL / BENEFITS			
HEALTH INSURANCE			G 1-225-00		2,948.35	0.00
			GEN'L FUND / HEALTH INS.			
HEALTH INSURANCE:REC			E 25-30-10-13		756.72	0.00
			RECREATION / REC PROGRAMS - PERSONNEL / BENEFITS			
HEALTH INSURANCE:FD			E 05-05-10-13		1,513.44	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - PERSONNEL / BENEFITS			
HEALTH INSURANCE:MANAGER			E 01-15-10-13		756.72	0.00
			GEN'L GOV. / MANAGER - PERSONNEL / BENEFITS			
HEALTH INSURANCE:LIBRARY			E 30-01-10-13		756.72	0.00
			LIBRARY / LIBRARY - PERSONNEL / BENEFITS			
Vendor Total-					11,662.12	
00002 MAINE MUNICIPAL ASSOCIATION						
0273	21285	06	WORKERS COMP AUDIT	17028		*** SEPARATE ***
			E 23-15-99-99		2,934.00	0.00
			INSURANCE / WORKERS COMP - EXPENSE / EXPENSE			
Invoice Total-					2,934.00	
0273	21286	06	LABOR LAW WORKSHOP	1000406497		
			E 01-10-13-01		85.00	0.00
			GEN'L GOV. / ADMIN - EDUCATION / EDUCATION			
Invoice Total-					85.00	
0273	21286	06	APPEALS BOARD MANUAL	1000406374		
			E 01-05-30-03		70.00	0.00
			GEN'L GOV. / APP'LS BOARD - SUPPLIES / OFFICE			
Invoice Total-					70.00	
Vendor Total-					3,089.00	
00057 MAINEGENERAL MEDICAL CENTER						
0273	21287	06	HEPATITIS B SHOT	308194		
			E 01-10-20-11		76.00	0.00
			GEN'L GOV. / ADMIN - SERVICES / MEDICAL			
Vendor Total-					76.00	
00310 MMTCTA						
0273	21288	06	ANNUAL CONF WEBINAR X3	1000405570		
			E 01-10-13-01		225.00	0.00
			GEN'L GOV. / ADMIN - EDUCATION / EDUCATION			
Vendor Total-					225.00	
00256 MODERN PEST SERVICES						
0273	21289	06	NBCC PEST CONTROL	4754103		
			E 13-03-20-12		54.00	0.00
			FACILITIES / NBCC - SERVICES / PEST CONTROL			
Vendor Total-					54.00	
00143 NORTH COAST SERVICES LLC						
0273	21290	06	BATTERY RECYCLING	33252		
			E 15-05-20-13		257.84	0.00
			SOLID WASTE / WASTE - SERVICES / DISPOSAL			
Vendor Total-					257.84	
00182 PIKE INDUSTRIES, INC.						
0273	21291	06	CRUSHED STONE	1128100		
			E 10-01-30-04		234.96	0.00

Warrant 61

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
PUBLIC WORKS / ROADS-GM - SUPPLIES / OPERATING						
Vendor Total-					234.96	
00003 REGISTRY OF DEEDS						
0273	21292	06	1 LIEN DISCHARGE			
1 LIEN DISCHARGE	E 01-10-47-01				19.00	0.00
			GEN'L GOV. / ADMIN - FEES / DISCHARGE			
Vendor Total-					19.00	
00034 RSU # 18						
0273	21293	06	INSTALLMENT-	JUNE 2021		
RSU # 18 INSTALLMENT	E 31-01-99-99				547,833.17	0.00
			SCHOOL / RSU 18 - EXPENSE / EXPENSE			
Vendor Total-					547,833.17	
00255 SCHENO, KENNETH						
0273	21294	06	INSURANCE PAY OUT	JUNE 2021		
INSURANCE PAY OUT	E 15-05-10-13				600.00	0.00
			SOLID WASTE / WASTE - PERSONNEL / BENEFITS			
Vendor Total-					600.00	
00612 SPECTRUM ENTERPRISE						
0273	21295	06	MAY INVOICE	956055001051321		
CFAS	E 13-02-20-01				169.98	0.00
			FACILITIES / CFAS - SERVICES / COMMUNICATIO			
DEPOT FD	E 05-05-20-01				49.99	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
LIBRARY	E 30-01-20-01				88.42	0.00
			LIBRARY / LIBRARY - SERVICES / COMMUNICATIO			
TOWN OFFICE	E 01-10-20-01				114.71	0.00
			GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO			
TRANSFER STATION	E 15-05-20-01				129.98	0.00
			SOLID WASTE / WASTE - SERVICES / COMMUNICATIO			
LAKES FD	E 05-05-20-01				177.97	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO			
Vendor Total-					731.05	
00012 THE PRINT SHOP LLC						
0273	21296	06	MEMORIAL DAY PROGRAMS	1647		
MEMORIAL DAY PROGRAMS	R 01-97				100.00	0.00
			GEN'L GOV. - MEMORIAL DAY			
Vendor Total-					100.00	
00521 TICKE'D OFF						
0273	21297	06	MEMORIAL DAY TICK SPRAY	001738		
MEMORIAL DAY TICK SPRAY	E 13-01-30-04				189.00	0.00
			FACILITIES / GENERAL - SUPPLIES / OPERATING			
Vendor Total-					189.00	
00048 TREASURER, STATE OF MAINE						
0273	21298	06	PLUMBING PERMITS	06/02/2021		
PLUMBING PERMITS	G 1-211-00				425.00	0.00
			GEN'L FUND / PLUMB. PERM.			
Vendor Total-					425.00	
00379 TREASURER, STATE OF MAINE						
0273	21299	06	FUEL CHARGES	21BG0056715		
FUEL CHARGES	E 05-05-30-02				407.85	0.00
			PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FUEL			
Vendor Total-					407.85	
00304 VOGEL, MARY						

Warrant 61

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0273	21300	06	RSU BUDGET TRAVEL&POSTING	05/20-05/21		
RSU BUDGET TRAVEL&POSTING			E 01-10-20-02		13.20	0.00
			GEN'L GOV. / ADMIN - SERVICES / TRANSPORTATI			
			Vendor Total-		13.20	
00369 WB MASON CO, INC						
0273	21301	06	ENVELOPES	220046776		
ENVELOPES			E 01-10-30-03		21.98	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		21.98	
0273	21301	06	INK AND TONER	220145741		
INK AND TONER			E 01-10-30-03		483.98	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		483.98	
0273	21301	06	COPY PAPER	220116973		
COPY PAPER			E 01-10-30-03		347.30	0.00
			GEN'L GOV. / ADMIN - SUPPLIES / OFFICE			
			Invoice Total-		347.30	
			Vendor Total-		853.26	
0000 YORKS WELDING AND FABRICATION						
0273	21302	06	REPAIR COMPACTOR RAILINGS	344604		
REPAIR COMPACTOR RAILINGS			E 15-05-35-10		428.00	0.00
			SOLID WASTE / WASTE - REPAIRS / HOPPER			
			Vendor Total-		428.00	
			Prepaid Total-		0.00	
			Current Total-		573,533.41	
			EFT Total-		0.00	
			Warrant Total-		573,533.41	

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

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

Memo

To: Board of Selectpersons
From: Anthony Wilson, Town Manager
Date: June 8, 2021
Re: Town Manager's report

Gary Mahler recently discovered the 1988 dedication that deeded the Main Street parcel for the **veterans memorial** includes a proviso that prohibits the monument from being enlarged. It also specifies the monument should honor veterans of World War I, World War II, Korea and Vietnam. Mr. Mahler spoke with one of the people who signed the dedication, and he was not inclined to enlarge the monument, preferring that it stay as-is. Mr. Mahler and his fellow volunteers are now mulling a separate memorial honoring Belgrade residents who have served in the armed forces since the Vietnam War. You will be presented with that plan when it is ready.

The **Belgrade/Rome Special Needs Food Pantry** would like to use to spruce up the North Belgrade Community Center. Grateful for the use of the facility, the pantry board proposes painting its interior and entryway, repairing the trim and removing the curtains. Pantry volunteers would seek to accomplish this in September. (If you haven't visited the NBCC recently, Facilities Maintenance Director Chris Dutill has refloored the interior, along with installing new playground equipment. Both look great.) Additionally, the pantry is offering to donate a newer refrigerator/freezer to replace the kitchen's current fridge. That would happen more immediately. FYI, the pantry has adopted the state's new COVID rules and is allowing clients inside to place orders.

Town Clerk Mary Vogel approached me with the following **dog registration incentive program**: "We propose a fundraising opportunity that benefits the public and engages the office employees. The Town Office chases people to register their dogs up until the last day, with letters and multiple phone calls. We expend a lot of time and energy on that. We would like to offer residents an opportunity to win a basketful of pet goodies if they register their dog by Dec. 31. To pay for the basket, we propose employees be permitted to wear jeans for a fee of \$2 per day (excluding casual Fridays, when that is already permitted). The money will be used to purchase items for the basket. We request the program begins as soon as the Board is alerted, and we receive your approval. We intend to run this until the end of October. The employees have been asking to be able to wear jeans to work. This will provide them that opportunity and hopefully entice residents to register their dogs promptly."