

Board of Selectmen & Assessors Meeting - Agenda
January 27, 2020 @ 7:00p.m.
Newcastle Town Office

1. Call to Order:

2. Pledge of Allegiance:

3. Amendments to the Agenda (Pending Approval)

4. Minutes

4.1 January 6, 2019

5. Public Comments On Items Not On The Agenda:

6. New Business

- 6.1 Carry Forwards from FY 2019:
 - Comp Plan/Code \$5,260.70
 - Fire Station/community room \$8,407.00
 - Sheepscot Fire Station \$9,829.19
- 6.2 Core Zoning Code Districts/Map – Zoning Committee
- 6.3 Fish Ladder Repair Project – Jim Brinkler and Richard Powell
- 6.4 Nobleboro/Jefferson Transfer Station Contract
- 6.5 Academy Hill Engineering/Testing Contract – Gartley and Dorsky

7. Unfinished Business

- 7.1 Goals For Future Agenda Items –
 - 1. Sand for residents as topic for BOS to discuss (as per Dec 16 BOS mtg, so road commissioner can be present)
 - 2. Civic Software and Civic Clerk Software Plus (as per Jan 6 BOS mtg)

8. Town Administrator Report and Communications

9. Fiscal Warrants

- 9.1 Town Warrant \$ 250,673.08
- 9.2 Fire Warrant \$ 1,528.82

10. Executive Session(s)

- 10.1 Real Estate

11. Adjournment

Upcoming Events

Town Office Hours: Monday-Thursday 8:00am-4:00pm and Friday 8:00am-12:00pm

Executive Session 1 M.R.S.A. Section 405 (6) A – Personnel, C – Real Estate, D - Labor Contracts, E – Legal, H – Consultation With CEO Concerning Enforcement Action

**Board of Selectmen & Assessors Meeting - Minutes
January 6, 2020 @ 7:00p.m.
Newcastle Town Office**

Board of Selectmen (BOS) Members Present: Ben Frey, Joel Lind, Wanda Wilcox, Carolyn Hatch, Brian Foote

BOS Members Absent:

Others Present: Town Administrator Jon Duke, Deputy Town Clerk Harriet Burgoon, Mal Carey, Evan Houke arrived 7:48.

1. **Call to Order:** Chair Frey called the meeting to order at 7:00pm
2. **Pledge of Allegiance:**
3. **Amendments to the Agenda:** none – agenda as accepted

4. Minutes

4.1 December 16, 2019

Wilcox motioned to approve the minutes as presented. Hatch seconded.

Motion passed 4-0. Foote abstained due to not being present at the December 16th meeting.

5. Public Comments On Items Not On The Agenda

6. New Business

6.1 Town Manager - Board of Selectmen Form of Governance discussion regarding potential for a Town Manager form of administration for Newcastle – Duke supplied background materials to the BOS in preparation for the meeting. A long discussion ensued.

Frey: In reference to the materials supplied by Jon, all responsibilities on the list for a Town Manager is already being handled by the current Town Administrator except hiring and firing. The BOS usually takes recommendation of administrator in hiring and firing. Moving to town manager is a very small step and could be reasonably taken to town. Wilcox: small steps makes sense. Lind does not see need to wait for proposing Manager. And Lind sees a need for a Manager rather than Administrator based upon the past couple of years. Lind is concerned that BOS is not actively managing process of hiring and firing staff. Moving to a Town Manager is a minor change: are changing a title, adding responsibilities of direct hiring/firing. Foote: in all his years, the Town Administrator has been actively managing the town employees. Hatch: The Town Manager change sounds good. Wilcox: It is a plus is that we would not be changing the person, just the title. Foote: Having a Town Manager would bring Newcastle in line with state law, they do not recognize Town Administrators, only Town Managers.

A discussion with respect to the choices for the process of making a change to a Town Manager ensued. Changing to a Town Manager would mean a change in compensation, therefore there is a need to have the change made in time for the annual meeting. The question for process was whether to have a secret ballot item, or to have a special meeting for seeking residents' vote. Frey: consensus seems to be to hold a Town Manager vote at a special town meeting, prior to March 10. If at a BOS regularly scheduled meeting, would be on March 9th, prior to the BOS meeting. Starting at 6:30 at community room.

The discussions included a review of the question of a Town Council with a Charter structure versus the current 5-person board of Selectmen. The BOS discussed the Town Council, town structure question as a topic for next year.

Public comments: M. Carey: There was a letter to the editor one year ago in favor of having a Town Manager. If the BOS were to do the less formal process, Carey would recommend getting a letter to the editor, or purchase column inches, to get the issue in front of people before you invite them into the less formal process. Hatch: If that is done, it needs to be plain and simple. Foote: perhaps one could get the paper to compare the two options, review the benefits of each.

Lind moved to have special town meeting to vote the change regarding a Town Manager on March 9th at 6:30pm and direct the clerk to write up the description. Foote seconded. **Motion passed 5-0**

6.2 Septic Waste Disposal Facility Agreement - It is a yearly agreement. Lind motioned to approve the agreement as presented. Foote seconded. Discussion: there is no change from previous year. The agreement provides the town a legal location for contents of a pumped-out tank of a resident. Residents pay a fee. The rate is the same as last year. **Motion passed 5-0.**

6.3 Shellfish Committee Appointment – Robert Wallace – previously was Damariscotta’s rep. Foote motioned to approve the appointment of Robert Wallace to the Shellfish Committee as Newcastle’s representative. Lind seconded. **Motion passed 5-0.**

6.4 Tree Growth: Supplemental Warrant: a penalty – The warrant came through today and was paid today. Foote moved to remove the proposed lot in question (Map 007 Lot 028-00C) from the tree growth category. Wilcox seconded. **Motion passed 5-0.**

7. Unfinished Business

7.1 Goals For Future Agenda Items – (See Dec 2 minutes for the complete list) – Three items have been completed (town manager question, sand lot, land use ordinance fee schedules). Frey: anything to add to the list?

1. Town Charter was added as a goal. See 6.1. for discussion notes.

2. A very small annual improvement project (needs a title, perhaps an acronym): Raise funds, goal named, and actualized. Donate optional, note at town office desk. Eg the veterans park benches. Or perhaps a project to purchase play equipment for the Harriet Bird playground. Or to pave/cobblestone on park path.

3. A policy is needed for public gatherings at the Veterans Park was proposed by Lind, even if only from safety standpoint. Jon would ask to also the BOS add a policy discussion for the use of the town community room space. Hatch: then let’s add the Harriet Bird house to the list to discuss, because the policy for the use of that facility is not clear as well. Frey proposed that the BOS develop a general policy re use of town public spaces or separate policies for each. Lind: how about we look at it and discuss that as well.

4. NB: Wilcox will look into the town nurse question, and it can be removed from the BOS list.

5. Foote: proposed addressing the Civic Software topic next. Frey: spoke with a salesperson, and they did not get back to him. The topic of software goes hand in hand with need to revisit web site question, review the provider. Wilcox: is related to the transparency of the town issue. Frey: add to the next meeting, 27th January. Frey will reach out to the software salesperson. Jon will as well. BOS agreed. Lind: can combine Civic Clerk Software plus website. Foote & Frey: first software, see if they address website issues as well. BOS agreed.

[NB: The Goals For Future Agenda Items has been updated in accordance with this meeting and is attached.]

8. Town Administrator Report and Communications

Town Administrator Report – presented as written.

- The work on the land use code is moving forward. The committee will be meeting twice a week between now and the next BOS meeting on the 27th. The goal is to have a draft in the hands of the BOS after the MLK holiday. However, the draft is mostly complete. The BOS then would consider next steps. Public hearings will be planned. BOS will need to then decide the process of placing the code before the residents.
- The Town clerk is working with the auditors to get the property tax numbers straight. Some issues go back a couple of years, and it is puzzling why auditors did not flag these during the previous audits.

9. Fiscal Warrants

9.1 Town Warrant \$140,990.60 – Lind motioned to approve the warrant as presented, Foote seconded. The Chart of Accounts change was needed for an Alewives category correction. **Motion to approve the town warrant passed 5-0**

9.2 Fire Warrant \$2,138.79 – Foote motioned to approve the fire warrant as presented, Lind seconded **Motion to approve the fire warrant passed 5-0**

10. Executive Session

10.1 Real Estate – Foote motioned to move to executive session – 8:09pm

11. Adjournment

Ben Frey moved to adjourn at 9:15pm, Joel seconded. **Motion passed 5-0.**

Minutes respectfully submitted by Harriet Burgoon

Upcoming Events

Town Office Hours: Monday-Thursday 8:00am-4:00pm and Friday 8:00am-1200pm

BOS Meetings: Mondays, February 10th and 24th

Town Office Hours: Monday-Thursday 8:00am-4:00pm and Friday 8:00am-1200pm

EXHIBIT 1.1 DISTRICT MAP

NEWCASTLE ZONING MAP
Revised October 1st 2019

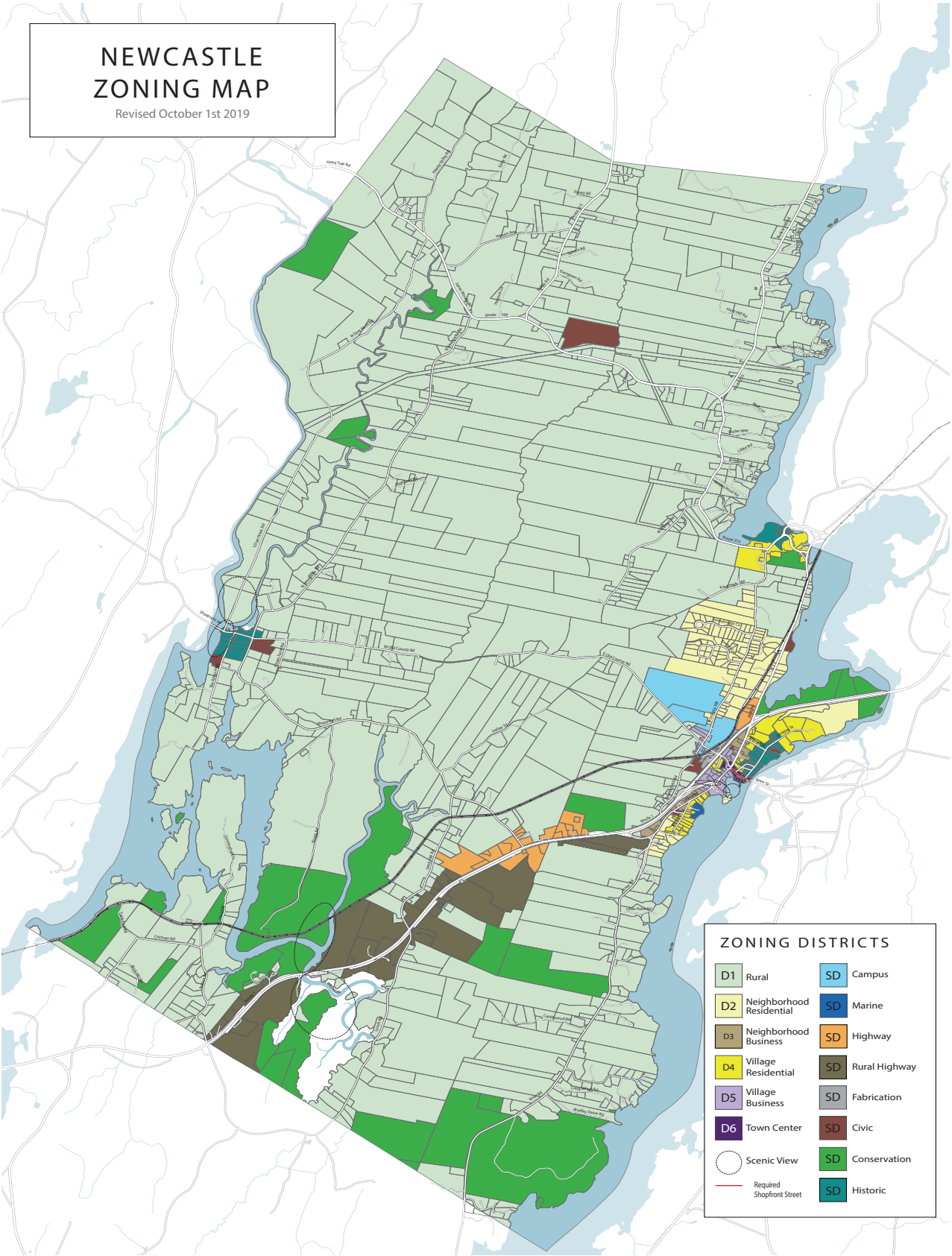


EXHIBIT 1.2 DISTRICT MAP INSET - NEWCASTLE TOWN CENTER

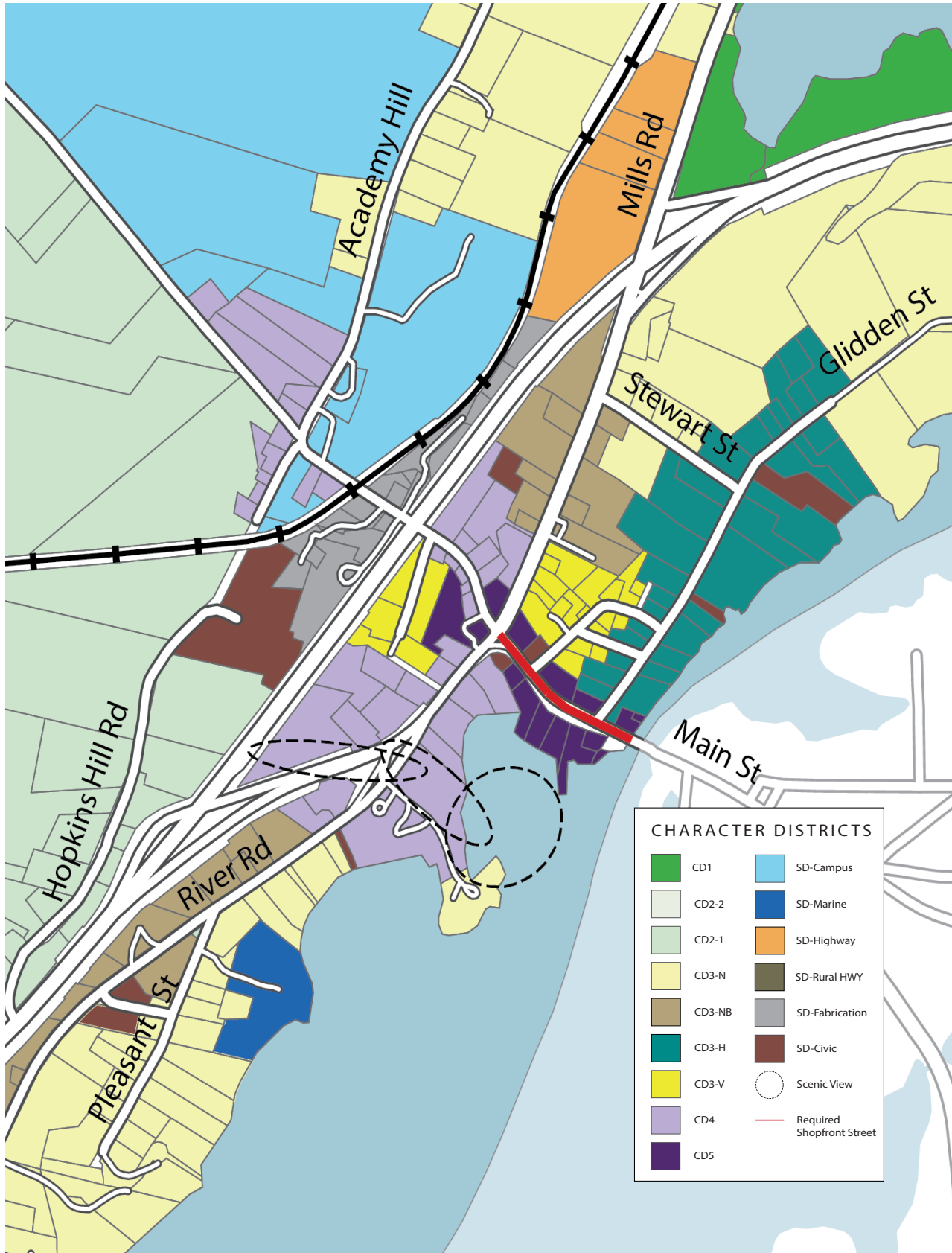
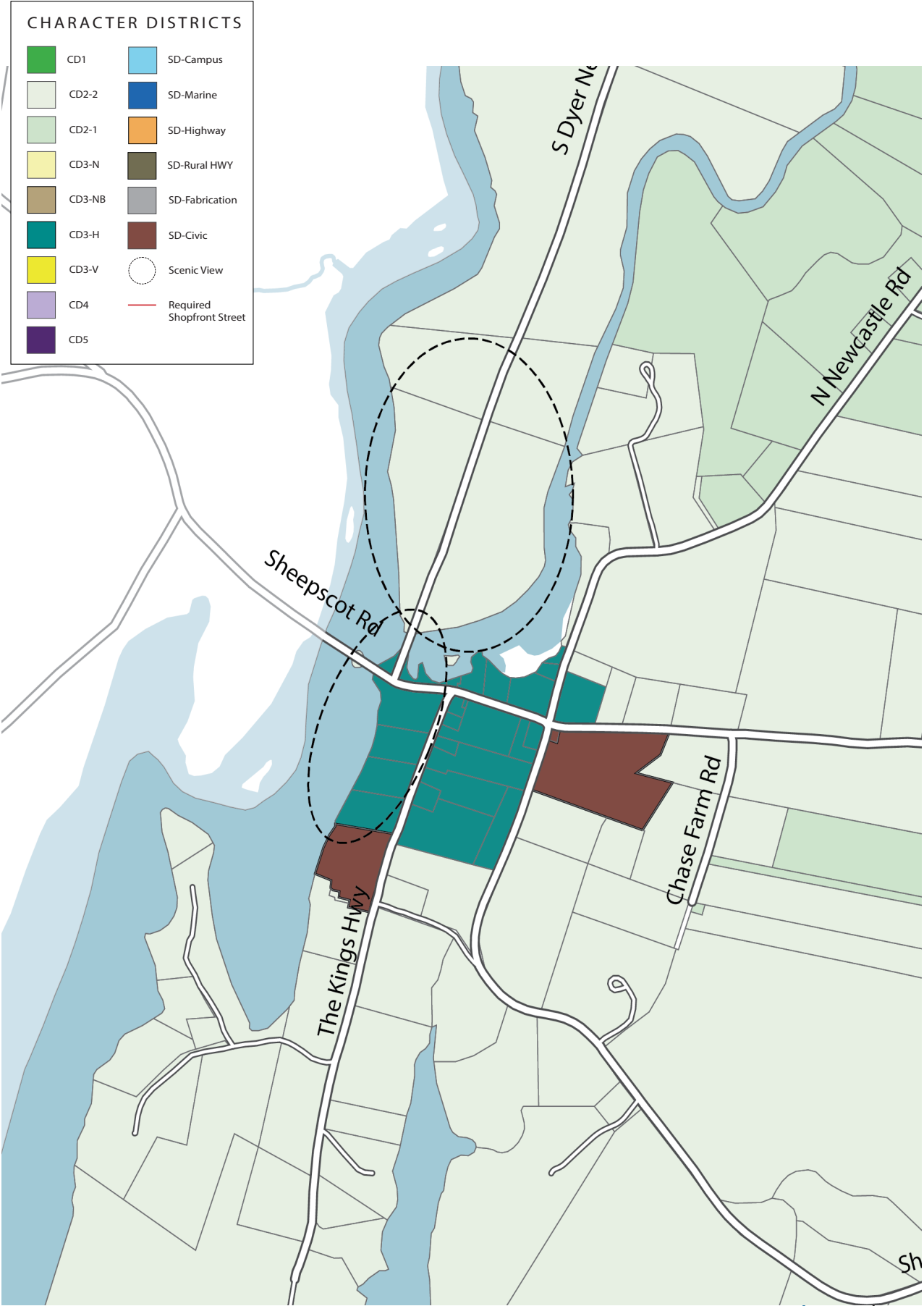


EXHIBIT 1.4 DISTRICT MAP INSET - SHEEPSCOT VILLAGE



CONTENTS

ARTICLE 1 GENERAL STANDARDS

ARTICLE 2 DISTRICT STANDARDS

ARTICLE 3 SITE STANDARDS

ARTICLE 4 BUILDING STANDARDS

ARTICLE 5 DESIGN STANDARDS

ARTICLE 6 USE STANDARDS

ARTICLE 7 ADMINISTRATION

ARTICLE 8 DEFINITIONS

RURAL (D1)

DESCRIPTION

The Rural D1 district consists of forested lands, fields, rivers and streams with houses interspersed on lots ranging in size from 1 acre to 100 plus acres. Development flows along the rivers, and smaller rural town-owned roads with houses generally close to the road but sometimes set far back. Typical buildings include houses, farmhouses, agricultural buildings, cabins, and are frequently separated from the thoroughfare by natural features.

PURPOSE

1. To provide the community with a predictable outcome from development and redevelopment.
2. To protect and enhance rural character.
3. To provide opportunities for activities and development that support rural character, including agricultural uses, agrotourism, rural-based businesses, and residential uses.

LOT DIMENSIONS

Width	100 ft min
Depth	n/a
Lot Area	1 acre min
Road Frontage	250 ft min

PRIMARY BUILDING PLACEMENT

Primary Front Setback	20 ft min
Secondary Front Setback	20 ft min
Side Setback	15 ft min
Rear Setback	15 ft min

ACCESSORY BUILDING PLACEMENT

Primary Front Setback	10 ft min
Secondary Front Setback	10 ft min
Side Setback	5 ft min
Rear Setback	5 ft min

LOT COVERAGE TABLE

Frontage/Sqft		Frontage/Sqft	
250	3000	650	4800
300	3300	700	5000
350	3500	750	5200
400	3800	800	5400
450	4000	850	5500
500	4200	900	5700
550	4400	950	5800
600	4600	1000	6000

DISTRICT STANDARDS

1. A single lot of record in this district shall be limited to two (2) dwelling units with the exception of Expanded Use Building Groups.
2. Lots of record created before the date of adoption of this Code that have frontages along their primary thoroughfare less than the 250 ft minimum shall be treated as if they have 250 ft of frontage.
 - a. This shall include insular and flag lots of record before the date of adoption of this Code.
 - b. This provision shall not be interpreted by any permitting or enforcement authority as a non-conformity, a legal non-conformity, a variance, a special exception, a pre-existing non-conforming condition, a “grandfathering”, or anything other than a legal lot that meets the minimum road frontage requirement.
3. Subdivisions and Subdivision lots created after the date of the adoption of this code shall be exempt from the minimum road frontage standard with the following conditions:
 - a. A Subdivision lot that has road frontages on both a subdivision road and a non-subdivision road must conform to the minimum road frontage along the non-subdivision road.

BUILDING NOTES & STANDARDS

1. New buildings and accessory buildings that are set back 250 ft or more from the lot’s primary thoroughfare (measured along a perpendicular angle at road height regardless of natural contours of the land) shall have no limit on the footprint of the new building. However, this shall not supercede or nullify any other setback, standard, or provision in this Code.
2. To determine the total permitted sqft lot coverage:
 - a. Measure the length (in whole feet) of the primary thoroughfare along which the lot is located. Insular and flag lots must measure the depth of the right-of-way by which the lot is accessed.
 - b. Add together the product of the length and width (footprint) of each proposed or existing building and accessory building that exceed 150 sqft.
 - c. Using the length measured in (a), find the number in the Frontage column that matches the length when rounded to the nearest number in the column. The corresponding number in the sqft column is the maximum square feet of permitted impermeable surface area of the lot.
 - d. Buildings that are constructed to support an active agricultural use shall not be included in the Lot Coverage calculation.
 - e. Driveways and private roads shall not be included in the Lot Coverage calculation.

NEIGHBORHOOD RESIDENTIAL (D2)

DESCRIPTION

The D2 Neighborhood residential district is characterized by low-to- medium density residential areas, adjacent to a higher density residential neighborhood. This district has narrow, interconnected streets and long, irregular blocks, with a mix of small and large homes, including homes with historic architectural significance. Many of the lots have generous side yards and rear yards, and accessory barns and carriage houses connected to the principal house and sometimes detached.

PURPOSE

1. To accommodate areas of detached, residential homes.
2. To provide opportunities for residential uses on medium-sized lots within walking distance of the Town Center.
3. To provide the community with a predictable outcome from development and redevelopment.
4. To enable residential companion uses.

LOT DIMENSIONS

Width	80 ft min, 200 ft max
Depth	n/a
Lot Area	n/a

PRIMARY BUILDING PLACEMENT

Primary Front Setback	20 ft min
Secondary Front Setback	20 ft min
Side Setback	12 ft min
Rear Setback	10 ft min
Frontage Zone Setback	n/a

ACCESSORY BUILDING PLACEMENT

Primary Front Setback	20 ft min
Secondary Front Setback	20 ft min
Side Setback	5 ft min
Rear Setback	5 ft min

BUILDINGS

	Single-Unit Residential	Multi-unit Residential	Mixed-Use Building	Residential Accessory
Permitting Authority	CEO	CEO	Planning Board	CEO
Building Width	50 ft	75 ft	50 ft	30 ft
Building Depth	50 ft	50 ft	50 ft	40 ft
Total Stories	2	2	2	1
Floor Height	12 ft	12 ft	12 ft	16 ft
Number of Units	1	2	2	1

(note: numbers represent the MAXIMUM permitted values unless otherwise noted.)

DESIGN STANDARDS

Additions	Side and rear of buildings	
Massing Components	Front of buildings	
Architectural Components	n/a	
Building Orientation	n/a	
Windows & Doors	20% min, 80% max	
Primary & Accessory Roofs	Gable	5/12 min
	Hipped	5/12 min
	Gambrel	Permitted
	Mansard	Permitted
	Shed	5/12 min
	Flat	Not Permitted

NEIGHBORHOOD RESIDENTIAL (D2)

TRANSPORTATION & UTILITIES		COMMERCIAL GOODS	
Alley		Adult Establishment	
Dispatch Service		Bar or Tavern	
District Energy System	②	Car Wash	
Driveway		Drive-Through Facility	
Junk/Salvage Yard		Food Pantry	
Paid Parking Lot		Gas Station	
Private Road		Live Entertainment	
Recycling Facility		Marina, Dry Storage	
Utilities & Services		Outdoor Storage	①
		Packaged Liquor	
		Research Laboratory	
		Restaurant & Café	
		Retail & Service, General	
		Retail & Service, Heavy	
		Self-Storage Facility	
		Vehicle Rental or Sales	
		Vehicle Repair	
		COMMERCIAL SERVICES	
		Animal Care, Indoor	①
		Banking Services	
		College/University	
		Commercial School	
		Day Care Center	①
		Day Care Facility	●
		Funeral Services	②
		Health Care Provider	①
		Hospital	
		Hotel & Hostel	
		Human Service Facility	
		Office, Large	
		Office, Medium	
		Office, Small	①
		Primary/Secondary School	②
		Residential Care Facility	●
RECREATION			
Amusement, Indoor			
Amusement, Outdoor			
Assembly	②		
Campground			
Cultural Facility			
Health/Fitness Studio	①		
Marina, Recreation			
Private Club or Lodge			
Stables/Riding Center	②		
RESIDENTIAL			
Bed & Breakfast	①		
Dormitory			
Mobile Home Park			
Residence	●		
Rooming House	②		
Tourist Rental	●		
AGRICULTURAL			
Animal Care, Outdoor			
Aquaculture			
Commercial Agriculture	●		
Farm/Vendor Market	①		
INDUSTRIAL			
Industrial, Artisan	①		
Industrial, General			
Industrial, Heavy			
Resource Extraction	②		

USE TABLE LEGEND

● Use Permit Required	CEO
① Residentail Companion Permit Required	CEO
② Special Permit Required	Planning Board
✳ Expanded Use Permit Required	Planning Board

USE STANDARDS FOR D2 - NEIGHBORHOOD RESIDENTIAL

NEIGHBORHOOD BUSINESS (D3)

DESCRIPTION

The D3 Neighborhood Business district is a medium-density residential area within walking distance of the Town Center that is transitioning from a strictly residential neighborhood to mixed-uses, including office and small boutique retail uses.

PURPOSE

1. To accommodate areas of detached, residential homes.
2. To provide opportunities for residential uses on medium-sized lots within walking distance of the Town Center.
3. To provide the community with a predictable outcome from development and redevelopment.
4. To enable residential companion uses.

LOT DIMENSIONS

Width	60 ft min, 200 ft max
Depth	n/a
Lot Area	n/a

PRIMARY BUILDING PLACEMENT

Primary Front Setback	20 ft min, 75 ft max
Secondary Front Setback	20 ft min
Side Setback	12 ft min
Rear Setback	10 ft min
Frontage Zone Setback	20 ft

ACCESSORY BUILDING PLACEMENT

Primary Front Setback	
Secondary Front Setback	
Side Setback	
Rear Setback	

DESIGN STANDARDS

Additions	Rear of buildings	
Massing Components	Front and side of buildings	
Architectural Components	Front and side of buildings	
Building Orientation	see Article 5 section 6	
Windows & Doors	20% min, 80% max	
Primary & Accessory Roofs	Gable	5/12 min
	Hipped	5/12 min
	Gambrel	Permitted
	Mansard	Permitted
	Shed	5/12 min
	Flat	Not Permitted

BUILDINGS

	Single-Unit Residential	Multi-unit Residential	Mixed-Use Building	Residential Accessory	Commercial Accessory
Permitting Authority	CEO	Planning Board	Planning Board	CEO	Planning Board
Building Width	50 ft	75 ft	75 ft	30 ft	30 ft
Building Depth	50 ft	50 ft	50 ft	40 ft	40 ft
Total Stories	2	2	2	1	1
First Floor Height	12 ft	12 ft	12 ft	16 ft	16 ft
Upper Floor Height	8 ft	8 ft	10 ft	n/a	n/a
Number of Units	1	6	4	1	1

(note: numbers represent the MAXIMUM permitted values unless otherwise noted.)

VILLAGE RESIDENTIAL (D4)

DESCRIPTION

The D4 Village Residential district has narrow, interconnected streets with a mix of small and large residential houses with barns and garages connected to the principal house and sometimes detached. Lots in this district are generally smaller, with shallower lot depths, narrower lot widths, and shallower setbacks, giving this district a more dense character than the adjacent neighborhood district.

PURPOSE

1. To accommodate areas of tight-knit detached and attached residential homes.
2. To promote a mix of housing options on small to medium sized lots within the villages of Newcastle.
3. To provide the community with a predictable outcome from development and redevelopment.
4. To enable residential companion uses.

LOT DIMENSIONS

Width	50 ft min, 150 ft max
Depth	n/a
Lot Area	n/a

PRIMARY BUILDING PLACEMENT

Primary Front Setback	14 ft min, 35 ft max
Secondary Front Setback	4 ft min
Side Setback	8 ft min
Rear Setback	8 ft min
Frontage Zone Setback	20 ft

ACCESSORY BUILDING PLACEMENT

Primary Front Setback	
Secondary Front Setback	
Side Setback	
Rear Setback	

BUILDINGS

	Single-Unit Residential	Multi-unit Residential	Residential Accessory
Permitting Authority(*)	CEO	Planning Board	CEO
Building Width	50 ft	75 ft	30 ft
Building Depth	50 ft	50 ft	40 ft
Total Stories	2	2	1
First Floor Height	12 ft	12 ft	16 ft
Upper Floor Height	8 ft	8 ft	n/a
Number of Units	1	5	1

(note: numbers represent the MAXIMUM permitted values unless otherwise noted.)

*CEO may determine that scope of project requires Planning Board approval

DESIGN STANDARDS

Additions	Rear of buildings	
Massing Components	Front and side of buildings	
Architectural Components	Front and side of buildings	
Building Orientation	see Article 5 section 6	
Windows & Doors	20% min, 80% max	
Primary & Accessory Roofs	Gable	5/12 min
	Hipped	5/12 min
	Gambrel	Permitted
	Mansard	Permitted
	Shed	5/12 min
	Flat	Not Permitted

VILLAGE BUSINESS (D5)

ARTICLE 2

DESCRIPTION

The D5 Village Business district allows greater density, larger buildings, and a wide range of building types and uses. Minimum lot sizes are relatively small, with minimal setbacks, to encourage in-fill development. Streets may or may not have curbs and sidewalks, with medium-sized blocks.

PURPOSE

1. To accommodate fine-grained, diverse mixed-use areas that primarily occur in close proximity to the Village Center.
2. To address the need for missing-middle housing, including apartment buildings, stacked flats, single family homes, duplexes, live/works, and townhouses.
3. To promote a mix of housing options within the Village Center.
4. To provide the community with a predictable outcome from development and redevelopment.

LOT DIMENSIONS

Width	20 ft min, 100 ft max
Depth	n/a
Lot Area	n/a

PRIMARY BUILDING PLACEMENT

Primary Front Setback	0 ft min, 20 ft max
Secondary Front Setback	0 ft min, 15 ft max
Side Setback	0 ft min, 25 ft max
Rear Setback	5 ft min
Frontage Zone Setback	20 ft min

ACCESSORY BUILDING PLACEMENT

Primary Front Setback	
Secondary Front Setback	
Side Setback	
Rear Setback	

BUILDINGS

	Single-Unit Residential	Multi-unit Residential	Mixed-Use Building	Multi-Unit Commercial	Residential Accessory	Commercial Accessory
Permitting Authority (2)	CEO	CEO	CEO	Planning Board	CEO	Planning Board
Building Width	36 ft	60 ft	100 ft	80 ft	30 ft	30 ft
Building Depth	48 ft	75 ft	n/a	n/a	40 ft	30 ft
Max SQFT	-	13,500	20,000	15,000	-	-
Total Stories (3)	2	2	2	2	2	1
First Floor Height	12 ft	12 ft	15 ft	15 ft	10 ft	16 ft
Upper Floor Height	10 ft	10 ft	10 ft	10 ft		
Number of Units	1	16	20	5	1	1

DESIGN STANDARDS

Additions	Rear of buildings	
Massing Components	Front and side of buildings	
Architectural Components	Front and side of buildings	
Building Orientation	see Article 5 section 6	
Windows & Doors	20% min, 80% max	
Primary & Accessory Roofs	Gable	5/12 min
	Hipped	5/12 min
	Gambrel	Permitted
	Mansard	Permitted
	Shed	5/12 min
	Flat	Not Permitted

BUILDINGS - NOTES

1. Unless otherwise noted, all measurements represent the maximum permitted values.
2. CEO may determine that the scope of the project requires Planning Board approval.
3. The total number of permitted stories within a building are counted starting at ground level and end at the eave of the roof. Living space contained under and within the roof system is not counted as a story.

TOWN CENTER (D6)

DESCRIPTION

The D6 Town Center district consists of a greater density of buildings that accommodate a mix of uses. It has a tight network of streets designed to enable multiple modes of travel, with wide sidewalks for street trees, on-street parking, and active ground-floor uses such as restaurants and cafes. Buildings are set close to the sidewalk.

PURPOSE

1. To accommodate attached, mixed use buildings within the Town Center that provide local and regional access to commercial uses.
2. To promote housing on the upper floors of mixed-use buildings.
3. To provide the community with a predictable outcome from development and redevelopment.

LOT DIMENSIONS

Width	20 ft min, 100 ft max
Depth	n/a
Lot Area	n/a

PRIMARY BUILDING PLACEMENT

Primary Front Setback	0 ft max
Secondary Front Setback	0 ft max
Side Setback	0 ft min, 5 ft max
Rear Setback	5 ft min
Frontage Zone Setback	20 ft min

ACCESSORY BUILDING PLACEMENT

Primary Front Setback	
Secondary Front Setback	
Side Setback	
Rear Setback	

DESIGN STANDARDS

Additions	Rear of buildings	
Massing Components	Front and side of buildings	
Architectural Components	Front and side of buildings	
Building Orientation	see Article 5 section 6	
Windows & Doors	20% min, 80% max	
Primary & Accessory Roofs	Gable	5/12 min
	Hipped	5/12 min
	Gambrel	Permitted
	Mansard	Permitted
	Shed	5/12 min
	Flat	Not Permitted

BUILDINGS

	Multi-unit Residential	Mixed-Use Building	Multi-Unit Commercial	Commercial Accessory
Permitting Authority	Planning Board	Planning Board	Planning Board	Planning Board
Building Width	120 ft	120 ft	120 ft	30 ft
Building Depth	120 ft	120 ft	120 ft	40 ft
SQFT	20,000	20,000	20,000	-
Stories	3	4	3	1
First Floor Height	12 ft	15 ft	15 ft	15 ft
Upper Floor Height	10 ft	10 ft	10 ft	10 ft
Number of Units	40	40	20	1

(note: numbers represent the MAXIMUM permitted values unless otherwise noted.)

Nobleboro, Newcastle Fisheries renovation project update 01/05/2020

Expenses to date.

(1) Rightway electric	\$2,860.37
(2) McClintick Foundation and Concrete	\$34,750
(3) Prock Marine	\$31,975
(4) Miscellaneous	\$463.55
Total	\$70,048.92

Future expected expenses

(1) Prock Marine	\$7,000
(2) Electrical	\$6,000
(3) Conveyor manufacture	\$11,030
(4) Conveyor installation	\$1,500
(5) Replace small bridge	\$6,200
(6) Safety railings	\$16,035
(7) Refit Check House to foundation	\$2,000
Foundation, electrical, and movement is Included in lines 1,2 and McClintick line above.	
(8) Renovate Check House	\$4,800
(9) 6 new trough supports	\$667
Total	\$55,232

Projected Project Costs

\$125,280.92

plus emp

823.74

126,104.66

40% Nobleboro → \$50,441.86

40% Newcastle → 50,441.86

20% US → 25,220.93

\$ 126,104.65

Alewives Balance

as of 1/25/20

General Leger	\$52,053.98
19 Harvest Revenue	\$20,936.78
Project Expenses To Date	-\$9,855.19
TOTAL	\$63,135.57

NOBLEBORO/JEFFERSON TRANSFER FACILITY CONTRACT

The Towns of Nobleboro and Jefferson have formed a regional council of governments, hereinafter known as Council, for the operation and management of a waste transfer facility, and hereby agree with the Town of Newcastle, hereinafter known as Newcastle, to provide a facility to enable Newcastle to dispose of certain waste at the transfer facility under the following terms and conditions:

Council's Responsibility: Council shall be responsible for construction, operation, and management of a solid waste transfer facility on Center Street in Nobleboro, Maine. The Council shall purchase and maintain the necessary equipment, obtain the necessary licenses, and employ attendants and engage haulers to transfer the waste to an authorized disposal facility and pay the necessary tipping fees to said disposal facilities and to do all other things that are incidental and necessary to the operation of a proper transfer facility.

Newcastle's Rights and Privileges: Newcastle shall have representation in the Council's quarterly and annual meetings. They will be able to comment and discuss the operations of the Transfer Station. Newcastle will be permitted to dispose of solid waste generated in the Town of Newcastle at the above described transfer site in the Town of Nobleboro under the terms and conditions of this agreement.

Time: This agreement starts January 1, 2020 thru December 31, 2020.

Cost: Newcastle agrees to pay Council a percent of the net operating cost of the Transfer Facility based primarily on population with some consideration given for businesses in the town. For the year 2020 Newcastle agrees to pay Ninety-One Thousand Eight-Hundred Eighty-Four Dollars and no/100 cents (\$91,884.00) to be made in twelve equal payments. All payments are due within ten (10) days of its first warrant of each month. Should payments not be met, then, access to the services to dispose of waste in the above referred to transfer facility shall cease.

Capital Costs: There will be no capital costs for the term of this contract.

Conditions: The Town of Newcastle will work with the Council to encourage recycling to reduce solid waste tonnage as much as possible. All commercial haulers may be required to become licensed to dump at the Transfer Station. Licenses may be issued and renewed periodically at the discretion of the Council. The Council will work to measure, through the most accurate method available, the amount of waste generated from the Town of Newcastle.

Permissible Waste: Newcastle may deposit the following waste at the above referred facility subject to the rules, regulations and fees regarding permissible waste that may be promulgated by the Council from time to time:

- White Goods:** Appliances, including refrigerators and freezers, washing machines, dishwashers, air conditioners, clothes dryers, etc.

Town of Nobleboro

192 US Highway 1
Nobleboro, Maine 04555

Tel. 207-563-8816
Fax: 207-563-8212
www.nobleboro.govoffice2.com

- 2. **Garbage:** Accumulation of animal and vegetable matter produced and accumulated from domestic kitchens, restaurants and other food processors and purveyors
- 3. **Trash & Rubbish:** Paper waste, leaves, crating material, cartons, and grass cuttings.
- 4. **Recycling Materials:** Corrugated cardboard, newspapers, plastic, glass, tin cans, etc.

Rules and Hours: The Council may promulgate rules and regulations for the safe and proper management and handling of the above items, said rules to be conspicuously posted at the facility and delivered to the Town of Newcastle. These rules and regulations may be altered from time to time and must be adhered to by all using the above referred to facility. The facility will be open for the receipt of the above items from 8:00 am to 3:50 pm five days a week, and closed on Sundays and Mondays and all Federal holidays.

Impermissible Waste: The following may not be deposited at the facility in any form whatsoever: timber or wood over six inches in diameter, junk vehicles or parts of vehicles, septage, septage treatment, septic tank waste, used motor oil, televisions or computers, or any substances now or hereafter classified as hazardous or special waste by the State Department of Environmental Protection or the United States Environmental Protection Agency.

Enforcement: The Council shall issue permits to be distributed by Newcastle and shall have the right to verify that the permit is in fact valid and that the use is hauling waste generated in the Town of Newcastle. The council or its agent shall have the right to deny access to the facility to anyone who does not abide by all the rules and regulations promulgated by the facility.

Severability: The fact that one or more portions of this agreement may be deemed unenforceable shall not affect the validity of the remaining portions of this agreement.

IN WITNESS, WHEREOF, the Council has caused this document to be executed by Richard Spear, duly authorized to act on behalf of the Council.

Dated: 1/16/2020

Richard Spear

Richard Spear, Transfer Station Agent

IN WITNESS, WHEREOF, the Town of Newcastle has caused this instrument to be executed by _____

its Selectmen duly authorized to act on behalf of said Town.

Dated: _____

Board of Selectmen

November 1, 2019

Town of Newcastle
Jon Duke – Town Administrator
4 Pump Street
Newcastle, ME 04553

Project 2019-015

**RE: Academy Hill Road, Newcastle, ME
Construction Engineering & Testing Proposal**

Dear Jon,

Thank you for the opportunity to assist you with the Surveying, Engineering, and Geotechnical Testing Services for the Academy Hill Project. We have prepared the following proposal based on the construction schedule discussed with Hagar Enterprises. Drainage improvements will begin this fall, and the majority of the construction will begin on or around March 2020 and shall be completed on August 14, 2020. The construction will last 3 or 4 weeks this fall and 18 weeks in the spring/summer. We anticipate that regular observations and meetings with the Hagar Construction, the Town, and Gartley & Dorsky will be required.

Gartley & Dorsky will not be onsite at all times. However, we will utilize our Damariscotta Office to check in regularly, at least once a week, during the duration of the construction. In addition, the project engineer will periodically visit the site to inspect progress and assist with anything that may arise. Gartley & Dorsky will provide assistance throughout construction including attendance at regular meetings, review of contractor progress notes, coordination with the quality control tester and address potential issues associated with construction immediately. We will also make frequent, unannounced visits to the construction site to observe the construction progress and to coordinate with the Contractor.

PROJECT SCOPE OF WORK

We propose to provide surveying, engineering, and geotechnical services for the construction oversight of ± 0.65 miles of roadway. Our services will include oversight of improvements to both surface and subsurface drainage, widening the road where possible, and rebuilding the sidewalks. We would also include the oversight of the construction of the sidewalk and drainage at the intersection of Mill Road. The proposed reconstruction starts at the intersection of Academy Hill Road, Main Street, and Route 215 and extends $\pm 3,500'$ as identified on the construction plans. The scope of anticipated construction management items is separated into tasks and are provided in greater detail below:

Task 1.0 Construction Management Support (\$42,000.00 - \$51,000.00)

Gartley & Dorsky will review the tasks documented by the contractor regularly. We will review the provided material quantities and associated construction process for changes. The Town and the Contractor are documenting the critical construction components and will maintain running totals of material used. We will review their notes to verify the pay requisitions submitted by the contractor. The following tasks will be performed regularly by Gartley & Dorsky will review their findings.

1.1 Pre-Construction Meeting & Coordination: We will coordinate and holding a pre-construction meeting at the Town office with the Contractor, Great Salt Bay Sanitary District and a representative from the electrical utility company if available.

- 1.2 *Shop Drawing Review:* This contract includes review of the submittals provided by the Contractor for the applicable components of the project including but not limited to, aggregate material, catch basins, manholes, and pipes, etc. We will continue to coordinate with the contractor and review all the necessary shop drawings submittals.
- 1.3 *Traffic Control:* We will monitor the Contractor's implementation of traffic signing, barrier, and other traffic control measures. Gartley & Dorsky will review the proposed traffic management and signage regularly. We will be available to review deviations from the approved traffic control plan to ensure the modifications are reasonable and necessary. We will also notify the Contractor if the Town receives complaints or if modifications to the Traffic Control Plan are required.
- 1.4 *Daily Quantity Control Inspection & Quantity Control:* The Contractor will perform daily inspections to document activities performed and provide them to Gartley & Dorsky as needed. We will work with the Contractor to ensure they understand the documentation requirements. We have included a sub-consultant geotechnical firm to perform aggregate and asphalt testing, described in greater detail in Task 4.
- 1.5 *Project Documentation:* We will review the Contractor's progress reports daily. We will also review material testing reports daily during the placement of aggregate. We will create and prepare inspection reports documenting our field visits, our regular meetings, and any anomalies identified in the Resident's daily reports.
- 1.6 *Site Inspections:* We will perform weekly unannounced site inspections to observe construction and to coordinate with the Contractor.
- 1.7 *Meetings:* We will meet regularly with the Contractor. During the start of construction, weekly meetings will be necessary. Weekly meetings may be replaced by email or a phone conversation between Gartley & Dorsky and the Contractor, and a brief site inspection form our local office once construction as necessary. We anticipate the project manager for Hagar Enterprise, Town Representative, Gartley & Dorsky and the utility project representative involved with construction during the upcoming week to be in attendance. During these regular meetings, we will discuss the previous week's construction, the upcoming week's construction, and placed quantities for monthly pay requisitions. The placed materials and quantities will be reviewed and approved by the Contractor every week.
- 1.8 *Pay Requisitions:* The Contractor shall provide monthly pay requisition to the Town Administrator for review. Gartley & Dorsky will review and verify quantities identified in the payment requisition as needed by the Town. Gartley & Dorsky will maintain a running total of the material quantities based on the Contractor's construction logs and the geotechnical testing reports.
- 1.9 *Select Board Coordination:* Meet with the Select Board to provide updates monthly during construction.

Task 2.0 Geotechnical Services (\$15,000.00 to \$20,000.00 includes \$15,000 QC Allowance)

Gartley & Dorsky will partner with a geotechnical firm to provide material testing for Academy Hill Road. Gartley & Dorsky, with the assistance of the Contractor, will be responsible for coordination with the geotechnical firm. The geotechnical firm will ensure the aggregate material quality and that the compaction level for this project complies with the project manual and specifications. We have included the cost for Geotechnical Quality Control and Testing services in this contract. The following services will be in conjunction with our sub-consultant geotechnical firm:

- 2.1 *Sampling Frequency*: Samples will be obtained for each gravel material (aggregate base & subbase) before the transport to the site. Additional soil samples will be taken for gradation testing if the aggregate source changes, the gravel visually appears to change, or it becomes difficult to meet the compaction specification. The geotechnical technician will obtain a new sample for testing. For budgeting purposes, this proposal includes one (1) trip to the gravel yard to obtain samples of Type A and D aggregate and two (2) additional field samples will be collected during construction. The proposal includes having six (6) gradation/sieve analyses performed on the aggregate material. If additional testing is required, Gartley & Dorsky will discuss this with the Town Administrator before exceeding the estimated contract limits.
- 2.2 *Aggregate Compaction Testing*: One(1) compaction test will be conducted every ± 200 LF of the roadway per lift. We estimate a geotechnical firm will be required 15 to 20 days of testing required throughout this project to perform compaction testing on the aggregate. Testing results will be provided to Gartley & Dorsky, the Town, and the Contractor for review. If additional testing is required, Gartley & Dorsky will discuss this with the Town Administrator prior to exceeding the estimated contract limits.
- 2.3 *Asphalt Testing*: Asphalt testing will be performed during the placement of both the base and surface course of asphalt. The asphalt testing shall include truck temperature, air temperature, thickness and density of placed asphalt. We anticipate there will be five (5) days of asphalt placement in connection with the roadways and we have included having a tester onsite during placement for those days. The resident engineer will visually monitor the asphalt placement for the sidewalk asphalt and we will contact the quality control tester if abnormalities are suspected or observed. If additional testing is required, Gartley & Dorsky will discuss this with the Town Administrator prior to exceeding the estimated contract limits.
- 2.4 *Geotechnical Engineer Review*: We have included an allowance (\$1,500.00) for a Geotechnical Engineer to review and provide us with assistance and recommendations if unsuitable soils are uncovered during construction.

If the project construction is extended or the materials appear to change multiple times, the testing cost will increase. We have carried the cost for these tasks as a range to accommodate the estimated services, unknown material quality and consistency of compaction test results.

Task 3.0 Surveying Services (\$2,400.00)

Surveying services will be required to determine ledge quantity prior to removal accurately and preferably before blasting. The Contractor will be responsible for contacting the Gartley & Dorsky office to request our assistance to locate the existing ledge. We will provide the following services as necessary:

- 3.1 *Site Visit and Survey*: We will visit the site to visually inspect the ledge to verify it is ledge and to ensure it is suitable for the survey location. Once the ledge has been verified, we will survey and locate the exposed ledge before removal. If ledge removal is required before exposure, we will work with the contractor to determine suitable, accurate measurement procedures.
- 3.2 *Ledge Report*: We will prepare a plan identifying the surveyed ledge locations and elevations that will be used to calculate the ledge quantity. We will provide this information to the Contractor for review and approval before the removal of ledge.

We have included two (2) visits to the site to verify, survey, and calculate the ledge quantities in this proposal. If additional ledge is encountered, there will be an additional cost for each occasion, \$1,200.00.

Task 4.0 Construction Administration & Planning (\$19,500.00)

Our original contract for this project was completed with the issuance of the original bid process. We have continued to provide the necessary support for the project, with the understanding that the requested construction administration items were critical to the project and time-sensitive. We proceeded with these items with the knowledge that we would be able to recover these additional construction management costs. To date, we have performed several of the out of contract services identified below as requested by the Town.

- 4.1 *Extensive Contract Agreement & Project Coordination:* We performed additional coordination between the Town and the Contractor during the review and approval of the contract agreement. We have continued to perform preconstruction coordination and project management on this project to ensure there are no delays.
- 4.2 *Meetings:* We have attended several Select Board meetings to review the bid process, contractor coordination, contract, and to provide periodic updates.
- 4.3 *Value Engineering:* We have worked with the Town and Contractor to determine suitable cost savings options for the project. This value engineering and will greatly assist with ensuring the project can be constructed within the available budget.
- 4.4 *Easement Plan Creation & Coordination:* We have prepared easement plans to be used by the Town to coordinate with the Town's Attorney. The prepared plans are suitable for securing construction and maintenance easements.
- 4.5 *Pre-Bid Meeting & Coordination:* We have scheduled and attended multiple pre-bid meetings, and continued Contractor and Town coordination.

Task 5.0 Project Completion (\$5,000.00 - \$5,800.00)

Following the completion of the project, we will work with the Town and Contractor to ensure the project was constructed per the plans and specifications. We will complete the following tasks to close out the project:

- 5.1 *Punch List Inspection:* We, accompanied by the Contractor and Town representative, will walk the site to develop a final punch list of items to be completed.
- 5.2 *As-Built Plans:* We will review the as-built plans prepared by the contractor. The Contractor will be notified if modifications to the as-builts are required.
- 5.3 *Final Quantity Review:* We will review the final material quantities documented and overall project changes presented by the Contractor. While this is a lump sum project, reviewing the quantities will ensure the materials provided were within range of the necessary project quantities. Items omitted during construction will be noted and the contract will be modified if applicable.
- 5.4 *Select Board Meeting:* We will meet with the Select Board to provide project updates regarding the completion of the project and to determine if additional options shall be included in the contract. We will discuss with the Board if additional items should be addressed before closing out the project.
- 5.5 *Final Site Inspection:* A final site inspection will be performed to ensure all items identified on the punch list are completed per the project manual and specifications.
- 5.6 *Final Payment Requisition:* We will review the final payment requisition from the Contractor with

the Town to ensure all changes are properly identified in the final requisition. We will also assist the Town in determining if a retainer is necessary for work not finalized.

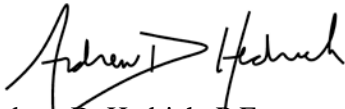
PROPOSED PROFESSIONAL SERVICE FEE

Our estimated fee for the Surveying, Civil Engineering & Geotechnical Material Testing services described above is **\$83,900.00 to \$98,700.00** plus reimbursable expenses. Reimbursable expenses (plotting, mileage, mailing, etc.) are not included in this budget and are estimated to be \$1,500.00. This proposal is limited to the services described above. If we should encounter any change in the description of services, we will make every effort to communicate the amendment to the work plan and associated budget before completion. Upon acceptance of this proposal, we will provide an invoice to the Town for completed services identified under Task 4.

APPROVAL

If you agree with the proposed scope of work and associated services, please sign your approval below and return this contract to our office. After the endorsement of this proposal, Gartley and Dorsky will begin your project as soon as our schedule permits and we will continue to complete it promptly. If you have any questions, please feel free to contact me at (207) 236-4365.

Sincerely,
Gartley & Dorsky Engineering & Surveying, Inc.



Andrew D. Hedrich, P.E.
Senior Engineer

Proposal Accepted & Authorized

By: _____
Title: _____
Representing: _____
Signature: _____
Date: _____

FEE SCHEDULE 1/01/2019

<u>CATEGORY</u>	<u>HOURLY RATE</u>
Principal	\$110.00 - \$150.00
Senior Engineer	\$110.00 - \$130.00
Project Engineer	\$80.00 - \$110.00
Design Engineer, E.I.T.	\$65.00 - \$75.00
Engineer Technician	\$85.00 - \$100.00
CAD Technician	\$65.00 - \$75.00
Professional Surveyor/Project Surveyor	\$70.00 - \$100.00
Survey Technician	\$35.00 - \$70.00
Soils/Wetlands Scientist	\$65.00 - \$85.00
Office Manager	\$65.00 - \$70.00
<u>EQUIPMENT USED</u>	<u>CHARGE</u>
Leica Robotic Total Station	\$50 per hour
RTK GPS System	\$50 per hour
Trimble GEO XT	\$20 per hour
Hydrographic Equipment (Echo Sounder/GPS/Laptop)	\$200 per day
Survey Boat w/ Motor	\$200 per day
Distance Meter (Disto)	\$10 per hour
Vehicles	\$0.55 per mile
<u>MISCELLANEOUS – Materials Only</u>	<u>CHARGE</u>
Application Books: Small	\$5.00 each
Medium	\$10.00 each
Large	\$15.00 each
Monuments (5/8" rebar with plastic cap)	\$5.00 each
Mylar	\$15.00 each
Prints: 8.5" x 11"	\$1.00 each
11" x 17"	\$2.00 each
18" x 24"	\$2.50 each
24" x 36"	\$3.00 each
Stakes, Hubs, Risers	\$1.50 each

Gartley & Dorsky Engineering & Surveying, Inc. reserves the right to assign personnel and equipment to the particular project, and to record billable time; which includes time from the office to the project and return.

REIMBURSABLE EXPENSES include mileage for vehicles, and other costs of transportation, shipping, mailing, rental of equipment, copying of plans, deeds, and other documents, use of outside consultants, miscellaneous supplies and materials, etc. Any overnight personnel requirement will require lodging and meals to be reimbursed.

Town Administrator's Report

January 23, 2020

- I have finally submitted the exhaustive amount of paperwork with ICMA-RC for the retirement plan the Board adopted in November. I expect disbursements should begin later this month
- Thank you for your patience with all of the emails surrounding our attempts to gather a meeting last week to consider the matter of the fish ladder project. Truthfully, I would have appreciated a bit more time for you to consider this matter (and I hope we will be moving in that direction to formalize our agreements with Nobleboro soon), but the amount of money saved by meeting seemed to indicate it was worthwhile to try to attempt to meet on Tuesday.
- Matt Lutkus, Chris Hall, and myself are working toward a revised agreement with Central Lincoln County Ambulance to clarify the responsibilities of all six towns and hopefully provide for the agency the opportunity to consider itself a quasi-municipal entity which can decrease health insurance costs by utilizing the Maine Municipal Employees Health Trust.
- The RFP for the LED street light conversion is nearly complete and should be circulated by County Administrator Carrie Kipfer early next week.
- In matters on the agenda, Richard Powell will be present after the conclusion of his meeting in Nobleboro (around 8pm) to discuss any unanswered questions surrounding additional funding for the fish ladder project. You may recall the Board endorsed spending \$40,000 from the Alewives account last spring and the Fish Committee is asking to increase our amount to \$50,000 (and joining the festival committee and Nobleboro accordingly) to address some issues that were left out of the initial project.
- The Zoning Committee will attend Monday's meeting to present to you the completed core zoning districts which rest at the heart of the new core zoning code they have been working on. Soon you'll need to make some decisions about the method of voting on the code in June, the time table for consideration by the town, and whether to move forward with the full draft. I would expect a full draft at your next meeting though the committee has a handful of items they hope to continue to refine after the full draft is in your hands.
- I added to the agenda the contract with Gartley and Dorsky for the engineering and testing for the Academy Hill project. The cost proposed covers the design elements we included in the bid and their oversight of the project. The proposed amount falls within the budget established for the project.
- We will need to enter executive session at the end of the meeting to consider some real estate matters relating to tax acquired foreclosed property.

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
00033 CENTRAL MAINE POWER CO				
0325	VARIOUS ACCOUNTS			
35013306861/	FLASHER	E 101-55-06	19.90	0.00
	GEN GOVT - PROTECTION / FLASHER RT 1			
35011988843	T.O.	E 101-65-02	141.00	0.00
	GEN GOVT - TOWN OFFICE / ELECTRICITY			
35015543313	BIRD	E 101-67-02	17.73	0.00
	GEN GOVT - BIRD PLAYGR / ELECTRICITY			
35015543750	SHPS FD	E 105-68-02	22.99	0.00
	PUB SAFETY - SHEEPSCT STA / ELECTRICITY			
35016922797	SANDLOT	E 107-50-19	67.79	0.00
	PUBLIC WORKS - PUBLIC WORKS / MILLS RD ELE			
	Vendor Total-		269.41	
00007 DAMARISCOTTA BANK & TRUST				
0325	FEB FIRE TRUCK PYMT	PYMT #097		
	FEB FIRE TRUCK PYMT #097	E 110-30-60	2,256.92	0.00
	DEBT SERVICE - DEBT SERV / LOAN PYMT FT			
	Vendor Total-		2,256.92	
00004 DEAD RIVER COMPANY				
0325	TICKETS #66905/66909	SHP STA/NEW FD		
	SHEEP STA - #4440314	E 105-68-01	197.21	0.00
	PUB SAFETY - SHEEPSCT STA / HEATING FUEL			
	NEW FIRE STA -#4440281	E 105-66-01	325.30	0.00
	PUB SAFETY - FIRE STA/COM / HEATING FUEL			
	Vendor Total-		522.51	
00260 GARTLEY & DORSKY				
0325	001-020 CIVIL SERVICES	ACADEMY HL ROAD		
	ACADEMY HL ROAD	E 107-50-02	19,665.00	0.00
	PUBLIC WORKS - PUBLIC WORKS / CAPITAL PROJ			
	Vendor Total-		19,665.00	
00010 GREAT SALT BAY COMM. SCHOOL				
0325	JANUARY MONTHLY PAYMT	JANUARY		
	JANUARY PAYMET	E 116-60-01	147,731.74	0.00
	SCHOOLS - SCHOOLS / ELEMENTARY			
	Vendor Total-		147,731.74	
00897 HAGAR ENTERPRISES, INC				
0325	RDS/SHOW/GEN SERVICES	INV#2713/2712		
	Roads	E 107-50-01	28,504.94	0.00
	PUBLIC WORKS - PUBLIC WORKS / SNOWPLOW RD			
	Snow Downtown	E 107-50-03	5,354.00	0.00
	PUBLIC WORKS - PUBLIC WORKS / SNOW DWNTWN			
	SETTING SIGNS	E 107-50-18	1,485.00	0.00
	PUBLIC WORKS - PUBLIC WORKS / HGWY SIGNS			
	RECLAIM-E OLD CO/LYNCH	E 107-50-11	440.25	0.00
	PUBLIC WORKS - PUBLIC WORKS / GEN CONTRACT			
	Vendor Total-		35,784.19	
00000 HARRIS COMPUTER SYSTEMS				
0325	WEB TRAINING - MICHELLE	INV#XT00159502		
	WEB TRAINING - MICHELLE	E 101-25-80	75.00	0.00
	GEN GOVT - OPERATIONS / PRO.DEV/FEES			
	Vendor Total-		75.00	
00449 HYGRADE BUSINESS GROUP				
0325	INV#646831	1099's		
	INV#646831 - 1099's	E 101-25-05	78.05	0.00
	GEN GOVT - OPERATIONS / POSTAGE/ENV			
	Vendor Total-		78.05	
01144 INTERSTATE SEPTIC SYSTEMS, INC				

Jrnl	Invoice Description	Reference	Account	Proj	Amount	Encumbrance
0325	SEPTIC WASTE CONTRACT	INV#104349				
	INV#104349		E 102-10-05		2,300.00	0.00
	PROTECTION - WASTE DISP / SEPTIC CONTR					
				Vendor Total-	2,300.00	
00115	LINCOLN COUNTY REG. DEEDS					
0325	DEC 2019 DISCHARGES	STMT 01/02/2020				
	DEC 2019 DISCHARGES		E 101-25-91		228.00	0.00
	GEN GOVT - OPERATIONS / RECORDINGS					
				Vendor Total-	228.00	
00005	LOCKBOX #936724					
0325	TRANSCO CONTRACT	IN2241187				
	LASER CONTRACT-IN2241187		E 101-26-01		19.85	0.00
	GEN GOVT - LEASES / COPIER					
				Vendor Total-	19.85	
00822	MAINE MUNICIPAL ASSOC-W.C. FUND					
0325	WORKERS COMP INS	INV 01/01/2020				
	INV 01/01/2020		E 101-03-15		2,934.00	0.00
	GEN GOVT - INSURANCE / WORKERS COMP					
				Vendor Total-	2,934.00	
00016	MAINE MUNICIPAL EMPL. HEALTH TRUST					
0325	FEB 2020	MHT-15110				
	TWN SHARE-HEALTH INS/CLRK		E 101-02-02		2,132.71	0.00
	GEN GOVT - FRINGE BENEF / HEALTH INS					
	DEDUC/LIFE INS/ TA		E 101-02-06		24.00	0.00
	GEN GOVT - FRINGE BENEF / LIFE INSURAN					
	DEDUC/DENTAL INS/ TC		G 1-338-00		74.85	0.00
	GEN'L GOV. / DENTAL DED					
	DEDUC/VISION INS/ TC		G 1-334-00		11.15	0.00
	GEN'L GOV. / VISION DED					
	TWN SHARE HEALTH INS/DC		E 101-02-02		2,132.71	0.00
	GEN GOVT - FRINGE BENEF / HEALTH INS					
	DEDUC/INCOME PROT/TC		E 101-02-05		51.43	0.00
	GEN GOVT - FRINGE BENEF / S/T DISABILT					
	DEDUC/INCOME PROT/TA		E 101-02-05		74.81	0.00
	GEN GOVT - FRINGE BENEF / S/T DISABILT					
	DEDUC/INCOME PROT/DC		E 101-02-05		42.00	0.00
	GEN GOVT - FRINGE BENEF / S/T DISABILT					
	DEDUC/HEALTH INS/TC		G 1-332-00		256.00	0.00
	GEN'L GOV. / HLTH INS DED					
	DEDUC/HEALTH INS/DC		G 1-332-00		256.00	0.00
	GEN'L GOV. / HLTH INS DED					
	DEDUC/VISION INS/DC		G 1-334-00		5.58	0.00
	GEN'L GOV. / VISION DED					
	DEDUC/DENTAL INS/DC		G 1-338-00		74.85	0.00
	GEN'L GOV. / DENTAL DED					
				Vendor Total-	5,136.09	
01593	MID COAST LOCKSMITHS					
0325	FIRE DEPARTMENT	INV#3570				
	FIRE DEPARTMENT INV#3570		E 101-65-04		405.00	0.00
	GEN GOVT - TOWN OFFICE / MAINT/REPAIR					
				Vendor Total-	405.00	
00993	MURPHY APPRAISAL SERVICES, INC.					
0325	NOV/DEC SERV & REVAL SERV	2 INVOICES				
	NOV/DEC SERVICES		E 101-04-01		3,840.00	0.00
	GEN GOVT - CONTRACTOR / ASSESSORS'					
	DEC REVALUATION SERVICES		E 118-98-08		15,000.00	0.00
	RESERVE XPER - TRANSFERS / REVALUATION					
				Vendor Total-	18,840.00	

Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
00102 READY REFRESH/NESTLE					
0325	TOWN OFFICE BOTTLE WATER	#19L0424000511			
	TOWN OFFICE BOTTLE WATER	E 101-25-95		101.87	0.00
	GEN GOVT - OPERATIONS / SUPPLIES				
		Vendor Total-		101.87	
00163 SYNCB/AMAZON					
0325	4 INVOICES	SUPPLIES			
	4 INVOICES FOR SUPPLIES	E 101-25-95		212.79	0.00
	GEN GOVT - OPERATIONS / SUPPLIES				
		Vendor Total-		212.79	
00354 TOWN OF NOBLEBORO					
0325	TIPPING FEES - JANUARY	TRANSFER STATIO			
	TIPPING FEES - JANUARY	E 102-10-10		7,657.00	0.00
	PROTECTION - WASTE DISP / TRANSFER STA				
		Vendor Total-		7,657.00	
00022 TREASURER, STATE OF ME-ANIMAL WELF					
0325	JULY - DEC DOG REPORTS	2019			
	JULY - DEC 2019 DOGS	G 1-365-00		327.00	0.00
	GEN'L GOV. / STATE DOG				
		Vendor Total-		327.00	
00023 TREASURER, STATE OF ME-BMV					
0325	12/27/19-01/17/2020	BMV REPORTS			
	12/27/19-01/17/2020	G 1-345-00		5,321.39	0.00
	GEN'L GOV. / STATE MV FEE				
		Vendor Total-		5,321.39	
00029 TREASURER, STATE OF ME-DHHS/CDC					
0325	DEC 2019 PLUMBING REPORTS				
	DECEMBER 2019 PLUMBING	G 1-342-00		112.50	0.00
	GEN'L GOV. / STATE PLMB				
		Vendor Total-		112.50	
01444 TREASURER, STATE OF ME-VITALS					
0325	SEMI-ANNUAL VITALS REPORT				
	marr license	G 1-360-00		16.00	0.00
	GEN'L GOV. / STATE MARRYL				
	birth	G 1-362-00		18.00	0.00
	GEN'L GOV. / STATE BIRTH				
	death	G 1-363-00		11.60	0.00
	GEN'L GOV. / STATE DEATH				
	marriage	G 1-361-00		29.20	0.00
	GEN'L GOV. / STATE CMARRY				
		Vendor Total-		74.80	
01503 U.S. BANK EQUIPMENT FINANCE, INC					
0325	JAN/FEB COPIER CONTRACT	INV#404687170			
	T.O. COPIER LEASE & MAINT	E 101-26-01		397.20	0.00
	GEN GOVT - LEASES / COPIER				
		Vendor Total-		397.20	
01161 WHITE SIGN					
0325	SIGNS & SIGN MATERIALS	IVC107347			
	SIGNS & SIGN MATERIALS	E 107-50-18		222.77	0.00
	PUBLIC WORKS - PUBLIC WORKS / HGWY SIGNS				
		Vendor Total-		222.77	

Warrant Preview
Pay Date: 01/27/2020

Jrnl	Invoice Description	Reference		
Description	Account	Proj	Amount	Encumbrance
		Prepaid Total-	0.00	
		Current Total-	250,673.08	
		Warrant Total-	250,673.08	

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

DATE: _____, 2020

BRIAN FOOTE
R.BENJAMIN FREY
CAROLYN HATCH
JOEL LIND
WANDA WILCOX

Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
00071 DISCOUNT TIRE & ALIGNMENT					
0328	Inspections all trucks	Acct#8062			
	Inspections all trucks	E 105-05-42		100.00	0.00
	PUB SAFETY - FIRE DEPT / EQ/VEH MAINT				
		Vendor Total-		100.00	
00089 FIRE TECH & SAFETY OF N.E. INC					
0328	3 fire helmets	Inv#185270			
	3 fire helmets	E 105-05-45		795.00	0.00
	PUB SAFETY - FIRE DEPT / TURN OUT				
		Vendor Total-		795.00	
00270 KAESER & BLAIR INC					
0328	Fire Prevention Books	#003089975			
	Fire Prevention Books	E 105-05-55		293.12	0.00
	PUB SAFETY - FIRE DEPT / ADMIN/OFC				
		Vendor Total-		293.12	
00142 NAPA-CLARK AUTO PARTS					
0328	Exhaust Pipe/cable ties	Acct#1550			
	Exhaust Pipe/cable ties	E 105-05-42		94.73	0.00
	PUB SAFETY - FIRE DEPT / EQ/VEH MAINT				
		Vendor Total-		94.73	
00145 NEWCASTLE FIRE - REIMB.					
0328	Training Reimbursement	Training Reimb			
	Training Reimbursement	E 105-05-30		210.00	0.00
	PUB SAFETY - FIRE DEPT / TRAINING				
		Vendor Total-		210.00	
00185 SUPPLIES UNLIMITED					
0328	Office Supplies	1.1.20 Stmt			
	Office Supplies	E 105-05-55		35.97	0.00
	PUB SAFETY - FIRE DEPT / ADMIN/OFC				
		Vendor Total-		35.97	
		Prepaid Total-		0.00	
		Current Total-		1,528.82	
		Warrant Total-		1,528.82	

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

DATE: _____, 2020

BRIAN FOOTE
R.BENJAMIN FREY
CAROLYN HATCH
JOEL LIND
WANDA WILCOX

