

**Board of Selectmen & Assessors Meeting - Agenda**  
**October 26, 2020 @ 7:00p.m.**  
**Via Zoom Meeting/YouTube Live Streaming**

**1. Call to Order:**

**2. Amendments to the Agenda (Pending Approval)**

**3. Minutes**

- 4.1 September 22, 2020
- 4.2 October 13, 2020

**4. New Business**

- 4.1 Appointment – Design Review Committee – Karen Paz, Mills Representative

**5. Unfinished Business**

- 5.1 Academy Hill Project
- 5.2 Core Zoning Code – November 3<sup>rd</sup> Referendum Update

**6. Town Manager Report and Communications**

**7. Fiscal Warrants**

- 7.1 Town Warrant \$ 476,193.05

**8. Board of Assessors**

**9. Executive Session(s)**

- 9.1 Real Estate
- 9.2 Legal

**10. Adjournment**

*Public Comments Regarding Items On The Agenda Can Be Sent To The Town Manager's Email Prior To The Meeting For Circulation To The Rest Of The Board (townmanager@newcastlemaine.us)*

**Upcoming Events**

Election Day – Tuesday, November 3<sup>rd</sup> 8:00am – 8:00pm Fire Station

Town Office Closed – Election Day – Tuesday, November 3<sup>rd</sup>, Office Re-Opens Wednesday November 4<sup>th</sup> at Noon.

Board of Selectmen – Monday, November 9<sup>th</sup> 7pm Zoom/YouTube

Town Office Closed – Veterans' Day – Wednesday, November 11<sup>th</sup>

For Updated Information Please Check The Town's Facebook/Twitter accounts and Town's Website: newcastlemaine.us

*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*

# Town Manager's Report

October 23, 2020

- The march toward Election Day continues. We currently have over 750 absentee ballots requested and over 500 of those ballots have been returned as of Thursday of this week. For context's sake, we had a bit over 780 total ballots cast in the July election. Not only will we surpass the most absentee ballots ever requested or cast in Newcastle, but I suspect our overall turnout will also be quite high, potentially record breaking. Until Thursday, October 29<sup>th</sup>, voters can obtain an absentee ballot for any reason at all. All of the information relating to requesting a ballot and/or casting an absentee ballot is available on the Town's website.
- At your next meeting on November 9<sup>th</sup>, the Board will be conducting a public hearing concerning a grant application filed by the Town in conjunction with Split Rock Distillery. If the grant is successful, the Town will act as a fiscal agent in dispersing the state's grant funding for Split Rock's expansion in the area of hand sanitizer. No Town matching funds are required for the state to successfully grant these funds. Topher Mallory of Split Rock and Mary Ellen Barnes from Lincoln County Planning Commission will be present to answer any questions.
- 99% of the work on Academy Hill is now complete. There are some additional signage and pedestrian lights that will be installed when they arrive, but the vast majority of the project is complete. Seth is refining his worksheet and I'll have something for you this weekend concerning the costs relating to the project.
- In other roads news, the gravel road grading is occurring as I type. Next week work will begin on Stonebridge Circle and the small stretch of Academy Hill which needed repair. After those projects are wrapped, the ditching on Lewis Hill Road and the paving on Pump/Cross/Glidden will occur.

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
<b>00033 CENTRAL MAINE POWER CO</b>				
0221	VARIOUS ELECTRIC ACCTS			
35013306861	- FLASHER	E 101-55-06	20.46	0.00
	GEN GOVT - ANIMAL CNTRL / FLASHER RT 1			
35015543313	- BIRD	E 101-67-02	22.35	0.00
	GEN GOVT - BIRD PLAYGR / ELECTRICITY			
35015543750	- SHPS FD	E 105-68-02	19.03	0.00
	PUB SAFETY - SHEEPSCT STA / ELECTRICITY			
	<b>Vendor Total-</b>		<b>61.84</b>	
<b>00074 COLBY &amp; GALE</b>				
0221	FIRE TRUCKS - FUEL	ACCT#9530		
FD VEHICLE FUEL		E 105-05-60	264.16	0.00
	PUB SAFETY - FIRE DEPT / VEH GAS/OIL			
	<b>Vendor Total-</b>		<b>264.16</b>	
<b>00007 DAMARISCOTTA BANK &amp; TRUST</b>				
0221	FIRE TRUCK PYMT	NOVEMBER #106		
(NOVEMBER) PAYMENT		E 110-30-60	2,256.92	0.00
	DEBT SERVICE - DEBT SERV / LOAN PYMT FT			
	<b>Vendor Total-</b>		<b>2,256.92</b>	
<b>00004 DEAD RIVER COMPANY</b>				
0221	HEATING FUEL - F. STATION	TCK #83672		
F. STATION - HEAT FUEL		E 105-66-01	341.63	0.00
	PUB SAFETY - FIRE STA/COM / HEATING FUEL			
	<b>Vendor Total-</b>		<b>341.63</b>	
<b>00897 HAGAR ENTERPRISES, INC</b>				
0221	DOWNTOWN/RDS - SNOW	NOVEMBER		
Roads		E 107-50-01	29,328.16	0.00
	PUBLIC WORKS - PUBLIC WORKS / SNOWPLOW RD			
Snow Downtown		E 107-50-03	5,487.89	0.00
	PUBLIC WORKS - PUBLIC WORKS / SNOW DWNTWN			
	<b>Vendor Total-</b>		<b>34,816.05</b>	
<b>00100 HUSSEY COMMUNICATIONS INC.</b>				
0221	PORTABLE BATTERIES	INV#133532		
PORTABLE BATTERIES#133532		E 105-05-25	1,880.00	0.00
	PUB SAFETY - FIRE DEPT / COMMUNICATN			
	<b>Vendor Total-</b>		<b>1,880.00</b>	
<b>00000 INCLUSION SOLUTIONS LLC</b>				
0221	ELECTION SUPPLIES	INVOICE #16105		
INV#16105 - ELECTION SUPP		E 101-25-07	461.75	0.00
	GEN GOVT - OPERATIONS / ELECTION SUP			
	<b>Vendor Total-</b>		<b>461.75</b>	
<b>00165 KONICA MINOLTA/SYMQUEST</b>				
0221	CONTRACT#500-0473754-000	INV#425041068		
INV#425041068		E 105-05-55	79.50	0.00
	PUB SAFETY - FIRE DEPT / ADMIN/OFC			
	<b>Vendor Total-</b>		<b>79.50</b>	
<b>01074 LINCOLN COUNTY</b>				
0221	ANNUAL COUNTY TAX	INV#200010017		
ANNUAL COUNTY TAX		E 115-15-01	417,337.09	0.00
	COUNTY - COUNTY TAX / COUNTY TAX			
	<b>Vendor Total-</b>		<b>417,337.09</b>	
<b>00121 LOUIS DOE, INC.</b>				
0221	INV#2010-156904	SURGE PROTECTOR		
INV#2010-156904		E 105-05-55	25.99	0.00
	PUB SAFETY - FIRE DEPT / ADMIN/OFC			
	<b>Vendor Total-</b>		<b>25.99</b>	

Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
<b>00016 MAINE MUNICIPAL EMPL. HEALTH TRUST</b>					
0221	NOV 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/ TM	E 101-02-06			26.40	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/DENTAL INS/ TM	G 1-338-00			142.86	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			52.98	0.00
	GEN GOVT - FRINGE BENEF / S/T DISABILT				
DEDUC/INCOME PROT/TM	E 101-02-05			81.82	0.00
	GEN GOVT - FRINGE BENEF / S/T DISABILT				
DEDUC/INCOME PROT/DC	E 101-02-05			43.27	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/DENTAL INS/DC	G 1-338-00			74.85	0.00
	GEN'L GOV. / DENTAL DED				
DED/VISION/DC	G 1-334-00			5.58	0.00
	GEN'L GOV. / VISION DED				
SUPP LIFE INS	G 1-331-00			79.20	0.00
	GEN'L GOV. / LIFE INS DED				
	<b>Vendor Total-</b>			<b>5,370.38</b>	
<b>00142 NAPA-CLARK AUTO PARTS</b>					
0221	3 INVS: 50826/51934/52689	FD - SUPPLIES			
	3 INVS: 50826/51934/52689	E 105-05-42		128.12	0.00
	PUB SAFETY - FIRE DEPT / EQ/VEH MAINT				
	<b>Vendor Total-</b>			<b>128.12</b>	
<b>00145 NEWCASTLE FIRE - REIMB.</b>					
0221	REIMBURSEMENT - TOWER FEE	MARINER TOWER			
	REIMBURSEMENT - TOWER FEE	E 105-05-25		1,039.01	0.00
	PUB SAFETY - FIRE DEPT / COMMUNICATN				
	<b>Vendor Total-</b>			<b>1,039.01</b>	
<b>01077 PHILLIPS POWER PRODUCTS</b>					
0221	REF#45129/279434	HELMET/AV GAS			
	CHAPS/HELMET -#45129	E 105-05-40		159.90	0.00
	PUB SAFETY - FIRE DEPT / NEW EQUIP				
	AV GAS -#279434	E 105-05-60		50.00	0.00
	PUB SAFETY - FIRE DEPT / VEH GAS/OIL				
	<b>Vendor Total-</b>			<b>209.90</b>	
<b>00155 POSTMASTER-NEWCASTLE, ME POST OFC</b>					
0221	POSTAGE STAMPS	ELECTIONS	*** PAID ***	Check #	24864
	POSTAGE STAMPS	E 101-25-07		110.00	0.00
	GEN GOVT - OPERATIONS / ELECTION SUP				
	<b>Vendor Total-</b>			<b>110.00</b>	
<b>00109 PROPERTY CARE PLUS, INC</b>					
0221	NOV MOWING /INV#277580/81	VARIOUS MOWINGS			
	NOVEMBER	E 101-70-02		1,500.00	0.00
	GEN GOVT - CEMETERIES / MOWING				
	GLIDDEN ST CEMETARY	E 101-70-02		114.00	0.00

Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
	GEN GOVT - CEMETERIES / MOWING				
TREE REMOVAL/DISPOSAL	E 101-70-02			75.00	0.00
	GEN GOVT - CEMETERIES / MOWING				
FIRE STATION MOWING	E 101-70-02			105.00	0.00
	GEN GOVT - CEMETERIES / MOWING				
TOWN OFFICE MOWING	E 101-70-02			100.00	0.00
	GEN GOVT - CEMETERIES / MOWING				
ISLAND MOWING	E 101-70-02			100.00	0.00
	GEN GOVT - CEMETERIES / MOWING				
FIRE STATION MOWING	E 101-70-02			152.00	0.00
	GEN GOVT - CEMETERIES / MOWING				
<b>Vendor Total-</b>				<b>2,146.00</b>	
<b>00163 SYNCB/AMAZON</b>					
0221	3 INVOICES	SUPPLIES			
468355345546	- TRANSMITTE	E 101-25-95		103.90	0.00
	GEN GOVT - OPERATIONS / SUPPLIES				
455636596956	- WIPES	E 101-25-95		99.95	0.00
	GEN GOVT - OPERATIONS / SUPPLIES				
696586937946	- BOXES/STAP	E 101-25-95		295.41	0.00
	GEN GOVT - OPERATIONS / SUPPLIES				
<b>Vendor Total-</b>				<b>499.26</b>	
<b>00354 TOWN OF NOBLEBORO</b>					
0221	(NOVEMBER) TIPPING FEES				
NOVEMBER TIPPING FEES	E 102-10-10			7,657.00	0.00
	PROTECTION - WASTE DISP / TRANSFER STA				
<b>Vendor Total-</b>				<b>7,657.00</b>	
<b>01503 U.S. BANK EQUIPMENT FINANCE, INC</b>					
0221	COPIER LEASE/MAINT	INV#426346664			
T.O. COPIER LEASE & MAINT	E 101-26-01			198.60	0.00
	GEN GOVT - LEASES / COPIER				
<b>Vendor Total-</b>				<b>198.60</b>	
<b>01590 W.B. MASON</b>					
0221	#S107033058	TRANS#213789662			
#S107033058	E 101-25-95			154.99	0.00
	GEN GOVT - OPERATIONS / SUPPLIES				
<b>Vendor Total-</b>				<b>154.99</b>	
<b>01161 WHITE SIGN</b>					
0221	STREET SIGNS & MATERIALS	INC112756			
STREET SIGNS & MATERIALS	E 107-50-18			1,154.86	0.00
	PUBLIC WORKS - PUBLIC WORKS / HGWY SIGNS				
<b>Vendor Total-</b>				<b>1,154.86</b>	

**Warrant Preview**  
Pay Date: 10/26/2020

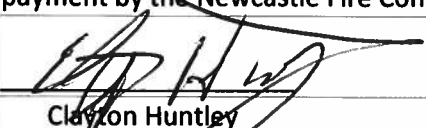
Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
				<b>Prepaid Total-</b>	<b>110.00</b>
				<b>Current Total-</b>	<b>476,083.05</b>
				<b>Warrant Total-</b>	<b>476,193.05</b>

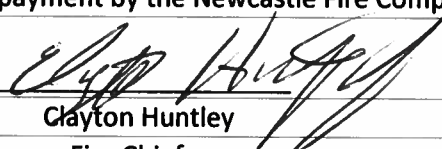
THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

DATE: 10/26, 2020

BRIAN FOOTE  
TOR GLENDINNING  
ROBERT NELSON  
JOEL LIND  
WANDA WILCOX

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fire Dept. Warrant #07		Journal # _____	
Date--10/15/2020			
VENDOR/DESCRIPTION		\$ AMOUNT	GL ACCOUNT #
1	Colby&Gale--fuels	\$264.16	E 105-05-60 ✓
2	NAPA--Carb Kit--Tools--Anti freeze	\$128.12	E 105-05-42 ✓
3	Philips Power Products--Chaps-Helmet	\$159.90	E 105-05-40 ✓
4	Philips Power Products--AV Gas	\$50.00	E 105-05-60 ✓
5	Konica Minolta--copier contract	<del>\$72.27</del> 79.50	E 105-05-55
6			E 105-05-
7			E 105-05-
8			E 105-05-
9			E 105-05-
10			E 105-05-
11			E 105-05-
12			E 105-05-
13			E 105-05-
14			E 105-05-
15			E 105-05-
16	Total	Corrected Amount \$681.68 <del>\$674.45</del>	
17			E 105-05-
18			E 105-05-
The above bills are respectfully submitted for payment by the Newcastle Fire Company Inc.		Charges to Accts. Are in Red Credits to Accts. Are in Black	
 Clayton Huntley Fire Chief			

	Fire Dept. Warrant #08	Journal # _____	
	Date--10/22/2020		
	VENDOR/DESCRIPTION	\$ AMOUNT	GL ACCOUNT #
	Hussey Communications--Portable Batteries	\$1,880.00	E 105-05-25 ✓
2	Louis Doe--Surge Protector	\$25.99	E 105-05-55 ✓
3	Newcastle Fire-tower fees-reimbursement	\$1,039.01	E 105-05-25 ✓
4			E 105-05-
5			E 105-05-
6			E 105-05-
7			E 105-05-
8			E 105-05-
9			E 105-05-
10			E 105-05-
11			E 105-05-
12			E 105-05-
13			E 105-05-
14			E 105-05-
15			E 105-05-
16	Total	\$2,945.00	
17			E 105-05-
18			E 105-05-
	The above bills are respectfully submitted for payment by the Newcastle Fire Company Inc.	Charges to Accts. Are in Red Credits to Accts. Are in Black	
	 Clayton Huntley Fire Chief		