



**SELECT BOARD MEETING
MONDAY, SEPTEMBER 13, 2021
EXECUTIVE SESSIONS 4:30 P.M. & 5:00 P.M.
REGULAR MEETING: 6:00 P.M.**

IN-PERSON AT 13 VALLEY STREET

**NEW! LIVE STREAMING AVAILABLE ON THE TOWN WEBSITE OR BY VISITING:
https://www.townhallstreams.com/towns/thomaston_me**

EXECUTIVE SESSION 4:30 P.M.

Pursuant to MRS Title 1, §405 (D), to discuss the contract with Community Concepts Finance Corp.

EXECUTIVE SESSION 5:00 P.M.

Pursuant to MRS Title 1, §405 (6C), to discuss or consider the acquisition or the use of real or personal property with Dirigo Engineering.

REGULAR MEETING AT 6:00 P.M.

1. CALL THE MEETING TO ORDER

2. PUBLIC HEARINGS:

A. Review the renewal application of Saybell Corp., DBA Thomaston Café for the consideration of an on-premises license to sell Malt Liquor, Wine, and Spirits at the property located at 154 Main Street as required by Section 653 Title 28-A of the Maine Revised Statutes.

B. Discuss the updated appendices of the General Assistance Ordinance, pursuant to 22 M.R.S. §4305 (1).

3. APPROVE THE MINUTES OF: August 23, 2021

4. APPROVE THE WARRANTS

5. ADJUSTMENTS TO THE AGENDA

6. TOWN MANAGER'S REPORT

7. TOWN BOARDS & COMMITTEES UPDATE

8. PUBLIC COMMENTS

9. OLD BUSINESS

10. NEW BUSINESS

- A. Consider the request of Chris Farthing for paving and plumbing repairs of \$5,000 at the Academy.**
- B. Review the request of Rene Dorr and Brandon Allen to hold a Thomaston Cornhole Tournament fundraiser at the field adjacent to the Municipal Building on October 24th.**
- C. Consider the request of John Fancy and Sidecountry Trails to sign a letter of support for the grant application to Maine Mountain Bike Trail Fund for the Town Forest Trails and authorize where grant funds shall be held in the event the grant is awarded.**
- D. Authorize the Town Manager to sign two (2) Used Equipment Donation Agreements for SCBA's (Airpaks) on behalf of the Thomaston Fire Department to the Wesley Volunteer Fire Department and Mid-Coast School of Technology.**
- E. Set a workshop date to discuss developing a fee schedule for rental rates of Town owned property. (Suggested dates of Monday, Sept. 20th or Thursday, Sept. 23rd.)**
- F. Reschedule the October 11th Select Board meeting to Wednesday, October 13th, due to the holiday.**

11. ADJOURN

Upcoming Dates:

Tuesday, September 14th	5:30 p.m.	Academy Board of Trustees
Thursday, September 16th	9 a.m. 4 p.m.	Economic Development Committee Fire/EMS Building Committee
Saturday, September 18th	11:30-1 p.m.	Town Meet & Greet at the Academy
Wednesday, September 22nd	5 p.m.	Stakeholder's Group (Parks & Trails)
Monday, September 27th	5 p.m. 6 p.m.	Cemetery Board of Trustees Select Board Meeting

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

154 Main St, Thomaston, Me 04861

6. Is the licensee/applicant(s) citizens of the United States? Yes No

7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? Yes No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Kathryn Jane McCoubrey	1-20-83	Calais, Me
Joanne Belle McCoubrey	10-8-56	Calais, Me

Residence address on all the above for previous 5 years	
Name Kathryn McCoubrey	Address: Thomaston, Me
Name Joanne McCoubrey	Address: Meddybemps, Me
Name	Address:

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? Yes No

17. Does the licensee/applicant(s) own the premises? Yes No

If No, please provide the name and address of the owner:

Hobbs Properties LLC, PO Box 171 Camden, Me 04843

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: N/A

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Dining room has 12 tables (42 seats), 7 bar stools and
two restrooms

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Episcopal Church

Distance: 400 ft

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 8/30/21

[Signature]
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Kathryn J. McGoubrey
Printed Name of Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants: Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Saybelle Corp
2. Doing Business As, if any: Thomaston Cafe
3. Date of filing with Secretary of State: 8/7/17 State in which you are formed: Me
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Kathryn McCoubrey	Thomaston, Me	1-20-83	President	100%

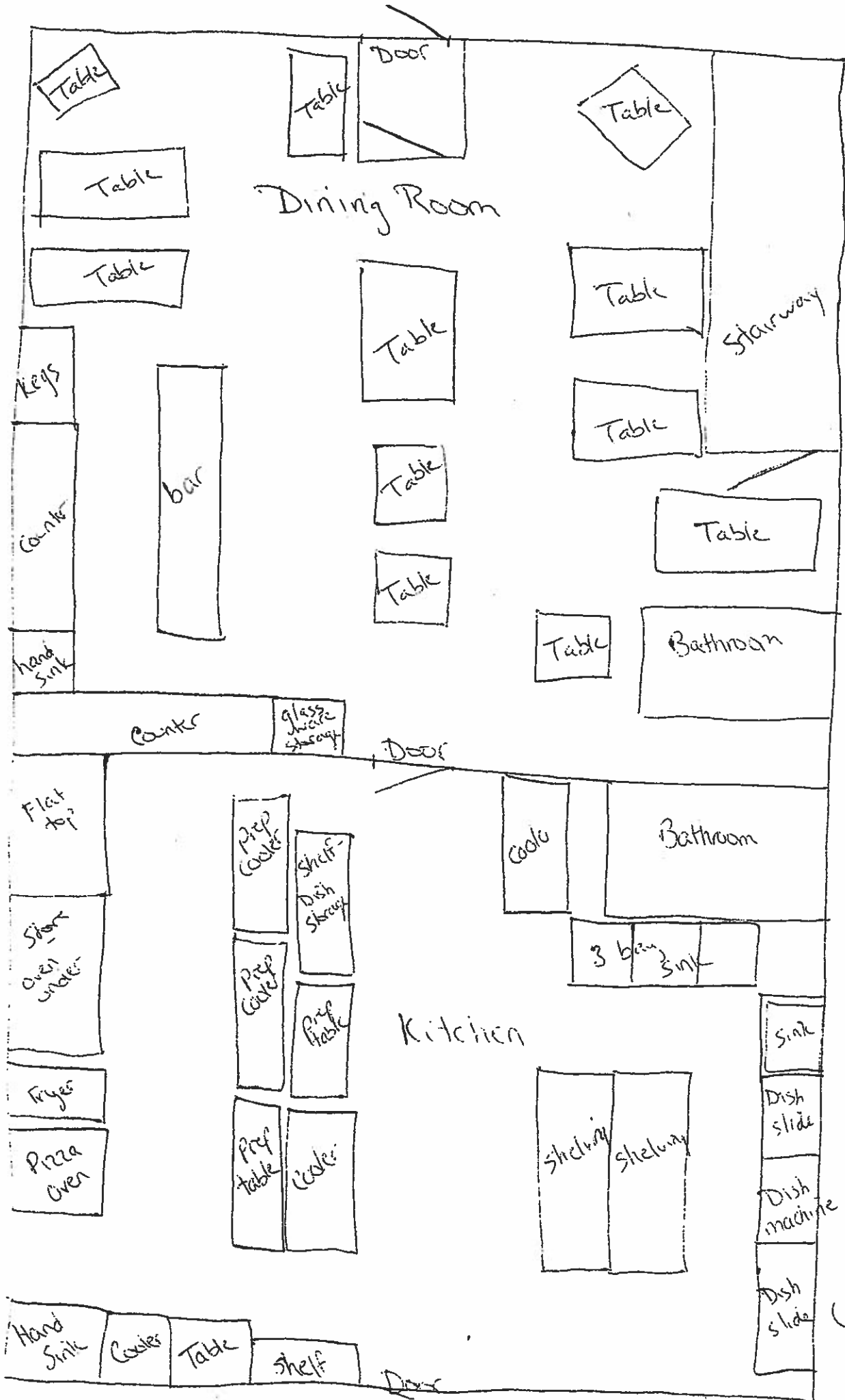
(Ownership in non-publicly traded companies must add up to 100%.)

Section VII Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

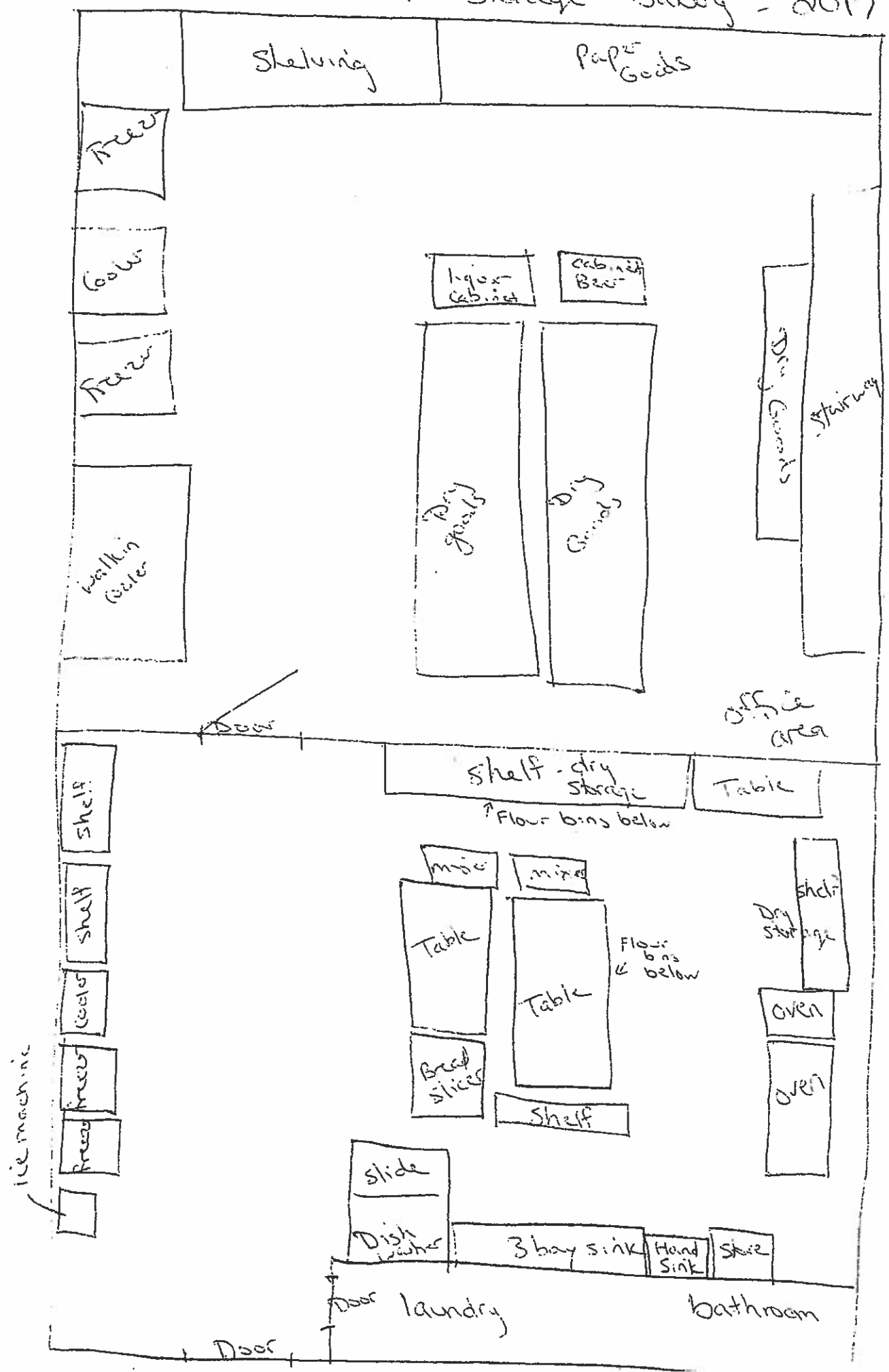
Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

See attached



Theresa
Cote
Upstairs
Sept 2017

Basement - Storage + Bakery - 2017



[For use when adopting updated appendices only without amending the body of an existing GA ordinance]

**MUNICIPALITY OF _____
GENERAL ASSISTANCE ORDINANCE**

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of _____, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through H of the existing ordinance with the attached appendices A through H, which shall be in effect from October 1, 202__ through September 30, 202__. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of the 22 M.R.S. chapter 1161.

Signed this _____ day of _____, 20____, by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

[Please send a copy of the enactment page only to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

Summary of 2021 Amendments to Model GA Ordinance

MMA

The ordinance has been updated as of 8-20-21 with new appendices showing 2021-2022 maximums.

The adoption form on page 2 of the ordinance was removed from the ordinance and two versions of an updated enactment form are linked separately below.

The ordinance was revised to add a definition of "recovery residence" and new section 5.1B to comply with legislation effective in October. See PL 2021, c. 472.

The ordinance was also updated throughout with non-substantive stylistic changes. An updated version of the ordinance and redlined version showing the 2021 changes is available below.

Section 5.1A – Presumptive Eligibility

A person who is provided shelter in an emergency shelter for the homeless located in the municipality shall be presumed to be an eligible person. Presumed eligibility may not exceed 30 days within a 12-month period. After the period of presumed eligibility, full eligibility must be verified before assistance will be issued. When presumptive eligibility is determined under this section, no other municipality may be determined to be the municipality of responsibility during that 30-day period.

Section 5.1B – Recovery Residences

The Administrator will not deny GA benefits to a person for the sole reason that the person is residing in a recovery residence. Beginning July 1, 2022, housing assistance will not be provided to a person residing in a recovery residence that has not been certified in accordance with 5 M.R.S. § 20005 (22), except that the person may receive housing assistance while residing in an uncertified recovery residence for one 30-day period only. The Administrator will inform the person of the requirements and time limits regarding recovery residences. A person who is ineligible for housing assistance under this subsection may remain eligible to receive GA for other basic necessities.

Section 5.2—Eligibility for Categorical Assistance

Receipt of categorical assistance will not disqualify an otherwise eligible person. Benefits received from other assistance programs will be considered as income when determining need, with the exception of Food Stamps, which will not be counted as income or resources or otherwise taken into consideration when determining need (7 U.S.C. § 2017 (b)).

In addition, fuel assistance (HEAP/ECIP) received by an applicant will not be considered as income; that is, the Administrator will always compute the heating needs of an applicant who has received HEAP or ECIP as if that applicant paid all costs associated with his or her fuel needs (42 U.S.C. §8624(f)). When an applicant has

received HEAP or ECIP, GA heating energy needs will be calculated pursuant to Ordinance § 6.7, subsection (c) under “Types of Income”. For several additional exceptions please refer to the definition of “Income” in this Ordinance (see Ordinance § 2.2, page 7, subsection 4).

Applicants or recipients must apply for other program benefits within 7 days after being advised in writing to do so by the Administrator. Persons who, without just cause, make no good faith effort to obtain a potential resource will be disqualified from receiving assistance until they make a good faith effort to obtain the benefit (22 M.R.S. § 4317).

Section 5.3—Personal Property

- a) **Liquid Assets.** No person owning assets easily convertible into cash, including but not limited to, bank deposits, stocks, bonds, certificates of deposit, retirement accounts, life insurance policies and other marketable security, will be eligible for GA unless and until he or she uses these assets to meet his or her basic needs, and thereby exhausts them. At the discretion of the Administrator, liquid assets need not include a reasonable minimum balance necessary to obtain free checking. Although one checking account per household may be allowed, any monies over the minimum required to obtain free checking are to be considered available liquid assets.

- b) **Tangible Assets.** No person owning or possessing personal property, including but not limited to: a motor vehicle (except as provided immediately below in subsection c), or a boat, trailer, recreation vehicle or other assets that are convertible into cash and are non-essential to the maintenance of the applicant’s household, will be eligible for GA. Exceptions may be made when a person is making an initial application or is an unforeseeable repeat applicant as defined in Ordinance § 2.2 or when reasonable efforts to convert assets to cash at fair market value are unsuccessful. Tools of a trade, livestock, farm equipment and other equipment used for the production of income are exempt from the above category and are not considered available assets.

2021-2022 GA Overall Maximums – Revised (9/2/21)

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	783	909	1,163	1,447	1,979
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	963	1,023	1,331	1,773	1,904
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	754	811	1,042	1,335	1,652
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	748	750	992	1,243	1,357
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,197	1,352	1,751	2,267	2,770
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	828	981	1,195	1,575	1,777

Appendix A
Effective: 10/01/21-09/30/22

COUNTY	1	2	3	4	5*
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	1,016	1,030	1,293	1,615	1,896
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	1,173	1,230	1,620	2,096	2,805

*Note: Add \$75 for each additional person.

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	655	717	840	1,132	1,254
Franklin County	690	737	846	1,119	1,497
Hancock County	844	880	1,058	1,334	1,462
Kennebec County	776	794	990	1,299	1,387
Knox County	800	807	990	1,316	1,406
Lincoln County	877	895	1,123	1,397	1,806
Oxford County	771	775	947	1,337	1,555
Piscataquis County	665	715	883	1,172	1,412
Somerset County	716	751	969	1,263	1,354
Waldo County	920	925	1,101	1,376	1,883
Washington County	717	721	937	1,173	1,268

* Please Note: Add \$75 for each additional person.

Appendix B

Effective: 10/01/21 to 09/30/22

2021-2022 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2021, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	\$ 58.14	\$ 250.00
2	106.74	459.00
3	153.02	658.00
4	194.19	835.00
5	230.70	992.00
6	276.74	1,190.00
7	306.05	1,316.00
8	349.77	1,504.00

Note: For each additional person add \$188 per month.

2021-2022 GA Housing Maximums – Revised (9/2/21) (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should **ONLY consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (*See Instruction Memo for further guidance.*)

Non-Metropolitan FMR Areas

Aroostook County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	510	142	612
1	125	536	156	670
2	141	608	183	785
3	198	853	249	1,070
4	212	913	274	1,180
Franklin County				
Bedrooms	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	127	545	150	647
1	129	556	160	690
2	143	614	184	791
3	195	840	246	1,057
4	269	1,156	331	1,423
Hancock County				
Bedrooms	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	161	691	184	791
1	161	691	190	818
2	189	812	229	986
3	241	1,037	291	1,250
4	255	1,095	316	1,359
Kennebec County				
Bedrooms	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	723
1	145	623	170	732
2	173	744	213	918
3	233	1,002	283	1,215
4	237	1,020	299	1,284

Non-Metropolitan FMR Areas

Knox County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	150	647	174	747
1	150	647	174	747
2	173	744	213	918
3	237	1,019	287	1,232
4	242	1,039	303	1,303
Lincoln County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	168	724	192	824
1	168	724	194	833
2	204	877	244	1,051
3	256	1,100	305	1,313
4	335	1,439	396	1,703
Oxford County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	144	618	167	718
1	144	618	167	718
2	163	701	203	875
3	242	1,040	291	1,253
4	276	1,188	338	1,452
Piscataquis County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	501	165	609
1	119	512	165	652
2	146	627	201	811
3	200	862	288	1,086
4	241	1,037	333	1,312
Somerset County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	131	563	154	663
1	131	563	160	689
2	168	723	209	897
3	225	966	274	1,179
4	230	987	291	1,251

Non-Metropolitan FMR Areas

Waldo County		Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	178	767	202	867	
1	178	767	202	867	
2	199	855	239	1,029	
3	251	1,079	300	1,292	
4	353	1,516	414	1,780	

Washington County		Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	131	564	154	664	
1	131	564	154	664	
2	161	691	201	865	
3	204	876	253	1,089	
4	210	901	271	1,165	

Metropolitan FMR Areas

Bangor HMFA		Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	147	630	170	730	
1	166	714	197	847	
2	213	917	254	1,091	
3	267	1,150	317	1,363	
4	375	1,612	436	1,876	

Cumberland Cty. HMFA		Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	188	810	212	910	
1	193	828	223	961	
2	252	1,085	293	1,259	
3	343	1,476	393	1,689	
4	357	1,537	419	1,801	

Lewiston/Auburn MSA		Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	140	601	163	701	
1	143	616	174	749	
2	185	796	226	970	
3	241	1,038	291	1,251	
4	299	1,285	360	1,549	

Appendix C
Effective: 10/01/21-09/30/22

Metropolitan FMR Areas

<u>Penobscot Cty. HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	138	595	162	695	
1	138	595	162	695	
2	173	746	214	920	
3	220	946	270	1,159	
4	230	990	292	1,254	
<u>Portland HMFA</u>					
<u>Portland HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	243	1,044	266	1,144	
1	269	1,157	300	1,290	
2	350	1,505	390	1,679	
3	458	1,970	508	2,183	
4	559	2,403	620	2,667	
<u>Sagadahoc Cty. HMFA</u>					
<u>Sagadahoc Cty. HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	157	675	180	775	
1	183	786	214	919	
2	221	949	261	1,123	
3	297	1,278	347	1,491	
4	328	1,410	389	1,674	
<u>York Cty. HMFA</u>					
<u>York Cty. HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	201	863	224	963	
1	201	863	225	968	
2	243	1,047	284	1,221	
3	307	1,318	356	1,531	
4	356	1,529	417	1,793	
<u>York/Kittery/S. Berwick HMFA</u>					
<u>York/Kittery/S. Berwick HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	237	1,020	260	1,120	
1	237	1,020	272	1,168	
2	320	1,374	360	1,548	
3	418	1,799	468	2,012	
4	567	2,438	628	2,702	

Appendix D

Effective: 10/01/21 to 09/30/22

2021-2022- ELECTRIC UTILITY MAXIMUMS

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) Electricity Maximums for Households *Without Electric Hot Water*: The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households *With Electrically Heated Hot Water*: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

Appendix E

Effective: 10/01/21 to 09/30/22

2021-2022 HEATING FUEL MAXIMUMS

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F

Effective: 10/01/21 to 09/30/22

2021-2022 PERSONAL CARE & HOUSEHOLD SUPPLIES
MAXIMUMS

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

APPENDIX G

Mileage Rate

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Controller. The current rate for approved employment and necessary medical travel etc. is 45 cents (45¢) per mile.

Please refer to the Office of State Controller for changes to this rate: Telephone: 626-8420 or visit: <http://www.state.me.us/osc/>

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,475**.

The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal Administrator.

Additional costs may be allowed by the GA Administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$1,025**.

The municipality's obligation to provide funds for cremation purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable cremation expenses are limited to:

- removal and transportation of the body from a local residence or institution
- professional fees
- crematorium fees
- a secured death certificate or obituary
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Appendix H

Effective: 10/01/21 to 09/30/22

Additional costs may be allowed by the GA Administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

Appendix I

26 MRS § 1043 (23)

23. **Misconduct.** "Misconduct" means a culpable breach of the employee's duties or obligations to the employer or a pattern of irresponsible behavior, which in either case manifests a disregard for a material interest of the employer. This definition relates only to an employee's entitlement to benefits and does not preclude an employer from discharging an employee for actions that are not included in this definition of misconduct. A finding that an employee has not engaged in misconduct for purposes of this chapter may not be used as evidence that the employer lacked justification for discharge.

A. The following acts or omissions are presumed to manifest a disregard for a material interest of the employer. If a culpable breach or a pattern of irresponsible behavior is shown, these actions or omissions constitute "misconduct" as defined in this subsection. This does not preclude other acts or omissions from being considered to manifest a disregard for a material interest of the employer. The acts or omissions included in the presumption are the following:

- (1) Refusal, knowing failure or recurring neglect to perform reasonable and proper duties assigned by the employer;
- (2) Unreasonable violation of rules that are reasonably imposed and communicated and equitably enforced;
- (3) Unreasonable violation of rules that should be inferred to exist from common knowledge or from the nature of the employment;
- (4) Failure to exercise due care for punctuality or attendance after warnings;
- (5) Providing false information on material issues relating to the employee's eligibility to do the work or false information or dishonesty that may substantially jeopardize a material interest of the employer;
- (6) Intoxication while on duty or when reporting to work, or unauthorized use of alcohol or marijuana while on duty except for the use of marijuana permitted under Title 22, chapter 558-C;
- (7) Using illegal drugs or being under the influence of such drugs while on duty or when reporting to work;
- (8) Unauthorized sleeping while on duty;
- (9) Insubordination or refusal without good cause to follow reasonable and proper instructions from the employer;
- (10) Abusive or assaultive behavior while on duty, except as necessary for self-defense;
- (11) Destruction or theft of things valuable to the employer or another employee;
- (12) Substantially endangering the safety of the employee, coworkers, customers or members of the public while on duty;
- (13) Conviction of a crime in connection with the employment or a crime that reflects adversely on the employee's qualifications to perform the work; or
- (14) Absence for more than 2 work days due to incarceration for conviction of a crime.

[PL2019, c. 125, §1 (AMD).]

Appendix I

B. "Misconduct" may not be found solely on:

- (1) An isolated error in judgment or a failure to perform satisfactorily when the employee has made a good faith effort to perform the duties assigned;**
- (2) Absenteeism caused by illness of the employee or an immediate family member if the employee made reasonable efforts to give notice of the absence and to comply with the employer's notification rules and policies; or**
- (3) Actions taken by the employee that were necessary to protect the employee or an immediate family member from domestic violence if the employee made all reasonable efforts to preserve the employment.**

[PL 2019, c. 125, §1 (AMD).]

Kara George

From: Brandon Allen
Sent: Tuesday, August 31, 2021 6:46 AM
To: Kara George
Subject: RE: Academy

Yes. He has requested my assistance several times. I met with him and have responded to him. He wants to remove a fair amount of shrubbery and an over grown garden area and replace it with pavement. I gave him estimates of material and price to pave. Obviously our time and equipment free of charge. I told him that he needed not only approval to spend the funds but permission to remove the garden.

Best,

Brandon Allen

**Public Works Director/
Road Commissioner
Town of Thomaston
68 Anna Belle Ln. 04861
Thomaston Maine
Office 207)354-2478 / Cell 691-1316
Fax 207)354-2132
ballen@thomastonmaine.gov**

From: Kara George
Sent: Monday, August 30, 2021 3:28 PM
To: Brandon Allen <ballen@thomastonmaine.gov>
Subject: FW: Academy

Hi Brandon,

Just sending this along as an FYI. I'm sure you already know about it, but wanted to let you know that I'm going to put it on the next SB agenda on September 13th.

Best,

**Kara George
Town Manager
Town of Thomaston
13 Valley Street
Thomaston, ME 04861
(207) 354-6107**

From: chris farthing <westham.hooligan.uk@gmail.com>
Sent: Monday, August 30, 2021 9:58 AM
To: Kara George <kgeorge@thomastonmaine.gov>
Subject: Academy

Hi Kara,

Can you please put this request on the next select board meeting agenda.

The boiler room floods every time we get a halfway decent rain. Apparently this has been ongoing for over ten years. The open drain clogs up and can't handle the volume of water. Branden apparently needs approval to do some prep work so we can get the area outside paved this will save the Academy several thousand dollars in costs. Also we do need to have some plumbing work done to upgrade the custodians slop sink drain and the open sewer drain in the boiler room(definitely a health issue).

\$3,000 for paving and \$2,000 for plumbing. Total of \$5,000.

Thanks Chris

**Town of Thomaston
Select Board Minutes
August 23, 2021**

ARPA Knox County Grant Workshop 5 p.m.

Present: Diane Giese, Peter Lammert, Zel Bowman-Laberge, Bill Hahn, Sandy Moore, John Fancy, Charles Grover, and Kara George.

John Fancy presented the Pollution Control Department's grant application for \$350,000 to replace sewer lines on Beechwood Street. The grant will be matched with \$75,000 from the Pollution Control Budget. The Board agreed that the application was acceptable to submit to Knox County.

Kara George noted that the EMS Department requested to submit a grant application for the purchase of an electric stair chair. The cost is approximately \$4,000. The Board agreed that Kara can apply on behalf of the EMS Department.

Diane Giese stated that Daryl Hahn had submitted an email requesting ARPA funds for affordable housing projects, by creating a fund for tax acquired property to put homes back on the market. However, the applications are due August 31st, which does not leave enough time to prepare.

Diane Giese and Meredith Batley prepared a grant application for the Knox Health Clinic to be moved to the empty wing of the Municipal Building. However, Attorney Dan Pittman advised that this is not an acceptable use due to the bond on the building renovation. The Board agreed to submit the application to Knox County and discuss locations if the Town receives the grant. The Board discussed the health clinic vs. urgent care and the type of services provided.

The Board asked the Town Manager to send a letter to the Town of Rockport in support of Phase I of the broadband effort. Additionally, to request letters of support from the other municipalities in Knox County for the health clinic.

Executive Session at 5:30 p.m.

ACTION: Bill Hahn made a motion, seconded by Zel Bowman-Laberge to enter executive session at 5:34 p.m., pursuant to MRS Title 1, §405 (6C), to discuss or consider the acquisition or the use of real or personal property. **VOTE: 5-0**

ACTION: Zel Bowman-Laberge made a motion, seconded by Peter Lammert to exit executive session at 5:58 p.m. **VOTE: 5-0**

Regular Select Board Meeting 6 p.m.

1. Meeting called to order by Diane Giese at 6 p.m.

2. PUBLIC HEARINGS:

Review the renewal application of Sunrock, LLC, dba Station 118 for the consideration of an on-premises license to sell Malt Liquor, Wine and Spirits at the property located at 118 Main Street as required by Section 653, Title 28-A of the Maine Revised Statutes.

ACTION: Motion made by Bill Hahn to go into the Public Hearing at 6:04 p.m., seconded by Pete Lammert. **VOTE: 5-0.**

ACTION: Motion made by Bill Hahn to come out of the Public Hearing at 6:08 p.m. Seconded by Pete Lammert. **VOTE: 5-0.**

ACTION: Motion made by Bill Hahn, seconded by Sandy Moore to approve the liquor license application for Station 118. **VOTE: 5-0.**

ACTION: Motion made by Zel Bowman-Laberge to use the Breen Motion, seconded by Bill Hahn. **VOTE: 5-0.**

10A. Consider for approval the Pollution Control FYI 2021/2022 budget.

ACTION: Motion to approve the 2021/2022 Pollution Control budget made by Bill Hahn, seconded by Zel Bowman-Laberge. **VOTE: 5-0.**

B. Consider the request of Maine Canoe and Kayak Race Organization to use the Thomaston public launch for their annual canoe and kayak race on September 19, 2021.

ACTION: Motion to approve the request of Maine Canoe and Kayak Race to hold their annual race on September 19, 2021 made by Sandy Moore. Seconded by Pete Lammert. **VOTE: 5-0.**

C. Accept the resignation of John Snyder from the Harbor Committee.

ACTION: Motion to accept the resignation of John Snyder made by Bill Hahn. Seconded by Diane Giese. **VOTE: 5-0.**

D. Authorize the Town Manager to sign and submit the grant applications to Knox County for ARPA Funds and request letters of support from other municipalities.

ACTION: Motion made by Bill Hahn to authorize the Town Manager to sign and submit applications for the Knox County ARPA grant. Seconded by Sandy Moore. **VOTE: 5-0.**

3. Approve the minutes of March 22, 2021, July 12, 2021 and July 26, 2021

ACTION: Motion made by Zel Bowman-Laberge to approve March 22, 2021, minutes as amended, seconded by Diane Giese. **VOTE: 5-0.**

ACTION: Motion made by Bill Hahn to approve July 12, 2021, minutes as amended, seconded by Diane Giese. **VOTE: 5-0.**

ACTION: Motion made by Zel Bowman-Laberge to approve July 26, 2021, minutes, seconded by Diane Giese. **VOTE: 5-0.**

4. Approve the Warrants.

ACTION: Motion made by Zel Bowman-Laberge, seconded by Diane Giese to approve the warrants. **VOTE: 5-0.**

ACTION: Motion to adjourn at 7:00 p.m. made by Bill Hahn. Seconded by Diane Giese. **VOTE: 5-0.**

Diane noted that the Town Meet and Greet is Saturday, September 18th from 11:30-1 at the Academy. Sandy noted that the Quilts of Valor event is on Saturday, September 18th from 1-3 at the Municipal Building.

Zel requested to set a workshop date to discuss a fee schedule for the Thomaston Green and to discuss future goals.

Meeting adjourned at 7:00 p.m.

Chair Diane Giese

Recording Secretary Donna Culbertson

Meeting Updates

- 08/9/21 Department Head/Safety Committee Meeting– We discussed the annual training for town employees, which is planned for sometime in October. All staff completed the fire extinguisher training. Cybersecurity was discussed with our IT guys, Don Fowles and Dave Martucci. The Town will be implementing a cybersecurity program with training for all employees.
- 08/11/21 Dirigo Engineering– I met with John Fancy, Brandon Allen, and Dirigo Engineering to look at preliminary work for the east-west highway study. Dirigo Engineering will be coming to meet with the Select Board on September 13th.
- 08/17-08/18 I attended the Camden Rotary meeting to support the efforts of Midcoast Internet Coalition. Additionally, MIC met the following day to discuss next strategies as it pertains to the Knox County ARPA Grant.
- 08/18/21 Brian Doyle organized the visit from Community Concepts. We visited several of the business merchants in downtown, met with the Select Board, members of the Economic Development Committee, and a couple of business merchants.
- 08/18/21 Jodell and I met with Jake Miller from the First Bank to sign the closing papers on a loan for the Beechwood Street Culvert Replacement. The loan is to be paid out of the Culvert Reserve each year and will not increase taxes, as was approved by voters this past June. The culvert replacement is to take place sometime in September.
- 08/19/21 I met the new principal at Oceanside Middle School, Colden Golann. The new school year starts September 7th. I also gave Colden a walkthrough the municipal building.
- I talked to Attorney Sarah Newell regarding union negotiations. The grievance has been settled with Teamsters; however, we are still working on negotiating the new contract. The current contract expired June 30, 2021.
- I have started performance evaluations with Department Heads this week. Reviews will be conducted this week through September.
- 08/20 Dragon had their regular Citizen Advisory Panel meeting. There was recently an article in Village Soup explaining that Dragon will no longer be using the Rockland Marine Port where cement was being shipped from the plant via the Rockland Southend Rail; however, their will be no reduction in staffing due to the closure.
- Several Select Board members and I gave folks from the Knox County Health Clinic a walk thru of the empty wing of the municipal building.
- 08/21 John Fancy and I were invited to speak at the unveiling of the historic shipyard plaque on display at the Public Landing as part of the Maine 200 Anniversary events. The plaque was made possible through the Thomaston Historical Society and the Maine 200 grant.
- 08/23 Rene Dorr and I met with Sherri of Sherri's School of Dance. Sherri will be teaching classes in the gym of the Academy Building this coming school year. She is a return tenant after finishing out her classes at the Academy last spring and we are happy to have her business here. She teaches about 35-40 students.

Memo

To: Selectboard & Town Manager
From: John Fancy
Date: September 2, 2021
Re: Funding for Trail Work in the Town Forest

A crew from Sidecountry Trails has been working on maintaining and upgrading the bicycle trails in the Town Forest this summer. This work has been done at no cost to the Town. They would like to do more work including expanding the trails toward Beechwood Street this fall and to help support this they have prepared an application to the Maine Mountain Bike Trail Fund (copy attached). The chances of getting funded are better if the landowner, in this case the town, indicates support of the project. A draft support letter for the Board to sign, if approved, is attached.

The application is for \$52,250 and Sidecountry Trails has asked if these funds could be handled through the Town's financial system. The Pollution Control Department has an expense account already set up for Town Forest, Tree & Trail Maintenance and can bring funds in through the Non-Operating Income, Miscellaneous Income account so we could do this without any changes to the current bookkeeping system. Any expenditures would be done with an invoice through the existing payment system.

Maine Mountain Bike Trail Fund - Grant Application

The Maine riding scene only seems to get better with every year. We wish to help this along and bring a spotlight on what Maine has to offer as a place to live, ride, and visit. This fund and grant process is intended to help the Maine mountain bike scene and trail builders have easier access to funds for trail projects around the state that need a boost. We are invested in what mountain biking means to the state of Maine, it's local communities, and as an economic engine for inter and intra state tourism. The goal of the fund is to help projects that don't have existing support to get off the ground and generate support from their community, or for ongoing projects that need an additional boost. Whether you need a new bog bridge, increased signage, or want to build an entirely new trail we want to help. We hope you get creative and rally your base around helping to increase riding opportunities in our amazing state.

Project name:

Connecting Community Forests

Applicant Organization:

Town of Thomaston

Contact Name:

John Fancy, Town of Thomaston jfancy@thomastonmaine.gov
John Anders, Sidecountry Trails john@sidecountrytrials.com

Project Location and Landowner:

Phase 1: Thomaston Town Forest, Town of Thomaston

Phase 2: Jack Baker Woods Preserve, Georges River Land Trust

Please also include a permission letter from the landowner or land manager. If this is private land please include a letter from the landowner that highlights the landowners long term plans for the land and how it doesn't conflict with the project.

Project Description:

Beginning in 2018, Sidecountry Trails (SCT), Georges River Land Trust (GRLT) and the Town of Thomaston partnered to build and maintain the Oyster River Multi-use Trail (ORT) network in the Thomaston Town Forest, a nearly 300 acre parcel of town owned land. The ORT network is the only beginner oriented mountain bike terrain in the Midcoast, and ridership has increased tenfold over the past 3 years.

The Connecting Community Forests initiative has been established to expand the ORT network, and to connect two adjacent parcels, the Jack Baker Woods Preserve, managed by GRLT, and the Oyster River Bog, which is comprised of trails managed by GRLT, land owned by the Town of Rockland, nonprofit organizations, and private landowners. This grant is specifically to fund the first in a series of projects proposed to maintain and create a network of multi-use trails through the Oyster River

watershed, connecting the Thomaston Town Forest, Jack Baker Woods and eventually continuing through the headwaters of the Oyster River at the base of Ragged Mountain. The goal is to create a regional destination for outdoor enthusiasts that draws attention to and support for the work of the Georges River Land Trust, Town of Thomaston, Sidecountry Trails, and other community partners.

Phase 1: Main Brace Trail Improvements

The primary focus during the fall of 2021 is to rehabilitate the Main Brace trail corridor using industry best practices. The finished trail will provide beginner mountain bike access from the Oyster River Multi-use Trail system to the remainder of the existing Georges Highland Path, Jack Baker Woods Preserve, and trail networks in neighboring communities. These improvements will also increase winter grooming efficiencies.

Work during the Fall of 2021 will also include trail work to rehabilitate segments along trails that connect the ORT to the Main Brace trail to prepare them for increased usage, and to prepare for the future connection of the ORT network to Jack Baker Woods.

The work plan for this portion of the project will consist of the following:

1. **Main Brace trail:** ATV use has been prevalent along this trail corridor, which has resulted in trail significant degradation. Rehabilitate 800-1000 ft of trail and reroute to increase distance from wastewater dispersal zone. This trail is an important connector to the Jack Baker Woods Preserve and ultimately the Oyster River Bog. Improvements will also help facilitate winter grooming efforts.
2. **Swamp Donkey:** Rehabilitate 200-300 ft of trail. Re-enforce the trail tread on the bridge approaches, install rolling grade dips, rock armoring, trail tread repair, vegetation control, and additional drainage features as needed.
3. **GHP segment (Split Rock zone):** Rehabilitate 300-400 ft of trail. If feasible, a segment of trail may be re-routed to increase the distance from the pollution control sprinklers. Replace bog bridge with 20-30' of boardwalk, raise trail tread, install rolling grade dips, vegetation control, and other drainage features as needed.

Secondly, funding from this grant will support the groundwork required to perform trail improvements that will support mountain biking accessibility in the Jack Baker Woods Preserve. These activities will include community and partner engagement, project planning, engineering, permitting and surveying, including:

1. Working with Sidecountry Trails in partnership with GRLT and the Thomaston Trails and Recreation Master Planning Committee to incorporate the expansion of the ORT into the Thomaston Trails and Recreation Master Planning process and identifying key areas of collaboration.

Capacity to complete:

The partners represented in this grant request - Town of Thomaston, Georges River Land Trust, and Sidecountry Trails - have a strong history of collaboration in executing projects. Since 2018 these partners have collaborated to build and maintain the Oyster River Multi-use Trails, a network of just over 6 miles of beginner friendly mountain bike trails. Working together, each of the partner organizations can contribute based on their individual strengths and capacities to complete trail projects.

For this particular project, the Town of Thomaston is the financial partner, and will oversee and administer grant funds received. The Town is also the owner of the land where the trails referenced in this grant request are being developed, and is able to maintain that land in perpetuity. Lastly, where appropriate, Thomaston can contribute time and materials to the project where needed.

Georges River Land Trust is one of the the Midcoast's largest long-standing land trusts, founded with the mission to, "conserve the ecosystems and traditional heritage of the Georges River watershed region through permanent land protection, stewardship, education, and outdoor experiences." To complete his project, GRLT will be opening existing portions of the Georges Highland Path and the Jack Baker Woods Preserve to bicycle access.

In addition to the work GRLT is already doing in stewarding these parcels, raising money for their preservation, and coordinating volunteers for work days, Matt Bonner, GRLT's Trails and Public Access Program Manager will work directly with Sidecountry Trails to ensure trails are constructed to accepted standards, and to oversee any land use or permitting requirements.

Sidecountry Trials is a trail building organization that seeks to partner with local nonprofits to support the development and maintenance of mountain bike trails. Using bicycling industry contacts, a full time staff, and strategic partnerships, SCT can accelerate the introduction of new mountain bike terrain in the Midcoast, and increase the local partners' capacity to create new and maintain existing mountain bike trails to a higher standard of care. For this project, SCT will complete the Phase 1 trail work required, and work with the Town of Thomaston and GRLT to design, flag, estimate and permit the trail improvements in the Jack Baker Woods Preserve, which we hope to accomplish Spring 2022.

Phase one of the Connecting Community Forests project, including the trail improvements to Main Brace, Swamp Donkey, and Split Rock segments will commence during the Fall of 2021 as weather and trail conditions allow. The proposed dates are September 13, 2021 - November 5, 2021.

Phase two of the Connecting Community Forests project, including ongoing planning, surveying and permitting activities to establish a broader network of trails connecting the ORT, Jack Baker Woods Preserve and Oyster River Bog will take place from November 6, 2021 to December 31, 2021. This phase may lead into spring/summer 2022 if necessary.

Letters of Support:

Matt - can GRLT provide a letter of support?

Anything Else:

Over the past several years, the local riding community has expanded exponentially. Trail systems in our area are isolated, and in need of increased stewardship, maintenance and interconnectivity to support the growing community and broader ability range of local riders, and to foster the type of outdoor recreation and recreation driven economy the Town of Thomaston endeavors to create.

The broad range of partners involved in supporting local trail riding are varied, and those partners have been successful in completing successful projects including the creation of the Oyster River Multi-use Trails in the Thomaston Town Forest. Those partners include the Town of Thomaston, the Georges River Land Trust, the Midcoast chapter of the New England Mountain Bike Association, Oceanside Middle School and it's Riding for Focus program, the Midcoast School of Technology and it's Outdoor Leadership program, the Camden Hill Regional High School mountain bike team, several dedicated local businesses and generous landowners and individual donors.

Our collective vision is to create a comprehensive trail network that is open to bicycle access that ranges from downtown Thomaston all the way to the Ragged Mountain preserve, connecting 4 communities via a combination of multi-use and mountain bike trails, through town owned lands, preserves, and existing trail networks. This is an ambitious, and extremely possible outcome.

This first stage of the Connecting Community Forests project will be a new opportunity to bring all of these groups together to meet the needs of our growing group of trail enthusiasts.

Enclosure 1: Landowner endorsement.

Pending Town of Thomaston Select Board Meeting, September 13th.

Enclosure 2: Annual Maintenance Budget for maintaining Connecting Community Forest Trails

This maintenance budget will supplement volunteer time, and is based on the current and proposed trail census and usage. Trail maintenance will include repairing normal wear and tear, maintaining clear sight lines, clearing obstacles, placing and repairing signage, and general maintenance.

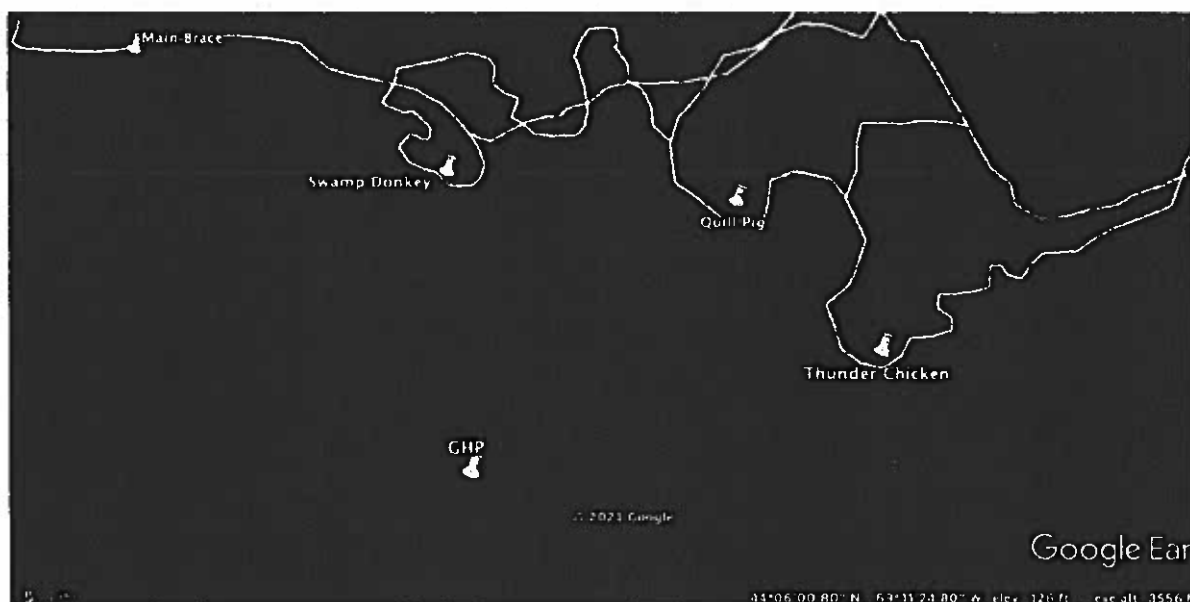
This budget will be funded through a combination of events (Tree hours of Thomaston, Maine Gravel Series), Private donors and other grant opportunities.

2. Working with Sidecountry Trails and GRLT to plan, map, and design future trail routes in the Thomaston Town Forest, including Jack Baker Woods and the Oyster River Bog.

3. Exploring future collaboration with the Rockland Waterfront to Wilderness trail (Connecting downtown to the Georges Highland Path) and identifying points of collaboration.

4. Pursuing State and Local permitting where required.

The map below highlights the sections of trails that will be improved during this project.



Funding Request Level:

Total request amount: \$52,250

Project Budget:

Budget: Connecting Community Forests, Phase 1 and 2

Phase 1: Trail Improvements

September 13 - November 5, 2021

GRLT Resources	\$1,750	(50 hrs x \$35)
Project Lead 1:	\$9,600	(320 hrs x \$30)
Trail Crew Lead 1:	\$9,600	(320 hrs x \$30)
Equipment rental:	\$5,800	
Materials:	\$2,500	
(Fasteners, Lumber, Stone)		
Fuel:	\$300	

Phase 1 Total: \$29,550

Phase 2: Community and partner engagement, project planning and surveying

November 6 - December 31, 2021

GRLT Resources	\$3,500	(100 hrs @ \$35 hr)
Project Manager 1:	\$9,600	(320 hrs @ \$30 hr)
Trail Crew Lead 1:	\$9,600	(320 hrs @ \$30 hr)

Phase 2 Total: \$22,700

Total Project Budget: \$52,250

GRLT Resources	\$1,400	(40 hrs x \$35)
Trail Crew Lead 1:	\$2,400	(80 hrs x \$30)
Trail crew member 1:	\$1,600	(80 hrs x \$20)
Trail crew member 2:	\$1,600	(80 hrs x \$20)
Equipment (Variable):	\$2,500	
Materials (Variable):	\$500	

Total Annual Budget: \$10,000



TOWN OF THOMASTON
13 VALLEY STREET
THOMASTON, MAINE 04861-0299
TEL: (207) 354-6107

September 13, 2021

The Town of Thomaston is pleased to support the continued work of Sidecountry Trails in maintaining, upgrading and expanding the Multi-Use Trail system in the Town Forest. This network was begun by the Town in 1997 as a hiking trail to open the then new Town owned property to beneficial use by people who wanted to explore and enjoy the outdoors. Since then, first with the help of the Georges River Land Trust, and now with much assistance from Sidecountry Trails we have a system of multi-use trails that are attracting hikers and bikers from a wide area.

The Town Forest today covers over 500 acres and has significant frontage on the Oyster River. Preserving this area in its natural state for future generations is a major goal but having it accessible for non-motorized use as a place to enjoy, and get good exercise, is equally important. For this reason, we strongly support this grant application.

Thomaston Select Board

Meeting Updates

- 08/24/21 Performance Evaluations for the Recreation Director and Public Works Director
Met with Dean Long, Brandon Allen, and Rene Dorr to discuss the newly created building and custodial position and transitioning building maintenance tasks from Rene to Dean.
The Town hosted the State of Maine Motor Vehicle training classes in the Multipurpose room on 08/24 and 08/25.
- 08/25/21 Attended the very long ICS 402 Class from Knox County EMA. With all Town Officials taking this class, the Town will now qualify for FEMA and hazard mitigation grants.
Attended the monthly Watts Block Trustees meeting. The Watts Hall Community Players had approximately 100 acoustic panels installed in the Hall. The outdoor awnings are ordered to be located outside the Main Street Watts Block businesses to help reduce sun exposure. Additionally, the Watts Hall Community Arts group has been formed with 11 Board of Directors.
- 08/26/21 The Town Office staff attended the Women's Leadership Symposium at MMA in Augusta. Select Board Member Sandy Moore also attended the event. The event was filled to capacity and had many great speakers.
- 08/27/21 Reviewed the Scope of Work draft from Community Concepts with Charles Grover and Bill Hahn from the Economic Development Committee in preparation for the Select Board's review.
- 08/30-08/31 The Municipal Building was closed for 2 days due to a positive COVID case. All employees that were direct contacts tested negative before returning to work. Due to this incident, there are new policies in place to help ensure the safety of our staff and the public.
- 09/02/21 Met with Brian Doyle to discuss projects he is working on. He is lining up two more sponsored Music Behind the Block nights for September 22 and 29. One band is booked and another is tentative. Brian is working with Meredith Batley from Knox Clinic on gathering business support letters. Brian is also coordinating an Block landlord meeting with Brandon, Tim, and I in the next couple of weeks.
- 09/03/21 Met with Rev. Peter Jenks from Episcopal Church of St. John Baptist to discuss ideas of how the Town and the Church can work together on serving the community and those in need through charitable funds. One idea from Rev. Jenks was to hold a public forum to discuss housing needs in our area. We also discussed some of the challenges that the church is facing such as limited parking for church attendees and Rev. Jenks and Rev. Wayne Sawyer retiring in a few years.
- 09/07/21 Discussed plans for the Fall Thomaston Cornhole Tournament with Rene and Brandon.
- 09/08/21 Reviewed the Cemetery Budget in preparation for the next Cemetery Trustees meeting with Jodell and Missy.
Performance Evaluations for the Deputy Town Clerk and the Executive Secretary/Tax Collector.
- 09/09/21 Performance Evaluations for the EMS Chief and CEO.
- 09/10/21 Meeting with Brian Doyle, Brandon Allen, and Tim Hoppe in preparation for the Block landlord meeting.

Kara George

From: Mikial Mazzeo
Sent: Wednesday, July 14, 2021 3:08 PM
To: Kara George
Subject: FW: SCBA

Here is the email Chief Philbrook sent me

From: Dwayne Lee Philbrook <dwayne.lee.philbrook@gmail.com>
Sent: Wednesday, March 31, 2021 10:40 AM
To: Mikial Mazzeo <mmazzeo@thomastonmaine.gov>
Subject: SCBA

Chief Mazzeo,

Thank you for taking my call this morning in regards to the SCBA units you are phasing out. As I mentioned, I am the Chief for the Wesley Vol. Fire Department and we are looking for newer packs to replace our very outdated versions. As we discussed, four packs would be a huge help for us at this time. Thank you for your considerations and help with this.

Chief Lee Philbrook

Dwayne Lee Philbrook
Wesley Vol. Fire Department Chief
ProBoard Certified FF-I & FF-II
Nationally Registered Paramedic

207.299.2464



TOWN OF THOMASTON
13 VALLEY STREET
THOMASTON, MAINE 04861
TEL: (207) 354-6107

USED EQUIPMENT DONATION AGREEMENT

1. PARTIES

The TOWN OF THOMASTON FIRE DEPARTMENT, herein referred to as the "DONOR," located at 6 Knox Street, Thomaston, ME 04861 desires to donate AS-IS WITHOUT WARRANTY AND WITH ALL FAULTS the specific equipment described below to MID-COAST SCHOOL OF TECHNOLOGY (MCST), herein referred to as the "RECIPIENT," located at 1 Main Street, Rockland, ME 04841.

WHEREAS, the RECIPIENT of the specific donated equipment listed below acknowledges that proper use of the equipment may require maintenance and extensive training;

WHEREAS, the RECIPIENT acknowledges that MCST remains responsible for obtaining any necessary maintenance and training in order to use the donated equipment;

WHEREAS, the RECIPIENT acknowledges that MCST holds all responsibility for proper operation of the donated equipment.

NOW, THEREFORE, the RECIPIENT agrees to the following waiver of liability and indemnity provisions:

2. DONATION OF EQUIPMENT

For and in consideration of the covenants and agreements hereinafter contained, DONOR agrees to and does hereby donate to RECIPIENT its property known and described as follows:

Sixteen (16) Scott AirPaks 4.5

(Note: AirPaks last flow tested in 2020 and the DONOR makes no claim that the equipment is currently compliant with NFPA or NIOSH.)

3. NO WARRANTIES

The DONOR, including its officers, employees, and agents, make no representations whatsoever, extend no warranties of any kind, either express or implied, including but not limited to the implied warranties of merchantability or fitness for a particular purpose, and assumes no responsibilities whatsoever with respect to design, development, manufacture, or use of the donated equipment.

4. WAIVER OF LIABILITY

The RECIPIENT does hereby waive, release, and discharge any and all claims for damages for personal injury, death, property damage, and claim in tort, or any other claim, regardless of legal theory, that may hereafter accrue as a result of the use of the donated equipment. The entire risk as to the performance of the donated equipment is assumed by the RECIPIENT. In no event shall the DONOR or its officers, employees, or agents, be responsible or liable for any direct, indirect, special, incidental, consequential damages, lost profits, or any other economic or physical loss or damage to any individual regardless of legal theory resulting from use of the donated equipment. The above limitations on liability apply even though the DONOR may not have advised of the possibility of such damage.

5. INDEMNIFICATION

The RECIPIENT agrees to indemnify and hold harmless the DONOR from any and all claims, liability and damages, arising from the use of the donated equipment.

6. WHOLE AGREEMENT

The RECIPIENT has carefully read this waiver of liability and indemnification agreement and understands its contents. RECIPIENT is aware that this is a release of liability and a contract between MCST and the TOWN OF THOMASTON FIRE DEPARTMENT.

This instrument constitutes the complete agreement between the parties. No oral or other statements shall be binding on either of the parties hereto.

I, the undersigned, hereby certify that I am an authorized representative of RECIPIENT and that I have read, understand, and will abide by the terms and conditions contained herein.

MCST (RECIPIENT)

TOWN OF THOMASTON (DONOR)

Signature of Authorized Representative

Signature of Authorized Representative

Printed Name

Printed Name

Title

Title

Date

Date