

**SELECT BOARD MEETING
MONDAY, MAY 9, 2022
EXECUTIVE SESSION: 5:30 P.M.
REGULAR MEETING: 6:00 P.M.
EXECUTIVE SESSION TO FOLLOW**

IN-PERSON AT 13 VALLEY STREET

LIVE STREAMING AVAILABLE ON THE TOWN WEBSITE OR BY VISITING:

https://www.townhallstreams.com/towns/thomaston_me

CAN'T ATTEND A MEETING? PLEASE SUBMIT QUESTIONS/CONCERNS TO THE TOWN MANAGER AT:

kgeorge@thomastonmaine.gov

EXECUTIVE SESSION 5:30 P.M.

Pursuant to MRS Title 1, §405 (6A) to review a personnel matter.

REGULAR MEETING 6:00 P.M.

1. CALL THE MEETING TO ORDER

2. PUBLIC HEARINGS:

To hear comments on the following items:

- A. The renewal of the Retail Marijuana License Application of Green Alien Cannabis Company, located at 155 New County Road, Thomaston, Maine, pursuant to Thomaston Ordinances, Chapter 7, Land Use, Section 716.16.7.3.
- B. Review the Extension of License Privileges for an On-Premises Establishment Application of Doug's Seafood, Inc. for the consideration of an on-premises license to sell Malt Liquor, Wine, and Spirits at the property located at 444 Main Street as required by Section 653 Title 28-A of the Maine Revised Statutes.
- C. ARPA Premium Bonus Pay for municipal employees from ARPA funds (American Rescue Plan Act) for a total expenditure of \$10,495.88.

3. APPROVE THE MINUTES OF: 2021- December 13 and 2022- January 24, February 28, March 14, and April 6.

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) Discuss regionalization of Fire/EMS services per the request of Zel Bowman-Laberge.
- B) Consider for approval the request of Jane Karker to close High Street to thru traffic on Saturday, August 27th from 9 a.m. to 5 p.m. for the Maine Authors Book Festival.
- C) Review for approval the FY23 Pollution Control Department Budget.
- D) Review USDOT funding opportunities per the request of John Fancy.
- E) Consider for approval the amended Fee Schedule for the Code Enforcement Office.
- F) Discuss flashing speed signs and lights for traffic/pedestrian safety per the request of Zel Bowman-Laberge.
- G) Discuss community and public art projects in Thomaston per the request of Zel Bowman-Laberge.
- H) Discuss the CDS Watts Hall grant application per the request of Bill Hahn.

11. ADJOURN

Upcoming Dates:

| | |
|-------------------|---|
| Tuesday, May 10 | 5 p.m. Harbor Committee |
| Tuesday, May 17 | 6 p.m. Planning Board |
| Wednesday, May 18 | 9 a.m. Watts Block Trustees 6 p.m. Candidate's Night |
| Thursday, May 19 | 5 p.m. Cemetery Trustees Meeting |
| Monday, May 23 | 5:30 p.m. Executive Session w/ Attorney Paul Gibbons 6 p.m. Select Board Meeting |
| Wednesday, May 25 | 6 p.m. Information Night/Public Hearing |
| Thursday, May 26 | 5:30 p.m. Recreation Committee |
| Saturday, May 28 | 10 a.m.-1 p.m. Firefighter's Association Fill the Boot Fundraiser |
| Monday, May 30 | Town Offices Closed in Observance of Memorial Day |



**SELECT BOARD MEETING
MONDAY, MAY 9, 2022
EXECUTIVE SESSION: 5:30 P.M.
REGULAR MEETING: 6:00 P.M.
EXECUTIVE SESSION TO FOLLOW**

IN-PERSON AT 13 VALLEY STREET

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

CAN'T ATTEND A MEETING? PLEASE SUBMIT QUESTIONS/CONCERNS TO THE TOWN MANAGER AT:
kgeorge@thomastonmaine.gov

AGENDA ADJUSTMENT:

- 1) Review for approval up to an additional \$15,000 from the Academy Reserve to complete the bell tower repair.

Kara George

From: chris farthing <westham.hooligan.uk@gmail.com>
Sent: Wednesday, May 4, 2022 9:47 AM
To: Bob Snow; Diane Giese; Janet Bosworth; Kara George; Melissa Harjula; Thomas Mellor; janetanddan
Subject: Academy update

Work on the Bell Tower has begun. Several issues of previous repairs done have been exposed. New shingles laid over old without flashing at the base of the eight post allowed water intrusion for years. The roofing contractor may not be at fault depending on the "scope of work" in the contract and to that I have no reference at all as I/we have no record of invoices or contracts for the roof re- shingling on file.

Anyway. So far we found 2 posts that have deteriorated to the point of needing to be replaced. There is evidence that several of the other posts have been partially replaced and not in the correct manner (butt joints to the weather) . These I have decided not to address due to additional cost. However I have had the Bell support frame remove and sent out for repair due to metal fatigue also the weathervane is being cleaned up/ repaired and painted with a rust inhibitor.

The wooden finial came off in pieces and was probably one good wind storm away from falling to the ground following the several pieces of cladding that had over the last 2 years.

To sum up : Added costs will be incurred for the post replacement, bell frame refurbishment and in my opinion material cost . Which is mostly; good news not wood (crazy high prices) but composite (oil based)?

Slow start but run of good weather ahead for next ten days. It is also my opinion the on-site Forman Tyler is very competent and he keeps me updated on the progress of the project.

Respectfully. Chris

Future subject: Electrical repairs.....

- 4/28/22 **MMA Personnel Practices**
Jodell and I attended MMA's Personnel Practices workshop in Bangor. One of the best workshops I've been to in a long time. Some of the topics was law changes, personnel investigations and disciplinary actions.
- 4/29/22 **FEMA**
- 5/2/22 **Doug's Seafood**
Mandy Everett and I met with Doug Anderson of Doug's Seafood Restaurant to discuss some of his ideas for this upcoming summer season that would attract customers and visitors to Thomaston. Doug's Seafood has expanded their fenced-in outdoor seating.
- 5/3/22 **Economic Development Meeting**
Met with Brian Doyle to discuss current projects that he's working on.
- 5/4/22 **Economic Development Committee Meeting**
Met with the EDC. Meredith Batley from the Knox Clinic attended. The main focus of the meeting was to discuss preparations for the public hearing on May 25th in regards to the Thomaston Green.
- 5/5/22 **Knox Clinic Meeting**
Met with representatives of Knox Clinic. They will be receiving \$1.2 million from the ARPA grant through Knox County. They are now discussing future steps towards becoming a federally qualified health center and expanding medical and educational services in this area.
- Chris Farthing-Academy Board of Trustees Chair**
Met with Chris to discuss the bell tower renovation at the Academy Building.
- Brooks Stevens-4th of July Committee**
Met with Brooks to discuss upcoming 4th of July events. This year the committee has organized additional activities for kids that includes balloon bounce houses, waterslides, and yard games. The Committee wanted to ensure their liability coverage for the events.
- 5/6/22 **FEMA**
- Other: **Auditors**
RKO has been the Town's auditors since 1994. For the first time this year, we have not received our final audit from them in time for publication in the annual report. We are hoping to get the draft audit by the end of this week. Due to staffing shortages at RKO, they are dropping some of their clients that are further away from their offices that are located in South Portland. I have been seeking examples of RFP's from other municipalities and will be drafting an RFP with Jodell for the Board to review in June.
- TIF Extension**
Atty Jon Pottle has responded to Tina Mullins requests for information regarding our TIF extension application. I have one updated form that requires additional signatures from our Board of Assessors. I hope this wraps up all requirements to finalize the extension.
- Midcoast Council of Governments**
MCOG has just released a Law Enforcement Equipment Purchasing Program. I will be coordinating with Chief Hoppe and Brian Doyle to apply for funding. The application is due May 27th.

Maine Adult Use Local Authorization Renewal Form

This Local Authorization Renewal Form must be completed by the host municipality, county commissioners or the Maine Land Use Planning Commission. The authorized local official responsible for completing this Form must return it to the Office of Marijuana Policy at Licensing.OMP@maine.gov or 162 State House Station, Augusta, Maine 04333.

If the authorized local official in receipt of this Form has not recently met with the Office of Marijuana Policy to discuss the local authorization process and OMP's expectations for completion of this Form, please contact the Director of Licensing, at Licensing.OMP@maine.gov or (207) 624-7530, prior to filling it out.

| Section 1: License Information. Information to be completed by the licensee. | | | | | |
|---|--|--|---|--------------------------|-------------------|
| Section 1(a): Required information for all licensees. | | | | | |
| Business Legal Name Green Alien Cannabis Company, LLC | | Business DBA Cannabis Cured Retail | | License Number AMS565 | |
| License Type Adult Use Marijuana Store | | | | | |
| Mailing Address 84 Marginal Way Ste 600 Portland, ME 04101-2473 | | Facility Phone 207-253-0598 | | | |
| | | Primary Contact Person Hannah E. King | | | |
| | | Primary Contact Email mdumas@dwmlaw.com | | | |
| Has the licensee made any changes to ownership or plans of record filed with OMP since the time of the licensee's last received local authorization? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | | | |
| If "yes", has the licensee provided the all applicable information regarding those changes to the municipality, town, plantation, county commission and/or Maine Land Use Planning Commission? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| Section 1(b): Additional required information for cultivation facility licensees. All cultivation facility licensees must indicate below whether or not the licensee is requesting an increase in cultivation tier (for existing Tier 1, 2, 3 licensees) or an increase in plant canopy area (Tier 4 licensees, once every 2 years up to an additional 7,000 square feet). | | | | | |
| 1. Is the cultivation facility licensee requesting an increase in Tier upon renewal? <input type="checkbox"/> Yes <input type="checkbox"/> No | | If "yes", which Tier is the licensee requesting upon renewal? <input type="checkbox"/> Tier 2 (up to 2,000 sq. ft. of mature plant canopy) <input type="checkbox"/> Tier 3 (up to 7,000 sq. ft. of mature plant canopy) <input type="checkbox"/> Tier 4 (up to 20,000 sq. ft. of mature plant canopy) | | | |
| 2. Is the cultivation facility licensee a Tier 4 licensee that is requesting an increase in the square footage of canopy the licensee is permitted to cultivate? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| 3. What is the total square footage of the plant canopy the cultivation facility licensee intends to cultivate upon renewal of the licensee's cultivation facility license? Total square footage: | | | | | |
| Section 2: Marijuana Establishment and Local Authorization Information. This section to be completed by the Municipality, County Commissioners or Maine Land Use Planning Commission as a condition of local authorization. | | | | | |
| Physical Location of Establishment (include unit number) 155 New County Road | | Municipality/Town/Plantation/Township Thomaston | County Knox | State ME | ZIP 04861-3818 |
| Tax Map # 208 | | Tax Lot # 021 | | | |
| Owner of Record of the Physical Location Listed Above MVID LLC | | | | | |
| Date Local Authorization Form Presented to the Municipality, County Commissioners, or Maine Land Use Planning Commission | | | Date Local Authorization Form Approved by Municipality, County Commissioners, or Maine Land Use Planning Commission | | |

STATE OF MAINE
 DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
 BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT



Request for Extension of License Privileges for an On-Premises Establishment

Section I: Licensee Information:

| | |
|--|---|
| Legal Business Entity Licensee Name (corporation, LLC): <u>Doug's Seafood</u> | Business Name (D/B/A): |
| Individual or Sole Proprietor Licensee Name(s): | Physical Location: <u>444 Main Street, Thomaston, ME 04860</u> |
| License Number: <u>RES - 2020 - 13022</u> | Mailing address, if different: <u>P.O. Box 177 Thomaston, ME 04861</u> |
| Mailing address, if different from DBA address: | Email Address: <u>dougseafood@hotmail.com</u> |
| Telephone # Fax #: <u>207-701-8847</u> | Business Telephone # Fax #: <u>207-354-5070</u> |

Section II: Extension of Privileges Information:

1. Name, Address, and Contact Information of Property Owner (if property is rented or leased, please provide a copy of rental/lease agreement):

Name: Douglas Anderson Jr.

Complete mailing address: P.O. Box 177
Thomaston, ME 04861

Telephone/Mobile Number: 239-910-3780

Email Address: dougseafood@hotmail.com

2. Type of Extension of Privileges: (check only one)

- a. Temporary Inside Outside
- b. Permanent Inside Outside

continue to next page

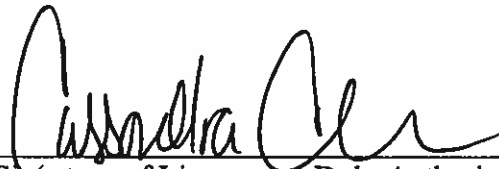
3. Start Date: ASAP End Date (if applicable): 10/31/2022
4. Will dancing be permitted in this area? Yes No
- a. If yes, does the establishment have a dance license? Yes No
- b. If yes, please provide a copy of the license from the State's Fire Marshall's Office
5. Will there be live entertainment in this area? Yes No
6. Reason for this request:
Outdoor, fenced in seating area for summer/warm weather months.

Section III: Signature of Licensee

By signing this application, the licensee 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: 05/03/22


 Signature of Licensee or Duly Authorized Person

Cassandra Clough
 Printed Name of Licensee or Duly Authorized Person

Submit completed forms to: Bureau of Alcoholic Beverages and Lottery Operations
 Division of Liquor Licensing and Enforcement

Mailing address: 8 SHS, Augusta, ME 04333-0008
 Courier delivery: 19 Union Street, 3rd floor, Suite 301-B,
 Augusta, ME 04330

(continue to next page)

Diagram for Extension of Privileges Area

The following restrictions apply to outdoor extension of privileges:

- There must be a stanchion or a fence completely enclosing the area.
- Signs must be posted stating "No alcohol beyond this point".
- There must be sufficient employees at the extension area of premises who would be able to control and monitor the area.

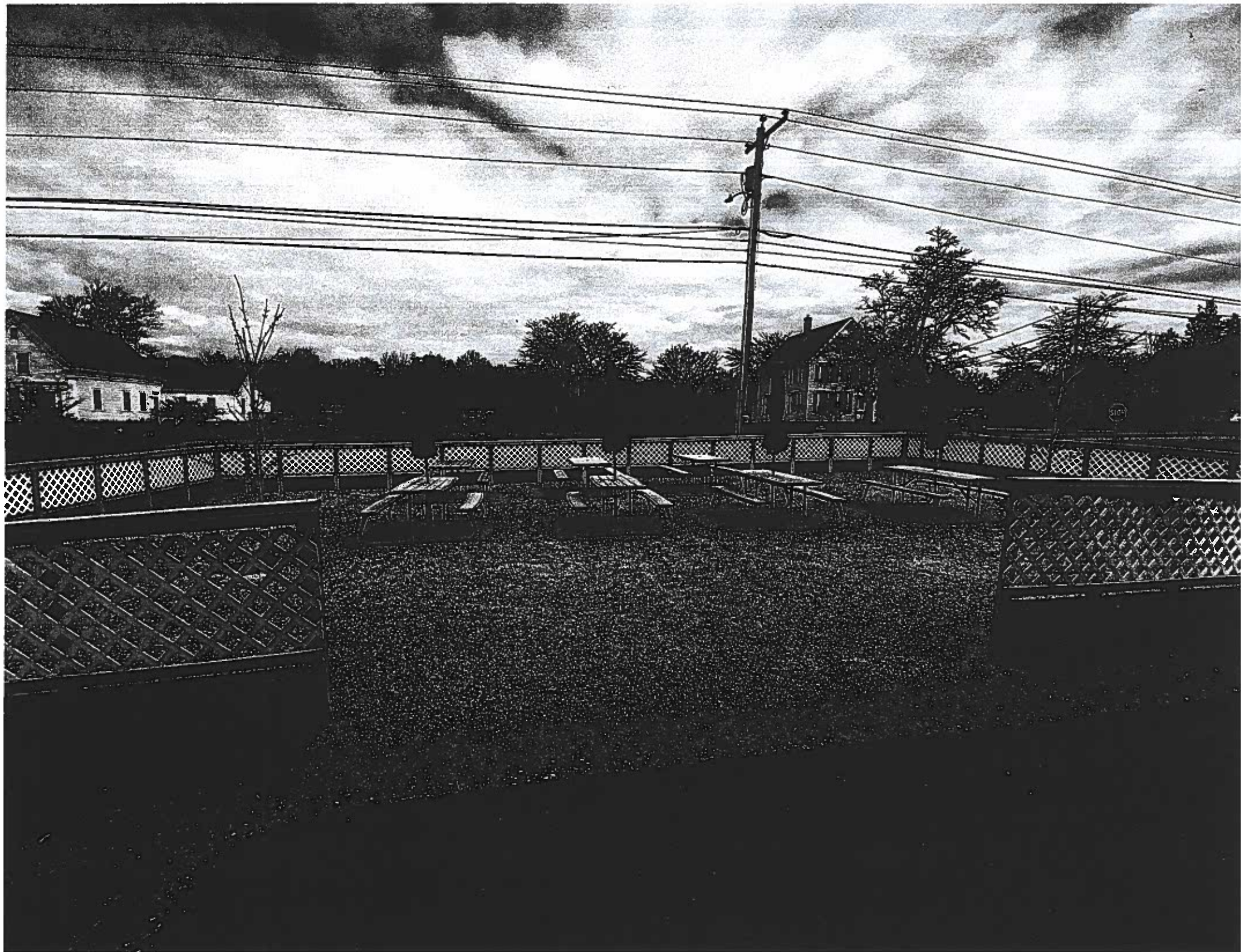
In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your where consumption will occur including methods of monitoring and containment of the area(s).

Attached picture.

For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

Approved Not Approved



TOWN OF THOMASTON

Select Board Minutes

December 13, 2021

Select Board and Comprehensive Plan Committee Workshop – 5 p.m.

Daryl Hahn thanked the Board for all the help and for keeping on track with the Comprehensive Plan.

The goals were outlined for next year are on track. Daryl Hahn and Town Manager Kara George submitted a list of goals for 2022. (See attached).

Tracking population in prior census reports has been difficult. It is unknown how many homes are lived in vs. rented. An analysis of Short-Term Rentals would be helpful.

Peggy Mcree stated that the Comprehensive Plan is for ten years down the road. It's not just about now, but also the future of the Town.

The Comprehensive Plan Committee is seeking new members.

Regular Meeting 6 p.m.

Board Present: Chair Diane Giese, Co-Chair Pete Lammert, Bill Hahn, Sandy Moore, Zel Bowman-Laberge, Town Manager Kara George, Recording Secretary Donna Culbertson.

Public Present: Chief Tim Hoppe, John Fancy, Anson Norton, Brian Doyle, Melissa Stevens.

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

ACTION: Motion made by Pete Lammert to enact the Breen Motion. Seconded by Sandy Moore to take the agenda out of order. VOTE: 5-0.

10. NEW BUSINESS

A. Consider the appointment of Geneva Chamberlin to the Recreation Committee.

ACTION: Motion made by Sandy Moore to appoint Geneva Chamberlin to the Recreation Committee. Seconded by Pete Lammert. VOTE: 5-0.

B. Review the request of the Zerbini Family Circus to hold their annual circus on August 6-7, 2022, in Thomaston. Pete Lammert was thanked for welcoming the Zerbini Circus to Thomaston.

ACTION: Motion made by Bill Hahn to approve the Zerbini Family Circus event. Seconded by Pete Lammert. VOTE: 5-0.

C. Consider for approval Business Block tenant parking charges. (Brandon Allen, Brian Doyle, Tim Hoppe)

There are 22 units in the Business Block. Snowplowing is difficult as people won't move their cars. Tenants are parking in front of the businesses and not out back. The parking in the rear of the block is not adequately arranged. Some spots are grandfathered as parking has been allowed. Limited 15-minute parking is recommended. It is a challenge to find the balance between shoppers and tenants. The public also use the Park and Ride parking spots for carpooling to Bath Iron Works. There would be no towing for these spots.

By reassigning parking, there will be better access for snow plowing. The Town does not want to tow anyone's vehicles. There are safety concerns with the overnight parking that need to be addressed. There will be designated parking areas for tenants that live in the Business Block with a parking pass system. Passes are \$5.00 per year. The tenant must show the Town Office staff proof of their Motor Vehicle Registration confirming where they live. There was further discussion on whether the allotted 15-minute parking is enough time for shopping. Some of the merchants do want 15-minute parking.

Watts Hall parking

A handicap spot would have to be created by ADA standards. Clarification of the parking area around Watts Hall needs to be completed. Bill Hahn stated that the parking areas were addressed with the business owners upon signing their lease. One space is provided for each rental unit.

Main Street

Dog waste signs are needed for Main Street.

The Board requested further discussion at the next meeting.

ACTION: Motion made by Bill Hahn to implement a parking section for the tenants (A&B). Seconded by Sandy Moore. VOTE: 5-0

D. Housing updates by Brian Doyle.

Brian is researching funding sources for housing. The State has agencies that will assist with information needed on the housing shortage. Governor Senior Advisor, Greg Payne and Jeff Levine from Maine State Housing gave information on how communities are adapting. There is currently a bill in the legislature using American Rescue Plan Act funds (ARPA) for housing needs. Lack of housing is a problem, both locally and statewide. Brian will continue to research resources. The Town's local ordinances will be reviewed regarding housing.

E. Review for Adoption the Code of Ethics for Boards, Committees, and Commissions.

ACTION: Motion made by Bill Hahn to adopt the Code of Ethics for Boards, Committees and Commission's as amended. Seconded by Diane Giese.

VOTE: 4-0-1 (Pete Lammert abstained)

Page 2 under Implementation was amended for the last sentence to read as follows:

This Code of Ethics shall be reviewed "as needed," by the Select Board, which shall consider updates to the Code of Ethics as necessary.

F. Set an ARPA Workshop for Monday, January 24th at 5 p.m.

ACTION: A motion was made and seconded to schedule the ARPA Workshop for Monday, January 24th. VOTE: 5-0.

G. Discuss having a January Special Town Meeting. (Proposed date: Thursday, January 27th)

ACTION: A motion was made and seconded to schedule the Special Town Meeting for Thursday, January 27th. VOTE: 5-0.

H. Authorize the Town Manager to write a letter of support to go along with the grant Application to T-Mobile for improved video/streaming.

ACTION: Motion made by Pete Lammert, seconded by Diane Giese to authorize the Town Manager to sign the letter of support. VOTE: 5-0.

7. Town Board and Committee Updates

Zel Bowman-Laberge updated the Board on the Transfer Station Construction Project. New Bids are coming in and they are hoping to have the project completed by August 2022. They have a new Facility's Director David McNeil. They are reviewing the hours of operation of the Transfer Station and considering changing the hours to be open until 5 or 6 p.m. on Tuesday, Wednesday, Thursday, and Saturday.

3. Approve the minutes of: October 25, November 22, December 6, 2021.

ACTION: Motion made by Pete Lammert. Seconded by Zel Bowman-Laberge to approve the minutes of October 25, November 22, December 6, 2021. VOTE: 5-0

4. Approve the Warrants

ACTION: Motion made by Pete Lammert. Seconded by Zel Bowman-Laberge to approve the warrants. VOTE: 5-0.

6. Town Manager's Report. (See attached.)

Pete Lammert noted that Engine 3 at the Fire Department needs repair.

8. PUBLIC COMMENTS

Anson Norton asked how much longer until completion of the bridge on Beechwood Street. Public Works Director Brandon Allen gave an update. Some of the material has been delayed. The crew is doing the best they can.

Chair Diane Giese informed the Board of the 1772 Foundation grant. The Foundation grant helps make physical repairs to historic buildings.

Economic Development Director Brian Doyle is working on a grant for the Harbor.

ACTION: Motion to adjourn at 7:30 pm made by Bill Hahn. Seconded by Sandy Moore. VOTE: 5-0.

Chair Diane Giese

Recording Secretary Donna Culbertson



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

Town Manager Recommendations for Next Year Goals:

Below is a list of Comprehensive Plan goals that I'm recommending the Town continues to work on this coming year. The goals are not listed in any particular order or priority.

- 1) Solutions to housing shortages for affordable homes and workforce homes.
- 2) Wrap up the acquisition of the Kiln Parcel on Wadsworth Street. Begin planning stages for future uses.
- 3) Consider hiring a consultant to review town ordinances and the comprehensive plan.
- 4) Wrap up the Mill River boundary dispute. Begin planning stages for future uses.
- 5) Next steps for the proposed North Road. To be or not to be?
- 6) Continue work with the Army Corp of Engineers for maintenance dredging of the Federal Approach Channel to Thomaston Harbor.
- 7) Wrap up the Masterplan for parks and trails. Plan future steps for the Thomaston Green.
- 8) Complete placing town-owned land into conservation in exchange for developable industrial land.
- 9) Continue forest/bike trail expansion through partnering with Sidecountry Trails and Georges River Land Trust.
- 10) Continue bike and pedestrian ways pending the MDOT Bicycle Pedestrian Grant application outcome.
- 11) Continue all on-going tasks throughout the coming year and review again next year!

Comprehensive Plan Committee Recommendations for Next Year's Goals:

- 12) Create a historic overlay district in R3 to preserve the Town's historic character.
- 13) Focus on storm water run-off.
- 14) A tab on the Town website that directs residents to information on environmental issues.
- 15) Continue increased tree planting.
- 16) Continue improved traffic management- speeding, truck noise, and signage.

Meeting Updates

- 12/4/21 **Christmas Tree Lighting at the Mall**
The Town held the first successful Christmas Tree Lighting event at the Mall. We had just under 100 people in attendance. A special thanks goes out to Brian Doyle, Thomaston Main Street, Camden National Bank, Flipside Coffee, Thomaston Grocery, Oceanside Middle School, Ann Robison, Sheilagh Guyer, Public Works Department, Pete Lammert, and Jessica LeCaptain.
- 12/6/21 **Executive Session & Cemetery Trustees**
- 12/8/21 **Stakeholder's Group Meeting– Parks & Trails**
Will update the Board Monday night.
- 12/9/21 **OSHA Recordkeeping Through MDOL– Kara and Jodell in Augusta**

Other Items:

- Researched code of ethics from other municipalities, drafted the Code of Ethics for the Town Boards, Committees, and Commissions
- Prepared for CEO job position/interview panel and materials
- Planning for Teamster negotiations, preparing salary survey data, updated language to the contract to coincide with our Personnel Policy.
- Finalized and submitted the EMPG Generator Grant to Ray Sisk at Knox County EMA
- Preparation for the Department Head/Safety Committee meeting
- Review of the Comprehensive Plan for the Joint Workshop
- Select Board Agenda Packets

ADDITIONS TO MANAGER REPORT**1) Fire Department:**

- The Fire Chief sent a letter to our Public Works Department today, which I have shared with the Board. The letter says:

"I want to take the time to publicly thank you for allowing Tony Leo to respond to fire calls while working for Public Works. In these time of dwindling volunteerism often times the privilege afforded to the fire department makes the difference in an effective emergency response. As always, if there is some thing the fire department can do to reciprocate and help in the public works mission please do not hesitate to ask."
- The ladder truck is having electrical problems which were exacerbated at the fire call this past week. The Fire Chief said the ladder truck is 7 years old with another 20 years of life. He is recommending the electrical system be evaluated by the dealership in Massachusetts. The 8000w generator is gone which runs the light tower. The Chief is hopeful that the light tower can work off LED's instead.
- The Town has 5 new volunteers for the Fire Department. We will be sending 4 of the new volunteers and 2 of our current volunteers off to the next fire training classes.

ADDITIONS TO MANAGER REPORT**2) Police Department:**

Chief Hoppe informed me that the Police and Dispatch are having problems with the radio communications equipment located on Benner Hill. The equipment must be replaced, which happened today. The radio is the responsibility of the town and not the county.

3) Stakeholders Group:

The Stakeholders Group met last Wednesday, where Regina Leonard gave a summary of the findings from the public survey. The next meeting will be the end of January to discuss the needs assessment based on the survey findings. The full presentation is available on the Town website and the survey page. I will be working with Regina in early January in preparation for the next meeting.

4) Tax Collections Update as of 12/12/21 from Jodell:

| | | |
|---------------------------|----------------|----------------------------------|
| Total Tax Commitment | \$8,356,452.29 | |
| Real Estate Balance | \$4,888,831.08 | |
| Personal Property Balance | \$672,463.50 | |
| Total Collected for 2022 | \$2,795,157.71 | Total Collected for 2022: 33.45% |

5) RSU #13 School Board Update

Quixada Moore-Vissing shared School Board updates with the Town regarding RSU 13. Those include:

- Renewing Superintendent John McDonald's contract for 3 more years.
- School vaccination clinics are underway/Continuing with masking protocols to keeps the schools open
- Passed a Student Restraint Policy for staff/requiring staff training at the beginning of each school year
- Passed a policy that there is a 2 year waiting period before putting up any monument to honor someone who passed away connected with RSU 13
- Curriculum programs to include students' mental health and suicide prevention.
- Implemented a procurement policy for the School Board
- Forming an Ad Hoc committee to work on grants for things such as the school fields or the theater.

6) Vacation:

I will be out of the office starting Dec. 23rd returning on January 3rd.

Town of Thomaston
Select Board Minutes
January 24, 2022

ARPA Funds Workshop 5 p.m.

The Town of Thomaston will receive a total of \$289,000 American Rescue Plan Act funds (ARPA). The Workshop was to discuss potential uses of funds as allowed by the program.

- 1) Premium Pay- Chair Diane Giese suggested a \$2.00 extra per hour for EMS, Fire and Police. This is a proposed expenditure of \$70,000 for First Responder Premium Pay.
- 2) Broadband – More investigation is necessary. The Board recommended \$15,000 to pay for the Axiom Feasibility Study.
- 3) Beechwood Street Sewer Infrastructure Upgrades – Recommended \$25,000 now and \$25,000 when the Town receives the 2nd half of ARPA funds.
- 4) Cybersecurity Programs – More research is needed with IT Don Fowles.
- 5) Tourism – Look at grant programs for non-profits that are not already receiving funds. Pete asked if reimbursement could be per sales slips or sales not received.
- 6) Economic Development Director Brian Doyle and Charlie Grover will be looking at other options for Tourism and Business grants. i.e., The General Henry Knox Museum had to sell the Cole House to keep the doors open. They currently have 16 fewer programs than normal for the season.
- 7) Food Stability for the disadvantage/elderly – Local communities are finding not only do the elderly and disadvantaged need food, but also clothing. Talk to local churches for information about free clothing.
- 8) Watts Hall – Approximately \$30,000 is needed to upgrade the heating and air conditioning system. The current system is not up to code standards. More heat pumps are needed on the second floor at a cost of \$250,000. The 1st floor rentals cover the upkeep of the building. Ben Griffin, Watts Hall Trustee, stated that the building needs proper ventilation. The group is currently raising funds for a start on the project.
- 9) Zel Bowman-Laberge asked in the fire truck repair qualified for ARPA funds.

A Public Hearing will be held for the expenditures from the ARPA Funds.

REGULAR MEETING 6 P.M.

Board Present: Chair Diane Giese, Vice-Chair Pete Lammert, Bill Hahn, Sandy Moore, el Bowman-Laberge, Town Manager Kara George, Recording Secretary Donna Culbertson.

Public Present: John Fancy, Town Clerk Melissa Stevens, Chief Tim Hoppe, Ben Griffin, Brian Doyle.

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

ACTION: Pete Lammert made the Breen Motion. Seconded by Bill Hahn to take the agenda out of order. VOTE: 5-0

8. NEW BUSINESS

A. Authorize using Fire Apparatus Reserve funds to repair the 2013 Fire Truck, contingent on what the insurance company will cover.

The generator light on the light tower of the truck is out. Because the bulbs are out, the generator is not producing electricity. The Town is working with our insurance company. The replacement costs approximately \$37,000. Newer technology is available with an LED version. It would run off the trucks 12-volt system for \$28,000. The upgrade is at least \$10,000 or less with a 12-week time frame to get parts.

ACTION: Motion made by Bill Hahn to go with the newer LED system. Seconded by Sandy Moore. Town Manager Kara George will work out the funding. VOTE: 5-0.

B. Accept with regret the resignation of Terry McDevitt from the Comprehensive Plan Committee and Quixada Moore-Vissing from the RSU #13 School Board.

ACTION: Motion made by Bill Hahn to accept with regret the resignations of Terry McDevitt and Quixada Moore-Vissing. Seconded by Zel Bowman-Laberge. VOTE: 5-0.

C. Accept with regret the resignation of DJ Jones as Harbormaster.

ACTION: Motion made by Pete Lammert to accept the resignation with regret of DJ Jones as Harbormaster. Seconded by Zel Bowman-Laberge. VOTE: 5-0.

D. Consider for approval the appointment of Reserve Officer Noah Stevens and Georges River Shellfish Committee Member David Hynd.

ACTION: Motion made by Bill Hahn to accept the appointment of Reserve Officer Noah Stevens and Shellfish Committee David Hynd. Seconded by Zel Bowman-Laberge. VOTE: 5-0.

E. Consider filling the one (1) RSU 13 School Board Vacancy:

Applications received: 1/10/22 a.m. Rebecca Roveto, 18 Dunn Street and 1/10/22 p.m. Mark Higgins, 33 Main Street.

The term ends June 2022. The candidate papers are available for a three (3) year term. Rebecca Roveto has experience with K-8 and K-12. Mark Higgins works for the Maine State Ferry Service.

The term ends June 2022. The candidate papers are available for a three (3) year term. Rebecca Roveto has experience with K-8 and K-12. Mark Higgins works for the Maine State Ferry Service.

ACTION: Motion made by Sandy Moore to approve Rebecca Roveto to fill the vacancy on the RSU #13 School Board. Seconded by Zel Bowman-Laberge. VOTE: 5-0.

F. Approve the renewal of the Maine Service Centers Coalition (MSCC) membership. Appoint the Town Manager as Representative and a Select Board member as alternate.

Town Manager Kara George explained that she is currently a member on the MSCC Executive Committee. MSCC advocates for municipal legislation.

ACTION: Motion made by Bill Hahn to renew the Maine Service Coalition Membership and to appoint the Town Manager as Representative and Chair Diane Giese as an alternate member. Seconded by Sandy Moore. VOTE: 4-0-1 (Diane Giese abstained.)

9. OLD BUSINESS

A. Update from John Fancy on the housing proposal.

John will continue to gather information. The proposed land swap with George C. Hall is a lengthy process. The current quarry is permitted by Department of Environmental Protection. There is no increase in the quarry activity.

Todd Gundlach asked the Board why John Fancy is planning for the Town. It was explained to him that John's help with such projects was outlined in his contract with the Town.

(See attached memo from John Fancy, dated January 20, 2022.)

B. Consider not proceeding with the North Road project at this time per recommendation of the Town Manager Kara George.

This project was recommended in the Comprehensive Plan. Further impact studies are needed.

No further discussion. (See attached memo from Town Manager to Select Board).

ACTION: Motion to postpone any proceedings to do with the North Road Project made by Bill Hahn. Seconded by Pete Lammert. VOTE: 5-0.

4. Approve the Warrants

ACTION: Motion to approve the warrants made by Bill Hahn, seconded by Pete Lammert. VOTE: 5-0.

6. Town Manager's Report (See attached)

8. Public Comments

John Fancy explained a memo to the Board regarding the 2022 Mill River Multiuse Pathway grant. It would involve Fish Street, High Street and Route 131.

(See attached memo).

ACTION: Motion to adjourn made by Bill Hahn. Seconded by Sandy Moore. VOTE: 5-0.

Executive Session

Pursuant to MRS Title 1, §405 (6D), to discuss Teamster labor contracts.

ACTION: Pete Lammert made a motion, seconded by Bill Hahn to enter executive session at 7:03 p.m. pursuant to MRS Title 1 §405 (6D), to discuss Teamster labor contracts. VOTE: 5-0

ACTION: Zel Bowman-Laberge made a motion, seconded by Bill Hahn to exit executive session at 7:31 p.m. VOTE: 5-0

ACTION: Diane Giese made a motion, seconded by Bill Hahn to approve a counteroffer to the Teamsters Union of 1.5% with retro pay, 4%, and 4% wage increases with a \$500 signing bonus. VOTE: 5-0

ACTION: Diane Giese made a motion, seconded by Zel Bowman-Laberge to pay the Police employees a 4% wage increase in next year's budget to align with all the other departments. VOTE: 4-0-1 (Sandy Moore abstained.)

The meeting adjourned at 7:35 p.m.

Chair Diane Giese

Recording Secretary Donna Culbertson

Memo

To: Selectboard & Town Manager
From: John Fancy
Date: January 20, 2022
Re: **AFFORDABLE, WORKFORCE HOUSING**

The discussion of the George Hall/Town land swap and workforce housing project got bogged down at the last Selectboard meeting over spending money on it. I think the bigger question is: Will the voters support this type of program? The problem is that enough information must be provided to the voters to enable them to make an informed decision.

Considering that the goal is to acquire the Hall parcel and sell a portion of it to one or more parties who would construct affordable workforce housing, in the end the sale price would cover all expenses the Town might incur. What is needed is enough information to take the land swap to the voters.

I suggest that the Board - **Move to authorize Brian Doyle and John Fancy to investigate and collect the information needed to take this issue to the voters.**



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

To: Select Board
From: Town Manager Kara George
Date: January 24, 2022
Re: North Road Recommendation

In planning for the June 2022 Town meeting, there are several factors that brings about my recommendation to the Select Board to not continue with the North Road project at this time:

- 1) We do not know what warrant article question to bring to voters regarding the North Road. MDOT will not recommend a route for this project, and it is up to the Town to determine such. Costs of further studies is undetermined at this time and would cost more money.
- 2) The Town Office staff continues to field phone calls from the public and the press on the status of the North Road project and they do not have answers to give. The public are seeking answers and want to know how we are proceeding.
- 3) The Select Board and the public has made it clear they do not wish to spend more funds on this project.
- 4) If a warrant article question is determined for the open town meeting in June, it is evident from the past public information night that the Town does not have enough space or seating capacity for an in-person meeting. The cost of having ballots printed is approximately \$2,000 +/- and would require a significant amount of work for the Clerk's office. I would not recommend spending more funds on paper balloting when the outcome of such a vote seems most conclusive from the public.

- 1/11/22 **Community Concepts Meeting**
Bill Hahn, Charlie Grover, and I met with Mia Purcell and Nate Libby from Community Concepts to discuss preliminary next steps for Brian's contract that expires June 30, 2022. CCFC will be sending the town a draft contract for review by the Select Board in the coming months for consideration of a warrant article at the June town meeting.
- Town Meeting Preparation-Missy and Sally**
I worked with Missy and Sally on a timeline for everything that needs to be accomplished from now up to the June Town Meeting. Nomination papers will be available on Monday, March 7th.
- 1/12/22 **Teamsters Mediation**
Diane Giese, Brandon Allen, and I met with Atty Sarah Newell and the Mediator. An agreement has not been determined at this time, but will be further discussed in executive session.
- 1/13/22 **Academy Board of Trustees Budget Review**
Architect Regina Leonard Meeting
John Fancy and I met with Regina Leonard to review her preliminary work prior to the next Stake holders Group meeting.
- FEMA Conference- Jodell & Kara**
Jodell and I continue weekly conference calls with FEMA as we work through the next COVID Reimbursement project. FEMA has buckled down on reimbursements, with more stringent reporting requirements this go around.
- 1/18/22 **Watts Block Trustees Meeting & Budget Review**
We worked on the budget and amending the language of the lease agreement for the rental spaces on the first floor of the building.
- Assessing and Code Enforcement Budget Review**
Agenda Setting Meeting with Diane
MMA Affordable Housing Webinar
Maine Town City Manager's Association Communication Committee Meeting
Worked on the next quarterly newsletter for MTCMA.
- 1/20/22 **Economic Development Committee Meeting**
Police Budget Review
Brian Doyle Meeting
Discussed projects that Brian is currently working on.
- 1/21/22 **MIDC Update with Brian Doyle and Greg Hamlin**
Will report to the Board Monday night.
- Recreation Department Budget Review**

Town of Thomaston
Select Board Minutes
February 28, 2022

EXECUTIVE SESSION 5:30 p.m.

Pursuant to MRS Title 1, §405 (6D), to discuss union negotiations.

ACTION: Pete Lammert made a motion, seconded by Sandy Moore to enter executive session at 5:35 p.m., pursuant to MRS Title 1, §405 (6D), to discuss union negotiations. VOTE: 5-0

ACTION: A motion was made and seconded to exit executive session at 5:59 p.m. VOTE: 5-0

ACTION: Bill Hahn made a motion, seconded by Pete Lammert to counteroffer 3% no retro, 4%, and 4% and a \$750 signing bonus to the Teamsters Union. VOTE: 5-0.

ACTION: Zel Bowman-Laberge made a motion, seconded by Pete Lammert to discuss premium pay for other town employees once the Teamsters Union contract is finalized. VOTE: 5-0

REGULAR MEETING 6:00 PM

The meeting started in the Lura Libby Room with a ceremony for Tony Leo on his promotion to Assistant Fire Chief.

PUBLIC HEARING:

To hear Public Comment on the Select Board adopting the Remote Participation Policy, pursuant to MRS Title 1, Chapter 13, §403B.

Chair Diane Giese explained what the Remote Participation Policy entailed.

ACTION: Motion to go into Public Hearing at 7:18 p.m. made by Bill Hahn. Seconded by Pete Lammert VOTE: 5-0.

ACTION: Motion made by Pete Lammert to exit public hearing at 7:25 p.m., seconded by Bill Hahn. VOTE: 5-0

ACTION: Motion made by Zel Bowman Laberge to adopt the Remote Participation Policy. Seconded by Bill Hahn. VOTE: 4-1 (Pete Lammert opposed.)

9. OLD BUSINESS

A. Discuss the grant for the 2022 Mill River Multiuse Pathway through Maine Department of Transportation (MDOT).

John Fancy has been working on this project. The Park and Trail Masterplan is not available yet. The major goal is to have a village pathway thru the village at Thomaston Green to Mill River crossing point. This will extend the path into Thomaston and South Thomaston. There are walking trails at least halfway there now. MDOT would like to participate with the Town of Thomaston on this project. It will be May or June before MDOT receives the funding. The design work will happen in the Fall. There is approximately \$20,000 for sidewalks in the budget. This would fall under next year's budget.

Jon Eaton stated that he helped write this grant. It is for work on the town trails. The Comprehensive Plan called for extending the trails. Thomaston is known for its walking trails. State funding is approximately \$72,000 with the Town's portion of \$18,000. Engineering and design will answer many questions. Tax Increment Financing funds may also be available.

Discussion continued regarding the safety, design, and location of said sidewalks.

John Fancy stated that sidewalk shown was designed by MDOT across Mill River and up the west side of Route 131.

Sandy Moore asked what the Town is paying for.

John Fancy said this project is the same deal as Main Street. MDOT paid for all the sidewalks. The Town paid 20% and MDOT paid 80%. The estimate maker tool projects the whole project costing less than \$500,000 with the Town's portion being \$100,000 or less. The sidewalks must be ADA Compliant and be 10 feet wide. A guard rail must be installed.

Zel Bowman-Laberge stated that the Town should submit the application and use TIF money for the project.

Bill Hahn – Behind Dragon Cement would be an ideal spot for a pathway that could go all the way to Rockland. There are a lot of sidewalks in Town that should get some attention also including Knox Street and Wadsworth Street.

ACTION: Motion made by Zel Bowman-Laberge to have the \$18,000 come from the Economic Development Fund but not to commit to the project yet. Seconded by Diane Giese. VOTE: 3-2 (Sandy Moore and Pete Lammert opposed.)

B. Discuss the Code of Ethics that was adopted by the Select Board on December 13, 2021.

Chair Diane Giese stated that the Code of Ethics was developed to remind people to be decent and kind during a meeting.

Joanne Richards stated on March 15, 2022, the Planning Board will adopt the Code of Ethics.

8. NEW BUSINESS

B. Accept with regret the resignations of Patricia Smith and Sarah Robertson from the Thomaston Historic Research Group and Jane Weintraub from the Economic Development Committee.

ACTION: Motion made by Sandy Moore to accept with regret the resignations of Patricia Smith, Sarah Robertson, and Jane Weintraub. Seconded by Zel Bowman-Laberge. VOTE: 4-0.

C. Consider approval of road postings for; Ashland Dr., Beechwood-Dunbar to the Warren town line, Bobolink Ln., Fish St. – Main St. to Thatcher St – Know St. to Fish St., Ridgeview Dr., Sunrise Terr., Thomaston Street-Buttermilk Ln to Rockland town line, West Meadow Road) Old County to the Rockland town line per the recommendation of Public Works Director Brandon Allen.

ACTION: Motion made by Bill Hahn to accept the recommendation from Public Works Director Brandon Allen on the above listed road postings. Seconded by Pete Lammert. VOTE: 5-0.

SELECT BOARD AGENDA ADJUSTMENT

A) Confirm the appointment of Chris Hansen as Harbormaster as recommended by the Harbor Committee and the Town Manager.

ACTION: Motion made by Pete Lammert, seconded by Sandy Moore to appoint Chris Hansen as the Town of Thomaston Harbormaster. VOTE: 5-0.

B) Discuss a digital town community board.

Chair Diane Giese suggested this matter be tabled for now. Request for Proposals are needed. No location has been decided.

Frank Devlin stated he thought this would be a big distraction for drivers, trying to read the sign and drive.

Susan Devlin noted that if it were placed on Main Street that would include the Historic District of Thomaston where such a sign is not allowed.

Zel Bowman LaBerge suggested a Solar Sign.

Planning Board Chair Joanne Richards stated that this type of sign is prohibited in all districts except the Highway Commercial, which is by Walmart and the east end of Thomaston.

Jon Eaton suggested locating the sign where the old Georges Valley High School sign was but that is now private property.

Pete Lammert suggested the Select Board work with the Planning Board on this.

7. Town Boards and Committees Update

Zel Bowman-Laberge gave an update on the construction project at the Transfer Station. They are currently working on the budget. Some areas of the project may not be done until next year. They are changing from calendar year to fiscal year to align with the town budgets. There will be a June vote for the amendment to the local agreement.

Sandy Moore suggested that we add a link on the Town website to get information about the Brown Tail Moth. There are currently pamphlets in the lobby of the Town Office.

C. Accept into Record the citizen's petition to "permanently dedicate the 15.6-acre parcel known as Thomaston Green for use as a public park for recreational and community events and related Infrastructure.

This citizen petition will need to go to the voters.

ACTION: Motion made by Pete Lammert to accept into Record the Citizen's Petition. Seconded by Bill Hahn. VOTE: 5-0.

ACTION: Motion to adjourn made by Zel Bowman-Laberge, seconded by Bill Hahn. VOTE: 5-0.

Meeting adjourned at 7:30 pm.

Chair Diane Giese

Recording Secretary Donna Culbertson

- 2/15 **MMA Online Safety University**
I attended training sessions to administer and operate the new online safety portal through Maine Municipal. This portal provides hundreds of classes that are free to employees to take. Some of the classes are required for departments as part of their annual safety training. I plan on coordinating a Department Head meeting to review the new program.
- 2/15-2/25 **Budget & FEMA**
The proposed budget for FY23 is completed and is going out the Budget Committee and Select Board this week. The first Budget Committee meeting is scheduled for next Wednesday, March 9th at 6 p.m. The following meetings will be on each Thursday through the end of March.
Jodell, Amy, and I continue to work on FEMA reimbursements. Our materials workbook hopefully will be submitted this week for an \$8,000 reimbursement.
- 2/23 **Atty Gibbons Meeting**
John Fancy and I met with Atty Gibbons to discuss what steps are needed to move forward with a housing development project in conjunction with the George Hall land swap. Atty Gibbons will be drafting agreements for the Select Board to review and that will require voter approval in June if the Board decides to proceed.
- 2/24 **Harbormaster Interview**
The Harbor Committee and I interviewed Chris Hansen to fill the Harbormaster vacancy. The Committee submitted a letter of recommendation to the Select Board to confirm appointment. Chris comes with extensive harbor knowledge from his past career in the Coast Guard and I'm looking forward to his continued service to the Town as our new Harbormaster.

Coming Up

This week I have a meeting scheduled with Atty Jon Pottle to discuss the Dragon TIF extension. Additionally, I will be working with Meredith Batley from Knox Clinic in preparation for the presentation to the Knox County Commissioners on Thursday, March 3rd at 5 p.m.

Other Notes

Nomination papers are available on Monday, March 7th for Select Board, School Board, and Assessors Board. Papers are due back Thursday, April 14th.

MMA has resolved the claim with the folks on Erin Street that experienced significant water damage from the FEMA storm event this past October.

The Solar Array is now live and the Town should be receiving our first bill with credits sometime this month. John has checked with Atty Dan Pittman from Bond Counsel regarding the electricity costs. Due to the delay with CMP connecting the array to the grid, the town is overbudget on electricity costs. John and I are negotiating with the contractor regarding the outstanding balance on the project. Additionally, Atty Pittman advised that monies remaining from the Bond can be applied to the unexpected electricity costs as part of the project. We can also use bond proceeds to pay interest during the first 3 years that the bond is outstanding.

The Town has heard back from MMA regarding the fire truck repairs. Our insurance will not cover the repairs. I have reached out to MMA to find out if fire truck repairs are eligible under capital expenditures with ARPA funds.

Town of Thomaston
Select Board Minutes
March 14, 2022

EXECUTIVE SESSIONS 5:00 p.m.

ACTION: Pete Lammert made a motion, seconded by Bill Hahn to enter executive session at 5:09 p.m., pursuant to MRS Title 35, Chapter 105, §803 to review poverty abatement request #22-1. **VOTE: 4-0**

ACTION: A motion was made and seconded to exit executive session at 5:36 p.m. **VOTE: 4-0**

ACTION: Pete Lammert made a motion, seconded by Bill Hahn, to enter executive session at 5:36 p.m., pursuant to MRS Title 1, §405 (6E) for consultation with Attorney Paul Gibbons. **VOTE: 4-0**

ACTION: Bill Hahn made a motion, seconded by Pete Lammert to exit executive session at 6:00 p.m. **VOTE: 4-0**

REGULAR MEETING 6:00 PM

Board Present: Chair Diane Giese, Vice-Chair Pete Lammert, Bill Hahn, Zel Bowman-Laberge, Town Manager Kara George, Recording Secretary Donna Culbertson.
Absent: Sandy Moore

Public Present: Frank Devlin, Susan Devlin, Doug Erickson, Joanne Richards, John Fancy, Will Eustis, Mandy Everett, Bill Wasson, Rene Dorr.

Meeting called to order by Chair Diane Giese at 6:00 P.M.

ACTION: Motion made by Pete Lammert to accept the Breen Motion. Seconded by Zel Bowman Laberge to take the agenda out of order. **VOTE: 5-0.**

10. NEW BUSINESS

C. Review the sidewalk study as requested by Brandon Allen and John Fancy.

John Fancy presented a study of various sidewalks that need repair and a list of streets that need sidewalks built that currently have none. The sidewalk on Knox Street is at least 100 years old and is dangerous in spots. Hyler Street, Mall Road, and Roxbury Street needs sidewalks built. In 2008, the Town replaced a total of 30,000 ft of sidewalk. In 2022, the total is 38,000 feet. On Water Street the road needs to be rebuilt before the sidewalk can be. John stated he believes there may be money available thru MDOT for the Knox Street project. Zel Bowman-Laberge asked about having a crosswalk placed

at the entrance to Walmart on Route 1. Public Works Director Brandon Allen stated the best time for such projects for his department would be Spring or Fall.

A sidewalk workshop will be held on April 11 at 4PM.

D. Discuss public transportation per the request of Diane Giese.

Diane Giese shared a flyer from St. George Neighbor to Neighbor program that offers free transportation services to residents in need. Diane's thought was maybe someone in Thomaston would take the initiative and set up something similar for the citizens of Thomaston.

E. Discuss streaming services and audio for public meetings.

The audio is hard to hear when the fan runs in the Select Board room for heat or cooling. More microphones may be needed. It was suggested that audio and video be added to the Lura Libby Room. Town Hall Streams told the Town Manager that the ceilings in the Lura Libby Room were too high, and that the audio would be terrible. Kara will contact him again and do a test on the system to see how well the microphones in the Select Board Room are working.

F. Consider the Annual Report Dedication- (suggested: First Responders Dedication and Muriel Pinkham Memorial)

ACTION: Motion made by Bill Hahn. Seconded by Zel Bowman-Laberge to dedicate the Town of Thomaston Annual Report for 2022 to the First Responders and to have a Muriel Pinkham Memorial Page. VOTE: 4-0.

A. Consider the appointment of Chris Hansen as Sergeant and the reappointment of Caroline Ward-Nesbit as Head Librarian.

ACTION: Motion made by Zel Bowman Laberge. Seconded by Pete Lammert to appoint Chris Hansen as the Sergeant and reappoint Caroline Ward-Nesbit as Head Librarian. VOTE: 4-0.

9. OLD BUSINESS

A. Discuss a digital community sign per the request of Diane Giese.

Discussion was held about the placement of a digital community sign and where it could be placed to best suit the community for informing them about meetings, events, etc.

Planning Board Chair Joanne Richards reminded the Board that such a sign could only be placed in the Highway Commercial Zone.

No further discussion at this time.

3. Approve the minutes of February 14, 2022.

ACTION: Motion made by Zel Bowman-Laberge to approve the minutes s amended. Seconded by Bill Hahn. VOTE: 4-0.

Amendment: Page 4- Sandy Moore gave an update on the acquisition of the "Kiln" Property located at 83 Wadsworth St.

4. Approve the warrants.

ACTION: Motion made by Zel Bowman-Laberge to approve the warrants. Seconded by Bill Hahn. VOTE: 4-0.

6. Town Managers Report. (See attached).

7. Town Boards and Committees Update.

Recreation Director Rene Dorr updated the Board on Recreation Department activities that included sport clinics, summer camps with the YMCA, and the local senior trips. During COVID it was very difficult to keep activities going. All senior trips were cancelled. Hopefully this year will be better.

Budget Committee Chair Doug Erickson requested the Board expand the items that the Budget Committee should be involved in with regards to the revenues and expenses that the Town has. He felt that the Budget Committee should have been more involved with the ARPA funds disbursement. He also requested that the Board (in the future) give them the opportunity to help in the process.

ACTION: Motion to adjourn at 7:30 made by Bill Hahn. Seconded by Zel Bowman-Laberge. VOTE: 4-0.

Chair Diane Giese

Recording Secretary Donna Culbertson

- 1/25 **USDA Meeting**
Attended a meeting with Rhiannon Hampton from USDA at Watts Hall. She is interested in coordinating an indoor farmer's market for next winter. She also talked to us about grant opportunities for Watts Hall.
- 1/26 **Budget Meetings**
Reviewed the Tree Warden and the Public Works budgets with the PWD and Tree Warden.
- Knox Clinic**
Attended a meeting with representatives from Knox Clinic, Charlie Grover, Bill Hahn to discuss plans for the Knox Clinic in preparation for the next Knox County Budget meeting. The project is a high candidate for the ARPA Grant.
- 1/27 **FEMA**
Town of Thomaston was chosen for the Generator Grant. FEMA representatives will be in touch soon regarding next steps. Additionally, Jodell and I continue to meet weekly with FEMA for the next COVID reimbursement project.
- MIDC**
Attended the Midcoast Internet Development Corporation meeting with neighboring town managers to discuss the status of the broadband project at this time.
- Special Town Meeting**
Town of Thomaston held a special town meeting and all warrant questions passed. The warrant article authorizing transfer of TIF funds is on hold at this time until the TIF extension approval from the State is finished. There are items in the extension application that our Attorney needs to address.
- 1/28 **Budget Reviews**
Reviewed the Town Clerk budget with the Clerk. Reviewed electricity and bond expenditures with John Fancy.
- 2/2 **Harbor Committee**
Attended the Harbor Committee meeting to review their budget and to discuss the harbormaster vacancy. We have one interested applicant and their credentials have been forwarded to the Committee to review at this time.
- 2/3 **FEMA**
Attended another FEMA conference call with Jodell for the COVID reimbursement project.
- Parks & Trails Masterplan**
Attended a meeting with Architect Regina Leonard, representatives from Georges River Land Trust, Sidecountry, Rene Dorr, and John Fancy to discuss GRLT's future projects, needs, and collaboration. Regina used this meeting as a tool towards the Masterplan.
- 2/4 **Moderator**
Mandy and I met with Quixada Moore-Vissing to discuss facilitating the upcoming joint Planning Board and Comprehensive Plan Committee meetings. Quixada is very professional and approachable. Unfortunately, the scheduled joint meetings conflicted with Quixada's schedule. She is happy to help us out in the future for meetings and would love to assist the Town.

- 2/8 **MMA's Legislative Process**
Attended an MMA webinar with Missy and Sally regarding the legislative process and upcoming proposed bills.
- Agenda Setting**
Met with Chair Diane Giese to draft the Select Board agenda
- Housing Meeting**
Attended a housing meeting with Maine Working Homes, Brian Doyle, Zel Bowman-Laberge, Diane Giese, Dave Martucci, and John Fancy. Dave compiled a list of potential developable properties in town for Maine Working Homes to consider in their next development project.
- 2/10 **FEMA AGAIN!**
- 2/11 **Library Budget**
Review the Library budget with Head Librarian Caroline.
- Mental Health**
Meeting with Jane Weintraub from the Economic Development Committee to discuss her ideas for using ARPA funds to support mental health.
- OHSTT Solid Waste Board Meeting**
Will be attending the OHSTT Solid Waste Board meeting that included all three towns. Will have more updates for Monday's SB meeting.

**Town of Thomaston
Select Board Minutes
April 6, 2022**

Board Present: Zel Bowman-Laberge, Peter Lammert, Bill Hahn, Diane Giese, Police Chief Tim Hoppe, and Town Manager Kara George. Absent: Bill Hahn

ACTION: Pete Lammert made a motion, seconded by Sandy Moore to enter executive session at 4:04 p.m. pursuant to MRS Title 1, §405 (6A) to review a personnel matter. VOTE: 4-0

ACTION: Sandy Moore made a motion, seconded by Peter Lammert to exit the executive session at 5:28 p.m. VOTE: 4-0

ACTION: Zel Bowman-Laberge made a motion, seconded by Pete Lammert to approve a \$2,000 performance bonus for the Town Manager. VOTE: 4-0

Meeting adjourned at 5:30 p.m.

Chair Diane Giese

Town Manager Kara George

POLLUTION CONTROL DEPARTMENT
BUDGET 2022/2023

INTRODUCTION

The budget of the Pollution Control Department is made up of four parts: the REVENUE estimates that detail where funds will come from; the OPERATIONAL EXPENSES portion that covers the day-to-day costs of running the system; the REPAIR & REPLACEMENT EXPENSES that puts funds aside for future needs and covers the expenses of both short lived asset replacement and long-term capital projects and the LONG TERM DEBT EXPENSES that ensures money is available when needed to repay the bonds that cover the completed major system upgrades.

Highlights of this year's budget include:

- ❖ The budget reflects the long-term planning outlined in the Asset Management Plan 2022-2027. A summary edition of the plan is attached to this budget. The complete 80-page report is available from Pollution Control.
- ❖ Three capital projects are being proposed for upgrades to the collection system and the treatment facility:
 - Continue the replace the sanitary sewer on Beechwood Street north of Erin Street and 500 feet of Clean Water Line on Erin Street. These projects have been combined into one project and the engineers are working on completing the design and specifications. Funding has potentially been arranged with Rural Development (a loan of 70% and a grant of 30%) however, we have put a temporary hold on going to bid as bid prices are double, or more, what they were only two years ago.
 - Continue the upgrade of the land application area with improvements to Spray Fields 1 and automation of the operation of Spray Fields 4 & 5. Funding from Short Lived Asset Reserves.
 - The roof on the garage now has metal roofing and installing 51 solar panels will help offset treatment facility electric use. Funding from remaining solar project funds and Short Lived Asset Reserves.
- ❖ This budget reflects what currently has been found to be a realistic arrangement for personnel and begins planning for future personnel changes.
- ❖ This budget has the first full payment on the 15-year bond covering the cost of the solar array. This cost is split between Pollution Control 75% and the municipal side 25% based on the ratio of electric usage.
- ❖ This budget provides for continuation of the cleaning and inspection of sewer lines that follows the Asset Management Plan.

Budget Summary
THOMASTON POLLUTION CONTROL DEPT.

Department 30

Fiscal Year 2022/2023

4/11/2022

| | | | Actual 20/21 | Budget 21/22 | Est. 21/22 | BUDGET 22/23 |
|-------------------------------|------|------------------------------|-----------------------|---------------------|---------------------|------------------|
| REVENUES | | | | | | |
| OPERATING REVENUES | | | | | | |
| 0025 | 3100 | User Fee - Residential | Unknown | \$245,000 | \$258,000.00 | \$263,000 |
| 0025 | 3200 | User Fee - Commercial | Unknown | \$140,000 | \$135,000.00 | \$138,000 |
| 0025 | 3206 | User Fee - Industrial | \$151,516.08 | \$170,000 | \$192,000.00 | \$185,000 |
| 0035 | 3600 | Miscellaneous Income | \$49.89 | \$0 | \$200.00 | \$0 |
| SUBTOTAL | | | | \$555,000 | \$585,200.00 | \$586,000 |
| NON-OPERATING REVENUES | | | | | | |
| 0015 | 3400 | S.S.D.C. | \$3,200.00 | \$2,000 | \$0.00 | \$2,000 |
| 0045 | 3345 | Reserves - Upgrade & Improve | \$0.00 | \$0 | \$0.00 | \$78,500 |
| 0045 | 3725 | Reserve - Debt | \$0.00 | \$0 | \$0.00 | \$0 |
| 0020 | 3737 | TIF Assessment | \$125,000.00 | \$125,000 | \$125,000.00 | \$125,000 |
| 0020 | 3369 | Project Funds - Solar | \$960,962.48 | \$201,000 | \$98,239.32 | \$52,580 |
| | | Solar - Town Share | \$0.00 | \$5,177 | | \$23,608 |
| 0035 | 3605 | Miscellaneous Income | \$322.80 | \$0 | | \$0 |
| SUBTOTAL | | | \$1,089,485.28 | \$333,177 | \$223,239.32 | \$281,688 |
| GRAND TOTAL | | | \$1,089,485.28 | \$888,177.00 | \$808,439.32 | \$867,688 |

EXPENSES
OPERATIONAL EXPENSES

| | | | | | | | |
|-------------------------------|----|------|-----------------------|-----------------|-----------------|-----------------|-----------------|
| GENERAL ADMINISTRATION | | | | | | | |
| 3010 | 15 | 0290 | Uniforms | \$46.00 | \$300 | \$0.00 | \$300 |
| 3010 | 20 | 0335 | Training | \$70.00 | \$1,000 | \$0.00 | \$1,000 |
| 3010 | 25 | 0405 | Computer Support | \$9,140.36 | \$3,000 | \$240.00 | \$1,000 |
| 3010 | 25 | 0440 | Licenses & Permits | \$992.47 | \$1,300 | \$1,377.37 | \$1,500 |
| 3010 | 25 | 0290 | Lien Expense | \$152.00 | \$1,500 | \$0.00 | \$1,500 |
| 3010 | 25 | 0585 | Professional Services | \$6,509.12 | \$12,000 | \$13,000.00 | \$15,000 |
| 3010 | 25 | 0689 | Maine Water billing | \$15,981.80 | \$16,000 | \$15,960.00 | \$16,000 |
| 3010 | 30 | 0300 | Office Supplies | \$1,680.55 | \$2,500 | \$1,410.00 | \$2,500 |
| 3010 | 30 | 0310 | Postage | \$25.55 | \$1,000 | \$400.00 | \$1,000 |
| 3010 | 50 | 0555 | Advertising | \$0.00 | \$100 | \$0.00 | \$100 |
| 3010 | 62 | 0416 | Office Equipment | \$280.22 | \$2,000 | \$1,207.50 | \$2,500 |
| SUBTOTAL | | | \$34,878.07 | \$40,700 | \$33,595 | \$42,400 | |

TPCD 2022/2023 BUDGET

| | | | Actual 20/21 | Budget 21/22 | Est. 21/22 | BUDGET 22/23 |
|------------------------------|----|----------------------------------|---------------------|--------------------|--------------------|------------------|
| SALARIES & WAGES | | | | | | |
| 3020 | 10 | 0125 Assistant Superintendent | | \$50,000 | \$0.00 | \$52,000 |
| 3020 | 10 | 0130 Operational Personnel | \$33,500.00 | \$42,000 | \$23,300.00 | \$37,000 |
| 3020 | 10 | 0140 Bookkeeper | \$4,000.00 | \$8,000 | \$4,640.00 | \$7,040 |
| 3020 | 10 | 0142 Part Time Help | \$1,126.32 | \$2,000 | \$0.00 | \$2,000 |
| 3020 | 10 | 0150 Overtime | \$0.00 | \$500 | \$0.00 | \$500 |
| 3020 | 15 | 0200 FICA/MEDI | \$1,972.87 | | \$1,730.00 | \$0 |
| 3020 | 25 | 0588 Contract Superintendent. | \$71,070.00 | \$90,170 | \$90,170.00 | \$93,768 |
| SUBTOTAL | | | \$111,669.19 | \$192,670 | \$119,840 | \$192,308 |
| TRANSPORTATION | | | | | | |
| 3030 | 20 | 0330 Mileage | \$0.00 | \$100 | \$0 | \$100 |
| 3030 | 20 | 0525 Vehicle Fuel | \$908.25 | \$1,000 | \$750 | \$1,000 |
| 3030 | 40 | 0715 Vehicle Maintenance | \$1,995.59 | \$2,500 | \$500.00 | \$2,500 |
| SUBTOTAL | | | \$2,903.84 | \$3,600.00 | \$1,250.00 | \$3,600 |
| UTILITIES | | | | | | |
| 3040 | 45 | 0640 Communication | \$1,902.66 | \$3,000 | \$2,900.00 | \$3,000 |
| 3040 | 45 | 0655 Heating Fuel | \$726.71 | \$800 | \$500.00 | \$800 |
| 3040 | 45 | 0658 Generator Fuel | \$1,809.99 | \$3,600 | \$1,900.00 | \$3,000 |
| 3040 | 45 | 0661 Electricity - Plant | \$15,087.36 | \$10,500 | \$8,000.00 | \$4,000 |
| 3040 | 45 | 0662 Electricity - Pump Stations | \$37,816.19 | \$20,100 | \$16,000.00 | \$10,000 |
| SUBTOTAL | | | \$57,342.91 | \$38,000.00 | \$29,300.00 | \$20,800 |
| MUNICIPAL ELECTRICITY | | | | | | |
| 3040 | 45 | 0664 Municipal Buildings | | | | \$3,700 |
| 3040 | 45 | 0665 Municipal Lighting & Misc. | | | | \$1,280 |
| SUBTOTAL | | | | | | \$4,980 |
| LABORATORY | | | | | | |
| 3050 | 25 | 0580 Outside Laboratory Services | \$1,920.42 | \$3,500 | \$3,400.00 | \$9,500 |
| 3050 | 30 | 0478 Supplies | \$2,219.99 | \$1,000 | \$300.00 | \$500 |
| 3050 | 40 | 0700 Equipment Maintenance | \$350.00 | \$400 | \$318.45 | \$400 |
| 3050 | 62 | 0410 Equipment | \$844.39 | \$500 | \$0.00 | \$500 |
| SUBTOTAL | | | \$5,334.80 | \$5,400 | \$4,018.45 | \$10,900 |
| PLANT/MACH. MAINT. | | | | | | |
| 3060 | 30 | 0363 General Supplies | \$1,441.57 | \$1,500 | \$800.00 | \$1,500 |
| 3060 | 40 | 0392 Repair Parts | \$8,077.27 | \$2,000 | \$7,143.67 | \$8,000 |
| 3060 | 40 | 0573 Contract Services | \$23,603.36 | \$18,000 | \$19,600.00 | \$18,000 |
| 3060 | 40 | 0725 Building Repair | \$0.00 | \$1,500 | \$350.00 | \$1,500 |
| 3060 | 62 | 0391 Plant Tools | \$909.54 | \$1,000 | \$200.00 | \$1,000 |
| 3060 | 62 | 0410 Equipment Replacement | \$842.54 | \$4,000 | \$450.00 | \$4,000 |
| 3060 | 62 | 0418 Safety Equipment | \$51.00 | \$250 | \$0.00 | \$250 |
| SUBTOTAL | | | \$34,925.28 | \$28,250.00 | \$28,543.67 | \$34,250 |

TPCD 2022/2023 BUDGET

| | | | Actual 20/21 | Budget 21/22 | Est. 21/22 | BUDGET 22/23 |
|--------------------------|----|---------------------------------|---------------------|-------------------|---------------------|------------------|
| CHEMICALS | | | | | | |
| 3070 | 30 | 0476 Disinfection | \$314.05 | \$600 | \$471.08 | \$600 |
| 3070 | 30 | 0478 Misc. Chemicals | \$0.00 | \$50 | \$0.00 | \$50 |
| SUBTOTAL | | | \$314.05 | \$650 | \$471.08 | \$650 |
| TOWN FOREST | | | | | | |
| 3090 | 30 | 0363 General Supplies | | | | \$500 |
| 3090 | 40 | 0752 Trail Maintenance | \$1,000.00 | \$53,250 | \$41,000.00 | \$10,000 |
| 3090 | 55 | 0305 Publications & Memberships | \$0.00 | \$500 | \$500.00 | \$500 |
| SUBTOTAL | | | \$1,000.00 | \$53,750 | \$41,500.00 | \$11,000 |
| SEWER LINE MAINT. | | | | | | |
| 3100 | 25 | 0573 Contract Services | \$20,415.00 | \$15,200 | \$12,000.00 | \$11,000 |
| 3100 | 25 | 0720 GIS Mapping | \$0.00 | \$500 | \$500.00 | \$500 |
| 3100 | 30 | 0363 General Supplies | \$38.20 | \$300 | \$200.00 | \$300 |
| 3100 | 62 | 0390 Tools & Equipment | \$2,119.41 | \$500 | \$0.00 | \$500 |
| SUBTOTAL | | | \$22,572.61 | \$16,500 | \$12,700.00 | \$12,300 |
| MISC. SERVICES | | | | | | |
| 3110 | 45 | 0688 Rockland Sewer Fee | \$7,673.30 | \$8,100 | \$8,675.00 | \$8,800 |
| 3110 | 60 | 0758 Leases | \$100.00 | \$160 | \$160.00 | \$160 |
| SUBTOTAL | | | \$7,773.30 | \$8,260.00 | \$8,835.00 | \$8,960 |
| INSURANCE | | | | | | |
| 3120 | 35 | 0610 Insurance | \$7,191.00 | \$7,500 | \$7,216.00 | \$7,500 |
| 3120 | 35 | 0630 Workers Compensation | \$729.00 | \$800 | \$430.00 | \$800 |
| 3120 | 35 | 0632 Unemployment Insurance | \$28.00 | \$50 | \$74.00 | \$75 |
| SUBTOTAL | | | \$7,948.00 | \$8,350 | \$7,720.00 | \$8,375 |
| TOTAL OPERATION | | | \$286,662.05 | \$396,130 | \$287,773.07 | \$345,543 |

TPCD 2022/2023 BUDGET

Actual 20/21 Budget 21/22 Est. 21/22 **BUDGET 22/23**

REPAIR & REPLACEMENT EXPENSES

ASSET ACCOUNTS

| | | | | | | | |
|------|----|------|----------------------------|--------------------|--------------------|--------------------|-----------------|
| 3130 | 65 | 4274 | Solar Reserve | \$0.00 | \$5,040 | \$5,040.00 | \$4,950 |
| 3130 | 65 | 4276 | Sludge Reserve | \$12,000.00 | \$12,000 | \$12,000.00 | \$12,000 |
| 3130 | 65 | 4280 | Short Lived Assets Account | \$27,480.00 | \$30,600 | \$30,600.00 | \$30,600 |
| 3130 | 65 | 4285 | S. S. D. C. Reserve | \$3,200.00 | \$2,000 | | \$2,000 |
| | | | SUBTOTAL | \$42,680.00 | \$49,640.00 | \$47,640.00 | \$49,550 |

REPAIR & REPLACEMENT PROJECTS

| | | | | | | | |
|------|----|------|-----------------------|---------------------|------------------|---------------------|------------------|
| 3140 | 65 | | Major Equipment | | | | |
| 3140 | 65 | | Treatment System | | | | |
| 3140 | 65 | 0940 | Solar Array | \$961,051.76 | \$56,000 | \$76,761.00 | \$66,000 |
| 3140 | 65 | 0950 | Land Application | | \$35,000 | \$0.00 | \$45,000 |
| 3140 | 65 | | Buildings & Grounds | | | \$23,615.00 | |
| 3140 | 65 | 0955 | Pump Station Projects | \$12,996.77 | | | |
| 3140 | 65 | 0960 | Small Sewer Projects | \$4,680.00 | \$110,000 | \$98,767.94 | \$20,000 |
| | | | SUBTOTAL | \$978,728.53 | \$201,000 | \$199,143.94 | \$131,000 |

| | | | | |
|------------------------|-----------------------|------------------|---------------------|------------------|
| TOTAL NON-OPER. | \$1,021,408.53 | \$250,640 | \$246,783.94 | \$180,550 |
|------------------------|-----------------------|------------------|---------------------|------------------|

LONG TERM DEBT EXPENSES

DEBT RESERVE

| | | | | | | | |
|------|----|------|-----------------------|-------------|----------|-------------|-----------------|
| 3145 | 30 | 3145 | Debt Reserve (Add to) | \$31,638.75 | \$49,497 | \$49,497.00 | \$44,923 |
|------|----|------|-----------------------|-------------|----------|-------------|-----------------|

DEBT REDUCTION

| | | | | | | | |
|------|----|------|-----------------|---------------------|------------------|------------------|------------------|
| 3145 | 75 | 4426 | SRF Bond 2001 | \$168,199.67 | \$0 | | Paid off |
| 3145 | 75 | 4429 | R.D. Bond 2012 | \$56,797.00 | \$56,797 | \$56,797.00 | \$56,797 |
| 3145 | 75 | 4430 | SRF Bond 2015 | \$108,261.58 | \$108,262 | \$108,261.36 | \$108,262 |
| 3145 | 75 | 4431 | R.D. Bond 2016 | \$50,090.00 | \$50,090 | \$50,090.00 | \$50,090 |
| 3145 | 75 | 4432 | MMBB Bond 2021 | | \$15,532 | \$15,531.32 | \$82,550 |
| | | | SUBTOTAL | \$383,348.25 | \$230,681 | \$230,680 | \$297,699 |

| | | | | |
|-------------------|---------------------|---------------------|---------------------|------------------|
| TOTAL DEBT | \$414,987.00 | \$280,178.00 | \$280,176.68 | \$342,622 |
|-------------------|---------------------|---------------------|---------------------|------------------|

| | | | | |
|--------------------|-----------------------|------------------|---------------------|------------------|
| GRAND TOTAL | \$1,723,057.58 | \$926,948 | \$814,733.69 | \$868,715 |
|--------------------|-----------------------|------------------|---------------------|------------------|

Budget Details
THOMASTON POLLUTION CONTROL DEPT.
REVENUE PROJECTIONS
2022/2023 FISCAL YEAR

ACCOUNT TITLE: **OPERATING REVENUES**

| RECEIVED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|------------------|
| \$546,472.68 | \$555,000 | \$585,200 | \$586,000 |

3310 - User Fee - Residential – This is the income from residential sewer users. The income in FY 2021/22 is expected to be approximately \$258,000. There have been no new users connected to the sewer system this year. The last rate increase was in 2019 and has a 2% per year annual rate increase until 2023. Plan an increase of 2% showing up in the FY 22/23 budget. Plan on **\$263,000**.

3315 – User Fee - Commercial – This is the income from commercial users. With pandemic issues affecting all business FY 2021/22 is expected to be down from what was budgeted. Expect approximately \$135,000 or \$5,000 less than what was projected. Figure the automatic 2% rate increase for next year and budget at **\$138,000**.

3317 – User Fees - Industrial – This is the income from Dragon. It varies greatly from month to month and is weather related as well as dependent on cement production. Project actual this year at \$192,000 and next plan on **\$185,000**.

3340 – Miscellaneous – This is operating income (funds that come from handling wastewater) that do not fit in any other category. We generally get a few hundred dollars from such sources as, boat bottom wash water, but it is not certain so it is normally projected at zero; the same as last year's budget **\$0**.

**THOMASTON POLLUTION CONTROL DEPT.
REVENUE PROJECTIONS
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **NON-OPERATING REVENUES**

| RECEIVED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|------------------|
| \$1,089,485.28 | \$333,177 | \$223,239 | \$281,688 |

3325 – **S.S.D.C. Sewer System Development Charge** – This is a one-time charge to connect a new wastewater generator to the sewer. This was \$3,200 in FY 20/21 but, for the first time ever, was zero for FY 21/22. Expect this to get back to more normal in FY 22/23 and plan on **\$2,000**.

3345 – **Reserves - Upgrade & Improve** – Funds taken from our reserve accounts for system improvements. This will be **\$131,000** with \$52,500 from the Solar Reserve and \$78,500 from Short Lived Assets (SLA) Reserve.

3370 – **Reserve - Debt** – This is funds taken from the debt reserve account in excess of what is put in to make bond payments. This year **NONE** will be taken out.

3367 – **TIF Assessment** – This is the annual payment from the Credit Enhancement Agreement (TIF) with Dragon for the debt reduction payment on the East End Sewer Extension. This is fixed at \$125,000. Budget at **\$125,000**.

3369 – **Project Grants** – Funds received and designated for special projects (see page 20). This year is all covered by reserves (see above) with no grants.

XXXX – **Solar Electric Town Share** – This is the Town’s share of the funds borrowed for the solar array (this year’s payment is \$18,628), and to reimburse PCD for any CMP electric bills paid by PCD (this year budgeted at \$4,980) Budget at **\$23,608**.

3375 – **Miscellaneous** – This is non-operating income that does not fit into another category. Some years there is none. Cannot count on this. Project **\$0**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **GENERAL ADMINISTRATION**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$34,878.07 | \$40,700 | \$33,595 | \$42,400 |

3010-15-0290 - **Uniforms** – Replacement clothes, boots, etc. Budget **\$300**.

3010-20-0335 - **Training** - Staff needs to get 3 to 4 days a year of training at \$70± a seminar. Have spent more with more on-line training. Budget **\$1,000**.

3010-25-0405 - **Computer Support** – This pays for technical assistance support programs for computers during year. Was high for new program in 2020. With Maine Water billing reduce budget to **\$1,000**.

3010-25-0440- **Licenses & Permits** – Our DEP license is now \$1,170 yearly and add boiler inspection. Increase budget by \$200 to **\$1,500**.

3010-25-0445 - **Lien Expense** - This pays lien costs and is offset by lien fees. Based on actual recent costs keep budget same as last year. Budget - **\$1,500**.

3010-25-0585 - **Professional Services** – PCD share of Town audit is about \$4,600. Legal or engineering help as needed \$10,000. Budget same as last year **\$15,000**.

3010-25-0689 – **Billing Service** – For contracted service with Maine Water to bill and collect payments. About 3,900 bills at \$4.10 = \$15,990. Budget at **\$16,000**.

3010-30-0300 - **Office Supplies** - This purchases regular supplies for both the office and the treatment facility. Keep same as last year. Budget **\$2,500**.

3010-30-0310 - **Postage** – For mailing vendor payments. No major change in rates are projected for this year. Keep budget same as last year. Budget **\$1,000**.

3010-50-0555 - **Advertising** – For legal ads if needed. Budget same as last year **\$100**.

4065 - **Office Equipment** – May need a new computer or a new copier or other office equipment. Budget **\$2,500**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **SALARIES & WAGES**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$111,669.19 | \$192,670 | \$119,840 | \$192,308 |

3020-10-0125 – **Assistant Superintendent** – This is a new position to replace the contract Superintendent when he retires. Budget **\$52,000** to cover salary and benefits as this position will not start until later in the fiscal year.

3020-10-0130 – **Operational Personnel** - This covers staff, as needed, for the day-to-day operation. This position is filled with Public Works personnel on an as needed basis. This will cost about \$35,500 in FY 2021/22. Increase by 4%. Budget **\$37,000**.

3020-10-0140 - **Bookkeeper** –The billing is now done by contract with Maine Water and that is covered under 30-3010-25-0689 in General Administration. Preparing monthly financial reports, processing liens and warrants and other bookkeeping duties is done by part-time personnel. This will cost about \$6,800 in FY 2021/22. Budget **\$7,040**.

3020-10-0142 - **Part-time help** – This is for extra help if needed. Budget **\$2,000**.

3020-10-0150 - **Overtime** - Some weekend work is necessary, and this is allowance for emergencies that occur outside regular working hours. Budget the same as last year **\$500**.

3020-25-0588 – **Contract Administration** – This is the pay for the Superintendent. This is currently budgeted at \$90,170 but this position carries no benefits (no pay for vacations, sick leave, holidays, overtime or other benefits and the contract person carries and pays for his own insurances). Increase by 4% and budget at **\$93,768** to be billed at \$7,814 per month. NOTE: This position will revert to 4-days per week and the monthly rate drop by 20% when replacement staff become available.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **TRANSPORTATION**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$2,903.84 | \$3,600 | \$1,250 | \$3,600 |

3030-20-0330 - **Mileage** - Covers employees' use of their own vehicles but is rarely used. Budget at **\$100**.

3030-20-0525 - **Vehicle Fuel** – This is hard to predict, but using equipment more at this time. Based on actual spent last year keep budget at **\$1,000**.

3030-40-0715 - **Vehicle Maintenance** – Maintenance for truck, tractor, utility vehicle and other equipment. This equipment is all getting older and needs more work. Spent well over budget in 2020 and \$1,995.59 in 2021. Keep budget at **\$2,500**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **UTILITIES**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|-----------------|
| \$57,342.91 | \$38,000 | \$29,300 | \$20,800 |

3040-45-0640 – **Telephone & Alarms** – This covers our communications and includes:

| | | |
|------------------|-------------|--------------|
| Office Phones | \$150/month | \$1,800/year |
| Cell phones | \$ 35/month | \$500 year |
| Internet service | \$50/month | \$600/year |

Budget **\$3,000** or same as last year.

3040-45-0655 - **Heating Fuel** - Heat for office including rental of propane tanks. With the propane heating system and the heat pump in office room, fuel costs less. Only used \$500 in FY 21/22 so keep same in 22/23. Budget at **\$800**.

3040-45-0658- **Generator Fuel** – There are 2 diesel generators and 4 LP gas generators at the pump stations. Don't expect any reduction in diesel fuel or LP gas cost in next year. The lease on the LP tanks is \$160 per year per tank or \$640 total. Allow a little for price change and total fuel budget is **\$3,000**.

Electricity –Beginning in January 2020 all the electric contracts were put on a 3-year contract with Maine PowerOpts to buy electricity for \$.0597 per kWh. Solar panels will reduce the cost of electricity even more.

3040-45-0661 – **Electricity at Treatment Facility** – In 20/21 electricity at the plant cost \$15,087.36 The table below shows how the installation of the solar array will affect the cost of power used in the Pollution Control treatment facility. Because of startup problems credits will cover only ¼ of 2022 costs. Table is calendar year and all power units are in kWh.

TPCD BUDGET Fiscal Year 2021/2022

UTILITIES (cont.)

| | <u>Power from 78 roof panels</u> | <u>Power purchased from CMP</u> | <u>Total power used</u> | <u>Purchase power cost</u> | <u>Credit from solar array</u> |
|------|--------------------------------------|-------------------------------------|-----------------------------|--------------------------------|------------------------------------|
| | | ----- <i>Actual</i> ----- | | | |
| 2020 | 21,934 | 145,800 | 167,734 | \$19,051.10 | \$0 |
| 2021 | 22,262 | 144,320 | 166,582 | \$19,774.70 | \$0 |
| | | ----- <i>Projected</i> ----- | | | |
| 2022 | 22,000 | 145,000 | 167,000 | \$20,000 | \$12,500 |
| 2023 | 44,000 | 125,000 | 169,000 | \$17,500 | \$14,800 |

Table based on installing solar panels on garage roof at Treatment Facility in 2022, expected 167,000 kWh used in 2022 and 85% of the cost offset by the credit from the solar array. Budget **\$4,000**.

3040-45-0662 - **Electricity at Pump Stations** - The average use and cost per year for electricity at the pump stations last calendar year (2021) are:

| | | |
|------------------------------|-------------|-------------|
| Ship Street Pump Station | 111,673 kWh | \$16,404.95 |
| Water Street Pump Station | 119,508 kWh | \$15,768.55 |
| Thatcher St. Pump Station | 24,854 kWh | \$ 3,448.26 |
| Fish Street Pump Station | 23,990 kWh | \$ 3,332.59 |
| Public Landing Pump Sta. | 1,576 kWh | \$ 453.41 |
| Atticus Hill Pump Station | 1,122 kWh | \$ 314.62 |
| Sunrise Terrace Pump Station | 415 kWh | \$ 251.27 |
| Buttermilk Lane Pump Station | 52,557 kWh | \$6,992.72 |
| Town Line Pump Station | 18,142 kWh | \$2,568.22 |

This is a total of \$49,572.46 for pump station electricity in 2021.

Based on using 353,800 kWh (the same as last year) and getting 85% of the cost offset by the solar credit the cost would be \$7,500. Budget **\$10,000** to be on the safe side.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **MUNICIPAL ELECTRICITY**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|----------------|
| | | | \$4,980 |

This is a new account to provide for better recordkeeping of the credits received from the solar array. The town has 28 electric accounts with Central Maine Power Company that are tracked by the town in three groups, Municipal Buildings, Municipal Lighting & Misc. and Pollution Control, and CMP credits the accounts for the dollar value of the energy generated by the solar array and fed into the grid based from a master list of all 28 accounts. The first account on the list is fully credited and any balance is credited to the second account, any balance left is credited to the third account and so on until the credit is used up. This means that accounts near the bottom of the list may receive no credit at all. To divide the credits up fairly among the town's accounts Pollution Control pays any and all amounts due to CMP for all accounts then reapportions the credits among all 28 accounts. If the solar credits cover all accounts, then the municipal side would owe PCD nothing but if the credits do not cover the total cost then what is owed PCD would show up here.

Funds received to cover this expense are shown in the Non-Operating Revenues under Solar Electric Town Share.

3040-45-0664 – Municipal Buildings – Based on 15% of the 2021 cost of this account (2021 total without any credits was \$24,159) plan on \$3,700. It should be less than this but not any higher. Budget **\$3,700**

3040-45-0665 – Municipal Lighting & Misc. – Based on 15% of the 2021 cost of this account (2021 total without any credits was \$8,498) plan on \$1,275. It should be less than this but not any higher. Budget **\$1,280**

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **LABORATORY**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|-----------------|
| \$5,334.8 | \$5,400 | \$4,020 | \$10,900 |

3050-25-0580 - **Contract Laboratory** - Pays for work done by an outside laboratory that we are not equipped to do here. Rates increasing 5%. This includes:

| | | | |
|-------------------|---------------|----------|-----------------|
| BOD & TSS | 20 tests/year | @\$58.30 | \$1,166 |
| Mercury | 1 test/year | @\$100 | \$ 100 |
| Nitrate | 6 tests/year | @\$21 | \$ 126 |
| Groundwater | 2 tests/year | @\$440 | \$ 880 |
| Quality Assurance | 1 test/year | @200 | \$ 200 |
| Shipping | 14 boxes | @63 | <u>\$ 882</u> |
| | | | \$ 3,354 |

Have to extra testing to renew our DEP discharge license this year that will cost about \$6,000. Allow for any increase and budget outside laboratory work at **\$9,500**.

3050-30-0478 - **Supplies** – This is for expendable items that get used up in the laboratory such as chemicals, rubber gloves, filters, etc. Based on actual for last few years decrease budget to **\$500**.

3050-40-0700 - **Equipment Cal/Maint.** – As required now by DEP and cost \$310 in 2019 so budget **\$400**.

3050-62-0410 - **Equipment** – For small items like field meters that normally cost under \$500. Budget **\$500**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **PLANT/MACH. MAINT.**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$34,925.28 | \$28,250 | \$28,543 | \$34,250 |

3060-30-0363 - **Supplies** - This covers all maintenance supplies from light bulbs to grease and miscellaneous other items. Keep this the same as last year **\$1,500**.

3060-40-0392 - **Repair parts** - Minor items needed for our equipment. The plant is getting older and spent \$7,143.67 in FY 21/22. Increase by \$6,000. Budget **\$8,000**.

3060-40-0573 - **Contract services** - Use of an outside contractor for jobs we cannot do in house such as electrical work, equipment repair, wet well cleaning, etc. This account goes up and down over the years. Equipment replacement and upgrades at several pump stations have reduced emergency work. This account has been increased by \$1,000 to bring it into line with actual expenses.

- Cleaning pump station wet wells each spring \$ 3,000
- Pump inspection & service \$ 9,500
- Electrical & alarm (radio) service \$ 2,500
- Misc. other work \$ 3,000
- \$ 18,000**

3060-40-0725 - **Building repair** - This is for normal maintenance and repairs for buildings. Replace garage doors and other minor work. Budget **\$1,500**.

3060-62-0391 - **Tools** - Plant or pump stations keep needing new or replacement tools. Budget **\$1,000** for next year.

3060-62-0410 – **Equipment replacement** – This is to replace small items not in our equipment reserve account. Equipment is getting older. Increase by \$1,000. Budget **\$4,000**.

3060-62-0418 - **Safety Equipment** – Normal equipment upkeep and repair including fire extinguisher testing or replacement. Based on last couple of years this should be about \$200. Budget **\$250**.

THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR

ACCOUNT TITLE: **CHEMICALS**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$314.05 | \$650 | \$471.08 | \$650 |

3070-30-0476 – **Disinfection** – Chlorine is used to disinfect the treated wastewater before it is discharged to the river. Expect to use less in future years. Budget **\$600**.

3070-30-0478 – **Misc. Chemicals** – Lime is used to control odor and improve handling of screenings from Ship Street Pump Station. We use only a few bags a year. Budget **\$50**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **TOWN FOREST**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$1,000 | \$53,750 | \$41,500 | \$11,000 |

3090-30-0363 – **General Supplies** – Tools and other small items. Budget **\$500**.

3090-40-0752 – **Trail Maintenance** – Funds spent to maintain and expand the hiking/biking trails. With increased use funds this year will go for work on the Town Forest Trails and connections. These are projects of the Side Country Trails (SCT) and the Georges River Land Trust (GRLT). The FY 21/22 budget has \$52,750 that came from a grant to SCT and administered by PCD. Budget **\$10,000**.

3090-55-0305 – **Publications & Memberships** - This pays for membership in the Georges River Land Trust to continue to get help with trail maintenance and other information from them. Budget **\$500**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **SEWER LINE MAINT.**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|-----------------|
| \$22,572.61 | \$16,500 | \$12,700 | \$12,300 |

3100-25-0573 - Contract Services – This pays for TVing sewers and covers outside help with minor sewer work. As outlined in the *Asset Management Plan* the sanitary lines on Water, Dunn, Green, Mechanic and Elliot Streets (Section 3) are scheduled for cleaning and inspection this year. There is about 6,200 feet of mostly 8-inch sewer and at an estimated cost of \$1.00/foot for inspection this will cost \$7,000. The sewers will be cleaned (Public Works and Pollution Control) and inspected (Ted Berry Company). Allow 20% for unknown and extra costs and budget **\$11,000**.

3100-25-0720 - GIS Mapping – The annual maintenance on our GIS program is \$420. Covers the cost of updates and educational material. Allow for other minor expenses and budget **\$500**.

3100-30-0363 - General Supplies - This is for things like rings to raise manholes to grade in areas being cleaned and TVed. Also, for spare parts such as repair couplings and fittings we keep on hand for emergencies. Budget at **\$300**

3100-62-0390 - Tools & Equipment – Items used for sewer work. Need new manhole opening device so budget at **\$500**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **MISC. SERVICES**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$7,773.30 | \$8,260 | \$8,835.00 | \$8,960 |

3110-45-0688 – **Rockland Sewer Fee** - This is the actual amount paid to Rockland for the 25 houses that are actually in Thomaston on Pleasant Street that are connected to their treatment plant. For next year budget **\$8,800**.

3110-60-0758 - **Leases** – This is for leases for sewer lines crossing the railroad. For the last several years it has been \$150 per year. We also have several other crossings with no lease. Budget at **\$160**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **INSURANCE**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|--------------|
| \$7,948.00 | \$8,350 | \$7,720 | \$8,375 |

NOTE: The last two items below are computed on the wages of the operator and bookkeeper only as the Superintendent of this department is a contract employee.

3120-35-0610 – **Liability Insurance** – This is Pollution Control's share of the Town's general insurance policy. Budget next year at **\$7,500**.

3120-35-0630 - **Workers Compensation** – The rate for this is set by the insurance company but should be up from last year. Budget **\$800**.

3120-35-0632 - **Unemployment insurance** - The rate for this is set by the State. Do not expect any change so budget same as last year **\$75**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **ASSET ACCOUNTS**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|-----------------|
| \$42,680.00 | \$49,640 | \$47,640* | \$49,550 |

*Actual is \$241,432.78 but that includes \$194,552.78 in solar funds not yet spent.

Asset Accounts is the new name for the old Capital Reserves.

3130-65-4274 - **Solar Reserve** – This sets aside funds for the maintenance and upgrade of the three solar arrays owned by the Town. Budget **\$4,950** [or \$420 per month].

3130-65-4276 - **Sludge Reserve** – This sets aside funds to clean the treatment lagoons. Cost could be in the \$100,000 to \$150,000 range. This has been funded at \$8,000 per year but funds were taken out of this account in 2013 to pay for the Thorndike property and need to be replaced. Budget **\$12,000** [or \$1,000 per month].

3130-65-4280 – **Short Lived Assets Account** – This is funds set aside for future replacement or upgrade of components of the pumping, treating and final disposal of the wastewater as well as the office and laboratory equipment. Excluded from this are major construction projects that are normally funded by long term borrowing. This is based on the Short-Lived Assets list as outlined in the *Asset Management Plan*. Budget **\$30,600** [or \$2,550 per month] to the Short-Lived Assets Account.

3130-65-4285 - **SSDC Reserve** - This is where the Sewer System Development Charge (S.S.D.C.) income is kept. The amount budgeted for this reserve always equals the amount budgeted for S.S.D.C. income. Funds are only put in this account when collected from a sewer connection permit. These funds can only be used to increase capacity in our system. Budget **\$2,000**.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **REPAIR & REPLACEMENT**

| EXPENDED 20/21 | BUDGET 21/22 | ESTIMATED 21/22 | BUDGET 22/23 |
|----------------|--------------|-----------------|------------------|
| \$978,728.53 | \$201,000 | \$199,143.94 | \$131,000 |

The following capital projects are proposed for FY 22/23:

3140-65-0940 – 4th Solar Array – The 78 solar panels on the PCD Control Building generate 15% of the power used at the facility. Almost none of the power generated by these panels is fed to the grid. Adding 51 solar panels to the garage roof would bring the solar power generated at the facility to about 30% of what is used. This would reduce the overall electric bill from CMP and allow solar credits to cover more of the accounts. The cost is estimated at \$66,000. Budget **\$66,000** to come from remaining solar funds \$52,580 and SLA Reserve \$13,420.

3140-65-0950 – Land Application – The flows to be treated have increased in recent years and are now about 20,000,000 gallons a year more than 6-years ago. To handle more flow, we need to have a more efficient spray system. Automating the process in Fields 4 & 5 and making changes to Field 1 would increase efficient use of the fields. Setting up the SCADA to control the valves will fully automate fields 4 & 5. Budget **\$45,000** to come from SLA Reserve.

3140-65-0960 – Sewer Projects – The sewer line on Beechwood Street north of Erin is an undersized pipe that has plugged in the past, causing backups into basements. In FY 20/21 \$30,953.73 was spent on engineering. In FY 21/22 \$98,767.94 was spent to replace about a 200-foot section. This has controlled the backups but the rest of the project and about 500-feet of Clean Water Drain on Erin Street still need to be done. The estimated cost is over \$700,000. The design is being finished and funding is available from Rural Development with a 30% grant but it is recommended that this project be postponed until FY 23/24 to allow for construction costs to return to more normal. This job was estimated in 2019 to cost \$300,000 and is now estimated at more than double that. Budget **\$20,000** to finish the engineering to come from SLA Reserve.

**THOMASTON POLLUTION CONTROL DEPT.
BUDGET REQUEST
2022/2023 FISCAL YEAR**

ACCOUNT TITLE: **DEBT REDUCTION**

| EXPENDED 20/21 | BUDGET 21/22 | EXPENDED 21/22 | BUDGET 22/23 |
|----------------|--------------|----------------|------------------|
| \$383,348.25 | \$230,681 | \$230.680 | \$297,700 |

This is for paying off the principal and interest on the long-term debt incurred for various sewer related projects. These are actual amounts due. See attached long term debt summary in Asset Management Plan and cash flow projections (shows the timing of payments and transfers into the Debt Reserve Account) on next page.

3145-65-4405 – Debt Reserve – Funding for the long-term debt associated with the collection and treatment of wastewater comes from four sources:

- | | |
|---|------------------|
| 1. The sewer users through their sewer bills | \$192,000 |
| 2. The Dragon TIF (for the East End Sewer) | \$125,000 |
| 3. Municipal share of bond for solar bond (1/4 of total). | \$ 18,628 |
| 4. Interest on solar bond from Solar Reserve | <u>\$ 16,237</u> |
| Total | \$351,865 |

Debt Payment – The bonds below were issued to pay for the 2006/2008 East End Sewer Extension, the 2011/2012 sewer replacement on Wadsworth Street and Brooklyn Heights and the 2021 solar array.

3150-75-4429 – RD 2012 Bond – Payment due 11/7/22 [**\$56,797.00**]

3150-75-4430 - SRF 2015 Bond - Payment due 12/1/22 [\$1,044.55] and 6/1/2023 [**\$108,261.00**].

3150-75-4431 – RD 2016 Bond – Payment due 1/14/23 [**\$50,090.00**]

3150-75-4432 – MMBB 2021 Bond – Payment due 11/1/22 [\$8198.35] and 5/1/23 [**\$82,549.72**]

Thomaston Pollution Control Department

DEBT RESERVE ACCOUNT Cash Flow Projections for - FY 2022/2023

| Date | Action | Date Due | Received | Expended | Balance On Hand |
|---------------|--------------------------------|-----------|---------------------|---------------------|-----------------|
| 7/1/2022 | Balance Forward | | | | \$104,800.00 |
| 7/15/2022 | Transfer to Debt Reserve | | \$16,000.00 | | \$120,800.00 |
| 8/15/2022 | Transfer to Debt Reserve | | \$16,000.00 | | \$136,800.00 |
| 9/15/2022 | Transfer to Debt Reserve | | \$16,000.00 | | \$152,800.00 |
| 10/15/2022 | Transfer to Debt Reserve | | \$16,000.00 | | \$168,800.00 |
| 10/15/2022 | 2021 Bond interest /Solar Res. | | \$8,198.35 | | \$176,998.35 |
| 10/15/2022 | MMBB-2021 <i>Payment</i> | 11/1/2022 | | \$8,198.35 | \$168,800.00 |
| 11/7/2022 | RD-2012 <i>Payment</i> | 11/7/2022 | | \$56,797.00 | \$112,003.00 |
| 11/15/2022 | Transfer to Debt Reserve | | \$16,000.00 | | \$128,003.00 |
| 11/15/2022 | SRF-2015 <i>Payment</i> | 12/1/2022 | | \$1,044.55 | \$126,958.45 |
| 12/15/2022 | Transfer to Debt Reserve | | \$16,000.00 | | \$142,958.45 |
| 1/15/2023 | Transfer to Debt Reserve | | \$16,000.00 | | \$158,958.45 |
| 1/14/2023 | RD-2016 <i>Payment</i> | 1/14/2023 | | \$50,090.00 | \$108,868.45 |
| 2/15/2023 | Transfer to Debt Reserve | | \$16,000.00 | | \$124,868.45 |
| 3/1/2023 | TIF Revenue | | \$125,000.00 | | \$249,868.45 |
| 3/15/2023 | Transfer to Debt Reserve | | \$16,000.00 | | \$265,868.45 |
| 4/15/2023 | Transfer to Debt Reserve | | \$16,000.00 | | \$281,868.45 |
| 4/15/2023 | Town share of 2021 bond | | \$18,627.89 | | \$300,496.34 |
| 4/15/2023 | 2021 Bond interest /Solar Res. | | \$8,038.15 | | \$308,534.49 |
| 4/15/2023 | MMBB-2021 <i>Payment</i> | 5/1/2023 | | \$82,549.72 | \$225,984.77 |
| 5/15/2023 | Transfer to Debt Reserve | | \$16,000.00 | | \$241,984.77 |
| 6/1/2023 | SRF-2015 <i>Payment</i> | 6/1/2023 | | \$108,261.36 | \$133,723.41 |
| 6/15/2023 | Transfer to Debt Reserve | | \$16,000.00 | | \$149,723.41 |
| TOTALS | | | \$351,864.39 | \$306,940.98 | |

Memo

To: Select Board & Town Manager
From: John Fancy
CC: Brandon Allen
Date: May 2, 2022
Re: KNOX STREET & WATER STREET

The United States Department of Transportation is making available \$1.0 B each year from 2022 to 2026 to go to local street projects in a program named Safe Streets for All (SS4A). The first round will be accepting applications beginning in mid-May. The grants are aimed at improving safety on the streets and will be available in two categories: The Comprehensive Safety and Action Plan grants and the Implementation grants. The first covers the planning of ways to improve highway safety and the second is for implementation (construction) of the program. We would have to complete the first before we could apply for the second. This program is an 80% federal share and 20% local match.

Water Street seems like a natural as the major concern is safety for not only vehicles but for people and bikes. Connecting Knox Street and making it all one project could be a good way to go. USDOT will look more favorably on projects with multiple partners so maybe we could ask Cushing to go in with us. This would involve keeping the Select Board informed and having the consultant hold a public hearing in Cushing to hear comments on the proposed plan. We should probably touch base with the Midcoast Council of Governments to see if they have any plans to get involved in this program. They could be another partner.

I did the webinar today on this program and have signed up to be kept informed about the notice to apply and other information is made available.

Kara George

From: Kara George
Sent: Tuesday, May 3, 2022 1:38 PM
To: jane@maineauthorspublishing.com
Subject: RE: High Street Closure Request for Agust 27th Book Festival

Hi Jane,

I just happen to see your email today, as it delivered to my spam/junk folder in my email. I will be sure to have it on our next Select Board agenda on May 9th at 6 p.m. Please let me know if you need anything else. Again, my apologies for not getting back to you sooner as I just saw your email today!

Best,

Kara George
Town Manager
Town of Thomaston
13 Valley St.
Thomaston, ME 04861
Ph. (207) 354-6107
Fax (207) 354-2132

From: jane@maineauthorspublishing.com <jane@maineauthorspublishing.com>
Sent: Tuesday, April 5, 2022 2:48 PM
To: 'Town Clerk' <thomclerk@midcoast.com>
Cc: 'Bill Hahn' <bill@tidalworksthomaston.com>; 'Peter Lammert' <peter.lammert@myfairpoint.net>; 'Sandy Moore' <smoorethomaston@gmail.com>; 'Nikki Giglia' <nikki@maineauthorspublishing.com>; coordinator@maineauthorspublishing.com
Subject: High Street Closure Request for Agust 27th Book Festival

Hi Kara George and all,

Could you please put the closure of High Street (section in front of Montpelier to Maine Authors Publishing) on the agenda for town approval in June?

Also, let us know the date and time of the meeting so that a representative can be present.

We will be holding the third annual Maine Authors Book Festival on Saturday, August 27th from 11:00 to 4:00. Our authors will start arriving around 9:00am to set up their booths and unload their cars. So for safety reasons it would be best to close the street from 9:00 to 5:00 to through traffic (the area is used for patron parking and walking to and from the Gen Knox parking lot, as usual.

Jane Karker

Maine Authors Publishing & Cooperative 207-594-0091
Custom Museum Publishing, Inc.
12 High St., Thomaston, ME 04861
www.maineauthorspublishing.com
www.custommuseumpublishing.com
www.indieauthorbooks.com
www.mainehistorybooks.com

Kara George

From: Zel Bowman-Laberge
Sent: Wednesday, May 4, 2022 8:02 AM
To: Diane Giese; Kara George
Subject: Fw: Speed Sign

Hi Diane and Kara,

When you are setting the agenda today could you please include this item under New Business or is this old business?

To summarize:

We have one more flashing speed sign (we purchased last year) that needs a trailer fabricated to be installed on a DOT road. If it is not a DOT road, I believe the sign can be mounted directly into the ground with a post. I am going to call DOT and ask about this before the meeting on Monday. I think we should get this up for this summer.

I also am going to ask about flashing lights for pedestrian crossing locations and painting the speed limit on the road (like in Wiscasset). DOT might be able to provide these for us.

Thanks!
Zel

From: Zel Bowman-Laberge <zbowmanlaberge@thomastonmaine.gov>
Sent: Wednesday, May 4, 2022 7:57 AM
To: Tim Hoppe <thoppe@thomastonmaine.gov>
Cc: Brandon Allen <ballen@thomastonmaine.gov>; Kara George <kgeorge@thomastonmaine.gov>; Bill Hahn (bill@tidalworksthomaston.com) <bill@tidalworksthomaston.com>
Subject: Re: Speed Sign

Thank you, Tim and Brandon!
I'm going to request we discuss this at our next SB meeting.

From: Tim Hoppe <thoppe@thomastonmaine.gov>
Sent: Monday, May 2, 2022 12:37 PM
To: Zel Bowman-Laberge <zbowmanlaberge@thomastonmaine.gov>
Subject: RE: Speed Sign

Hi Zel

I will get with Brandon, also I like the paint idea. I believe DOT has to approve that on Route but that's a great idea.

Thanks

Tim

From: Zel Bowman-Laberge

Sent: Monday, May 2, 2022 7:28 AM

To: Tim Hoppe <thoppe@thomastonmaine.gov>; Brandon Allen <ballen@thomastonmaine.gov>

Cc: Kara George <kgeorge@thomastonmaine.gov>; Bill Hahn (bill@tidalworksthomaston.com) <bill@tidalworksthomaston.com>

Subject: Speed Sign

Good Morning Tim and Brandon,

Might it be possible to get our second speed sign mounted to a base and positioned somewhere in town? Bill Hahn and I were talking about this last week and wanted to check in.

Separately - I drove through Wiscasset recently and they have painted the speed limit in the middle of the lane on the asphalt of route one to help slow speeders. It seemed like an interesting idea to consider for Thomaston...

Thanks!

Zel

Thomaston Fee Schedule

PROPOSED DRAFT 5/05/2022

Residential Structures

| | | |
|---|----------------------------|----------------|
| Minimum Fee | \$ 20.00 | \$30.00 |
| Residential Finished Living Space – New | \$ 0.40/sq. ft. | \$0.45 |
| Residential Unfinished Living Space (Shell) | \$ 0.25/sq. ft. | \$0.35 |
| | \$ 0.35/sq. ft. | |
| Residential Renovations | | |
| <i>** REPLACE Shell with 6' headroom or greater</i> | | |
| Residential Accessory Structures | \$ 0.25/sq. ft. | \$0.35 |
| <i>** ADD attached or detached</i> | | |
| Covered Porches | \$ 0.25/sq. ft. | \$0.30 |
| Decks | \$ 0.15/sq. ft. | \$0.25 |
| Mobile & Manufactured Homes | \$ 0.25/sq. ft. | \$0.35 |
| Foundations – Only (Floor Dimensions) | \$ 0.25/sq. ft. | \$0.40/sq.ft |
| Cellars – full or half finished | | \$0.30/ sq.ft. |
| Cellars- slab only | | |

Commercial Structures

| | | |
|---|----------------------------|---------|
| Minimum Fee | \$ 20.00 | \$50.00 |
| Commercial-Industrial – New | \$ 0.50/sq. ft. | \$0.75 |
| Commercial-Industrial – Renovation | \$ 0.30/sq. ft. | \$0.65 |
| Commercial-Industrial – Accessory Structure | \$ 0.30/sq. ft. | \$0.40 |

Flat Fees

| | |
|---|--|
| Demolition of Structure | \$ 50.00 |
| Moving of Structure | \$ 50.00 |
| Change of Use CEO Permitted use or change of use | \$50.00 |
| Moving Mobile Homes | \$ 25.00 \$35.00 |
| Swimming Pools (above or in ground) | \$ 50.00 |
| Vegetative Clearing (Shoreland ONLY) | \$50.00 |
| Temporary or Permanent Signs | \$ 10.00 \$50.00 |
| Temporary Sign | \$15.00 for first 30 days - \$5.00 per 30 days thereafter |
| <i>*Nonprofit Signs</i> | <i>No cost but must be removed 4 business days after event</i> |
| Street Opening Permit | \$ 50.00 |

Peddlers Permit ~~\$ 30.00 Minimum \$1.50/day \$50.00~~
for first thirty days - \$30.00 per 30 days
thereafter

Subdivision Fees

Pre-application Meeting \$100.00
Preliminary Plan Review ~~\$100.00 per lot or unit~~ \$125.00 per lot or
unit
Final Plan Review ~~\$ 75.00 per lot or unit~~ \$100.00 per lot or
unit
Revision to final plan ~~\$100.00~~ \$125.00 flat fee
Abutter notice fee \$30.00 for up to 15 abutters - \$5.00 per
notice thereafter

Site Plan Review

Pre-application / Conditional Use (one meeting) ~~\$ 75.00~~ \$100.00
~~Final Plan~~ \$150.00
Full Site Plan Review \$175.00

Abutter notice fee (administrative and mailing costs) \$30.00 for up to 15 abutters - \$5.00
per notice thereafter

Private Way Plan Review \$100.00 for initial meeting - \$75.00 per meeting
as applicable thereafter

Planning Board or Board of Appeals Review

~~Residential~~ \$ 75.00
~~Non Residential~~ Multi Family \$150.00
~~Administrative Appeal~~ \$100.00

Zoning Board of Appeals

Administrative appeals of CEO or PB decisions \$250.00
Public Hearing fee \$75.00 plus advertising costs
Abutter notice fee (administrative and mailing costs) \$30.00 for up to 15 abutters - \$5.00
per notice thereafter

Mobile Home Park Fees

License Application or Renewal ~~\$100.00~~ \$125.00 for first 25 lots - \$1.75
for each lot thereafter