

**SELECT BOARD MEETING  
MONDAY, DECEMBER 11, 2023  
EXECUTIVE SESSION 5:45 P.M.  
REGULAR MEETING: 6 P.M.**

**IN-PERSON AT 13 VALLEY STREET**

LIVE STREAMING AVAILABLE BY VISITING:

[https://www.townhallstreams.com/towns/thomaston\\_me](https://www.townhallstreams.com/towns/thomaston_me)

PLEASE SUBMIT QUESTIONS/CONCERNS TO THE TOWN MANAGER AT:

[kgeorge@thomastonmaine.gov](mailto:kgeorge@thomastonmaine.gov)

*(Please note: Members of the public are welcome to offer comments up to 3 minutes in duration during Opening and Closing Public Comments listed on the agenda. The intent is to allow a fair and adequate opportunity for the public to be heard and to provide adequate time for the Board to obtain information and opinion on subjects before it, while ensuring that the time allowed for public discussion does not interfere with the fulfillment of the scheduled agenda. Additional information may be provided to the Board in writing, either pre and/or post meeting.)*

**EXECUTIVE SESSION-5:45 P.M.**

Pursuant to MRS Title 1, §405 (6D), to discuss collective bargaining agreement of the Fraternal Order of Police.

**REGULAR MEETING 6:00 P.M.**

**1. CALL THE MEETING TO ORDER**

**2. PUBLIC HEARINGS:**

- A. Review the renewal application of Thomaston Café for the consideration of an on-premises license to sell Malt Liquor, Wine, and Spirits at the property located at 154 Main Street pursuant to Section 653 Title 28-A of the Maine Revised Statutes.
- B. Discuss the ARPA (American Rescue Plan Act) expenditure of up to \$8,500 to purchase seats, tables, and chair carts for the Lura Libby Room. (Uniform chairs and tables are required per the State Fire Marshal's Office and are depicted in the event seating plan provided by Architect Chuck Campbell.)

**3. OPENING PUBLIC COMMENTS**

**4. APPROVE THE MINUTES OF: June 12, June 26, and August 14, 2023**

**5. APPROVE THE WARRANTS**

**6. ADJUSTMENTS TO THE AGENDA**

**7. TOWN MANAGER'S REPORT**

**8. TOWN BOARDS & COMMITTEES UPDATE**

- A. Ad-Hoc Thomaston Green Park Committee:
  - 1. Update
  - 2. Request for legal counsel funds
  - 3. R3A Zone Amendments
  - 4. Gartley and Dorsky updated plan proposal

**9. OLD BUSINESS**

**10. NEW BUSINESS**

- A. Recognize Assessors' Agent Lindsey Junkins for obtaining her Certified Maine Assessor License.
- B. Consider for approval the appointment of Chris Farthing to the Conservation Commission.
- C. Consider for approval the appointment of Alex Fayvil to the Budget Committee and the Planning Board 2<sup>nd</sup> Alternate positions.
- D. Approve property owners of 12 Thatcher Street to retain the foreclosed property and consider rejection of any and all property bids.
- E. Discuss the tax assessment with Assessors' Agent Lindsey Junkins.
- F. Consider the purchase of three (3) security cameras for Mill River Park, Kiln Park, and the Public Landing per the recommendation of Police Chief Hoppe and Select Board Member Sandy Moore. (Funds to be expended from TIF.)
- G. Authorize the expenditure of \$3,500 from the Computer Reserve to pay for assessing software training as recommended by the Town Manager.
- H. Authorize the Municipal Building insurance claims of \$26,680 +/- be added to the Municipal Facilities Reserve and that the total budget overages of \$31,830 be posted against the Municipal Facilities Reserves in the current fiscal year as recommended by the Town Manager.
- I. Accept with regret the resignation of Sarah Robertson from the Recreation Committee.
- J. Review the Code of Ethics Policy for Boards, Committees, and Commissions per the request of Select Board Member Patricia Hubbard.

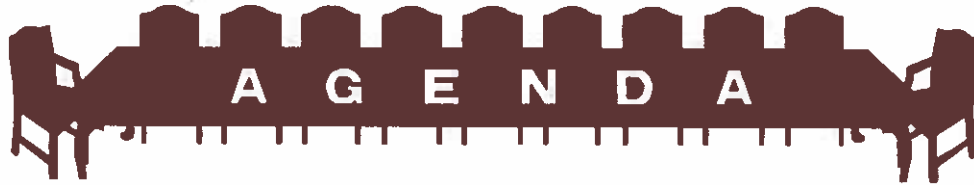
**11. CLOSING PUBLIC COMMENT**

**12. ADJOURN**

**Upcoming Dates**

Tuesday, December 12 <sup>th</sup>	6 pm Budget Committee
Wednesday, December 13 <sup>th</sup>	6 pm Conservation Commission
Thursday, December 14 <sup>th</sup>	6 pm Ad Hoc Thomaston Green Park Committee 6 pm Knox County Budget Public Hearing (Knox County Court House)
Friday, December 15 <sup>th</sup>	Town Offices Close at 11:30am
Tuesday, December 19 <sup>th</sup>	6 pm Planning Board
Monday, December 25 <sup>th</sup>	Town Offices Closed/Christmas Observed

Chris Rector- Sandy Moore- Bill Hahn - Peter Lammert-Patricia Hubbard



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**AGENDA ADJUSTMENT**

PreK update from RSU13 School Superintendent John McDonald and Thomaston School Board Representative Rebecca Roveto.

- 11/14/23 Ad Hoc Thomaston Green Park Committee-Funding**  
Jodell and I attended the Ad Hoc meeting to discuss current funding of Town park's.
- 11/15/23 Onboarding Meeting**  
Missy and I met with Patricia Hubbard to go over available resources and processes.
- MTCMA Communications Committee**  
The Committee is surveying members to see what improvements users would like to see on the MTCMA website.
- 11/16/23 ABCs of Assessing**  
Donna and I attended MMA's ABC's of Assessing Webinar. This course is a great overview for anyone that is not an assessor, but would like a better understanding of the process.
- SLFR Webinar**  
I attended the State and Local Fiscal Recovery Funds (SLFR) webinar which addressed up dates to the Interim Final Rule for American Rescue Plan Act (ARPA) funds. The major change is that expenditures of project funds must be evidenced through contracts, invoices, and other approved documentation (not just a town meeting vote or Select Board vote) and must be obligated by December 31, 2024.
- 11/17/23 MCOG-Dan Debord**  
Dan and I met to discuss the municipal projects, particularly the Dredging project. I've invited Dan to come to the next Economic and Community Development Committee meeting in January.
- 11/27/23 12 Thatcher Street Foreclosure**  
Donna and I met with the 12 Thatcher Street property owners. The property owners can retain their property.
- 11/28/23 Budget Committee Chair Meeting**  
Jodell and I met with Chair Doug Erickson to discuss the upcoming budget. Doug has requested a Budget Committee meeting for Tuesday, December 12th at 6 pm to review the current year's budget. The final audit report was distributed to the Budget Committee and Select Board.
- FEMA Discovery Meeting**  
I attended the FEMA Discovery meeting Risk MAP project in Waldo County and the St. George-Sheepscot Watershed. This is in coordination with the U.S. Geological Survey (USGS). They are defining problem areas for flooding and updating the flood plain maps. This is a 5-year process, in which, they are gathering data and input from the communities. During this process, they will have 3 additional meetings for the workmap, consultation with the coordination officer, and then the final "resiliency" open house meeting. If anyone from Thomaston has any additional flooding problem areas to report, please reach out to me and I can connect you with FEMA. Of note in Thomaston, the area outlined is the St. George River.
- 11/29/23 Ordinances Review**  
Missy and I reviewed the town ordinances in preparation of the coming year. We will be coordinating with other departments, boards, and committees to review the current ordinances to see if any changes are recommended for the next town meeting.
- MMA Local Planning Board & Board of Appeals Webinar**

**Environmental Dept Meeting**

I met with Ed Harris to discuss Interstate Septic. The Town is no longer required to contract with Interstate Septic for annual waste disposal for private resident septic systems. It was a cost of \$2,300 per year.

**Ad Hoc Thomaston Green Park Committee-Maintenance**

Brandon, Ed, and I met with the Ad Hoc Committee to discuss how parks and trails are currently maintained.

11/30/23

**MLGHRA Fall Training**

Attended the Maine Local Government Human Resource Association's fall training. Topics included performance evaluations, difficult conversations, due process, and discrimination claims.

12/1/23

**MTCMA/NH Joint Exchange**

Attended the Maine Town and City Manager's Association and New Hampshire Manager Association's joint exchange. Topics included workforce trends from MDOL, how communities are attracting and retaining staff, current human resource issues, and artificial intelligence impacts.

12/4/23

**Career Center Job Fair**

David Grima from MDOL's Career Center reported that there were 22 employers present despite the bad road conditions. There were 30 jobseekers in attendance, which is considered a good number for these times of record low unemployment. There were 5-6 job seekers from Dragon Cement in that number. The next layoff at the cement plant is planned for April, when a further 22+/- workers are expected to be laid off. The Town will continue to support the Career Center in future job fairs.

12/6/23

**Agenda Setting/Jim Dorsky Meeting**

I met with Chair Bill Hahn to review the agenda. We also had a call with Jim Dorsky from Gartley and Dorsky Engineers to discuss the Thomaston Green map and the Knox Clinic project.

**Kendray Rodriguez Meeting**

Kendray and I met to discuss the microgrant applications. We reviewed three applications and will be sending our recommendations to the Economic and Community Development Committee.

**MMA Local Planning Board & Board of Appeals Webinar**

Attended the MMA webinar. This was a great overview of the procedures and scope of what these two boards do. I would highly recommend for anyone in municipal government to take the course in the future.

**Other:****Building Custodian/Maintenance**

Dean Long has resigned from his position with the Town. For immediate needs, Janet Clark has agreed to do cleaning at the Municipal Building a couple nights per week until we can hire someone more permanently. PWD Brandon Allen and CEO Rene Dorr have also stepped up to assist with immediate building needs such as coordinating with contractors. I am appreciative for all of their help.

I am out of the office the week of December 25th, returning on January 2nd. I will be meeting with Department Heads starting in January to review their budgets. Missy is preparing a time line leading up to June Town Meeting for the Board.



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

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

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

5. Business records are located at the following address:

154 Main St Thomaston, Me 04861

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

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

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

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

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

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

Yes  No

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



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

Yes  No

If yes, please provide details: \_\_\_\_\_

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

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

Name of Business	License Number	Complete Physical Address

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

Full Name	DOB	Place of Birth
Kathryn Jane McCoubrey	1/20/83	Catais, Me
Johnathon Curtis Young	12/31/89	Bakersfield, Ca

Residence address on all the above for previous 5 years

Name	Address:
Kathryn McCoubrey	Thomaston, Me
Name	Address:
Johnathon Young	Rockland, Me, Thomaston, Me
Name	Address:

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

Yes  No

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

\_\_\_\_\_

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

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

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

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

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

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

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

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

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

          Hobbs Properties LLC PO Box 171 Camden, Me 04843

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

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

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

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

Name: Episcopal Church

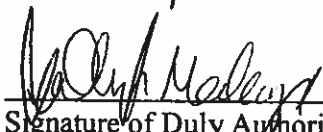
Distance: 400 ft

**Section II: Signature of Applicant(s)**

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

*Please sign and date in blue ink.*

Dated: 11/20/23

  
Signature of Duly Authorized Person

\_\_\_\_\_  
Signature of Duly Authorized Person

Kathryn J. McCoubrey  
Printed Name of Duly Authorized Person

\_\_\_\_\_  
Printed Name of Duly Authorized Person

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

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

Dated: \_\_\_\_\_

Who is approving this application?  Municipal Officers of \_\_\_\_\_

County Commissioners of \_\_\_\_\_ County

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

Signature of Officials	Printed Name and Title

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

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

§653. Hearings; bureau review; appeal

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

**A.** The bureau shall prepare and supply application forms.

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

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

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

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

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

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

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

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

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

**E.** A violation of any provision of this Title;

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

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

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

A. Repealed

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

**4. Repealed**

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

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

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

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

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

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

*All Questions Must Be Answered Completely. Please print legibly.*

1. Exact legal name: Saybelle Corp.
2. Doing Business As, if any: Thomaston Cafe
3. Date of filing with Secretary of State: 8/7/17 State in which you are formed: Me
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

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

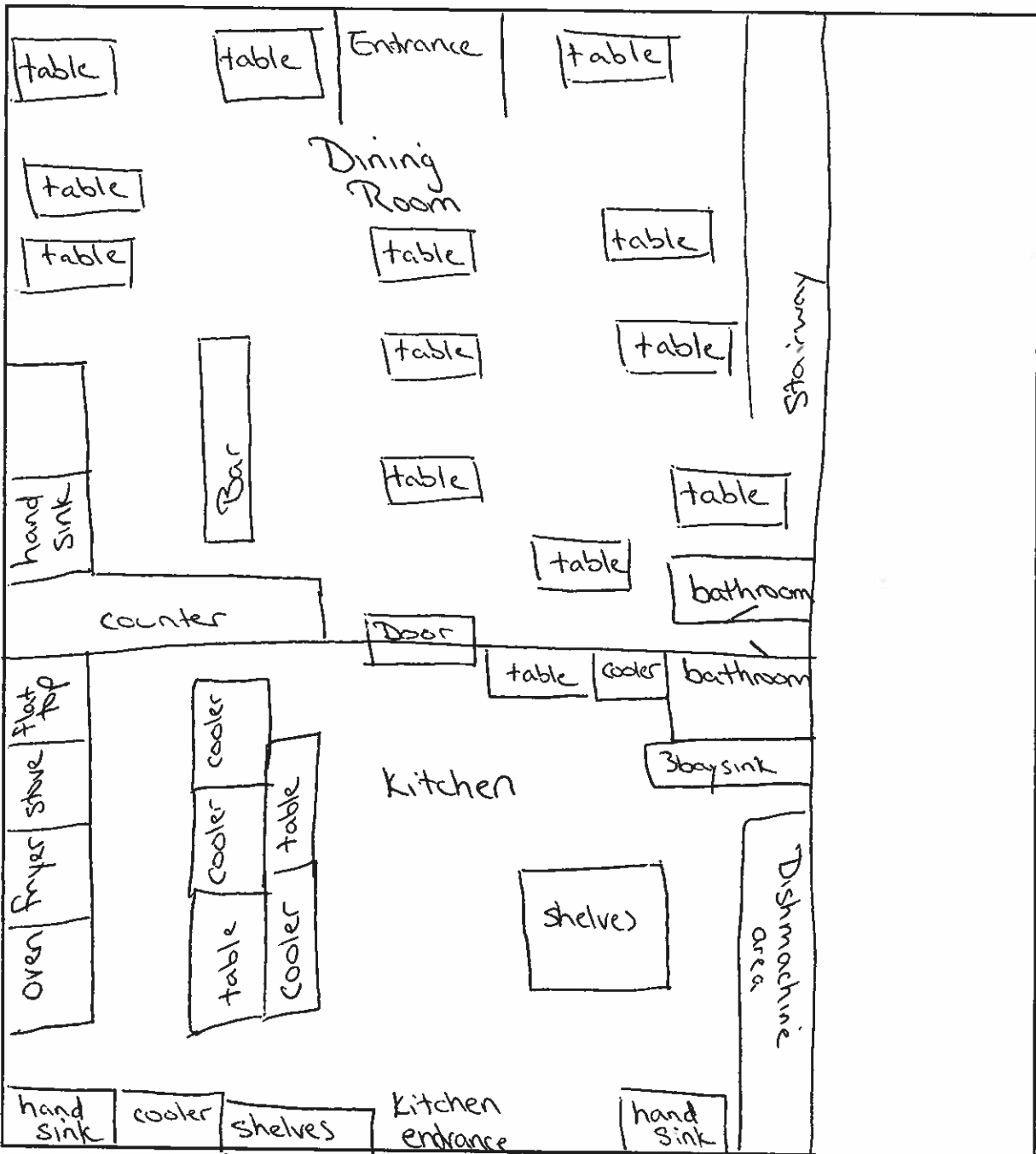
(Ownership in non-publicly traded companies must add up to 100%.)

Section VI Premises Floor Plan

1st Floor

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

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



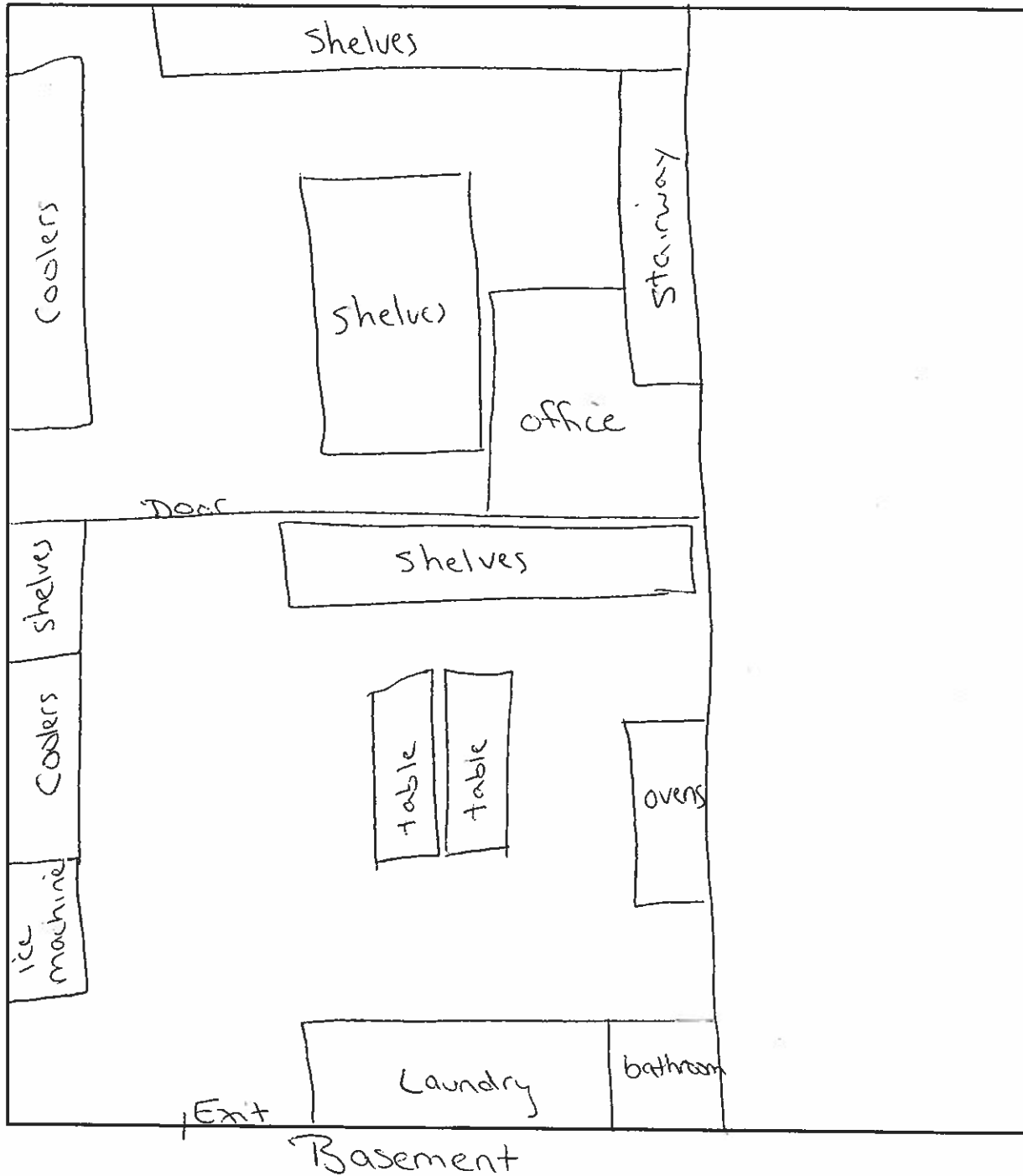
1st Floor 11/2023



**Section VI Premises Floor Plan** *Basement*

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Kara, get a **\$150 Amazon Gift Card** upon approval for the **Amazon Business American Express Card**. No annual fee.

Terms, rates and fees apply.

[Learn More](#)

## Shopping Cart

Price

Part of your order qualifies for **FREE Shipping**. Choose this option at checkout. [See details](#)



### VECELO Metal Frame Steel Folding Mounted Chairs with Triple Braced & Double Hinged

**\$78.00**

In Stock  
Eligible for **FREE Shipping & FREE Returns**  
Gift options not available. [Learn more](#)  
**Color:** Beige  
**Size:** Set of 4

75

[Delete](#) [Save for later](#) [Compare with similar items](#) [Share](#)

**Subtotal (91 items): \$7,959.76**

This order contains a gift

[Proceed to checkout](#)



### SUPER DEAL 8FT Folding Picnic Table for Outdoor, Portable Fold-in-Half Plastic

**\$57.80**

In Stock  
Shipped from: [SuperDealUsa](#)  
Gift options not available. [Learn more](#)  
**Item Shape:** Rectangular  
**Size:** 95"x30"

12

[Delete](#) [Save for later](#) [Compare with similar items](#) [Share](#)

Quantity Price

**Coupon Clipped**  
Save 5%

### Quantity Discounts to consider



Happybuy Folding Table Cart Black Table Rack...  
111

**\$148.03**

[Add to Cart](#)



8ft Tablecloth Rectangular Spandex...  
1,364

**\$17.13**

[Add to Cart](#)



VINGLI 10 Pack White Plastic Folding Chair...  
1,009

**\$159.99**

[Add to Cart](#)

VECELO Metal Frame Steel Folding Mounted Chairs with Triple Brac... was removed from Shopping Cart.



### UPGORILO Folding Table and Chairs Cart - Innovative Mobile Chair Dolly, 84 Folding

**\$354.04**

In Stock  
Eligible for **FREE Shipping**  
 This is a gift [Learn more](#)  
**Size:** 84 Chairs

Qty: 4

[Delete](#) [Save for later](#) [Compare with similar items](#) [Share](#)

Business Price

**Coupon Clipped**  
Save \$30.00



Happybuy Chair and Table Dolly Folding...  
53

**\$199.37**

[Add to Cart](#)

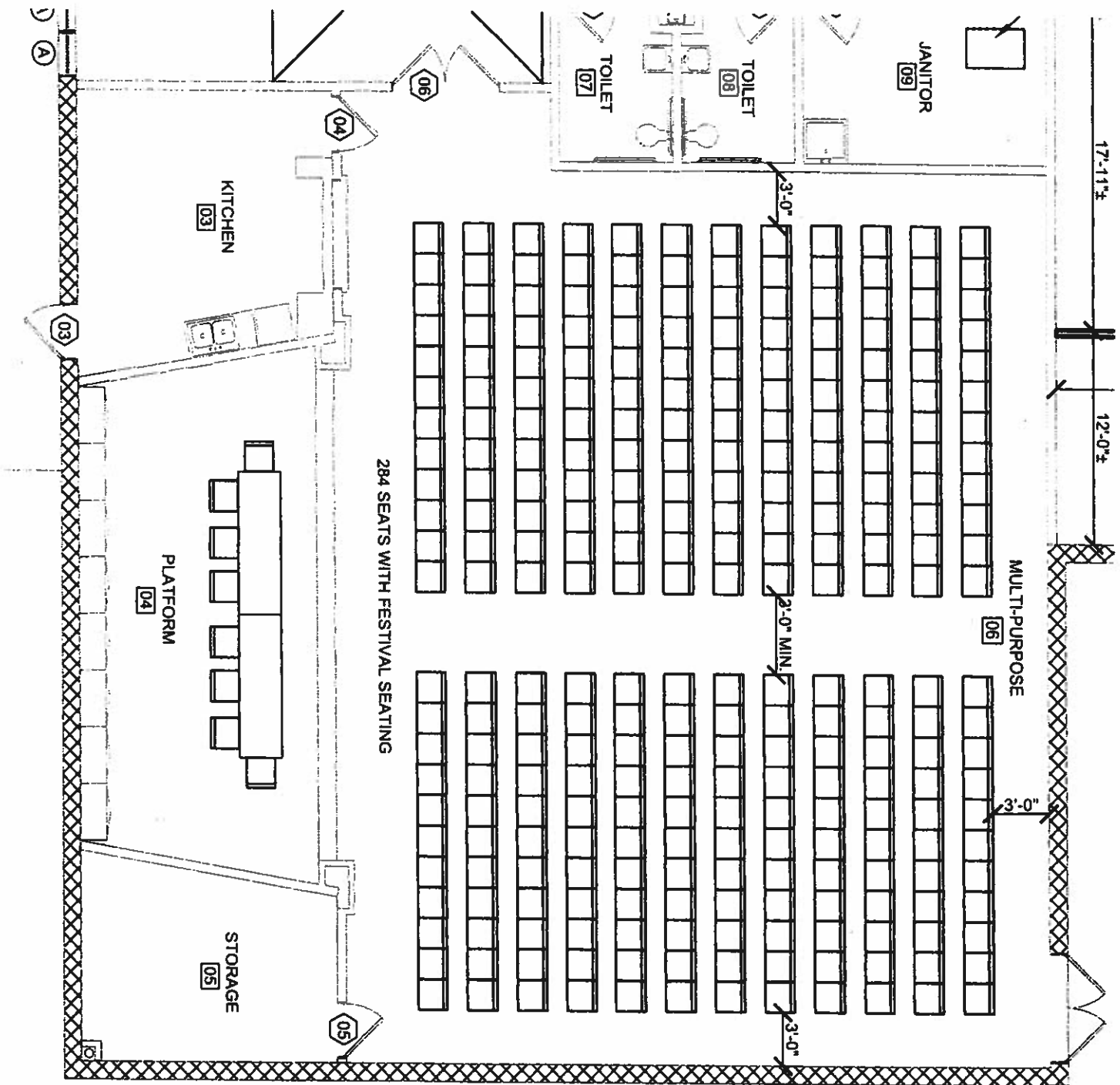
**Subtotal (91 items): \$7,959.76**

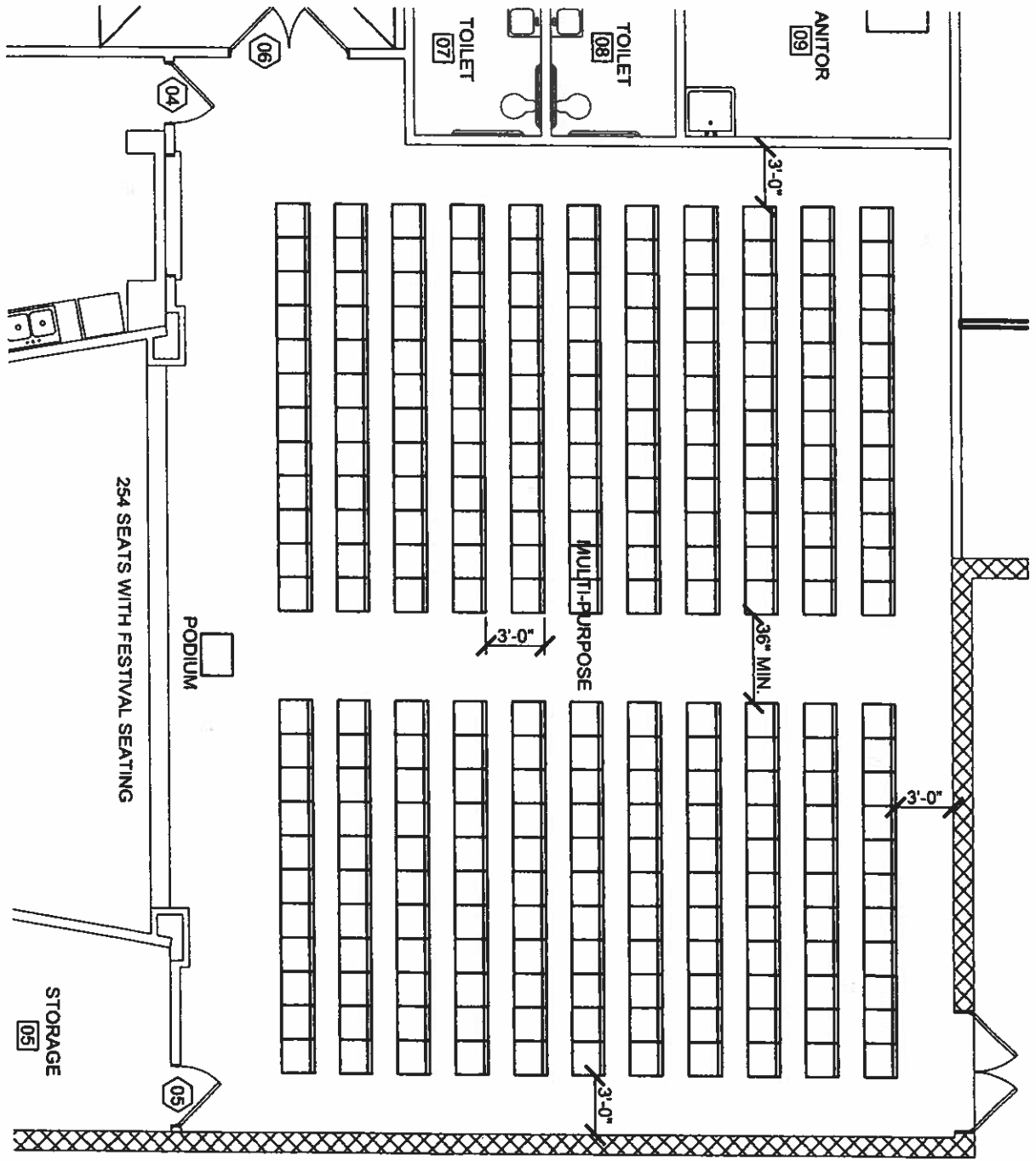
## Your Items

No items saved for later

[Buy it again](#)

No items to Buy again.





254 SEATS WITH FESTIVAL SEATING

PODIUM

STORAGE  
05

ANITOR  
09

TOILET  
08

TOILET  
07

MULTI-PURPOSE

36" MIN.

3'-0"

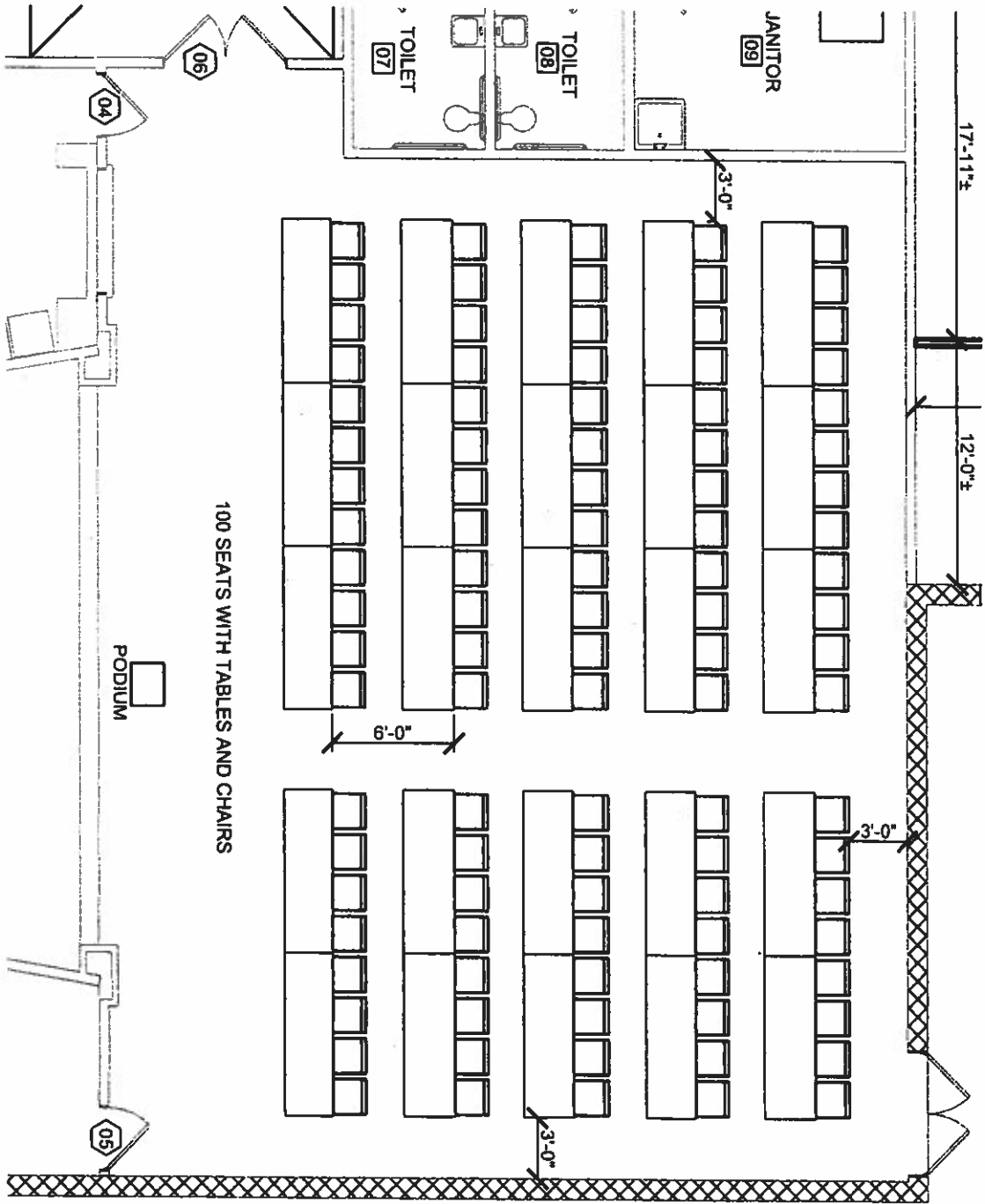
3'-0"

3'-0"

06

04

05



100 SEATS WITH TABLES AND CHAIRS

PODIUM

JANITOR [09]

TOILET [08]

TOILET [07]

17'-11 1/2"

12'-0"

3'-0"

3'-0"

3'-0"

6'-0"

04

06

05

ARPA Funds

Revenues

Date	Description	Amount
10/13/2021	1st Installment	144,957.69
1/4/2022	Redisbursements	168.42
6/24/2022	Second Installment	145,126.10
		<u>290,252.21</u>

Expenditures

First Report March 2022		
Date	Description	Amount
8/6/2021	Broadband Planning	15,000.00
4/11/2022	Beechwood St Sewer	25,000.00
3/16/2023	First Responder Premium Pay	61,918.00
3/16/2023	First Responder Premium Pay FICA	4,736.81
	Total	106,654.81

Second Report March 2023		
Date	Description	Amount
5/16/2022	Premium Pay Administration	7,250.00
5/16/2022	Premium Pay Administration FICA	554.64
5/16/2022	Premium Pay Administration Library	2,500.00
5/16/2022	Premium Pay Admin Library FICA	191.26
4/20/2023	First Responder Premium #2	13,979.66
4/20/2023	First Responder Premium #2	1,069.37
	Total	25,544.93

TO DATE 12/07/2023

Third Report March 2024		
Date	Description	Amount
6/30/2023	First Responder Premium #2	17,202.38
6/30/2023	First Responder Premium #2	1,315.87
6/30/2023	Hazardous Waste	9,500.00
7/19/2023	Mutual Aid	20,000.00
		48,018.25
	Current Balance	110,034.22

## ARPA Updates from a Treasury, Far, Far Away

Excerpt from MMA's Legislative Bulletin, December 1, 2023

While the American Rescue Plan Act (ARPA) deadlines of December 31, 2024 and December 31, 2026 may seem farther away than the next galaxy, it's important to be considering the obligation and expenditure of your municipality's ARPA funds.

The U.S. Treasury just released new Interim Rules with a modified definition of "obligation," clarifying that project funds cannot simply be allocated using a warrant article or council directive. The expenditure of project funds must be evidenced through contracts, invoices and other approved documentation provided to Treasury through the ARPA portal. In addition, the rule clarifies that funds that are not obligated in this fashion by December 31, 2024 must be returned to Treasury. The new rule also provides guidance on how to estimate costs that may be incurred after the December 2024 deadline.

For your reference, MMA Legal Services' ARPA Information Packet includes direct links to Treasury's website. Additionally, if your municipality did not file a report via the portal by the extended August 30, 2023 deadline, you are encouraged to do so despite the late hour. Although Treasury will neither confirm nor deny issuing noncompliance penalties, it would be unfortunate to have to return all those funds to the federal government.

**Town of Thomaston**  
**Select Board Minutes**  
**June 12, 2023**

**Public Present:** Daryl Hahn, Mary Griffin, Charlie Grover, John Fancy, Ed Harris, Peggy McCrea, Rene Dorr, Tim Hoppe, Michael Burns, Kendray Rodriguez.

**Board Present:** Chair Diane Giese, Pete Lammert, Bill Hahn, Sandy Moore, Town Manager Kara George, Recording Secretary Donna Culbertson.

Meeting called to order at 6pm by Chair Diane Giese.

**2. PUBLIC HEARINGS**

**ACTION: Motion to enter Public Hearing at 6pm made by Pete Lammert, seconded by Bill Hahn. VOTE: 5-0.**

- A. Discuss expending \$9,500 from ARPA (American Recue Plan Act) funds for the Hazardous Waste Collection Day.

**ACTION: Motion to exit Public Hearing at 6:02 pm made by Sandy Moore, seconded by Bill Hahn. VOTE: 5-0.**

**ACTION: Motion made by Sandy Moore to expend \$9,500 from ARPA for the Hazardous Waste Day, seconded by Pete Lammert. VOTE: 5-0.**

**ACTION: Motion to enter Public Hearing at 6:02pm made by Zel Bowman-Laberge, seconded by Bill Hahn. VOTE: 5-0.**

- B. Review the application of Hot Hill Tavern, for the consideration of a Class III Special Amusement Permit at the property located at 1 Starr Street as required by Town Ordinance-Chapter 1, Article XV.

**ACTION: Motion to exit Public Hearing at 6:04 pm made by Bill Hahn, seconded by Pete Lammert. VOTE: 5-0.**

**ACTION: Motion made by Pete Lammert to approve the special amusement permit of Hot Hill Tavern, seconded by Sandy Moore. VOTE: 5-0.**

**AGENDA ADJUSTMENT**

**ACTION: Motion to enter Public Hearing at 6:05 pm made by Bill Hahn, seconded by Zel Bowman-Laberge. VOTE: 5-0.**



For Alcohol being served one time only on June 19, 2023 from 5-6:30 pm at the General Henry Knox Museum for the New Member Reception.

**ACTION: Motion to exit Public Hearing at 6:06 pm made by Bill Hahn, seconded by Sandy Moore. VOTE: 5-0.**

**ACTION: Motion made by Pete Lammert to approve the application of the General Henry Knox Museum, seconded by Sandy Moore. VOTE: 5-0.**

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

## **10. NEW BUSINESS**

A. Consider for approval the bid of Performance Paving at a cost of \$121,330 as recommended by Public Work Director Brandon Allen.

**ACTION: Motion made by Pete Lammert to approve the Performance Paving bid, seconded by Zel Bowman-LaBerge. VOTE: 5-0.**

B. Review for approval the FY24 Pollution Control Department Budget.

Supt. Ed Harris gave a brief explanation of the increases.

**ACTION: Motion made by Sandy Moore to approve the FY24 Pollution Control Department Budget, seconded by Pete Lammert. VOTE: 5-0.**

C. Consider authorizing the purchase of a 2021 Ford Mustang Mach-E electric with 9,000 miles police cruiser at a cost of \$37,702 to be expended from the Police Cruiser Reserve.

**ACTION: Motion made by Pete Lammert to authorize the purchase of the 2021 Ford Mustang Mach-E, seconded by Zel Bowman-Laberge. VOTE: 5-0.**

D. Move to authorize \$1,403.71 from the Economic Development funds to close out the TR3 Affordable/Workforce Housing Project.

**ACTION: Motion made by Bill Hahn to expend \$1,403.71 from Economic Development funds, seconded by Sandy Moore. VOTE: 5-0.**

E. Review for approval the request of Patrol Officer Ken Smith to hold a Life Flight of Maine Training at the Thomaston Municipal Building on July 30, 2023.

Paige Smith gave a brief presentation of how Life Flight had saved her life. They would like to use the Lura Libby Room and the field for the afternoon. There will

also be a boat crossing from St. George to Cushing. Time for the event is 1 p.m. on Sunday, July 30, 2023.

**ACTION: Motion made by Pete Lammert to approve the request, seconded by Sandy Moore to approve. VOTE: 5-0.**

F. Authorize the Town Manager to sign the Letter of Owner Consent for the Historic Watts Block Preservation Project.

Bill Hahn gave a brief explanation of what the project would include.

**ACTION: Motion made by Pete Lammert to authorize the Town Manager to sign the letter, seconded by Zel Bowman-Laberge. VOTE: 5-0.**

G. Confirm the approval of the RSU #13 Budget Referendum Warrant.

**ACTION: Motion made by Zel Bowman-Laberge to approve the RSU 13 Budget Referendum Warrant, seconded by Bill Hahn. VOTE: 5-0.**

H. Move to authorize the submission of an Articles of Incorporation application for the Thomaston Early Childhood Education Partnership.

**ACTION: Motion made by Zel Bowman-Laberge to approve the Articles of Incorporation application for submission, seconded by Bill Hahn. VOTE: 5-0.**

3. Approve the Minutes: June 1, 2023

**ACTION: Motion made by Pete Lammert to approve the June 1, 2023 meeting minutes, seconded by Bill Hahn. VOTE: 5-0.**

4. Approve the Warrants:

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

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

7. Town Boards and Committees Update

Sandy Moore gave an update regarding wildflower plantings by the Conservation Commission at the Thomaston Mall. She is also working on a grant for 12 dog waste disposal stations.

**Executive Session**

**ACTION: Zel Bowman-Laberge made a motion, seconded by Pete Lammert to enter executive session at 6:55 pm, pursuant to MRS Title 1, §405 (6A). VOTE: 5-0**

**ACTION: A motion was made and seconded to exit executive session at 8:25pm. VOTE: 5-0**

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Chair Diane Giese

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Recording Secretary Donna Culbertson

DRAFT

- 5/23**      **Kendray Rodriguez**  
 Monthly meeting with Kendray to discuss projects she is working on. Most of the focus of this meeting was on plans for the Memorial Day Block Party. Kendray is also assisting local downtown businesses with the Midcoast Council of Governments (MCOG) grant applications to assist businesses with recovery of losses during the pandemic.
- GA- Rent Assistance**
- 5/24**      **RSU13 Meeting**  
 The Board and I met with RSU13 Superintendent John McDonald and several School Board Members regarding the PreK program in Thomaston. The RSU13 Budget Referendum Election is on Tuesday, June 13th.
- 5/25**      **Personnel Matter-Confidential**
- 5/26**      **Capital Projects Meeting**  
 I met with John Fancy and Brandon Allen to review pending capital projects like the Knox Street, Water Street, and sidewalks.
- Michael Martone**  
 Meeting with Michael to discuss projects. He is working with the State Economic Development Department to continue use of the Town's CDBG funds. The Town currently has \$136,000 in CDBG funds remaining. I've asked Michael to build a program to put those funds to use. He will also be assuming the Dredging project from John Fancy and commencing some of the projects outlined in the Town's TIF program.
- 5/24**      **Memorial Day Block Party**  
 I attended the Memorial Day Block Party and spent 2 hours as the "bouncer" of the bouncy house. At the time I was at the Party, there was a crowd of people in attendance for the lawn games, crafters, and children activities.
- 5/1**      **Pollution Control Dept. Meeting**  
 Met with Ed Harris to review the PCD budget.
- TRIO Phone Conference**  
 Met with TRIO, Rene, and Lindsey to discuss building the Assessing and Code Enforcement modules in TRIO.
- Special Select Board Meeting & Public Hearing**
- 6/6**      **Audit Review**  
**Dusty Glidden**  
 Dusty from Hi-Tech visited the Municipal Building this week. Dusty has recommended a better internet plan that will hopefully address the connectivity problems the Town has been having with streaming. He has also worked on extending better Wifi in the Police Department.
- GA-Confidential**
- Personnel Matter-Confidential**
- 6/7**      **CivicReady Demo**  
 Missy, Sally, and I watched a demo for CivicReady services. We will be reviewing their programs to share with the Select Board at the next meeting in June. CivicReady offers services for texting, message to landline, email, and apps for public notices, newsletters, reminders, etc, which can all be distributed through one site.
- PreK/Early Childhood Education Meeting**  
 Meeting with Katy Derene, Kendray Rodriguez, Diane Giese, and Jesse Ellis to discuss PreK and Early Child educational programming.
- Patrol Officer Interview**  
 We had one applicant for one Patrol Officer position.

**Town of Thomaston**  
**Select Board Minutes**  
**June 26, 2023**

**Public Present:** Rene Dorr, Charlie Grover, Mike Burns, Joanne Richards, Tim Hoppe, Brandon Allen.

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

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

**ACTION: The Breene Motion was made by Pete Lammert to take the agenda out of order, seconded by Bill Hahn. VOTE: 5-0.**

**10. NEW BUSINESS**

A. Election of Select Board Officers for Chair and Vice-Chair.

**ACTION: Motion made by Sandy Moore to nominate Pete Lammert as chair. Failed for second motion.**

**ACTION: Motion made by Bill Hahn, seconded by Chris Rector to nominate Diane Giese as chair and Bill Hahn as Vice-Chair. VOTE: 4-0-1 (abstention).**

B. Pinning Ceremony for Firefighter Promotions:

Captain Earl Sutherland, Lieutenant Charles Adams, Lieutenant J.T. O'Hare, Lieutenant Michael Root.

C. Consider the request of Fire Chief Mike Mazzeo and CEO Rene Dorr to hire an architect to design an official seating plan for the Lura Libby Room per the recommendation of the State Fire Marshal.

The original building plans did not include a design for event seating in the Lura Libby Room. Doors need magnetic closers that will release with the fire alarm system. A design professional will be hired for the layout. Chairs need to be folding chairs only. There needs to be a maximum number per row. Dance licenses will be required by the State. Architect Chuck Campbell is recommended for the seating design.

**ACTION: Motion made by Bill Hahn to approve hiring Chuck Cambell to design a seat plan, seconded by Chris Rector. VOTE: 5-0.**

D. Review for approval ambulance write-offs for FY23 of \$20,240.59

**ACTION: Motion made by Chris Rector, seconded by Sandy Moore to approve the ambulance write-offs in the amount of \$20,240.59. VOTE: 5-0.**

E. Approve the Town Manager to sign the engagement letter with Attorney David Pierson for legal services.

**ACTION: Motion made by Chris Rector to authorize the Town Manager to sign the engagement letter with Attorney David Pierson, seconded by Bill Hahn. VOTE: 5-0.**

F. Approve the Town Manager to sign the CivicReady Mass Notification System Agreement and expend \$3,000 from the Computer Reserves on said agreement.

CivicReady notification is an efficient tool for public notices. This will be a year-to-year agreement.

**ACTION: Motion made by Pete Lammert to approve the Civic Ready Agreement and expenditure, seconded by Bill Hahn. VOTE: 5-0.**

G. Discuss the RSU #13 lease of room in the Municipal Building.

**ACTION: Motion made by Pete Lammert, seconded by Bill Hahn to table the discussion. VOTE: 5-0.**

4. APPROVE THE WARRANTS

**ACTION: Motion to approve the warrants made by Pete Lammert, seconded by Sandy Moore. VOTE: 5-0.**

3. APPROVE THE MINUTES OF: April 10, 2023 and April 24, 2023.

**ACTION: Motion made by Pete Lammert, seconded by Sandy Moore to approve April 10, 2023 as amended. VOTE: 3-0-2 (Chris & Bill abstained).**

**ACTION: Motion made by Bill Hahn, seconded by Sandy Moore to approve April 24, 2023. VOTE: 5-0.**

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

#### **Executive Session**

**ACTION: A motion was made and seconded to enter executive session at 7:20 pm, pursuant to MRS Title 1, §405 (6A) to review a personnel matter. VOTE: 5-0**

**ACTION: Pete Lammert made a motion, seconded by Bill Hahn to exit executive session at 8 pm. VOTE: 5-0**

**ACTION: Bill Hahn made a motion, seconded by Sandy Moore, to offer up to \$80 per hour for contracted planner services. VOTE: 5-0**

The meeting adjourned at 8 pm.

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Chair Diane Giese

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Recording Secretary Donna Culbertson

**6/12 Academy Board of Trustees**

Met with Academy Board of Trustees to update them on the elevator repair and tenant lease renews. I reached out to Stanley Elevator Company and Otis Elevator requesting estimates. We have one estimate from Pine State Elevator.

The rent at the Academy has been increased to \$8/square foot and new leases are effective July 1st.

**Select Board Meeting****6/13 Personnel Matter-Confidential****Town Meeting Preparation**

I met with the Town Clerk and the Moderator in preparation for the Town Meeting.

Thank you to Missy, Sally, and all the ballot clerks that assisted during the election and town meeting. We are very appreciative of your service and dedication to the town. Additionally, thank you to Public Works and Dean Long for all of your efforts in the set up for the Election and Town Meeting.

**6/14 Town Meeting**

Thank you to the residents who came out to vote. It was record breaking attendance at the annual town meeting. It is was refreshing to see so many folks participate in the democratic and civic process of town meeting.

**6/15 Michael Martone**

I met with Michael to review his projects. He is also preparing a written report for the Economic Development meeting for Friday, June 23rd.

**Rec Department Meeting**

Met with Rec Director Jared Porter. The Summer Y Program kicks off on Monday, June 26th here at the Municipal Building. Thank you to Jared and his family for all of their work preparing for the Father-Daughter Dance last weekend. The first dance was a success with over 60 people in attendance.

**Kathy Derene-Academy Meeting**

Met with Kathy Derene to discuss the tenant leases at the Academy Building.

**6/16 Dragon CAP**

Met with Dragon CAP. There were no major changes since the last CAP meeting. I am arranging a tour of the facilities with Mark Curtis at Dragon for several of our new employees. If anyone from the Board would like to attend, please let me know.

*tour down into the quarry*

**6/20 Mat Eddy-MCOG Meeting**

Met with Mat Eddy to discuss a renewal contract with MCOG for the next fiscal year and the projects that Michael Martone has been working on. MCOG has there General Assembly meeting at Rockland City Hall on Thursday, June 29th starting at 11 a.m. for anyone that is interested in attending.

**6/20 Fire Inspector Meeting**

Met with CEO Rene Dorr and Fire Chief Mazzeo to discuss the State Fire Marshal visit. The State has made a recommendation for an official seating plan for the Lura Libby Room.

**MTCMA Communications Committee**

Quarterly meeting for preparation of the next newsletter.

**6/21 Agenda Setting Meeting****6/22 MMA Human Resource and Management Conference**

Topics included how to avoid common wage and hour violations for public sector employees, how to conduct a workplace investigation, what a successful onboarding process looks like, making municipal jobs accessible and appealing to a new generation of workers.

**6/23 Economic Development Committee****Chris Rector Meeting**

Welcome to our newest Select Board Member Chris Rector! We did an onboarding meeting to go over housekeeping and give Chris resources that will be helpful in his new role with Thomaston.

**Jodell-End of Fiscal Year Wrap Up**

Other: Job ads have gone out for the part-time office assistant and the part-time rec department assistant.

*Maine Workforce Compact -*



**Town of Thomaston**  
**Select Board Minutes**  
**August 14, 2023**

**Board Present:** Chair Diane Giese, Pete Lammert, Chris Rector, Town Manager Kara George, Recording Secretary Donna Culbertson. Absent: Bill Hahn, Sandy Moore.

**PUBLIC WORKSHOP:** Sidewalk Improvement Project Presentation. 5:30 pm

Project Planner John Fancy gave a brief presentation of the sidewalk improvement project to make Thomaston more walkable.

**REGULAR MEETING 6:00 PM.**

Meeting called to order at 6 pm by Chair Diane Giese.

**ACTION: Motion to accept the Breen amendment to take the agenda out of order made by Pete Lammert, seconded by Chris Rector. VOTE: 3-0.**

**10. NEW BUSINESS**

A. Consider the appointment of Carrie Brezzo to the Library Board of Trustees.

**ACTION: Motion made by Chris Rector, seconded by Pete Lammert to approve the appointment of Carrie Brezzo. VOTE: 3-0.**

B. Consider the appointment of Chris Hirsch to the Community and Economic Development Committee.

**ACTION: Motion made by Chris Rector, seconded by Pete Lammert to approve the appointment of Chris Hirsch. VOTE: 3-0.**

C. Confirm the Town Manager's Appointments of Matt Cremonni, Daniel Perez, and John Palmer to Patrol Officers.

**ACTION: Motion made by Pete Lammert, seconded by Chris Rector to approve the officer appointments. VOTE: 3-0.**

D. Review for approval the request of Recreation Director Jared Porter to hold a Fall Festival on October 28 and 29, 2023.

The event will be held on the Little League field.

**ACTION: Motion made by Chris Rector, seconded by Pete Lammert to approve the event request. VOTE: 3-0.**

E. Update on the Ad Hoc Committee for the Thomaston Green Park.

To date, there are 18 people that have signed up. The people will be given a brief survey to fill out asking what their vision of the park might be, sustainability and the financial goals.

F. Authorize the Town Manager to sign the Quitclaim Deed for the James D. Flagg property located at 78 Dexter Street.

**ACTION: Motion made by Pete Lammert, seconded by Chris Rector to approve authorize the Town Manager signing the quitclaim deed. VOTE: 3-0.**

G. Confirm the renewal of the RSU #13 lease for the alternative education program in the Thomaston Municipal Building.

**ACTION: Motion made by Pete Lammert, seconded by Chris Rector to confirm the renewal. VOTE: 3-0.**

H. Review for approval of the Public Hearing Policy for liquor licensing.

**ACTION: Motion made by Chris Rector, seconded by Pete Lammert to approve the policy as amended. VOTE: 3-0.**

I. Accept with regret the resignation of Ben Griffin from the Community and Economic Development Committee.

**ACTION: Motion to accept the resignation of Ben Griffin with regret made by Pete Lammert, seconded by Chris Rector. VOTE: 3-0.**

J. Accept with regret the resignation of Patrol Officer Brook Hartshorn.

**ACTION: Motion made to accept the resignation of Brook Hartshorn with regret made by Pete Lammert, seconded by Chris Rector. VOTE: 3-0.**

K. Consider the request of the Thomaston Dog Park Association to hold a yard sale in the Academy Parking lot on September 16 from 9am to 3pm.

**ACTION: Motion to accept the request made by Chris Rector, seconded by Diane Giese. VOTE: 2-0-1. (Pete Lammert abstained.)**

4. Approve the minutes of: May 8 and May 22, 2023.

**ACTION: Motion to approve the minutes of May 8 (as amended) and May 22, 2023 made by Pete Lammert, seconded by Diane Giese. VOTE: 2-0. (Chris Rector abstained).**

5. Approve the Warrants

**ACTION: Motion to approve the warrants made by Pete Lammert, seconded by Chris Rector. VOTE: 3-0.**

7. Town Manager's Report for August 14, 2023. (see attached).

The meeting adjourned at 6:55 pm.

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Chair Diane Giese

Recording Secretary Donna Culbertson

DRAFT

- 07/25/23 Patrol Officer Interview**  
**Thomaston Environmental Dept Meeting**  
**Atty David Pierson Meeting-confidential**
- 07/26/23 Finding Stability, Post-Stabilization Zoom**  
Attended Zoom meeting regarding updates on the senior tax stabilization law, which was repealed on July 6, 2023. The program allowed Maine seniors 65 and older who owned a permanent residence for at least 10 years and were receiving or eligible for a homestead exemption, to freeze taxes at the previous year's level regardless of income. Seniors initial applications will be administered this year with 100% reimbursement from the State. The State backed out on this after realizing the significant costs to continue to implement such a program in the long term. This is a State program and we will be directing the public to reach out to their representatives with questions or concerns. Lindsey Junkins will be preparing a press release and insert to go in the tax bills this fall to inform our residents.
- Fire-EMS Building Committee**  
Preliminary discussion with the Fire EMS Building Committee to look at the interior layout of the station. Waiting for an update from PortCity Architect Andy on the next meeting.
- 07/27/23 Patrol Officer Interview**  
**Camden National Bank Meeting**  
Met with CNB's branch manager regarding the town's credit card limit.
- Watts Hall Fundraising Campaign**  
Met with Carolyn Gabbe regarding the fundraising campaign for the grant match for the Watts Hall Renovation Project. She is assisting the Watts Hall Community Arts group in public outreach and awareness for the campaign.
- 08/07/23 Agenda Setting Meeting**
- 08/08/23 Thomaston Environmental Dept Meeting**
- 08/9-8/11/23 MTCMA Management Institute Conference**  
Topics include: Leading with Social and Emotional Intelligence, Personnel Matters: Recruiting and Retaining a Talented Workforce, Regionalization, Managing Employee Performance, Municipal Valuations, Best Practices for Employee Discipline and Termination, New Elected Official Orientation, SheLeads-Women in Government, Personalities and Politics.
- Other: MDOT Local Road Assistance Program (LRAP)**  
The MDOT LRAP program is no longer processed by paper, and Public Works Director Brandon Allen submitted the form through Docusign this week. For FY24, Thomaston will receive \$29,308, which is a \$3,904 increase over last year. LRAP funds assist municipalities with their highway and bridge capital improvements. The amount submitted to each municipality is determined based on the ups and downs of the State annual highway budget, and is not a fixed rate.
- MMA Dividend Payment**  
Annually the Town receives Member Workers Compensation Dividend Payments because of its good performance and loss prevention programs. This year the Town received a dividend check of \$5,086 from Maine Municipal Association.

SD 12-11-22 Meeting



New Applicant

Boards & Committees Application  
Town of Thomaston, Maine

13 Valley Street Thomaston, ME 04861  
Phone (207) 354-6107 Fax (207) 354-2132

Date: 11/13/2023

Name: CHRIS FARTHING

Street Address: 9 MECHANIC STREET

Mailing Address (if different): \_\_\_\_\_

Home Phone Number: 207-390-1232

Cellular Phone Number: 207-390-1232

E-mail Address: westham.hooligan.ut@gmail.com

Preferred Method of Contact: e-mail

Committee you wish to serve on: Conservation

How long have you been a resident of Thomaston? 16 yrs

Please explain why you are interested in serving on a Board or Committee?

Area of interest

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have any background that would be helpful to this Board or Committee?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Any suggestions or comments:

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Please return this form to:    Town of Thomaston  
   13 Valley Street  
   Thomaston, Maine 04861

<b>For Official Use Only</b>	
Date Application Received:	<u>11-12-23</u>
Appointment Term:	<u>2026</u>
Resignation Date:	_____
Member being replaced:	_____
Town Manager Review:	_____ (Initials)
Town Clerk Review:	<u>(M)</u> (Initials)

*Notified Conservation Chair*

JD 12.11.23 Meeting



**New Applicant**

**Boards & Committees Application  
Town of Thomaston, Maine**

13 Valley Street Thomaston, ME 04861  
Phone (207) 354-6107 Fax (207) 354-2132

**Date:** November 12, 2023

**Name:** Alex Fayvil

**Street Address:** 10 Kossuth Street, Thomaston, ME 04861

**Mailing Address (if different):**

**Home Phone Number:** 207.593.2015

**Cellular Phone Number:** 207.593.2015

**E-mail Address:** [alexfayvil@gmail.com](mailto:alexfayvil@gmail.com)

**Preferred Method of Contact:** email

**Committee you wish to serve on:** Budget Committee  
Planning Board

**How long have you been a resident of Thomaston?** Two years.

**Please explain why you are interested in serving on a Board or Committee?**

I feel it's time to get involved, give back and serve the community.

**Do you have any background that would be helpful to this Board or Committee?**

I am an auditor at Maine's Department of Health and Human Services and former RSU 13 math teacher.

Any suggestions or comments:

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Please return this form to: Town of Thomaston  
13 Valley Street  
Thomaston, Maine 04861

<b>For Official Use Only</b>	
Date Application Received:	<u>11-13-23</u>
Appointment Term:	<u>See Below</u>
Resignation Date:	_____
Member being replaced:	_____
Town Manager Review:	_____ (Initials)
Town Clerk Review:	<u>mj</u> (Initials)

chairs of the Planning Board  
and Budget Committee  
notified

Terms  
Budget Com/ 2024  
Planning Brd/ 2<sup>nd</sup> Alternate/2024



## **Kara George**

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**From:** James Dorsky <JDorsky@GartleyDorsky.com>  
**Sent:** Wednesday, December 6, 2023 9:56 AM  
**To:** Kara George  
**Subject:** Existing Conditions Survey Update

Good Morning,

As a follow up to our phone call this morning, I wanted to send this email to document the requested scope of work that the town is requesting from us, the cost, and our schedule for an updated plan of the Thomaston Green property.

### **Scope**

We will update our plan titled "Existing Conditions Survey, Town of Thomaston, Thomaston Green" dated March 26, 2012 and last revised on May 7, 2012. No field survey will be conducted. Items to be added to the plan include:

1. William King Street and associated right-of-way – Location of road to be taken from Google Earth, r-o-w from former subdivision plan
2. Gazebo – Location to be taken from Google Earth
3. Antique Shop Building – Location to be taken from Google Earth
4. Prison Store Building – Location to be taken from Google Earth
5. Ka Chai Restaurant – Location to be taken from the design location on our site plan of that project from 2020

We will also update the location of the 100' wide esplanade from what was shown on my recent sketch to make it centered on the two rows of trees running southerly from Route 1. We will update the area remaining for the future fire station lot and adjust the position of the 1.5 acre clinic lot westerly to adjoin the new position of the esplanade.

We will also label the area of the park southerly of the William King Street right-of-way, the area of the William King Street right-of-way, the area of the esplanade, and the area of the town land northerly of the William King Street right-of-way that is easterly of the clinic lot.

### **Cost**

The cost to have us prepare this updated plan is \$800.00.

### **Schedule**

We can have the updated plan emailed to you within 4 weeks of a notice to proceed.

Let me know if you have any questions.

If you would like to have us proceed with the work as described above, you can simply reply to this email asking me to proceed.

Thanks.

**James Dorsky, P.L.S.**  
Senior Vice President

**G&D**

**Gartley & Dorsky Engineering & Surveying**

59 Union Street, Unit 1, Camden, Maine 04843

P: (207) 236-4365 | F: (207) 236-3055

[www.gartleydorsky.com](http://www.gartleydorsky.com)



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

To: Select Board  
From: Town Manager Kara George  
Date: December 11, 2023  
Re: 12 Thatcher Street Foreclosure

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Dear Select Board,

The Notice of Tax Sale on 12 Thatcher Street was properly advertised and noticed. Bids were opened on Thursday, November 30, 2023. Enclosed is a list of the bids received.

The good news is that the property owner has been working with the Town Manager, Tax Collector, and the Maine State Housing Authority in the last two weeks to retain the property. Maine State Housing Authority will pay all liens, the first half of the current tax year, and all legal fees incurred.

While the Town is appreciative of the 9 bidders that submitted their interest in 12 Thatcher Street, it is at the discretion of the Select Board to reject any and all bids.

It is with great pleasure and a light heart that I recommend to the Select Board to reject all bids and approve the property owner retaining all interests in the property. All bidders will be properly notified, and deposits returned.

Best,

Kara George  
Town Manager

TOWN OF THOMASTON  
NOTICE OF TAX SALE

The Select Board of the Town of Thomaston is accepting bids for the sale of the municipality's interest in a tax-acquired property. All bids must be received by the Select Board no later than Thursday, November 30, 2023 at 2:00 pm, at which time the bids will be opened and reviewed, and awarded on Monday, December 11, 2023 at 6:00 pm at the Select Board meeting at the Thomaston Municipal Building, 13 Valley Street, Thomaston, Maine 04861. The Select Board of Thomaston reserve the right to reject any and all bids. The properties shall be conveyed by a quitclaim deed without covenants. In the event that the successful bidder fails, for any reason, to complete the purchase in the time stated, the bid acceptance is void and the Select Board thereafter negotiates a sale of the property with any or all unsuccessful bidders.

ARTICLE 27 OF THE 2023-2024 TOWN MEETING WARRANT

*Shall the Town vote to authorize the Select Board to dispose of tax acquired property in any manner which the Select Board deems in the best interest of the Town of Thomaston, except that the Select Board shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owners?*

The following property is located at:

12 Thatcher Street, Thomaston, Maine 04861  
Knox County Registry of Deeds: Book 5795, Page 341 Lien  
Knox County Registry of Deeds: Book 5940, Page 123 Lien  
Knox County Registry of Deeds: Book 1257, Page 133 Property Deed

Place bid in a sealed envelope properly marked: Property (location)

The tax maps and other public information concerning the property may be reviewed at the Town Office during regular business hours, which are Monday, Tuesday, Thursday 8:00am to 5:00pm, Wednesday 12:00pm to 5:00pm and Friday 8:00am to 2:00pm., or by calling 207-354-6107. You can also review the bid information and the Bid Proposal form thru our website at: [www.thomastonmaine.gov](http://www.thomastonmaine.gov).



**BID PROPOSAL FORM  
SALE OF TAX ACQUIRED PROPERTY  
THOMASTON MAINE**

**Notice of Tax Acquired Property Sale**

The Town of Thomaston is accepting sealed bids for the purchase of the municipality's interest in Tax Acquired Property at 12 Thatcher Street, Map:102, Lot: 239. All bids must be received no later than: **Thursday, November 30, 2023 @ 2:00 p.m.** at which place and time they will be opened and read aloud.

Minimum Bid Required:	\$15,000	Required Deposit:	\$1,000
Special Requirements:	Property will be sold As-Is, Where-Is, with a Municipal Quitclaim Deed. There are no warranties or guarantees of any kind.		

**General Conditions**

1. Bidders are required to submit:
  - A) This completed and signed Bidder Information Form.
  - B) A deposit in the form of a certified check, cashier's check, or money order in an amount of \$1,000. Personal checks will not be accepted. The successful bidder's will be credited against the purchase price. The successful bidder will be responsible for the cost of the recording the deed and paying its share of transfer tax owed on the transactions, in accordance with Maine Law.
2. Deposits will be returned to unsuccessful bidders within twenty-one (21) days of the date the successful bidder is announced.
3. In the event that a successful bidder fails to timely complete the purchase, for any reason, the Town may terminate the purchase of said property. The Board of Selectpersons may thereafter negotiate a sale of the property with any or all unsuccessful bidders.
4. The municipal officers reserve the right to reject any and all bids.
5. Bids that do not conform to these conditions will be rejected. Late or incomplete bids will not be opened or considered. No emailed or faxed bids shall be accepted.

Process/Timeline

This request for bids will be posted on the Town website, and the Town will advertise the Fact of this bid request in the local newspaper.

All bids must be received no later than Thursday, November 30, 2023 at 2:00 pm. at the Municipal clerk's office: 13 Valley Street, Thomaston, Maine 04861.

Each bid must be received in writing and in a sealed envelope marked: Tax Acquired Property Bid, 12 Thatcher Street, Map 102, Lot 239 on the outside, including this completed form and the required deposit.

Bids will be opened and read aloud by the Thomaston Town Manager at the Thomaston Town Office, 13 Valley Street, Thomaston, Maine 04861 on: Thursday, November 30<sup>th</sup> at 2:00 pm.

Received bids will be reviewed and the winning bidder will be selected by the Board of Selectpersons on Monday, December 11, 2023 at 6:00 p.m. at the scheduled Select Board Meeting. The awarded bidder will be notified within 3-business days.

**BIDDER INFORMATION (REQUIRED)**

Bidder Name: First & Last		Bid Amount:	
Street Address			
City	State	Zip Code	
Telephone #		E-mail address	
Payment Method	Certified Check	Cashier's Check	Money Order
Signature		Date	

Sealed bids  
Tax Aquired Property  
12 Thatcher ST

	Name	Amount
1	Fans Properties LLC - Scott Herrick	35,127.00
2	Kirk Rouge	55,000.00
3	David ERB	25,000.01
4	Tom Hedstrom	46,626.00
5	Christopher Poirier	28,999.00
6	Lyman - Morse Boatbuilding Inc	40,000.00
7	Don Nenninger - Matterhorn Heists LLC	37,000.00
8	Daniel Ford	30,250.00
9	Ryan FitzPatrick	40,000.00
10		
11		
12		
13		
14		
15		

opened 11/30/2023 2:00pm

John Z. Bem  
Sally H. Fuller

**A Note from the Tax Assessors' Agent:  
Revaluation via Factoring = Higher Assessed Values**

A large discrepancy between the assessed and market values of Thomaston properties has resulted due to the increasingly in demand local real estate market and the lack of updated property assessments. Thomaston's last revaluation was over 15 years ago which is troublesome. Per the Maine State Revenue Service, a property's assessed value should ideally be within 10% of that property's market value (sale price). Annually a Municipal Sales Ratio Study is conducted to compare residential sale prices with their assessed values; the total averages resulting in the Certified Ratio. This year due to annual requirements, it was necessary for a revaluation via factoring to occur which increased the Certified Ratio to an acceptable 89%. This factoring increased residential buildings' values in Thomaston by a specific multiplier based on the type of the structure (single story, two story shed, garage, etc.). Commercial building values were updated to reflect the current base square footage costs from Marshall & Swift Valuation Services. The residential and commercial property value increases led to a reduction in the mill rate of 13%; but coupled with the increased municipal, county, and school budgets, some residents saw a significant tax increase.

Moving forward the Assessors' Agent will be conducting on-site property valuations for each Thomaston property to confirm/update the property's information which will be used to re-establish equality within the data. It will take a few years for all of the data to be collected, input, and analyzed but please feel free to contact the Assessor's office in the meantime with any questions or concerns. For further explanation or if you have any questions regarding your tax bill or your property's assessed value, please contact the Assessors' Agent to schedule an appointment.



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

To: Select Board  
From: Town Manager Kara George  
Date: December 11, 2023  
Re: Computer Reserve

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Dear Select Board,

On July 24, 2023, the Select Board approved an expenditure of \$5,625 to add the commercial real estate module software from TRIO, to include installation, set up, training, and maintenance. However, the assessing training costs came in at nearly double the estimate for the trainer to come onsite, including travel expenses.

The current balance of the Computer Reserve is \$23,694.

**My recommendation to the Select Board is to make a motion to approve \$3,500 be expended from the Computer Reserve to pay for the additional assessing training.**



## Missy Stevens

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**From:** Sarah Robertson <sarah82robertson@gmail.com>  
**Sent:** Tuesday, December 5, 2023 11:15 AM  
**To:** Missy Stevens; Jared Porter  
**Subject:** Recreation Committee Resignation

Good Morning Missy & Jared,

With my children getting older and playing school sports or participating in activities outside of Town Recreation, my volunteer time has run thin. I feel that it would be best for me to resign from the Thomaston Recreation Committee effective immediately. I have thoroughly enjoyed being a part of the Thomaston Rec Committee and will continue to offer my help and support as much as I possibly can.

Best Regards,

Sarah Robertson



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

To: Select Board  
From: Town Manager Kara George  
Date: December 5, 2023  
Re: Municipal Facilities Reserve/FY24 Municipal Building Maintenance Budget

---

Dear Select Board,

This is an update on where we are budgetarily regarding the Municipal Building and maintenance as of December 2023.

There have been several building issues that have arisen that were unplanned in this current fiscal year, and below are recommendations from the Town Manager and Finance Director to move funds to appropriately cover the expenses.

Insurance Claims:

- 1) Municipal roof replacement/water damage from last winter  
Anticipated Insurance Reimbursement: \$22,263
- 2) Municipal kitchen water damage from last winter  
Anticipated Insurance Reimbursement: \$1,138
- 3) Town Manager's office HVAC repair/water damage  
Anticipated Insurance Reimbursement: \$857
- 4) Boiler Repair in Municipal Building basement  
Anticipated Insurance Reimbursement: \$2,422

**Total Anticipated Insurance Reimbursements: \$26,680 +/-**

Building Projects:

- 1) Municipal building back wing (RSU 13 exterior door installation, ADA ramp, and bathroom repairs)

Total project:	(\$14,114)
RSU 13 Rent revenue (to-date thru February 2024)	\$6,000
Total overage:	(\$8,114)

- 2) Municipal building-Seacoast Security projects (Magnetic door holders per Fire code in the Select Board Room and Lura Libby Room, additional Fire alarms installation, new carbon monoxide detection system per code requirements, new locking door systems for the Town Office and Police.)

Please note that these projects from Seacoast Security should have been included in the original renovation as part of the building construction soft costs, especially the code violations.

Total project: (\$6,863)

- 3) Municipal building-Rockcoast Plumbing and Heating emergent repairs (boiler/basement and Town Manager office)

Total project: (\$5,278)

The work is not completed in the basement yet. Rockcoast has provided the attached estimate to address the issues in the basement. The smaller, efficient boilers do not produce the heat that the large old boilers did. Therefore, when the temperature drops below a certain level, the boilers shut off. The building generator does not address this issue.

Additionally, the hallway entrance into the Police Department has no heat. It is recommended to install baseboard heat in the hallway, which is less money than connecting to the existing system.

Needed future project estimate: (\$9,000)  
(Boiler/Basement & Police)

Total Overages:	(\$29,255)
Insurance Reimbursements:	<u>\$26,680</u>
Shortage:	(\$2,575)

**My recommendation to the Select Board is to make a motion to approve all insurance claim reimbursements of \$26,680 +/- be added to the Municipal Facilities Reserve, that the total budget overages of (\$29,255) and (\$2,575) be posted against the Municipal Facility Reserves in the current fiscal year budget.**

The Municipal Facilities Reserve currently has a balance of \$87,670. With the addition of insurance claim reimbursements and the posted overages, the balance of the Reserve will be \$82,520.

Rock Coast Plumbing & Heating  
P.O. Box 178  
Thomaston, ME 04861-0178

# Estimate

DATE	ESTIMATE NO.
4/11/2023	3132

**NAME / ADDRESS**

Town of Thomaston  
13 Valley Street  
Thomaston, ME 04861

Office #207-354-0077 Fax #207-354-0087  
Email us: rockcoastplumbingandheating@gmail.com

Estimate/Terms	PROJECT
Est. Expires in 14days	Town Office

DESCRIPTION	TOTAL
<p>RE: Move combustion air in boiler room;  Scope of work:  &gt; To remove the existing outside combustion air ductwork and damper set-up.  &gt; To remove the cement blocks, open old window site in storage room, reinstall existing grill &amp; take-off duct with motorized damper through old window and add exterior head for grille on outside of building.  &gt; To patch/cover existing space where damper is being removed from, seal tight and insulate.  &gt; To reinstall &amp; rewire motorized damper, seal openings around grille and test unit in new (agreed upon) location for proper functioning.</p> <p>Estimated Labor and Materials</p> <p>A deposit of \$4,000 is required to schedule. Also, this estimate is for budgetary purposes. The job is to be done at time + materials.</p>	8,000.00

Please call us with any questions regarding the pricing or materials estimated. We look forward to working with you.

**TOTAL** \$8,000.00

Look us up at: [www.rockcoastplumbingandheating.com](http://www.rockcoastplumbingandheating.com)



**TOWN OF THOMASTON  
CODE OF ETHICS POLICY FOR BOARDS, COMMITTEES, & COMMISSIONS**

This Code of Ethics applies to members of all elected and appointed Town boards, committees, and commissions (hereinafter referred to as "Members.")

**Preamble**

To ensure the citizens and businesses of Thomaston have fair, impartial, ethical, and accountable local government that is responsive to the needs of the people and each other and that has the citizens' full confidence in the integrity of the Town's government. In keeping with a commitment to excellence, the effective functioning of the Town of Thomaston government requires that:

- Members comply with both the letter and spirit of laws and policies affecting Town government;
- Members be independent, impartial, and fair in judgment and action;
- Members work for the public good and not personal gain;
- Public deliberations and processes be conducted openly, unless legally confidential; and
- All discussions and debate be conducted in an atmosphere of respect and civility.

**Actions in the Public Interest**

Recognizing that stewardship of the public interest must be their primary concern, Members will work for the common good of the citizens of Thomaston and not for any private interest or personal gain. Members shall provide fair and equal treatment of all persons, claims, and transactions that come before their respective board.

**Compliance with the Law**

Members shall comply with the Laws of the United States, the State of Maine, and the Town of Thomaston in the performance of their public duties. These Laws include, but are not limited to, the United States and Maine State constitutions and statutes; and the Town of Thomaston's Bylaws, Ordinances, and Policies.

**Conduct of Members**

The professional and personal conduct of Members must be above reproach and must avoid any appearance of impropriety. Members shall refrain from abusive conduct, from making personal charges or disparaging remarks, or from verbal attacks upon the character or motives of Members of Town boards; or of Town Staff; or of citizens. Members shall not use their official position to secure unwarranted privileges or advantages for themselves or others. This conduct applies to all town affiliated matters in both on and offline media.

**Respect for the Process**

Members shall perform their duties in accordance with the processes and rules of order established by the respective board. Each member shall be committed to respect the democratic process that encourages meaningful involvement of the public and that governs the deliberation of public business in the Town of Thomaston. Members should strive to thoughtfully consider the opinions and recommendations of other Members, citizens, and Town staff appearing before their respective board and shall remain respectful in all interactions with these individuals.

**Conflict of Interest**

Members shall avoid any situation that may give rise to an actual or perceived conflict of interest. Where circumstances give rise to an actual or perceived conflict of interest, the Member shall not participate in the deliberation of that matter unless the Member has appropriately disclosed the situation and there has been a determination by the remaining Members of the board that the Member's participation is appropriate. Additionally,

any Member who believes that any fellow Member has an actual or appearance of a conflict with any agenda item before their collective body shall disclose that alleged interest.

**Conduct of Public Meetings**

Members shall prepare themselves for open discussion of public issues, shall listen courteously and attentively to all public discussions before the body, and shall focus on the business at hand. Members shall refrain from unnecessarily interrupting other speakers, from making personal comments not germane to the business of the body, and from otherwise interfering with the orderly conduct of meetings. The Chair shall use his or her best efforts to ensure that the public who attend such meetings adhere to these same standards of conduct for the conduct of public meetings. An unruly Member or Public Attendee may be requested to leave the meeting.

**Decisions Based on Merit**

Members shall base their decisions on the merits and substance of the matter at hand. No member shall make promises in advance as to how they will vote on a matter, which shall properly come before the board as a whole.

**Confidential Information**

No Member shall discuss or disclose confidential information concerning the property, personnel, government, or affairs of the Town, nor shall any member use such information to advance the private or financial interests of himself or herself or members of his or her family. Members shall not discuss the privileged knowledge, executive sessions, or confidential business of the board with any third parties, either orally or in writing. For purposes of this subsection, "confidential information" shall mean any information, oral or written, which comes to the attention of or is available to such Member due to his or her position with the Town and is not otherwise publicly available. Information received and discussed during any executive session shall be considered within the scope of this section and shall not be disclosed to any party unless permitted by affirmative vote of a majority of such board.

**Communications about Town Staff**

All Members' concerns about the conduct or behavior of Town employees shall be communicated to the Town Manager in a respectful and discrete manner and never directly with an employee. Criticism of a Town employee shall never be done publicly. Members shall recognize their special role when dealing with Town employees and shall in no way create the perception of inappropriate direction of staff.

**Enforcement**

The penalties for violation of this Code of Ethic shall vary accordingly on a case-by-case basis. For elected officials, actions may range from a letter of reprimand by the Chair of the Board, to a censure by a majority of the board, to a request for resignation. For appointed boards, the same penalties shall apply, and, in addition, if the Member is appointed by the municipal officers of the Town, the municipal officers may remove an appointee for cause, after notice and public hearing, pursuant to 30-A MRS §2601. For employees of the Town, the penalties for violation of the Code of Ethics are governed by the Town's personnel policies and/or collective bargaining agreements.

**Implementation**

This expression of the standards of conduct expected of Members is intended to be self-enforcing. It is most effective when Members are thoroughly familiar with it and embrace its provisions. For this reason, this Code of Ethics shall be included in the orientation of newly elected and appointed board members. Members shall sign a statement acknowledging they have received read and understand this Code of Ethics. This Code of Ethics shall be reviewed as needed by the Select Board, which shall consider updates to the Code of Ethics as necessary.

I have read and accept the above Code of Ethics as witnessed by my signature below:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date