

Town of Mount Desert
Board of Selectmen
Agenda

Regular Meeting
Monday, March 18, 2019

Location: Meeting Room, Town Hall, Northeast Harbor

- I. Call to order at 6:00 p.m.**
- II. Executive Session**
 - A. Pursuant to 1 M.R.S.A. §405(6) (A) review request from employee for leave without pay
- III. Post Executive Session**
 - A. Employee Leave without Pay, action if necessary
- IV. Minutes**
 - A. Approval of minutes from March 7, 2019 meeting
 - B. Approval of minutes from March 11, 2019 meeting
- V. Appointments/Recognitions/Resignations**
 - A. Confirm re-appointment of Commissioner and Chairwoman Karol Hagberg to the Mount Desert Housing Authority Board of Commissioners for a 5-year term through March 2024
 - B. Confirm appointment of Elizabeth Macul to the Mount Desert Housing Authority Board of Commissioners as Tenant Commissioner to complete the term of Frederick Marzoff (deceased) through November 2019
 - C. Recognition of Elizabeth Yeo's award for the designation of Certified Clerk of Maine from the Maine Town & City Clerks' Association
- VI. Consent Agenda** (These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)
 - A. Department Reports: Public Works
 - B. Hancock County Commissioners' meeting minutes of February 21, 2019
- VII. Selectmen's Reports**
- VIII. Unfinished Business**
 - A. Finalize and Sign Warrant for Annual Town Meeting May 6 & 7, 2019
 - B. Consideration of costs associated with the Eastside Option version of the Northeast Harbor Main Street Improvements Project and authorization for PW Director to schedule the contract signing for same
- IX. New Business**
 - A. Presentation and review of FY 2017-2018 Audit by James W. Wadman CPA
 - B. Winter Spring Inc. d/b/a Colonel's Restaurant 143 Main Street, Northeast Harbor request for Liquor License Renewal
 - C. Katelyn Buell d/b/a The Fork & Table (Tasteful Tides LLC) 102 Main Street, Northeast Harbor request for Liquor License Renewal

Board of Selectmen Meeting Agenda March 18, 2019

New Business continued

- D. Review and Comment on DMR application for a limited-purpose 3-year experimental aquaculture lease submitted by Victor Doyle*
- E. Personnel Policy Adjustment for Benefit Accruals*

X. Other Business

- A. Such other business as may be legally conducted*

XI. Treasurer's Warrants

- A. Approve & Sign Treasurer's Warrant AP1954 in the amount of \$203,231.85*
- B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1952, AP1953, and PR1918 in the amounts of \$68,592.28, \$25,145.21, and \$98,686.78, respectively*
- C. Acknowledge Treasurer's School Board AP/Payroll Warrants 09 and 19 in the amounts of \$42,777.28 and \$78,672.16 , respectively*

XII. Adjournment

The next regularly scheduled meeting is at 6:30 p.m., Monday, April 1, 2019 in the Meeting Room, Town Hall, Northeast Harbor

MINUTES

**Town of Mount Desert
Board of Selectmen Meeting Minutes
Meeting Room, Town Hall
6:30 PM, March 7, 2019**

Present were Chairman John Macauley, Selectmen Martha Dudman, Matt Hart, Rick Mooers, and Wendy Littlefield.

Treasurer Kathy Mahar, Town Manager Durlin Lunt, Public Works Director Tony Smith, Town Clerk Claire Woolfolk, and Police Officer Kevin Edgecomb were present.

Members of the public were also in attendance.

I. Call to order at 6:30 p.m.

Chairman Macauley called the meeting to order at 6:30PM.

I. Public Hearing(s)

A. May 6 & 7, 2019 Annual Town Meeting Proposed Warrant Articles for Appropriation of Funds, Ordinance Amendments, and Ordinances

Chairman Macauley asked for public comment. There was none.

MOTION: Selectman Mooers moved, with Selectman Dudman seconding, to close the Public Hearing. Motion approved 5-0.

II. Post Public Hearing

There was no further discussion.

III. Minutes

A. Approval of minutes from February 11, 2019 meeting

MOTION: Selectman Hart moved, with Selectman Littlefield seconding, approval of the February 11, 2019 Minutes as presented. Motion approved 4-0-1 (Dudman in Abstention).

B. Approval of minutes from February 19, 2019 meeting

MOTION: Selectman Hart moved, with Selectman Dudman seconding, approval of the February 19, 2019 Minutes as presented. Motion approved 4-0-1 (Littlefield in Abstention).

C. Approval of minutes from February 25, 2019 meeting

Selectman Hart moved, with Selectman Littlefield seconding, approval of the February 25, 2019 Minutes, as presented. Motion approved 4-0-1 (Mooers in Abstention).

IV. Appointments/Recognitions/Resignations

A. Appointment of Liam Harrington as a Full-Time Police Officer at \$24.30/hour effective March 4, 2019

MOTION: Selectman Mooers moved, with Selectman Hart seconding, appointment of Liam Harrington as a full-time Police Officer at \$24.30/hour effective March 4, 2019, as presented. Motion approved 5-0.

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B. Appoint Tracy Keller as an alternate Planning Board member effective March 7, 2019
MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, appointment of Tracy Keller as an Alternate Planning Board Member, effective March 7, 2019, as presented. Motion approved 5-0.

V. Consent Agenda

A. Sustainability Committee Meeting Minutes from February 28, 2019
B. Thank you note from MDES Green Team
C. Hancock County Commissioners Meeting Minutes from February 5, 2019
MOTION: Selectman Mooers moved, with Selectman Hart seconding, acceptance of the Consent Agenda as presented. Motion approved 5-0.

VI. Selectmen's Reports

Chairman Macauley reported on his attendance of the Augusta meeting for the Judicial Committee Hearing for the LD331 Article on Cruise Ship Exclusion. The question of whose jurisdiction the waters are under needs to be determined.

Selectman Hart inquired whether the Board would like the traditional pre-Town Meeting dinner to happen at the Neighborhood House. It was agreed by General Consensus of the Board to keep up the tradition.

VII. Unfinished Business

A. Correct the reference to the "object" account number from the February 19, 2019 Agenda Item VII. New Business C. to read 2055200-~~24751~~ 24571 on both the agenda and minutes
Town Clerk Claire Woolfolk noted there was a further change to the account number. It should read in its corrected entirety: 4055200-24571.

MOTION: Selectman Mooers moved, with Selectman Hart seconding, to correct the reference to the "object" account number from the February 19, 2019 Agenda Item VII. New Business C. to read 4055200-24571 on both the agenda and minutes, as presented and amended. Motion approved 5-0.

B. Review and Vote on remaining Warrant Articles for May 6 and 7, 2019 Annual Town Meeting

Article 14: This Article was not finalized at the time of the meeting.

Article 20: *Shall the Town of Mount Desert be authorized to issue general obligation bonds or notes of the Town in a principal amount not to exceed \$428,920.00 to finance professional technical and construction services associated with improvements to, and not to exceed the amounts shown, for up to twenty-eight (28) pedestrian crosswalks located throughout the Town (as shown on the site plan located in Appendix ??? Site Map) with said improvements intended to bring the crosswalks into general compliance with the appropriate regulatory guidelines and requirements, including but not limited to the Maine Department of Transportation's publication "Maine DOT Guidelines on Crosswalks" and the Americans with Disabilities Act requirements for crosswalks, with said improvements to include, but not necessarily be limited to, improving access, safety, effectiveness and appurtenances required to complete the improvements and*

1 further, shall the Board of Selectmen or its designee be authorized to execute any and all
2 contracts and documents and do all things necessary or convenient to accomplish the Project?
3

4 MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, recommendation of
5 passage.
6

7 Selectman Hart recalled discussion of moving funds around for this expenditure. Treasurer
8 Mahar noted the Town attempted to fund all proposed projects out of Capital Gains. However,
9 utilizing Capital Gains reduces the cushion it provides for reducing tax rates next year. The
10 amount of debt service being reduced next year almost matches the payment this new bond
11 would incur, essentially making the debt service payments for next year similar to this year's.
12

13 Motion approved 5-0.
14

15 **Article 31:** *Shall the Town of Mount Desert (the Town) be authorized to appropriate an amount*
16 *not to exceed \$160,000.00 from the Capital Gains Reserve Account, #400-24202, to finance*
17 *professional, technical and construction services associated with improvements to the single*
18 *story, wood framed structure referred to as the "Bait House" located on Dodge Point Road in the*
19 *Village of Seal Harbor (as shown on the site plan located in Appendix ??? Site Map), with said*
20 *improvements to include, but not necessarily be limited to, bringing the building to current code*
21 *standards, with specific improvements to include, but not necessarily be limited to, upgrading*
22 *the handrails, exterior decking and exterior stairs, the wooden post and wooden column*
23 *foundation, the carrying beams, doors, windows and electric power supply and further, shall the*
24 *Board of Selectmen or its designee be authorized to execute any and all contracts and*
25 *documents and do all things necessary or convenient to accomplish the Project?*
26

27 Town Clerk Woolfolk clarified that the Article draft has been corrected to read that the funding
28 is coming from the Capital Gains Reserve Account.
29

30 It was noted that Article 30 had already been voted on. Public Works Director Tony Smith
31 disagreed; Article 30 had not been voted on, as there was no cost estimate to vote on. Director
32 Smith noted the cost for work described in Article 30 would be \$160,000.00. Article 30 with an
33 updated amount was not included in the March 7, 2019 Board Materials. Both Steamboat
34 Wharf described in Article 30, and the Bait House described in Article 31 were each priced at
35 \$160,000.00, based on the engineer's estimates. It was agreed Article 30 would require a re-
36 vote.
37

38 MOTION: Selectman Mooers moved, with Selectman Hart seconding, recommendation of
39 passage of Article 30 addressing Steamboat Wharf with a cost estimate of \$160,000, as
40 amended. Motion approved 5-0.
41

42 MOTION: Selectman Hart moved, with Selectman Dudman seconding, recommendation of
43 passage of the Article 31 for the Bait House, as presented.
44

45 Selectman Dudman noted the lease notes the cost of improvements would be shared. Director
46 Smith pointed out the Co-op leasing the building paid for the new roof recently installed.
47

1 Selectman Hart pointed out that the lease with the Co-op is up next year. Perhaps it would be
2 worthwhile to discuss the lease and clarify responsibilities then.

3
4 Selectman Mooers suggested the Town looking into partnering with the Federal Government for
5 Working Waterfront funding support. Preservation of Working Waterfront is currently being
6 funded by the Federal Government.

7
8 Motion approved 5-0.

9
10 **Article 32:** *To see if the Inhabitants of the Town of Mount Desert will vote to transfer five*
11 *hundred thousand dollars (\$500,000.00) from the Undesignated Fund Balance Account #100-*
12 *38300 to reduce the 2019-2020 tax commitment.*

13
14 MOTION: Selectman Hart moved, with Selectman Littlefield seconding, recommendation of
15 approval of Article 32 as presented. Motion approved 5-0.

16
17 **Article 45:** *To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and*
18 *appropriate for Department 851 Libraries, Village Improvement Societies, Recreation, and*
19 *Public/Social Service Agencies for the 2019-2020 Town Budget.*

20 *Libraries: \$33,500.00*

21 *Village Improvement Societies: \$60,500.00*

22 *Recreation: \$89,750.00*

23 *Public/Social Service Agencies: \$156,978.00*

24
25 MOTION: Selectman Littlefield moved, with Selectman Mooers seconding, recommendation of
26 approval of Article 45 as presented. Motion approved 4-0-1 (Hart in Abstention).

27
28 **Article 47:**

29 This Article was not finalized at the time of the meeting.

30
31 **VIII. New Business**

32 **A. Efficiency Maine Small Business Initiative Interior Lighting Program cost-free assessment**
33 Sustainability Committee members Phil Lichtenstein and Gordon Beck noted the proposed
34 assessment was at no cost to the Town. It would be wise to take advantage of the free
35 assessment and see what they find.

36
37 Selectman Dudman asked about the analysis and the upgrades. Mr. Lichtenstein noted there
38 was a cost and savings analysis, and should the Town decide to work with them on suggestions
39 coming from the assessment, there would be a 25%/75% split in materials and labor cost. Any
40 improvements made would result in an ongoing savings in energy efficiency.

41
42 Selectman Hart inquired whether it was feasible to have the work and decisions completed by
43 the April 30, 2019 deadline. Mr. Lichtenstein noted the Sustainability Committee would find
44 out.

45
46 MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, embracing the
47 opportunity and proceeding with Efficiency Maine Small Business Initiative Interior Lighting
48 Program Cost-Free Assessment, as presented. Motion approved 5-0.

1
2 **B. Request approval for Old Firehouse Lane Utility Location Permit**

3 Engineer Greg Johnston of GF Johnston & Associates explained that the work would be for
4 extending wastewater lines, storm drain lines, and water lines from Old Firehouse Lane to the
5 lot on the corner where the new MD365 building would be built. The work is not required to
6 undergo Planning Board permitting.
7

8 Resident Katrina Carter asked if the lines would go up the driveway to the property. Mr.
9 Johnston noted the lines for wastewater and storm water lines were coming up Sea Street and
10 up Old Firehouse Lane. The water line will come from the 20-foot wide right of way. The Right
11 of way will be repaired to its original condition once the work is done
12

13 MOTION: Selectman Mooers moved, with Selectman Hart seconding, approval of the request
14 for the Old Firehouse Land Utility Location Permit, as presented. Motion approved 5-0.
15

16 **IX. Other Business**

17 **A. Such other business as may be legally conducted**

18 There was no other business.
19

20 **X. Treasurer's Warrants**

21 **A. Approve & Sign Treasurer's Warrant AP1951 in the amount of \$657,606.39**

22 MOTION: Selectman Littlefield moved, with Selectman Hart seconding, approval and signature
23 of Treasurer's Warrant AP1951 in the amount of \$657,606.39, as presented. Motion approved
24 5-0.
25

26 **B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1949, AP1950, and**
27 **PR1917 in the amounts of \$2,146.71, \$3,393.36, and \$101,120.35, respectively**

28 MOTION: Selectman Mooers moved, with Selectman Hart seconding, Approval of signed
29 Treasurer's Payroll, State Fees, and PR Benefit Warrants AP1949, AP1950, and PR1917 in the
30 amounts of \$2,146.71, \$3,393.36, and \$101,120.35, respectively, as presented. Motion
31 approved 4-0-1 (Littlefield in Abstention).
32

33 **C. Acknowledge Treasurer's School Board AP/Payroll Warrant 18 in the amount of \$70,365.70**

34 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, acknowledgement of
35 Treasurer's School Board AP/Payroll Warrant 18 in the amount of \$70,365.70, as presented.
36 Motion approved 5-0.
37

38 **XI. Adjournment**

39 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, adjournment.
40 Motion approved 5-0.
41

42 The Meeting was adjourned at 6:56PM.
43

44 Respectfully Submitted,
45

46
47 Wendy Littlefield, Secretary
48

1 acceptance, storage, handling, processing, marketing and/or transportation of
2 municipal solid waste, non-hazardous solid waste, recyclable items, compostable
3 organic waste, wood wastes, construction and demolition debris, bulky waste,
4 scrap metal, tires, green wood, and inert fill; and such other services as are
5 described in the draft Contract, and further to authorize the Board of Selectmen,
6 or its designee, to negotiate the remaining terms of the Contract in a manner
7 consistent with the terms of this article and of the draft included in Appendix XX,
8 and to negotiate and execute any and all contracts and documents and do any
9 and all things necessary or convenient to enter into this Contract with EMR on
10 behalf of the Town. **See Appendix F (pg. XX)**

11
12 Since the contract has not been finalized, the warrant was amended to remove
13 the previous article 15 which referred to a finalized contract and to include only
14 the article 16 above with a draft contract.

15
16 MOTION: Selectman Dudman moved, with Selectman Hart seconding, to go
17 with article 16 as presented. Motion approved 5-0.
18

19 **Article 31.** Shall the Town of Mount Desert (the Town) be authorized to
20 appropriate an amount not to exceed \$160,000.00 from the Capital Gains
21 Reserve Account, #400-24202, to finance professional, technical and
22 construction services associated with improvements to the single story, wood
23 framed structure referred to as the "Seal Harbor Bait House" located on the east
24 side of the Dodge Point Road in the Village of Seal Harbor (as shown on the site
25 plan located in Appendix ??? Site Map), with said improvements – being made in
26 conformance with such terms and conditions as described in the lease agreement
27 between the Town and the Seal Harbor Fisherman's Association and - to include,
28 but not necessarily be limited to, bringing the building to current code standards ,
29 with specific improvements to include, but not necessarily be limited to,
30 upgrading the handrails, exterior decking and exterior stairs, the wooden post
31 and wooden column foundation, the carrying beams, doors, windows and electric
32 power supply and further, shall the Board of Selectmen or its designee be
33 authorized to execute any and all contracts and documents and do all things
34 necessary or convenient to accomplish the Project? See Appendix F (pg. XX)

35
36 Article 31 was presented to be re-voted to include language referring to the lease
37 agreement.

38
39 MOTION: Selectman Hart moved, with Selectman Littlefield seconding, to
40 recommend passage. Motion approved 5-0.
41

42 **Article 33.** To see what sum the Inhabitants of the Town of Mount
43 Desert will vote to raise and/or appropriate as Revenue through Excise Taxes,
44 Service Fees and miscellaneous sources for the 2019-2020 Town Budget.
45

1 Article 33 has been revised to \$1,200,430.00 and needed to be re-voted.
2

3 MOTION: Selectman Hart moved, with Selectman Mooers seconding, to
4 recommend \$1,200,430.00. Motion approved 5-0.

5 **Article 47.** To see if the Inhabitants of the Town of Mount Desert will vote to
6 increase the property tax levy limit by \$226,012.00. **See Appendix XYZ (pg.**
7 **XX).**

8
9 MOTION: Selectman Littlefield moved, with Selectman Mooers seconding, to
10 recommend passage. Motion approved 5-0.
11

12 **III. New Business**

13 A. *Mount Desert Regional High School Scholarship & Stipend*
14 *Recommendations*

15
16 MOTION: Selectman Dudman moved, with Selectman Mooers seconding, to
17 approve the Mount Desert Regional High School Scholarship & Stipend
18 Recommendations. Motion approved 5-0.
19

20 **IV. Other Business**

21 A. *Such other business as may be legally conducted*
22 There was no other business.
23

24 **V. Adjournment**

25 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding
26 adjournment. Motion approved 5-0.
27

28 The meeting adjourned at 4:26 PM.
29

30
31 Respectfully Submitted,
32

33
34
35 Wendy Littlefield, Secretary

APPOINTMENTS

RECOGNITIONS

RESIGNATIONS

MDI & Ellsworth Housing Authorities

PO Box 28 Bar Harbor, ME 04609-0028

80 Mt. Desert St., Bar Harbor

Executive Director, H. Duane Bartlett

March 13, 2019

The Honorable Town Selectpersons
Honorable Durlin E. Lunt, Town Manager
Town of Mount Desert
21 Sea Street
P.O. Box 248
Northeast Harbor, ME 04662

Dear Sirs and Madams;

The Town of Mount Desert Housing Authority respectfully requests your consideration of the reappointment of Commissioner and Chairwoman Karol Hagberg to the Mount Desert Housing Authority Board of Commissioners, for another five-year term. Her new term would end in March of 2024.

Mrs. Hagberg is amenable to reappointment. She has been a dedicated Commissioner since 1994; we believe she will continue to do her best to support goals that are in the best interest of both The Housing Authority and the town.

Your consideration of this reappointment will be greatly appreciated by me, and the other board members of the Mount Desert Housing Authority.

Sincerely,



H. Duane Bartlett
Executive Director

HDB/tlh

MDI & Ellsworth Housing Authorities

PO Box 28 Bar Harbor, ME 04609-0028

80 Mt. Desert St., Bar Harbor

Executive Director, H. Duane Bartlett

March 13, 2019

The Honorable Town Selectpersons
Honorable Durlin E. Lunt, Town Manager
Town of Mount Desert
21 Sea Street
P.O. Box 248
Northeast Harbor, ME 04662

Dear Sirs and Madams;

The Town of Mount Desert Housing Authority respectfully requests your consideration of the appointment of Elizabeth Macul to the Mount Desert Housing Authority Board of Commissioners, as Tenant (or Resident) Commissioner, to fill out the term of Mr. Frederick Marzoff (deceased). Mr. Marzoff's term would have been through November 2019. Ms. Macul is amendable to appointment, and will have the opportunity for reappointment to a four-year term in November. (Tenant Representative's serve four-year terms.)

We believe Ms. Macul will serve in the best interest of both the Housing Authority and the town.

Your consideration of this appointment will be greatly appreciated by me, and the other board members of the Mount Desert Housing Authority.

Sincerely,


H. Duane Bartlett

Executive Director

HDB/tlh



Maine Town & City Clerks' Association

Local Government Center • 60 Community Drive
Augusta, Maine 04330-9486
1-800-452-8786 (In Maine) • 207-623-8428
Fax 207-626-5947

March 1, 2019

Durlin Lunt
Town Manager
Town of Mount Desert
PO Box 248
Northeast Harbor, ME 04662-0248



Dear Mr. Lunt:

Congratulations are in order for the Town of Mount Desert and for Elizabeth Yeo, Deputy Tax Collector. The Maine Town & City Clerks' Association has awarded Ms. Yeo Certification, which carries the distinction of Certified Clerk of Maine (CCM) status. This certification process has required many hours of dedication to achieve. The certification process requires that applicants receive training in a number of courses that relate to their field of expertise and continue with this education in an effort to retain their certification status.

Ms. Yeo will be recognized for receiving this certification at the MTCCA's Annual Meeting & Networking Day on September 10, 2019 at The Waterville Elks Conference Center, in Waterville.

The MTCCA understands the investment of time and resources it takes to achieve this status. Benefits of certification include expanded network of peers, an enhanced knowledge of applicable state and federal laws, exposure to broadened processes in municipalities across the State, and instills a deeper sense of confidence. In addition, municipalities may further benefit with reduced fees for insurance and bonds for this individual.

Again, congratulations. Ms. Yeo joins a prestigious group of municipal clerks who approach their career with the utmost professionalism!

Sincerely,

Kim McLaughlin, Certification Committee Chairperson
Maine Town & City Clerks' Association

CONSENT AGENDA



Town of Mount Desert

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

Telephone 207-276-5744 Fax 207-276-5142

www.mtdesert.org highway@mtdesert.org

Otter Creek, Seal Harbor, Northeast Harbor, Somesville,
Hall Quarry and Pretty Marsh

MEMO

To: Tony Smith, Public Works Director
From: Benjamin Jacobs, Highway Superintendent
Re: January Monthly Report
Date: March 07, 2019

Highway Crew

1. The crew spent the majority of their time this month plowing and sanding roads during snow, sleet and freezing rain storms.
2. The crew:
 - Picked up old Christmas trees that residents put out curbside.
 - Completed our Bureau of Labor Standards inspections on, for example, fire extinguishers, secondary containment structures and eyewash stations.
 - Repaired and installed signs on Main Street in Northeast Harbor and on the Hall Quarry Road.
 - Dug out ditches full of ice and unthawed frozen culverts full of ice.
 - Hauled snow to our dumpsites.
 - Cleaned the highway and bus garages.
 - Dealt with receiving upwards of 2-inches of rain keeping culverts and catch basins open and flowing properly.
 - The crew performed maintenance and made repairs to our equipment and trucks in the public works department and other town departments.

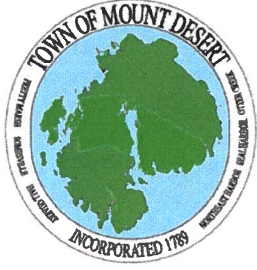
Wastewater: Please see Superintendent Montague's report.

Buildings & Grounds and Parks & Cemeteries

The crew:

- Continued setting up for meetings, cleaning bathrooms in the town office, vacuuming and assisting the admin staff with projects as needed e.g. assembling shelving, hanging pictures, repairing toilets, installing door closers, and painting.
- Shoveled snow from walkways and salted walkways around the outside of town office, police department, highway garage, bathroom entrances to the marina building, and the main entrances to all three of the fire station buildings when it snowed. Continued painting the office area walls at the highway garage.

Solid Waste



Town of Mount Desert

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

Telephone 207-276-5744 Fax 207-276-5142

www.mtdesert.org highway@mtdesert.org

Otter Creek, Seal Harbor, Northeast Harbor, Somesville,
Hall Quarry and Pretty Marsh

- Continued doing a great job picking trash on a routine basis.
- The crew continues to do a great job keeping the areas around the highway garage dumpsters and recycle center neat and clean as possible.
- Erected new signs and flyers at the recycling center in preparation for the changes of acceptable materials that Ellsworth Recycling Center will be implementing on March 1, 2019.

Cc. Claire Woolfolk, Town Clerk
Durlin Lunt, Town Manager
Ed Montague, Wastewater Superintendent

COMMISSIONERS SPECIAL MEETING

The special meeting of the Hancock County Commissioners was brought to order at 8:30 a.m. on **Thursday February 21, 2019** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Clark, Wombacher, and Blasi in attendance.

Discussion with Allegiant Care (Health Insurance Conversion); Christina Kosha, Fund Director / Allegiant Care; Scott McKee, Acadia Benefits / County's Broker:

Commissioner Blasi opened with questions from the commission. Commissioner Clark asked how intimate the relationship is between Allegiant and Teamsters Union- he wanted to be reassured that if negotiations broke down would we not see some adverse action from Allegiant. Kosha said Allegiant Care is a separate entity- they work with the union to provide a proposal that meets the needs of a new group and they often answer questions about rate renewal, but apart from that there is not a whole lot of involvement on the part of Allegiant Care in negotiations themselves. If negotiations are stalled as long as premiums are paid Allegiant Care continues to provide the benefits. Kosha said if negotiations have nothing to do with health and welfare, they are not typically aware of the status of negotiations.

Commissioner Clark asked if we are we going to see a huge increase later if we take on this plan at this time with these rates. Kosha said no, that this is the cost of the plan; she explained how the cost of the plan is spread over all members. Scott McKee of Acadia Benefits said for cost stability the larger the member pool the better, although it will not affect cost inflation.

Commissioner Wombacher asked what the trend has been in terms of cost over the last five years. Kosha said the municipal populations of the plan are pooled together separately; the trend for that population has been about 6% annually and prescription inflation has been about 5 or 6%, and dental and vision have been much smaller, 2-4%. McKee said MMEHT was similar; that represents medical inflation in the northeast. Commissioner Clark explained the different categories of our group members and asked if the plan would cover all categories of employees. Kosha said yes, although they do have a separate supplemental plan for the Medicare eligible retirees. Kosha said retirees who are not Medicare eligible would be covered by the active plan. Commissioner Blasi asked about the supplemental for Medicare eligible retirees; Kosha said the coverage was comprehensive and similar to what retirees are currently getting.

Commissioner Clark asked how comparable the Allegiant Care plan is to what we are providing now to our employees. Kosha said there are some differences but from an actuarial standpoint they are comparable. McKee said from a member standpoint they are comparable. In reference to a question regarding the prescription plan, Kosha said the Allegiant Care plan covers most pharmacies with the exclusion of Walmart, Walgreens, or Sam's Club. Kosha said another option is the mail order. Commissioner Clark said we may have to accept the fact that certain pharmacies are not options. Commissioner Wombacher asked if prescriptions were covered at all by these pharmacies; Kosha said they would not be covered at all, with rare exceptions. An employee asked about cases when the quantity of an individual prescription may be limited to one and referenced the mail order. Kosha said there are certain cases where it makes sense to go

retail and that may be one of them. The employee asked if the pharmacy does not provide prescriptions that are medically necessary how that is handled. Kosha said Allegiant had a similar situation with the Walgreens/Rite-aid merger, so they worked with them and put an override in the system; after that they were able to switch to mail order. Kosha said whenever there is the option to switch to mail order Allegiant is going to ask that the member do that, but if it's an immediate need the program will work with the members.

Kosha described the preferred formulary that is followed for covered prescriptions. Kosha said if the county wanted to provide a de-personalized list of claims Allegiant could do a disruption analysis. Kosha will provide the formulary to the county which can be distributed to employees. Kosha said there are often changes to the formulary, and that there is always an appeal policy for prescriptions that are not on the formulary.

An employee asked about the out of pocket limit. Kosha said there is a medical out of pocket limit and a prescription out of pocket limit; coinsurance is on the allowed amount.

Commissioner Blasi asked about Meritain run-out fees. McKee said the Meritain administrative fee will be paid with one invoice; he expected that we would have due 80% of run-out costs in the first 40 days, but will continue for 300 days. This is part of the normal process as there will be administrative work. Commissioner Clark asked if there is a penalty for getting out of Meritain. McKee said Meritain has a standard termination clause that determines a particular amount dependent on when termination happens in the plan year. It's a per employee per month fee. McKee said the administrative costs are roughly \$30,000 to pay them to administer the run out. McKee said they estimated claims costs to be \$240,000 over the next 12 months but most of that will be paid during the first 40 days. Commissioner Clark asked how long it takes to get into the program- Kosha said ideally this would be 60 days or 90 days. McKee said we told Meritain we would give notice 45 days before switching plans; a new plan should take effect on the first day of a month. CA Adkins recommended no earlier than June 1.

An employee asked about legal defense for law enforcement members as part of the plan.

Teamsters representative Joe Piccone said that would be in addition to the risk pool coverage the county has. It is for law enforcement members only; it would be something separate that they could access on their own. Piccone explained the process and said the employee needs to elect to use this. Kosha explained that dental and visions plans come together, either dental *and* vision, or neither. There needs to be a side letter in place with the two current union contracts; Piccone said he is obligated to have a conversation with the other 2 bargaining units regarding this change.

Adjustments to / approval of agenda:

MOTION: adjust agenda to sign the contract with Sierra as letter J under Commissioners (Wombacher/Clark 3-0, motion passed)

Approval of minutes:

MOTION: Approve the minutes of the February 5, 2019 Commissioners' Regular Meeting (Clark/Blasi 3-20, motion passed)

MOTION: Approve the minutes of the February 7, 2019 Commissioners' Special Meeting (Blasi/Wombacher 3-0-1 Clark abstains)

Jail:

MOTION: Approve the upward transfer of part time corrections officer Daniel Cox to full time corrections officer at step 9a \$15.60, effective February 23, 2019 (Clark/Blasi 3-0, motion passed)

MOTION: Approve the upward transfer of part time corrections officer Rebecca Long to full time corrections officer at step 9a \$15.60, effective February 23, 2019 (Clark/Wombacher 3-0, motion passed)

MOTION: Approve the renewal agreement with Chelsea Howard, NP for medical services in the jail (Clark/Wombacher 3-0, motion passed)

EMA:

Director Andrew Sankey introduced Deputy Director / Planner Andrew Braley. Deputy Director Braley has been engaged with HC EMA as a volunteer with the agency prior to being hired. He has recently received his national certification as a paramedic; Sankey said his public safety background makes him very valuable to Hancock County. Director Sankey reported the agency has been consumed with school safety and planning. They have also been working with medical facilities to conduct all hazards planning and comprehensive training exercises. Richard Bishop continues to provide planning assistance on a part time basis. Currently EMA is engaged in preparations for a table top exercise followed by full scale exercise on behalf of Acadia National Park.

Treasurer:

The commission reviewed the letter included with tax invoices. They discussed the terms of collections. Interest rates have gone from 8% in 2018 to 9% in 2019. Treasurer Boucher said 60 days after September, if the tax invoice is not paid, the county will collect interest on a day to day basis. Boucher said he wanted to avoid this but the point must be made that the county will collect interest.

MOTION: sign the recapitulation assessment of county tax (Wombacher/Clark 3-0, motion passed)

Commissioner Blasi said he wanted to commend the treasurer on carrying out his duties as prescribed by law to collect municipal taxes.

UT:

MOTION: pay the invoice to the Town of Gouldsboro for the paving on our portion in township 7 (Clark/Wombacher 3-0, motion passed)

Commissioner Wombacher expressed that he was pleased with the letter. Commissioner Blasi said we appreciate the work they did but it would be better if they had informed the county before the work was done.

Probate:

MOTION: Accept the resignation of part time probate clerk Elizabeth Linnell, effective February 28, 2019 (Clark/Blasi 3-0 motion passed)

Approval to advertise for part time clerk position-

The commission agreed to advise the Probate Registrar to wait a period of 30-45 days in order to acclimate the recent new hire to the office, although the Registrar could discuss this with the commission at the March 5 meeting. The commission took no action on this item but agreed to defer it to a future meeting.

Break 9:51 am- 10: 01am

Community Benefit Award presentations

Commissioner Clark said the commission received 14 applications and awarded to 7; they closely followed strict and lengthy criteria. The commissioners presented the Community Benefit Grant awards to the following applicants:

Healthy Acadia	\$20,000
Friends in Action	\$10,000
Ellsworth Free Medical Clinic	\$20,000
Beth Wright Cancer Center	\$10,000
Maine Center for Coastal Fisheries	\$10,000
Families First Community Center	\$25,000
Acadia Area ATVers	\$5,000

Maintenance:

Jail and Maintenance Propane cost sharing formula- Director Walls said at this point he did not have data to effectively calculate this; he wanted to collect data over the course of a whole season. Commissioner Blasi said his intent was to relieve the jail of unnecessary payment of this product. Commissioner Wombacher asked how the 60/40 split was done to begin with. Commissioner Clark said when the jail was built 20 years ago some thought was put into it that split but to have an analysis done professionally is expensive and there is no reason to spend that kind of money. CA Adkins recommended working this into the next budget. He is opposed to removing expenses from the jail because it shows the funding; he said positive momentum is being made in securing sufficient funding for jails. Commissioner Blasi wanted Director Walls to report on this in July in preparation of the budget; Walls agreed.

The 5 year maintenance plan was reviewed. The chiller in the SO was added to 2022 at \$40,000. Director Walls said although we just installed an access system, this is only a starting point- it should be expanded to every major office door. This was moved to 2021 at \$60,000. There was some discussion on heat pumps and the benefits; Director Walls said he puts 3-4 in his budget every year. Commissioner Blasi wanted to budget a department reserve account for heat pumps.

The commission considered installing the 15 remaining heat pumps this year. The benefit of doing this now is the efficiency the heat pumps produce. Director Walls said this would have to go out to bid and he will develop an RFP. \$90,000 was added to Heat Pumps Installation for 2019. \$260,000 remains in 10 year County Building / Central Heating plan as a contingency; this will address the economic life of our equipment.

MOTION: Maintenance Director be authorized to go out to bid for the purchase and installation of approximately 15 heat pumps for the courthouse (Clark/Wombacher 3-0, motion passed)

Director Walls will perform an inventory to assess the exact number of heat pumps required.

MOTION: authorize the Maintenance Director to solicit bids for repairing the leaks in the courthouse basement (Clark/Wombacher 3-0, motion passed)

Shed drawing- Facilities Director Walls presented a preliminary drawing for review. Walls said the shed will go on the slab in front of the jail yard wall. Commissioner Clark asked him to consider adding another door, in case a tractor was housed there. Director Walls said the next step was to wait for spring and determine funding. Commissioner Clark said they would attempt to do this with volunteer labor. Walls reported that the generator test seemed to indicate that this generator would serve the entire building, with a transfer switch. The estimate is \$25,000. Director Walls said he would get the proposal from Hampden Electric and bring that back for commission review.

Commissioners:

MOTION: Insert the previously adopted Airport Advisory Committee Resolution to the Management and Policy Manual (Blasi/Clark 3-0, motion passed)

Commissioner Clark said he approved this with the understanding that this does not restrict the administrative staff from including policies as they see fit.

MOTION: end membership with County Clerk's Association (Blasi/motion withdrawn)
CA Adkins said he was a member of this association.

The commission considered inserting language into the *Personnel Policies, section VI. Selection Process Policy on Personnel Vacancies and Hiring Procedures* that allows the option of advertising job vacancies on websites that appropriately associate with the vacancy instead of a newspaper advertisement. The commission will continue the conversation at the March 5 meeting.

MOTION: CB Budget Transfer / \$ 400,000 – Approval from the Commissioners to move this amount from the 2018 / Fund 3 / Designated Fund Balance (G 3-3025-05 / CB Offset Taxes) into the 2018 / Budget / Revenue (R 49-999 / Transfer In) (Blasi/Wombacher 3-0, motion passed)

CB Donations – Discuss the EMDC & Open Door donation accounts (currently \$50k each) towards the HC Workforce Development Program – The commission agreed it would be

appropriate for the organizations to address the commission to review their work and to ask for funding rather than automatically receive funding.

Lunch 11:38-12:00 p.m.

Community Benefits Dashboard- Commissioner Blasi said up until recently we have simply used CB money case by case and he is suggesting a more focused approach. Commissioner Wombacher said he liked the idea of having a larger plan in mind of the future. Commissioner Blasi prompted the commission to name the projects they would like to see CB funds designated to. Commissioner Clark said he would like to see a CB summary report including the year-to-date data before trying to project future expenses. Commissioner Blasi said he would like to see capital improvements funded in part by CB. When CA Adkins questioned why he wanted to do this, saying the plan was fully funded, Commissioner Blasi said he was focused on taxpayer relief, and why not add CB funds towards projects rather than continually tax for them. Commissioner Clark said the only way to help tax relief would be through the annually budgeted amount.

Meritain renewal documents-

MOTION: sign the 3 month aggregate terminal liability endorsement (Wombacher/Blasi motion and second withdrawn

MOTION: sign the documents for the Meritain health insurance renewal (Wombacher/Blasi 3-0, motion passed)

These documents include the Amendment to Administrative Services Agreement, Summary of Material Modification and Amendment #3, Summary of Material Modification and Amendment #4, and Stop Loss Insurance.

MOTION: advertise for full time IT position (Clark/Wombacher 3-0, motion passed)

We will continue to use Sierra Communications and current IT Administrator Grindle during the transition period.

Deliberations regarding Hancock County Unorganized Territory Water Quality Protection and Community Bill of Rights for Local Self-Governance Ordinance- review of public hearing and submitted comment tally sheets and notes:

Commissioner Blasi said the existing draft otherwise does not meet the criteria contained in title 30-A section 7501. He reviewed the public comment submitted and the associated tally sheets. Commissioner Blasi referenced a memo received from DA Foster, and said there is no authority for us to adopt or take any action on the ordinance. He said the public hearing process was beneficial and during it the community learned many things including how much concern there was about protecting water quality, and concern about possible construction of the East West corridor. He said he understood the concern of the citizens to be that they did not feel that protection by the state government was adequate for the UT. Commissioner Wombacher said he thought this has been a worthwhile discussion and he got a lot out of reading the testimonies from people. He said the commission should see what they can do to ensure water quality and concern for the environment. He said he is not ready to say today what that would be but it was important for him to make sure constituents know they were heard and their comments were

taken seriously. Commissioner Clark said he respects the intentions of the people who supported this ordinance but we did a real disservice to that group and others who support water quality by taking the actions we took, and leaving them with a sense that this board has the ability to improve water quality in the UT through an ordinance process that we should have known from day one we did not have. He said our District Attorney told us in 2017 that we should have the ordinance reviewed by a land use regulation attorney in order to produce an ordinance that would be effective and legal to enact. Commissioner Clark said we wouldn't have dashed the hopes of people today, and wouldn't have infuriated UT landowners who said should this ordinance pass they would restrict access to their lands. Commissioner Clark said he wanted to put attempts to pass this ordinance to bed and reassure the public and the landowners in the UT that they still have their rights under Maine law. Commissioner Blasi said a motion was not required, there was simply no action taken. He said the statute gives other options including a watershed district that would be comprised of UT residents and suggested we inform them of their ability to form a district and if they showed interest point them in the direction the statute calls for. Another possibility is to draft an ordinance using an attorney of the commissions' choice to accomplish the particular purpose in the statute of preserving and protecting county roads. He said DA Foster's memo addresses that and other things. Commissioner Blasi said the commission is at a neutral point and he would like to inform the UT residents about the watershed district opportunity. Commissioner Wombacher said the subject of the corridor is huge; it could very well come before the commission again. Commissioner Wombacher said he will not vote in support of any corridor in Hancock County. Commissioner Clark said they could have strong opinions, but he cautioned them in using this board to further personal agendas on issues. Any attempt to restrict development that the commission does not have authority by statute to make is going to incur thousands of dollars in litigation that will be on the taxpayer. He said DA Foster was referring to public county roads, not private. Commissioner Clark said section 7501 basically allows the county to provide services in the UT that municipalities supply, unless they are already provided by the state; land use regulation in the UT is provided by the state. CA Adkins pointed out that staff time involved in this is significant and accumulates. Commissioner Wombacher said the idea of a watershed district might be an option but it is not necessarily the commission who should solicit this, it could be generated by environmental organizations who could reach out to those residents.

MOTION: approve the email contract with Sierra for email filter services as presented (Blasi/Clark3-0, motion passed)

MOTION: to adjourn 12:59 p.m. (Clark/Blasi 3-0, motion passed)

Respectfully submitted,

Rebekah Knowlton
Deputy County Administrator

UNFINISHED BUSINESS

Town of Mount Desert

Annual Town Meeting Warrant Fiscal Year 2019 – 2020

**As presented at the
Annual Town Meeting
May 6 & 7, 2019**

**Secret Ballot (Candidate) Election
May 6, 2019 8 a.m. – 8 p.m.
Somesville Fire Station**

**Open Floor Town Meeting
May 7, 2019
6 p.m.
Kelley Auditorium, Mt. Desert Elementary
School
(Gymnasium)**

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2019 Warrant Committee Report

The 2019 Warrant Committee for Town of Mount Desert, presently consists of 21 registered voters of the Town, appointed for 3-year terms by the Board of Selectmen. Only the Warrant committee has its recommendations for each Warrant article printed on the Warrant each year. We are asked to consider each article proposed by the Board of Selectmen, Planning Board, School Board, and on occasion by a citizen initiated petition. We represent true citizen in-put in the development of the budget and warrant articles; and Town Government functions best when all the parts participate fully.

Membership is a responsibility and it is also educational and rewarding. Some of our members have served for years and offer a historical perspective to our discussions; new members offer fresh insight that helps us to make the best decisions. When we vote our final recommendations are recorded for each Warrant Articles.

Our Town Charter requires that the Warrant Committee include at least 20 registered voters. The Warrant Committee encourages any registered voters to consider applying to the Board of Selectman to join the Warrant Committee. The Warrant Committee is not a year round commitment; most of meetings start in early January and end by middle March with our votes on each Warrant Article, unless there is a Special Town Meeting scheduled during the year.

The Warrant Committee was very active this year attending most Board of Selectman meetings. The Committee heard presentations from all the Department Heads, explaining their individual budgets and answering specific questions by the Warrant Committee. MDES Principal Gloria Delsandro budget presentation for the elementary school, along with MDES School Board, School Superintendent Dr. Marc Gousse and Nancy Thurlow the Business Manager who can explain the funding formulas required by the State of Maine.

We want to thank the all Department Head's, the entire staff of the Town Office, Town Manager Durlin Lunt, Principal Gloria Delsandro, Superintendent's office, School Board, Planning Board, and all the residents and non-residences who appeared before us this year. The staff of the Neighborhood House for allowing us to host our Annual dinner which followed voting on the Warrant, and chef Emily Damon for catering the event with her amazing pizza's. Finally, all the members of this year's Warrant Committee, for devoting their time and commitment this process.

Co-Chairs
Phil Lichtenstein
Jerry Miller

Warrant Committee 2018-2019

Phil Lichtenstein, Co-Chair
Jerry Miller, Co-Chair

Donna Beals
Gordon Beck
Blakeslee Bell
Ellen Brawley
Katrina Carter
Owen Craighead Jr
Rodney Eason
William Ferm
Jesse Hartson
Brian Henkel
Ellen Kappes
Stephanie Kelley-Reece
Marina McGarr
Samuel McGee
Kathleen Miller
Timothy Murphy
Norris Reddish
Donna Reis
Thomas Savage

Greeting

State of Maine

Hancock County, ss

year 2019

To: James K. Willis, Jr., a Constable in the Town of Mount Desert

In the name of the State of Maine, you are hereby required to notify and warn the Inhabitants of the Town of Mount Desert, qualified by law to vote in Town affairs, to assemble in the **Somesville Fire House, 1157 Main Street, Mount Desert, Maine**, on **Monday, the sixth day of May AD 2019** at **seven-fifty o'clock** in the forenoon, then and there to act on Article 1; and immediately thereafter to act on Article 2 until **eight o'clock** in the evening.

AND to notify and warn said voters to reconvene in the **Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor, Maine** in said Town, on **Tuesday, the seventh day of May AD 2019** at **six o'clock** in the evening; then and there to act on Articles x through xx; all of said Articles being set out below to wit:

Pursuant to Title 21-A, §759(7), absentee ballots will be processed at the polls on May 6, 2019 every half hour beginning at 9:00 AM.

Election of Moderator

Article 1. To elect a Moderator by written ballot.

Election of Municipal Officers

Article 2. To elect two members to the Board of Selectmen for a term of three years, two members to the Mount Desert Elementary School Board for a term of three years, and one trustee to the Mount Desert Island Regional School District for a term of three years.

Non-Voter Recognition

Article 3. To see if non-voters shall be allowed, when recognized, to speak during the 2019 Annual Town Meeting.

Board of Selectmen recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Animal Welfare

Article 4. To see if the Inhabitants of the Town of Mount Desert will vote to approve an expenditure of \$500.00 from the Animal Welfare Reserve Account #4040700-24204 to Acadia Veterinary Hospital as a donation for the benefit of the Town of Mount Desert Feral Cat Program.

Board of Selectmen recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Ordinances

For Articles 5 through 13, an underline indicates an addition and a ~~strikethrough~~ indicates a deletion.

Article 5. Shall an ordinance dated May 7, 2019 and entitled “Town of Mount Desert Alewife Ordinance” be enacted? The ordinance reads, in its entirety, “Regulations for the taking of alewives and blue back herring shall be as follows: For the year July 1, 2019 through June 30, 2020 there shall be no taking of Alewives and Blue Back Herring in the Town of Mount Desert.”

Board of Selectmen recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Article 6. Shall an ordinance dated May 7, 2019 and entitled “Town of Mount Desert Single Use Carryout Bag Ordinance” be enacted? ***See Appendix A (pg. 24)***

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 3 Nays)

Article 7. Shall an ordinance dated May 7, 2019 and entitled “Town of Mount Desert Polystyrene Ordinance” be enacted? ***See Appendix B (pg. 27)***

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 3 Nays)

Article 8. Shall an ordinance dated May 7, 2019 and entitled “Amendments to the Town of Mount Desert Land Use Ordinance to exempt permit and license requirements for Mobile Food Vendors for limited time events” be enacted as follows?

Explanation: This amendment to the LUZO will allow Mobile Food Vendors to operate without a permit or license for limited time events (up to three consecutive days and maximum of two events per year on the same property).

3.4 Permitted, Conditional, and Excluded Uses by District:

All land use activities, as indicated in the following table, shall conform with all of the applicable

land use standards in Sections 6.A., 6.B., and 6.C. The district designation for a particular site shall be determined from the Official Land Use Zoning map.

- P** Use allowed without a permit (but the use must comply with all applicable land use standards)
- C** Use allowed with conditional use approval from the Planning Board
- X** Use is prohibited
- CEO** Use allowed with a permit from the code enforcement officer

- VR1 VILLAGE RESIDENTIAL ONE
- VR2 VILLAGE RESIDENTIAL TWO
- R1 RESIDENTIAL ONE
- R2 RESIDENTIAL TWO
- SR1 SHORELAND RESIDENTIAL ONE
- SR2 SHORELAND RESIDENTIAL TWO
- SR3 SHORELAND RESIDENTIAL THREE
- SR5 SHORELAND RESIDENTIAL FIVE
- RW2 RURAL OR WOODLAND TWO
- RW3 RURAL OR WOODLAND THREE
- VC VILLAGE COMMERCIAL
- SC SHORELAND COMMERCIAL
- RP RESOURCE PROTECTION
- C CONSERVATION
- SP STREAM PROTECTION

See table of uses on following pages

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- .
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Section 3.4 Permitted, Conditional, and Excluded Uses by District

LAND USE:	Districts								
	VR 1 VR 2	R 1 R 2	SR 1 SR 2 SR 3 SR 5	RW 2 RW 3	VC	SC	C	RP	SP
COMMERCIAL									
Mineral Extraction	X	X	X	X	X	X	X	X	X
Mobile Food Vendors ¹¹	X	X	X	C	X	CEO	X	X	X
Office Building	C	C	X	C	CEO	X	X	X	X

¹¹Mobile Food Vendors are allowed to operate without a permit or license for limited time events (up to three consecutive days and maximum of two events per year on the same property). However, written property owner authorization is required to be posted for any Mobile Food Vendor activity on private property, regardless of whether or not a permit is required.

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Planning Board recommends passage
Warrant Committee recommends passage (14 Ayes; 0 Nays)

Article 9. Shall an ordinance dated May 7, 2019 and entitled “Amendments to the Town of Mount Desert Ordinances to allow Mobile Food Vendors in the Rural Woodland District” be enacted as follows? **See Appendix C (pg. 29)**

Explanation: This amendment to the LUZO will allow Mobile Food Vendors in the RW District subject to Conditional Use Approval from the Planning Board.

Planning Board recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Article 10. Shall an ordinance dated May 7, 2019 and entitled “Amendments to the Land Use Zoning Ordinance to change the Land Use District designation of the Map 020: Lot 020” be enacted as set forth below?

Explanation: This Article changes the designation of Map 020, Lot 020 from Shoreland Residential 2 to Village Residential 2.

SECTION 3 LAND USE DISTRICTS

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3.3 Map Changes: Amended at:

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Town Meeting May 7, 2019 change Tax Map 020, Lot 020 from Shoreland Residential 2 to Village Residential 2.

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Planning Board recommends passage
 Warrant Committee recommends passage (16 Ayes; 0 Nays)

Article 11. Shall an ordinance dated May 7, 2019 and entitled “Amendments to the Land Use Zoning Ordinance to change the Land Use District designation of the Map 026: Lot 064” be enacted as set forth below?

Explanation: This Article changes the designation of Map 026, Lot 064 from Village Residential 1 to Village Commercial.

SECTION 3 LAND USE DISTRICTS

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3.3 Map Changes: Amended at:

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Town Meeting May 7, 2019 change Tax Map 026, Lot 064 from Village Residential 1 to Village Commercial.

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Planning Board recommends passage
 Warrant Committee recommends passage (16 Ayes; 0 Nays)

Article 12. Shall an ordinance dated May 7, 2019 and entitled “Amendments to the Land Use Zoning Ordinance to change the Land Use District designation of the Map 029: Lot 002-001” be enacted as set forth below?

Explanation: This Article revises and corrects the RP zone on Map 029, Lot 002-001 for consistency with State Shoreland Zoning standards for RP Districts.

SECTION 3 LAND USE DISTRICTS

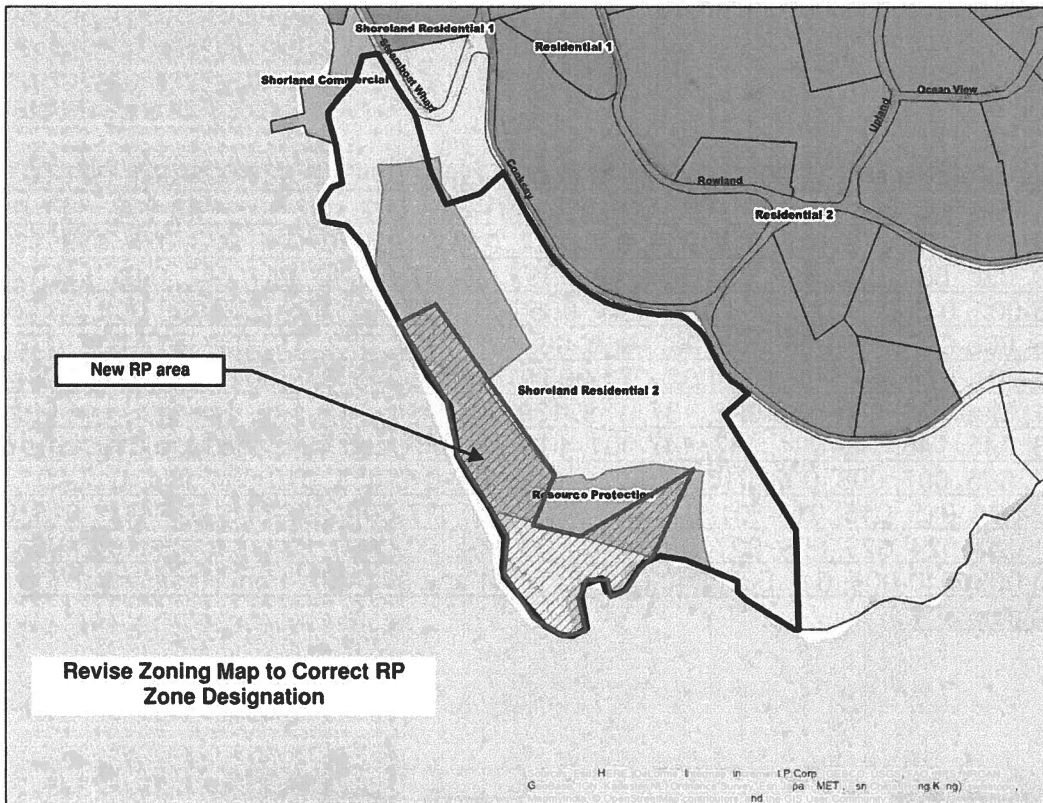
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3.3 Map Changes: Amended at:

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Town Meeting May 7, 2019 change portions of Tax Map 029, Lot 002-001 from Resource Protection to Shoreland Residential 2.

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Planning Board recommends passage
 Warrant Committee recommends passage (16 Ayes; 0 Nays)

Article 13. Shall an ordinance dated May 7, 2019 and entitled “Amendments to the Land Use Zoning Ordinance to change the Land Use District designation of the Map 007: Lots 001-001, 001-001-001, 001-001-002, 001-001-003, 001-001-004, 001-001-005, 001-002, 002, 002-001, 002-002, 003, 006, 008, 009, 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, 020, 021, 022, 024, 025, 026, 027, 028, 029, 030, 031, 032, 033, 034, 035, 036, 037, 038, 039, 040, 041, 042, 043, 044, 045-001, 045-002, 045-003, 045-004, 046, 047, 058, 065-001, 065-002, 065-003, 065-004, 065-005, 065-006, 065-007, 065-008, 066, 067, 068, 069, 070, 071, 072, 072-001, 072-002, 073, 074, 074-001, 074-001-002, 074-002, 074-003, 074-004, 075, 075-001, 076, 077, 078 and 085-001; Map 008: Lots 137, 138, 139, 140, 141, 142, 143, 144-001, 144-002, 144-003, 145, 146, 146-001, 147, 147-001, 148 and 154; and Map 019: Lots 001, 002, 004, 005, 007, 008, 009, 010, 010-001, 010-002, 010-003, 010-004, 011, 012-001, 012-002, 012-004, 015, 016, 017-001, 017-002, 017-003, 017-004, 017-005, 017-006, 018, 020, 021, 022, 024, 025, 026, 027, 028, 029, 031, 032, 032-001, 034, 040-002, 040-003, 040-004, 040-005, 040-006, 040-007, 040-008, 041-001 and 041-002 from Residential 2 to Residential 1” be enacted as set forth below?

Explanation: This Article changes the designation of the lots in Hall Quarry that are currently Residential 2 to Residential 1.

SECTION 3 LAND USE DISTRICTS

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3.3 Map Changes: Amended at:

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Town Meeting May 7, 2019 change Map 007: Lots 001-001, 001-001-001, 001-001-002, 001-001-003, 001-001-004, 001-001-005, 001-002, 002, 002-001, 002-002, 003, 006, 008, 009, 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, 020, 021, 022, 025, 026, 027, 028, 029, 030, 031, 032, 033, 034, 035, 036, 037, 038, 039, 040, 041, 042, 043, 044, 045-001, 045-002, 045-003, 045-004, 046, 047, 065-001, 065-002, 065-003, 065-004, 065-005, 065-006, 065-007, 065-008, 066, 067, 068, 069, 070, 071, 072, 072-001, 072-002, 073, 074, 074-001, 074-001-002, 074-002, 074-003, 074-004, 075, 075-001, 076, 077, 078 and 085-001; Map 008: Lots 136-002, 137, 138, 139, 140, 141, 142, 143, 144-001, 144-002, 144-003, 145, 146, 146-001, 147, 147-001, 148, 150-001 and 154; and Map 019: Lots 001, 002, 004, 005, 007, 008, 009, 010, 010-001, 010-002, 010-003, 010-004, 011, 012-001, 012-002, 012-004, 015, 016, 017-001, 017-002, 017-003, 017-004, 017-005, 017-006, 018, 020, 021, 022, 024, 025, 026, 027, 028, 029, 031, 032, 032-001, 034, 040-002, 040-003, 040-004, 040-005, 040-006, 040-007, 040-008, 041-001 and 041-002 from Residential 2 to Residential 1.

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Planning Board recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Gifts

Article 14. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to accept Conditional Gifts (MRSA 30-A, §5654), Unconditional Gifts (MRSA 30-A §5655), equipment, proceeds from sale of fire equipment or funds on behalf of the Municipal Fire Department. It is understood that any funds received will be placed in the Fire Equipment Reserve Fund.

Board of Selectmen recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Leases and Agreements

Article 15. To see if the Town of Mount Desert (the Town) will vote to enter into a contract (the Contract), in a form substantially similar to the draft contract, a copy of which is included herein in Appendix D, for a term of five (5) years beginning July 1, 2019, with Eastern Maine Recycling, (EMR), a Maine corporation which owns and operates a municipal solid waste transfer station, licensed by the State of Maine Department of Environmental Protection (DEP), in the Town of Southwest Harbor, Hancock County, Maine, that provides for the services typically associated with and including, but not necessarily limited to, the acceptance, storage, handling, processing, marketing and/or transportation of municipal solid waste, non-hazardous solid waste, recyclable items, compostable organic waste, wood wastes, construction and demolition debris, bulky waste, scrap metal, tires, green wood, and inert fill; and such other services as are described in the draft Contract, and further to authorize the Board of Selectmen, or its designee, to negotiate the remaining terms of the Contract in a manner consistent with the terms of this article and of the draft included in Appendix D, and to negotiate and execute any and all contracts and documents and do any and all things necessary or convenient to enter into this Contract with EMR on behalf of the Town. **See Appendix D (pg. 35)**

Board of Selectmen recommends passage
Warrant Committee recommends passage (14 Ayes; 0 Nays)

Article 16. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to lease a portion of the so-called Visitor Center at the Northeast Harbor Marina to the Ticket Booth operators for a term of one (1) year beginning July 1, 2019 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

Board of Selectmen recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Article 17. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen, to lease a portion of the so-called Visitor Center at the Northeast Harbor Marina to the Mount Desert Chamber of Commerce for a term of one (1) year beginning July 1, 2019 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

Board of Selectmen recommends passage
Warrant Committee recommends passage (15 Ayes; 0 Nays; 1 Abstention)

Article 18. To see if the Inhabitants of the Town of Mount Desert will authorize the Board of Selectmen, to negotiate and enter into an agreement with the Neighborhood House Club, Inc. for management and maintenance of the municipal swimming pool, under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

Board of Selectmen recommends passage
Warrant Committee recommends passage (16 Ayes; 0 Nays)

Fiscal Policy

Article 19. Shall the Town of Mount Desert be authorized to issue general obligation bonds or notes of the Town in a principal amount not to exceed \$428,920.00 to finance professional technical and construction services associated with improvements to, and not to exceed the amounts shown, for up to twenty-eight (28) pedestrian crosswalks located throughout the Town (as shown on the site plan located in **Appendix E Site Map**) with said improvements intended to bring the crosswalks into general compliance with the appropriate regulatory guidelines and requirements, including but not limited to the Maine Department of Transportation's publication "Maine DOT Guidelines on Crosswalks" and the Americans with Disabilities Act requirements for crosswalks, with said improvements to include, but not necessarily be limited to, improving access, safety, effectiveness and appurtenances required to complete the improvements and further, shall the Board of Selectmen or its designee be authorized to execute any and all contracts and documents and do all things necessary or convenient to accomplish the Project? **See Appendix E (pg. XX)**

FINANCIAL STATEMENT - TOWN OF MOUNT DESERT

1. Total Town Indebtedness

A.	Bonds outstanding and unpaid:	\$20,796,736.63
B.	Bonds authorized and unissued:	\$ 0.00
C.	Bonds to be issued under this Town Meeting Article	<u>\$ 428,920.00</u>
	TOTAL	\$21,225,656.63

2. Costs

At an estimated interest rate of 3.32% for a term of 10 years, the estimated costs of this bond issue will be:

Principal	\$ 428,920.00
Interest	<u>\$ 78,320.79</u>
Total Debt Service	\$ 507,240.79

3. Validity

The validity of the bonds is not affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the voters is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.



Treasurer, Town of Mount Desert, Maine

Board of Selectmen recommends passage
Warrant Committee recommends passage (14 Ayes; 0 Nays)

Article 20. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to accept and expend on behalf of the Town additional state, federal and other funds (including unconditional gifts of money) received during the fiscal year 2019-2020 for Town purposes, provided that such additional funds do not require expenditure of local funds not previously appropriated.

Board of Selectmen recommends passage
Warrant Committee recommends passage (15 Ayes; 0 Nays)

Article 21. To see if the Inhabitants of the Town of Mount Desert will vote to approve July 1, each year, as the date on which all taxes shall be due and payable providing that all unpaid taxes on September 1, of each year, shall be charged interest at an annual rate of 9.0% (percent) per year. (*Tax Club members are exempt within the terms and conditions of the Town's Tax Club Agreement.*)

Board of Selectmen recommends passage
Warrant Committee recommends passage (15 Ayes; 0 Nays)

Article 22. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Tax Collector to enter into a standard "tax club" agreement with taxpayers whereby: (1) the taxpayer agrees to pay specified monthly payments to the Town based on the taxpayer's estimated and actual tax obligation for current year property taxes (real estate and/or personal); (2) the Town agrees to waive interest on timely payments; (3) the Town authorizes the Tax Collector to accept payment of taxes prior to commitment of taxes; (4) the agreement automatically terminates if two consecutive payments are missed and the taxpayer thereupon becomes subject to the same due date and interest rate as other, nonparticipating taxpayers; (5) only taxpayers who are paid in full on their property tax obligations may participate; and (6) interested taxpayers shall apply annually for participation by the date shown on the application, date and application format to be determined by the Tax Collector.

Board of Selectmen recommends passage
Warrant Committee recommends passage (15 Ayes; 0 Nays)

Article 23. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Tax Collector to accept pre-payment of property taxes, with no interest to be paid on same.

Board of Selectmen recommends passage
Warrant Committee recommends passage (14 Ayes; 0 Nays)

Article 24. To see if the Inhabitants of the Town of Mount Desert will vote to set the interest rate to be paid by the Town for abated taxes that have been paid at the rate of 5.0% (percent) per year.

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 0 Nays)

Article 25. To see if the inhabitants of the Town of Mount Desert will vote to authorize expenditures to pay any tax abatements granted by the Assessor, Board of Assessment Review, or Board of Selectmen together with any interest due thereon from the Town, during the fiscal year beginning July 1, 2019, in an aggregate amount not to exceed the property tax commitment overlay.

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 0 Nays)

Article 26. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to dispose by public bid of Town-owned property, other than real property, with a value of ten thousand dollars (\$10,000.00) or less under such terms and conditions as it deems advisable.

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 0 Nays)

Article 27. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to sell at public auction or by advertised sealed bid, and to convey titles obtained under tax deeds and under deeds of conveyance to the Inhabitants of the Town any land and/or buildings, including trailers, in lieu of payment of taxes except that the Selectmen have the power to authorize redemption. Municipal Officers 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 owner(s).

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 0 Nays)

Article 28. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to contract for services, in amounts not to exceed appropriation for same, under such terms and conditions as it deems advisable.

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 0 Nays)

Municipal Revenue

Article 29. Shall the Town of Mount Desert (the Town) be authorized to appropriate an amount not to exceed \$160,000.00 from the Capital Gains Reserve Account, #400-24202 to finance professional, technical and construction services associated with improvements to up to eighty-five (85) lineal feet of a granite block retaining wall located

along the westerly side of Steamboat Wharf Road adjacent to the Seal Harbor Yacht Club in the Village of Seal Harbor (as shown on the site plan located in **Appendix F Site Map**), said stone wall serving to support the roadway in that area therefore being a critical component of the overall integrity of the roadway allowing for routine everyday traffic and emergency vehicular traffic, with said improvements including, but not necessarily being limited to, removing and resetting the stones on a stable foundation, filling the spaces and voids that have formed behind the wall with free-draining soil materials and constructing proper drainage behind the wall to reduce the effects of water flow and freeze-thaw cycles behind the wall and further, shall the Board of Selectmen or its designee be authorized to execute any and all contracts and documents and do all things necessary or convenient to accomplish the Project? **See Appendix F (pg. XX)**

Board of Selectmen recommends passage
Warrant Committee recommends passage (14 Ayes; 0 Nays)

Article 30. Shall the Town of Mount Desert (the Town) be authorized to appropriate an amount not to exceed \$160,000.00 from the Capital Gains Reserve Account, #400-24202, to finance professional, technical and construction services associated with improvements to the single story, wood framed structure referred to as the “Seal Harbor Bait House” located on the east side of the Dodge Point Road in the Village of Seal Harbor (as shown on the site plan located in **Appendix G Site Map**), with said improvements being made in conformance with such terms and conditions as described in the lease agreement between the Town and the Seal Harbor Fisherman’s Association and to include, but not necessarily be limited to, bringing the building to current code standards , with specific improvements to include, but not necessarily be limited to, upgrading the handrails, exterior decking and exterior stairs, the wooden post and wooden column foundation, the carrying beams, doors, windows and electric power supply and further, shall the Board of Selectmen or its designee be authorized to execute any and all contracts and documents and do all things necessary or convenient to accomplish the Project? **See Appendix G (pg. XX)**

Board of Selectmen recommends passage
Warrant Committee recommends passage (14 Ayes; 0 Nays)

**APPROPRIATION FROM CAPITAL GAINS RESERVE
ACCOUNT SUMMARY**

(If Article 29 and Article 30 are Approved in Total)

Article 29 Steamboat Wharf Rd. Stone Wall	\$ 160,000.00
Article 30 Bait House Renovations	\$ 160,000.00
Total Appropriation Requested	\$ 320,000.00

Article 31. To see if the Inhabitants of the Town of Mount Desert will vote to transfer five hundred thousand dollars (\$500,000.00) from the Undesignated Fund Balance Account #100-38300 to reduce the 2019-2020 tax commitment.

Board of Selectmen recommends passage
Warrant Committee recommends passage (14 Ayes; 0 Nays)

Article 32. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and/or appropriate as Revenue through Excise Taxes, Service Fees and miscellaneous sources for the 2019-2020 Town Budget.

Board of Selectmen recommends \$1,200,430.00
Warrant Committee recommends \$1,200,430.00 (14 Ayes; 0 Nays)

Municipal Appropriations

Article 33. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 200 through 221 General Government – Governing Body (Board of Selectmen), Municipal Management, Town Clerk, Registrar, Elections, Planning Board, Finance, Treasurer, Tax Collector, Assessment, Code Enforcement, Unallocated Funds, Human Resources, and Technology for the 2019-2020 Town Budget.

Gov. Body (Bd of Selectmen): \$34,315.00	Town Management: \$363,084.00
Town Clerk: \$118,808.00	Registrar: \$1,819.00
Elections: \$4,941.00	Planning Board: \$48,321.00
Finance: \$91,946.00	Treasurer: \$139,961.00
Tax Collector: \$8,689.00	Assessment: \$117,551.00
Code Enforcement: \$167,355.00	Unallocated: \$115,250.00
Human Resources: \$5,000.00	Technology: \$232,090.00

Board of Selectmen recommends \$1,449,130.00
Warrant Committee recommends \$1,449,130.00 (14 Ayes; 0 Nays)

Article 34. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 300 General Assistance Support for the 2019-2020 Town Budget.

Board of Selectmen recommends \$5,000.00
Warrant Committee recommends \$5,000.00 (14 Ayes; 0 Nays)

Article 35. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 350 Rural Wastewater Support for the 2019-2020 Town Budget.

Board of Selectmen recommends \$192,450.00
Warrant Committee recommends \$192,450.00 (14 Ayes; 0 Nays)

Article 36. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 406 Street Lights for the 2019-2020 Town Budget.

Board of Selectmen recommends \$25,750.00
Warrant Committee recommends \$25,750.00 (14 Ayes; 0 Nays)

Article 37. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 401 and 408 Public Safety – Police and Communications (Dispatch) for the 2019-2020 Town Budget.

Police: \$838,057.00
Shellfish: \$00.00

Communications: \$376,039.00
Animal Control: \$00.00

Board of Selectmen recommends \$1,214,096.00
Warrant Committee recommends \$1,214,096.00 (14 Ayes; 0 Nays)

Article 38. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 403,404, and 409 Public Safety – Fire Department, Hydrants, and Emergency Management for the 2019-2020 Town Budget.

Fire: \$604,461.00 Hydrants: \$273,500.00 Emergency Management: \$1,000.00

Board of Selectmen recommends \$878,961.00
Warrant Committee recommends \$878,961.00 (14 Ayes; 0 Nays)

Article 39. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 501, 515, 520 and 525 Public Works - Roads, Waste Management, Buildings & Grounds, and Parks & Cemeteries, and 530 Environmental Sustainability for the 2019-2020 Town Budget.

Roads: \$1,746,147.00
Parks/Cemeteries: \$46,092.00
Buildings/Grounds: \$226,763.00
Waste Management: \$590,628.00
Environmental Sustainability: \$21,500.00

Board of Selectmen recommends \$2,631,130.00
Warrant Committee recommends \$2,631,130.00 (12 Ayes; 2 Nays)

Article 40. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 505 and 506 Sewers (Wastewater Treatment) for the 2019-2020 Town Budget.

Sewer Capital: \$ 0.00
Wastewater Treatment
Northeast Harbor Plant: \$140,750.00
Seal Harbor Plant: \$104,958.00
Sewer Operation: \$630,948.00
Somesville Plant: \$58,000.00
Otter Creek Pmp Station: \$30,000.00

Board of Selectmen recommends \$964,656.00
Warrant Committee recommends \$964,656.00 (14 Ayes; 0 Nays)

Article 41. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 605 Recreation (Public Pool ~Utilities & Maintenance) for the 2019-2020 Town Budget.

Board of Selectmen recommends \$5,900.00
Warrant Committee recommends \$5,900.00 (14 Ayes; 0 Nays)

Article 42. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 701 Economic/Community Development for the 2019-2020 Town Budget.

Board of Selectmen recommends \$44,000.00
Warrant Committee recommends \$44,000.00 (8 Ayes; 5 Nays; 1 Abstention)

Article 43. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 801 Debt Service for the 2019-2020 Town Budget.

Board of Selectmen recommends \$1,882,596.00
Warrant Committee recommends \$1,882,596.00 (14 Ayes; 0 Nays)

Article 44. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 851 Libraries, Village Improvement Societies, Recreation, and Public/Social Service Agencies for the 2019-2020 Town Budget.
See Warrant pgs. XX-XX

Libraries: \$33,500.00	Village Improvement Societies: \$60,500.00
Recreation: \$89,750.00	Public/Social Service Agencies: \$156,978.00

Board of Selectmen recommends \$340,728.00
Warrant Committee recommends \$340,728.00 (9 Ayes; 0 Nays; 4 Abstentions)

Article 45. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 991 Capital Improvement Plan transfers for the 2019-2020 Town Budget.

Board of Selectmen recommends \$573,102.00
Warrant Committee recommends \$573,102.00 (13 Ayes; 0 Nays)

Written Ballot required for Article xx

Article 46. To see if the Inhabitants of the Town of Mount Desert will vote to increase the property tax levy limit by \$226,012.00. **See Appendix XYZ (pg. XX).**

Explanation: *The State Legislature passed a "tax reform" law known as LD#1. This bill created a maximum municipal tax levy based upon this year's tax, plus an allowance for inflation and the Town's tax base growth due to new construction. However, LD#1 allows Mount Desert voters to increase that tax cap with the approval of a simple majority of the voters at Town Meeting. The only requirement is that a secret vote must be taken by written ballot.*

Board of Selectmen recommends passage
Warrant Committee recommends passage (13 Ayes; 0 Nays)

Marina Proprietary Fund

Article 47. To see if the Inhabitants of the Town of Mount Desert will vote to ratify the Board of Selectmen's approval of the Marina Proprietary Fund budget.

Revenue: \$708,555.00

Expense: \$708,555.00

Board of Selectmen recommends ratification
Warrant Committee makes no recommendation

Elementary School Appropriations

Note: Articles 48 through 58 authorize expenditures in cost center

Article 48. To see what sum the School Board will be authorized to expend for Regular Instruction for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$1,627,863.00
Warrant Committee recommends \$1,627,863.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$1,602,556.00

Article 49. To see what sum the School Board will be authorized to expend for Special Education for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$866,911.00
Warrant Committee recommends \$866,911.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$844,293.00

Article 50. To see what sum the School Board will be authorized to expend for Career and Technical Education for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$00.00
Warrant Committee recommends \$00.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$00.00

Article 51. To see what sum the School Board will be authorized to expend for Other Instruction for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$79,383.00
Warrant Committee recommends \$79,383.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$ 63,267.00

Article 52. To see what sum the School Board will be authorized to expend for Student & Staff Support for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$436,235.00
Warrant Committee recommends \$436,235.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$ 407,602.00

Article 53. To see what sum the School Board will be authorized to expend for System Administration for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$88,564.00
Warrant Committee recommends \$88,564.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$ 87,393.00

Article 54. To see what sum the School Board will be authorized to expend for School Administration for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$261,909.00
Warrant Committee recommends \$261,909.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$231,782.00

Article 55. To see what sum the School Board will be authorized to expend for Transportation & Buses for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$193,597.00
Warrant Committee recommends \$193,597.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$178,634.00

Article 56. To see what sum the School Board will be authorized to expend for Facilities Maintenance for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$542,656.00
Warrant Committee recommends \$542,656.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$507,007.00

Article 57. To see what sum the School Board will be authorized to expend for Debt Service and Other Commitments for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$332,869.00
Warrant Committee recommends \$332,869.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$348,430.00

Article 58. To see what sum the School Board will be authorized to expend for All Other Expenditures for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

School Board recommends \$72,000.00
Warrant Committee recommends \$72,000.00 (14 Ayes; 0 Nays)

Note: 2018-19 Amount was \$ 68,000.00

Note: Articles 48 – 58 authorize a total budget of \$4,501,987.00

Note: 2018-19 Amount was \$4,338,964.00

Note: Articles 59 – 61 raise funds for the Proposed School Budget

Hand Count

Article 59. To see what sum the voters of the Town of Mount Desert will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act (**Recommend \$1,960,122.00**) and to see what sum the voters of the Town of Mount Desert will raise as the Town's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688 for the period July 1, 2019 and ending June 30, 2020.

School Board recommends \$1,690,321.00
Warrant Committee recommends \$1,690,321.00 (14 Ayes; 0 Nays)

Explanation: The Town of Mount Desert's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.

Hand Count

Article 60. To see what sum the voters of the Town of Mount Desert will raise and appropriate for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects, non-state funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the Town of Mount Desert's contribution to the total cost of funding public education from kindergarten to grade 12 for the period July 1, 2019 and ending June 30, 2020.

School Board recommends \$332,869.00
Warrant Committee recommends \$332,869.00 (14 Ayes; 0 Nays)

Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the Town of Mount Desert's long-term debt for major capital school construction projects and minor capital renovation projects that are not

approved for state subsidy. The bonding of this long-term debt was approved by the voters on November 6, 2001.

Written Ballot Vote Required for Article 61

Article 61. To see what sum the voters of the Town of Mount Desert will raise and appropriate in additional local funds for school purposes (**Recommend: \$1,978,277.00**) for the period July 1, 2019 and ending June 30, 2020, which exceeds the State's Essential Programs and Services allocation model by (**Recommend: \$1,978,277.00**) as required to fund the budget recommended by the school Board.

The School Board recommends **\$1,978,277.00** for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by **\$1,978,277.00**: The State funding model underestimates the actual costs to fully fund the 2019-2020 budget.

The Warrant Committee recommends **\$1,978,277.00** for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by **\$1,978,277.00**: The State funding model underestimates the actual costs to fully fund the 2019-2020 budget. (14 Ayes; 0 Nays)

Explanation: The additional local funds are those locally raised funds over and above the Town of Mount Desert's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the Town of Mount Desert's budget for educational programs.

Note: Articles 59, 60, & 61 raise a total town appropriation of \$4,001,467.00

Note: 2018-19 Total Town Appropriation was \$3,958,495.00

Note: Article 62 summarizes the proposed school budget and does not authorize any additional expenditures

Hand Count

Article 62. To see what sum the voters of the Town of Mount Desert will authorize the School Board to expend for the fiscal year beginning July 1, 2019 and ending June 30, 2020 from the Town's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

School Board recommends	\$4,501,987.00
Warrant Committee recommends	\$4,501,987.00 (14 Ayes; 0 Nays)

Note: 2018-19 Total Budget was \$4,338,964.00

Article 63. In addition to the amount in Articles 48 – 62, shall the School Board be authorized to expend such other sums as may be received from state or federal grants or programs or other sources during the fiscal year 2019-2020 for school purposes provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated?

Current Year Totals: \$109,103.00

School Board recommends passage
Warrant Committee recommends (14 Ayes; 0 Nays)

(End of Warrant Articles)

Appendices

Appendix A (Article 6; pg. 4)

Town of Mount Desert SINGLE USE CARRYOUT BAG ORDINANCE

SECTION 1. PURPOSE:

It is in the best interests of the citizens of and visitors to the Town of Mount Desert to protect the environment and natural resources of the Town and the State of Maine and the bodies of water within and adjacent to the Town by: prohibiting the use and distribution of plastic single use carryout bags, discouraging the distribution of disposable paper single use carryout shopping bags, and encouraging the use of reusable shopping bags.

Therefore, the purpose of this Ordinance is to limit the use of single use carryout bags to reduce litter and to reduce the environmental impact caused by the use of single use plastic bags.

SECTION 2. AUTHORITY:

This Ordinance is enacted under the Home Rule Authority of municipalities pursuant to the Constitution of the State of Maine, Article VIII, Part 2, Section 1, the provisions of Title 30-A MRS Chapter 141, and the general power of municipalities to enact police power ordinances.

SECTION 3. DEFINITIONS:

CUSTOMER: An individual who purchases or accepts food, beverage or merchandise for use or consumption.

PRODUCT AND PRODUCE BAGS: Bags without handles used exclusively to carry produce, meats, seafood and bulk items, for the purpose of containing those items or preventing direct contact between those items and other items. These bags are used to carry items to the point of sale inside a Store or to prevent such items from coming into direct contact with other purchased items.

REUSABLE BAG: A bag specifically designed and manufactured for the repeated use of carrying food, beverage or merchandise, whether made of cloth, fiber or plastic; is machine washable or made from a material that can be cleaned and disinfected regularly; has the capability of carrying 18 pounds or more; and, if plastic, is at least 3.0 mil thick.

SINGLE-USE CARRYOUT BAG: A bag other than a Reusable Bag, as defined above, provided at the check stand, cash register, point of sale, or other point of departure for the purpose of transporting food or merchandise out of the Store. The term Single Use Carry-Out Bag includes compostable and biodegradable bags, but does not include Reusable Bags, Produce Bags, Product Bags required for special handling, or bags provided by pharmacists to contain prescription drugs.

STORE: Any commercial enterprise engaged in the sale of food and merchandise, including – but not limited to – grocery and convenient stores, markets, pharmacies, restaurants, take out food, temporary and seasonal businesses, food trucks, and other merchant retailers. Nonprofit and religious organizations are not considered retailers.

SECTION 4. RESTRICTION ON SINGLE-USE CARRYOUT BAGS

Except as provided below, no Store as defined above shall provide or sell a Single-Use Carryout Bag to a customer at a checkout stand, cash register, point-of-sale or other point of departure for the purpose of transporting any goods or merchandise out of the establishment.

SECTION 5. PERMITTED BAGS

- A. A Store may, at its discretion, make a Reusable Bag or a paper bag available to the customer either for free or for a fee at the checkout stand, cash register, point of sale or other point of departure for the purposes of transporting food or merchandise out of the establishment. Businesses shall keep any proceeds from the sale of Reusable Bags and paper bags at point of sale. Notwithstanding the above, it is the express purpose of this Ordinance to discourage the use of Single-Use Carryout Bags, including paper bags.
- B. Customers are encouraged to bring Reusable Bags to Stores, which may choose to provide a rebate for such.
- C. Customers may use bags of any type that they bring into the Store for their own use.

SECTION 6. EXEMPTIONS

The Town Select Board, in its sole discretion, may grant a temporary exemption from the provisions of this Ordinance to a Store upon request by the Store. Such exemptions shall be granted for requests deemed by the Town Select Board to be reasonable, such as unused plastic bag inventory.

SECTION 7. VIOLATIONS AND ENFORCEMENT

- A. The Town Manager or his/her designee(s) shall have the primary responsibility of the enforcement of this Ordinance. If the Town Manager or his/her designee(s) determines that a violation of the Ordinance has occurred, a written warning notice shall be issued to the Store. If an additional violation occurs after a written warning has been issued, the Town Manager or his/her designee shall issue a written Notice of Violation (NOV) and shall impose a penalty as set forth below.
- B. Violations of this Ordinance shall be punishable by fines as follows:
 - 1. A fine not exceeding \$100 for the first written NOV violation in a one-year period.
 - 2. A fine not exceeding \$200 for the second and each subsequent written NOV in a one year period. Each day that a violation occurs shall be considered a subsequent violation.
 - 3. Fines are payable within 15 days of receipt of written notice of violation.

SECTION 8. APPEALS

Any decision, action, or inaction pertaining to this Ordinance may be appealed to the Maine Superior Court (Hancock County) within 30 days of the decision, action or inaction.

SECTION 9. SEVERABILITY

In the event any portion of this Ordinance shall be found to be invalid by a court of competent jurisdiction, the remaining portions of the Ordinance shall remain in effect.

SECTION 10. EFFECTIVE DATE

The provisions of this ordinance shall become effective on May 8, 2019.

Appendix B (Article 7; pg. 4)

**Town of Mount Desert
POLYSTYRENE FOAM FOOD SERVICE CONTAINER ORDINANCE**

1. PURPOSE:

It is in the best interests of the citizens of and visitors to the Town of Mount Desert to protect the environment and natural resources of the Town and the State of Maine and the bodies of water within and adjacent to the Town by prohibiting the use and distribution of polystyrene foam food service containers.

Therefore the purpose of this Ordinance is to ban the use of polystyrene foam food service containers to reduce litter and to reduce the environmental impact caused by the use of polystyrene foam food service containers.

2. AUTHORITY:

This Ordinance is enacted under the Home Rule Authority of municipalities pursuant to the Constitution of the State of Maine, Article VIII, Part 2, Section 1, the provisions of Title 30-A M.R.S. Chapter 141, and the general power of municipalities to enact police power ordinances.

3. DEFINITIONS:

ESTABLISHMENT: A person or entity engaging in the sale or distribution of Prepared Food or beverages to consumers. This includes, but is not limited to, retail vendors of food or beverages, restaurants, take-outs, schools, hospitals, religious institutions, governmental institutions, community centers, markets, temporary and/or seasonal vendors and on-site events.

FOOD PACKAGER: Any person who places food in packaging materials for the purpose of retail sale of those products.

POLYSTYRENE FOAM: Expanded and extruded polystyrene foam and blown polystyrene, generally used to make cups, bowls, plates, trays, clamshell containers, meat trays, and egg cartons. This does not include oriented (clear) polystyrene.

POLYSTYRENE FOAM FOOD SERVICE CONTAINER: Any food container made, in whole or in part, of polystyrene foam and used to package or hold food or beverage for onsite or offsite consumption.

PREPARED FOOD: Food or beverages which are served or sold at an establishment having been either previously prepared elsewhere or prepared at the establishment.

4. RESTRICTIONS:

- A. No Establishment in the Town of Mount Desert shall serve or sell prepared food in – and no Food Packager shall package food in – polystyrene foam food service containers.

- B. No party shall sell or distribute polystyrene foam food service containers within the Town of Mount Desert.

5. EXEMPTIONS:

- A. Items pre-packaged in polystyrene foam food service containers outside the Town of Mount Desert may be sold without repackaging those items.
- B. Uncooked meat and seafood may be sold in polystyrene foam food service containers.
- C. Items to be shipped to points outside Mount Desert may be packaged in polystyrene foam food service containers for shipping.
- D. An Establishment or Food Packager may be granted a temporary exemption from the provisions of this Ordinance in a situation deemed to be necessary by the Town Select Board, or for the immediate preservation of the public health and safety.

6. VIOLATIONS AND ENFORCEMENT

- A. The Town Manager or his/her designee(s) shall have the primary responsibility of the enforcement of this Ordinance. If the Town Manager or his/her designee(s) determines that a violation of the Ordinance has occurred, a written warning notice shall be issued to the Establishment. If an additional violation occurs after a written warning has been issued, the Town Manager or his/her designee shall issue a written Notice of Violation (NOV) and shall impose a penalty as set forth below.
- B. Violations of this Ordinance shall be punishable by fines as follows:
 - 1. A fine not exceeding \$100 for the first written NOV violation in a one-year period.
 - 2. A fine not exceeding \$200 for the second and each subsequent written NOV in a one-year period. Each day that a violation occurs shall be considered a subsequent violation.
 - 3. Fines are payable within 15 days of receipt of written notice of violation.

7. APPEALS

Any decision, action, or inaction pertaining to this Ordinance may be appealed to the Maine Superior Court (Hancock County) within 30 days of the decision, action or inaction.

8. SEVERABILITY

In the event any portion of this Ordinance shall be found to be invalid by a court of competent jurisdiction, the remaining portions of the Ordinance shall remain in effect.

9. EFFECTIVE DATE:

The provisions of this Ordinance shall become effective on May 8, 2019.

Appendix C (Article 9; pg. 6)

An underline indicates an addition and a ~~strikethrough~~ indicates a deletion.

Land Use Zoning Ordinance

3.4 Permitted, Conditional, and Excluded Uses by District:

All land use activities, as indicated in the following table, shall conform with all of the applicable land use standards in Sections 6.A., 6.B., and 6.C. The district designation for a particular site shall be determined from the Official Land Use Zoning map.

- P** Use allowed without a permit (but the use must comply with all applicable land use standards)
 - C** Use allowed with conditional use approval from the Planning Board
 - X** Use is prohibited
 - CEO** Use allowed with a permit from the code enforcement officer
-
- VR1 VILLAGE RESIDENTIAL ONE
 - VR2 VILLAGE RESIDENTIAL TWO
 - R1 RESIDENTIAL ONE
 - R2 RESIDENTIAL TWO
 - SR1 SHORELAND RESIDENTIAL ONE
 - SR2 SHORELAND RESIDENTIAL TWO
 - SR3 SHORELAND RESIDENTIAL THREE
 - SR5 SHORELAND RESIDENTIAL FIVE
 - RW2 RURAL OR WOODLAND TWO
 - RW3 RURAL OR WOODLAND THREE
 - VC VILLAGE COMMERCIAL
 - SC SHORELAND COMMERCIAL
 - RP RESOURCE PROTECTION
 - C CONSERVATION
 - SP STREAM PROTECTION

See table of uses on following pages

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. . .

Section 3.4 Permitted, Conditional, and Excluded Uses by District

LAND USE:	Districts								
	VR 1 VR 2	R 1 R 2	SR 1 SR 2 SR 3 SR 5	RW 2 RW 3	VC	SC	C	RP	SP
COMMERCIAL									
Mineral Extraction	X	X	X	X	X	X	X	X	X
Mobile Food Vendors	X	X	X	X C	X	CEO	X	X	X
Office Building	C	C	X	C	CEO	X	X	X	X

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6B SPECIFIC PERFORMANCE STANDARDS FOR ACTIVITIES AND LAND USES

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Section 6B.20. Mobile Food Vendors

1. Mobile Food Vendors must have a license issued by the Code Enforcement Officer pursuant to the provisions in the Sale of Food and Merchandise Ordinance.
2. Mobile Food Vendors in the Shoreland Commercial District may only operate in designated areas within Town-owned property with written authorization posted on the unit.
3. Mobile Food Vendors may only operate on Private Property in the Rural Woodland District with written authorization posted on the unit.
4. Mobile Food Vendors must receive Conditional Use Approval from the Planning Board in order to operate in the Rural Woodland District. In addition to all of the relevant Conditional Use Approval application submission requirements, the following

submissions, in a form acceptable to the Planning Board shall be required, unless waived by the Planning Board:

- a. A site plan drawing showing the general layout of the proposed area to be used by the Mobile Food Vendor including the location where the Mobile Vending Unit will be located, parking, vehicular circulation, and any outdoor seating areas. This plan must be legible and drawn to scale. The site plan shall include all of the following:
 1. The general layout and dimensions of the area of used for operations of the Mobile Food Vendor, including the location on the site where the mobile vending unit will be will be parked.
 2. Property lines, required setbacks, and other site features.
 3. Footprint of existing buildings.
 4. Sufficient detail to demonstrate vehicle and pedestrian circulation within the site.
 5. Name, address, and the phone number of the property owner.
 6. Street address and municipal tax map and lot number.
 7. North arrow and drawing scale.
 - b. A letter showing evidence that the Mobile Food Vendor is authorized to operate on the property.
 - c. A written description of the business, including the food to be sold, hours of operation, and type of mobile vending unit.
5. In addition to the criteria and standards listed in Section 6 of the Land Use Zoning Ordinance these additional criteria and standards shall apply to Mobile Food Vendors operating in the Rural Woodland District.
- a. Hours of operation shall be limited to the hours between 6 a.m. and 10 p.m. The Town of Mount Desert Police Department has the sole discretion to require a cessation in operations of a mobile vending unit where, in the opinion of the Department, the unit is causing or contributing to a breach of the peace or other adverse public safety conditions.
 - b. All business activity related to a Mobile Food Vendor shall be of a temporary nature, the duration of which shall not exceed 120 days per year.

- c. Mobile Food Vendors must be located at least two-hundred (200) feet from any fixed based food service establishment with an operating kitchen measured from the nearest edge of the property
- d. Mobile Food Vendors must supply a trash receptacle and a recycling receptacle in a convenient location that does not impede pedestrian or vehicular traffic and is sufficient in size to collect all waste generated by customers and staff of the mobile vending operation. All trash and debris generated by customers and staff shall be collected by the Mobile Food Vendor and removed from the site each day for lawful disposal and/or recycling.
- e. No sales or service of alcohol shall be allowed by Mobile Food Vendors.
- f. Mobile Food Vendors shall not create excessive noise. Any auxiliary power required for the Mobile Vending Unit shall be self-contained. No amplified music, compressors or loudspeakers are permitted.
- g. No signage other than that exhibited on or inside of the Mobile Vending Unit may be displayed.
- h. In addition to the lighting standards in Section 6A.6, any exterior lighting shall be designed and placed in such a manner that it does not result in glare or light spillage onto other properties or interfere with vehicular traffic.
- i. Mobile Vending Units must not exceed twelve (12) feet in width, including any side extensions or awnings. Mobile Vending Units must not exceed forty (40) feet in length, including the length of any trailer hitch, trailer, or other extension.
- j. Mobile Vending Units and associated site development shall be effectively sited and, whenever possible, buffered from adjacent properties to minimize and otherwise address offsite impacts (e.g., noise, adverse visual impact). The Planning Board may require, as a condition of approval, specific actions to ensure the long-term effectiveness of any buffering or screening.
- k. Mobile Vending Units utilizing an electrical connection to maintain power shall do so in a manner that does not create a tripping or public safety hazard.
- l. The owner and operator of a mobile vending unit is responsible for applying and obtaining all other necessary local, state or federal licenses required for the

service of food and beverages. The Mobile Vending Unit itself must be in compliance with the motor vehicle laws of the State of Maine.

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SECTION 8 DEFINITIONS

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MOBILE FOOD VENDOR: A mobile food vendor is a self-contained food service operation, located in a readily movable motorized wheeled or towed vehicle, used to store, prepare, display or serve food intended for individual portion service.

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MOBILE VENDING UNIT: A mobile motorized wheeled or towed vehicle used to store or display merchandise and/or prepare and serve food.

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**Sale of Food and Merchandise Ordinance
of the
Town of Mount Desert**

**Enacted May 5, 2015
Amended May 2, 2017
Amended May --, 2019**

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Article V – Mobile Vending License

Sec. 1. License Required

1. All Mobile Vendors must have a license issued by the Code Enforcement Officer of the Town of Mount Desert. Additionally, for all Mobile Food Vendors in the Rural Woodland District, a conditional use permit shall be obtained from the Town of Mount Desert Planning Board.

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Sec. 2. Application

1. Each applicant for a Mobile Vending license shall provide a specific description of the business, the goods to be sold, the equipment to be used and the proposed hours of operation, as well as a photo of the Mobile Vending ~~u~~Unit.
2. The license fee for a Mobile Vending ~~l~~License shall be determined by the Town of Mount Desert Board of Selectmen on an annual basis.
3. Mobile Vending ~~l~~Licenses shall be valid for one (1) year from the date of issuance. A new application must be filed each year. All applications are due by April 1st of each year.;
4. ~~however, if all permitted locations are not licensed for~~ of the designated locations within Town-owned parking lots in the Shoreland Commercial District are not licensed by May 15th, late applications will be considered on a first come, first serve basis.

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Sec. 3. Conditions of Operation for Mobile Vendors in the Shoreland Commercial District

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Sec. 4. Conditions of Operation for Mobile Vendors in the Rural Woodland District

1. Mobile Vendors may operate only as approved by the Planning Board as part of a Conditional Use Approval.
2. Approved vendors may operate from 6:00 a.m. until 10:00 p.m. The Town of Mount Desert Police Department has the sole discretion to require a cessation in operations of a mobile vending unit where, in the opinion of the Department, the unit is causing or contributing to a breach of the peace or other adverse public safety conditions.

Appendix D (Article 15; pg. 11)

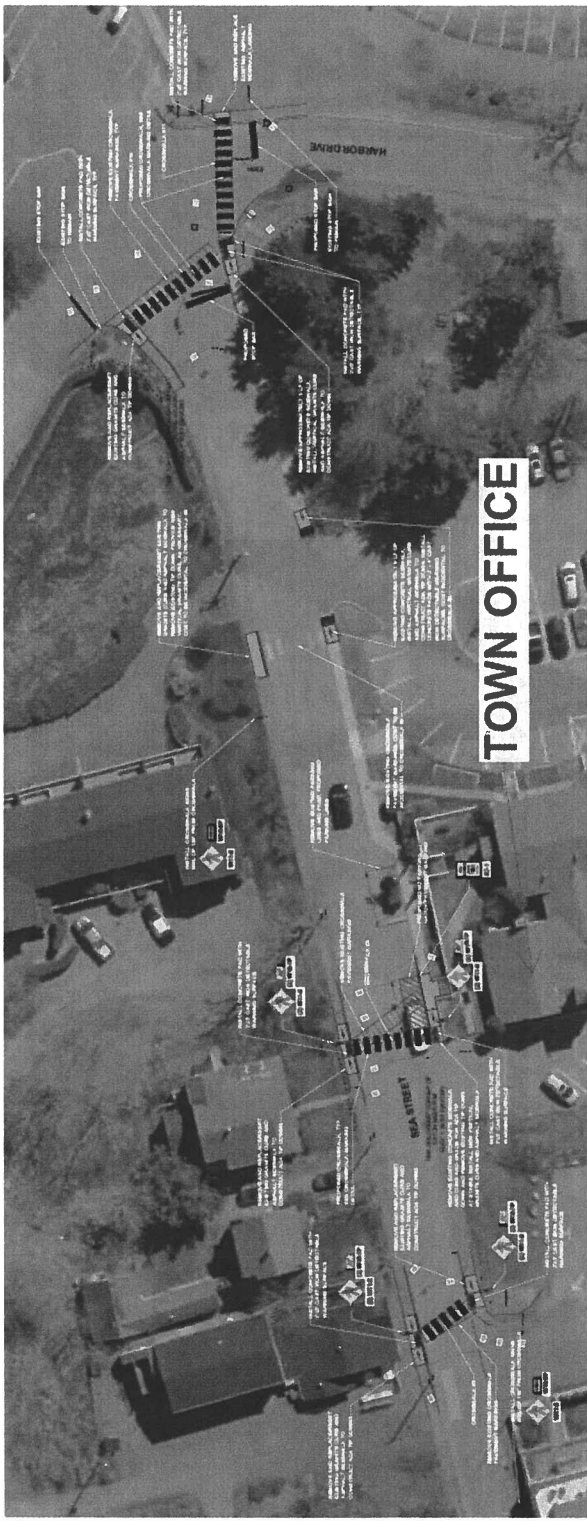
EMR Contract

Appendix E (Article 19; pg. 12)

Crosswalks

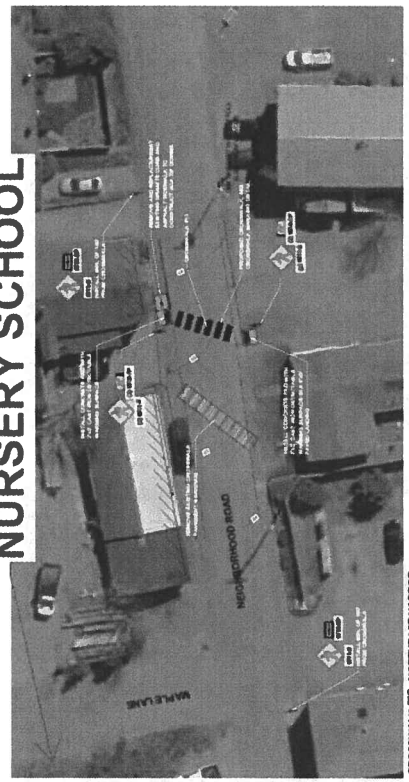


NO.	DATE	DESCRIPTION
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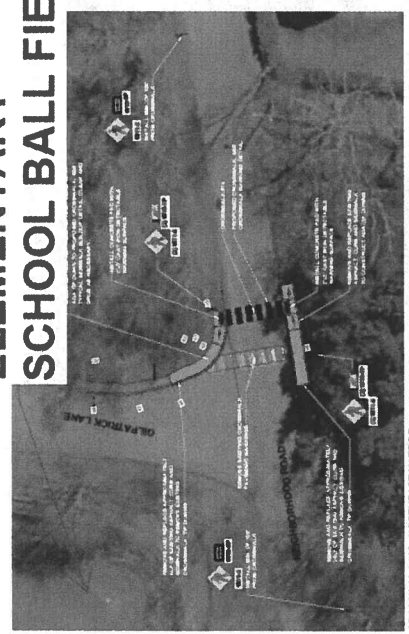
TOWN OFFICE

CROSSWALKS AT #8, #9 AND #11 - NORTHEAST HARBOR
 DATE: 7/20



NURSERY SCHOOL

CROSSWALK #12 - NORTHEAST HARBOR
 DATE: 7/20



ELEMENTARY SCHOOL BALL FIELD

CROSSWALK #13 - NORTHEAST HARBOR
 DATE: 7/20



CES INC
 Civil Engineering & Surveying
 1000 N. 10th St., Suite 100
 Peabody, MA 01961
 Phone: (978) 435-1100
 Fax: (978) 435-1101
 Email: info@cesinc.com

PROPOSED SITE PLAN CROSSWALK
 #14-#16 HARBOR DR, #17 ROUTE 3/
 PEABODY DR, #18 JORDAN POND RD
 CROSSWALK IMPROVEMENTS
 TOWN OF MOUNT DESERT, MAINE

ISSUED FOR CONSTRUCTION

DATE: 01/11/2019
 TIME: 10:00 AM
 PROJECT: CROSSWALK IMPROVEMENTS
 SHEET: C105

HARBORMASTER BUILDING

CROSSWALK #6 - NORTHEAST HARBOR
 5/17/19

VILLAGE GREEN

CROSSWALK #15 - NORTHEAST HARBOR
 5/17/19

OTTER CREEK FOUNTIAN

CROSSWALK #18 - SEAL HARBOR
 5/17/19

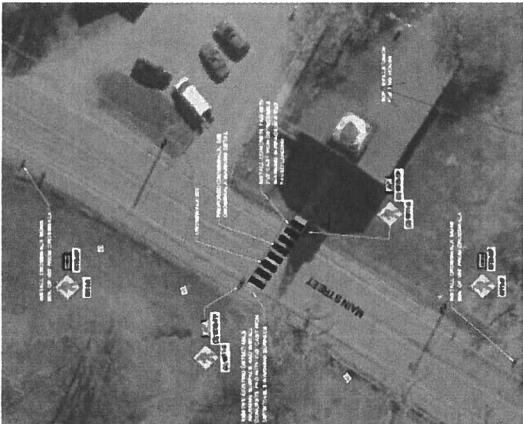
MARINA FOUNTIAN

CROSSWALK #8A - NORTHEAST HARBOR
 5/17/19

FOUNTIAN

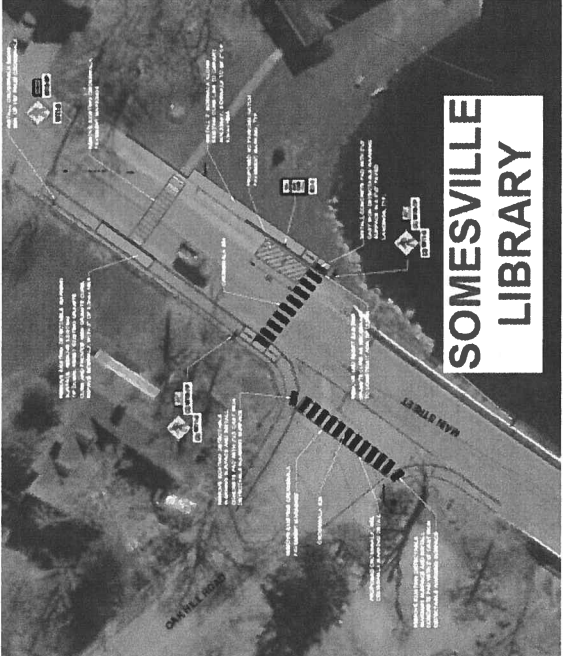
CROSSWALK #17 - SEAL HARBOR
 5/17/19

GRAPHIC SCALE
 1" = 100'-0"



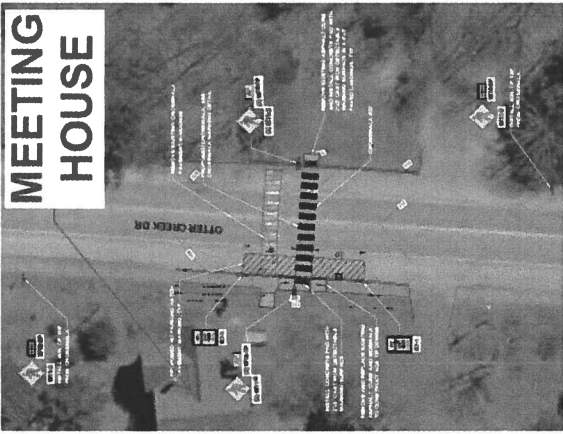
CROSSWALK #22 - CHURCH
11/15/2019

CHURCH



CROSSWALK #23 AND #24 - SOMERVILLE
11/15/2019

SOMERVILLE LIBRARY

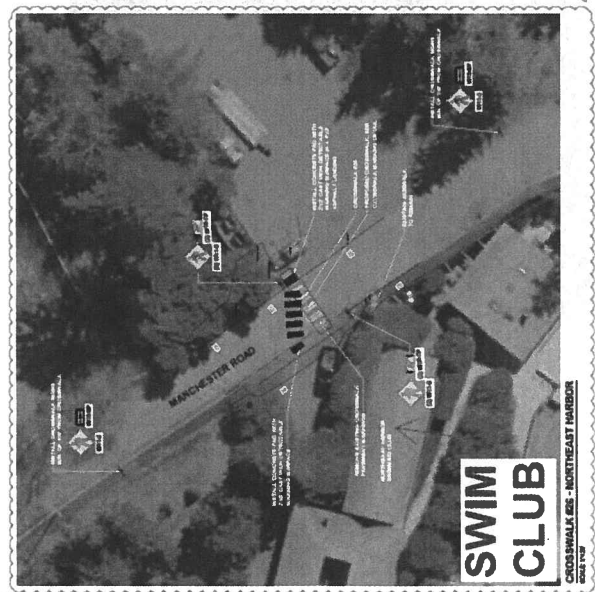
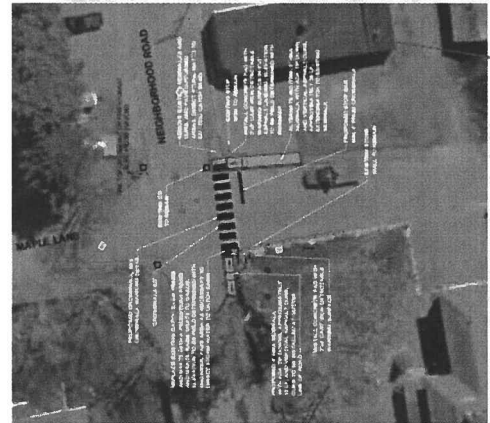
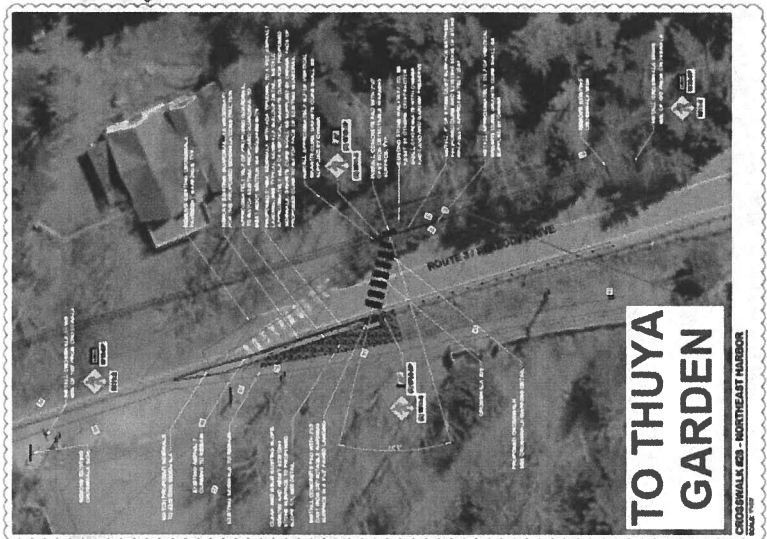


CROSSWALK #25 - OTTER CREEK
11/15/2019

MEETING HOUSE



NO. 1	NO. 2	NO. 3	NO. 4	NO. 5	NO. 6	NO. 7	NO. 8	NO. 9	NO. 10	NO. 11	NO. 12	NO. 13	NO. 14	NO. 15	NO. 16	NO. 17	NO. 18	NO. 19	NO. 20	NO. 21	NO. 22	NO. 23	NO. 24	NO. 25	NO. 26	NO. 27	NO. 28	NO. 29	NO. 30	NO. 31	NO. 32	NO. 33	NO. 34	NO. 35	NO. 36	NO. 37	NO. 38	NO. 39	NO. 40	NO. 41	NO. 42	NO. 43	NO. 44	NO. 45	NO. 46	NO. 47	NO. 48	NO. 49	NO. 50
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Appendix F (Article 29; pg. 14)

Steamboat Wharf



SOURCE:
BING MAPS
SCALE: 1"=400'



CES INC
STONE WALL
MOUNT DESERT, MAINE
LOCATION MAP
2019-02-22
10328.023

Bait House



SOURCE:
BING MAPS
SCALE: 1"=400'



CES INC
BAIT HOUSE
MOUNT DESERT, MAINE
LOCATION MAP
2019-02-22
10328.023

Appendix H
Estimated Tax Rate

2019-2020 ESTIMATED TAX RATE

	Proposed F.Y. 2019-2020	Budget Last Year F.Y. 2018-2019	Increase / (Decrease)	% Change
Municipal Budget (a)	\$10,207,499	\$9,639,795	\$567,704	5.56%
Less Projected Revenues (b)	\$1,700,430	\$1,629,462	\$70,968	4.17%
Net Municipal Budget	\$8,507,069	\$8,010,333	\$496,736	5.84%
Elementary School (c)	\$4,001,467	\$4,008,495	(\$7,028)	-0.18%
High School (d)	\$2,921,458	\$2,906,851	\$14,607	0.50%
Hancock County Tax (e)	\$947,341	\$942,317	\$5,024	0.53%
Total Budget	\$18,077,765	\$17,497,458	\$580,307	3.21%
Amount To Be Raised	\$16,377,335	\$15,867,996	\$509,339	3.11%
Estimated Taxable Valuation (f)	\$2,079,388,820	\$2,069,523,820	\$9,865,000	0.14%
Estimated 2018-2019 Tax Rate	\$7.95	\$7.67	\$0.28	3.52%

2019-2020 ESTIMATED TAX RATE / OVERLAY

Est. 2019-2020 Valuation times mill rate of	\$7.95	\$16,475,894	2018-2019 Tax Rate	\$7.67	per \$1,000
2019-2020 amount to be raised		\$16,377,335	2019-2020 Tax Rate	\$7.95	per \$1,000
Estimated Overlay		\$98,559	% Increase In Tax Rate	3.52%	

Each \$0.10 on the tax rate raises \$207,900

To Reduce Mill Rate by:	\$0.10	Requires either reducing	\$207,900
	\$0.20	spending or increasing	\$415,900
	\$0.30	revenues by some	\$623,800
	\$0.40	combination thereof.	\$831,800
	\$0.50		\$1,039,700
	\$0.60		\$1,247,600
	\$0.70		\$1,455,600
	\$0.80		\$1,663,500
	\$0.90		\$1,871,400
	\$1.00		\$2,079,400

- (a) = Current Version of Budget
- (b) = 2019-2020 Projected Revenue including transfer from undesignated fund balance
- (c) = Elementary School Budget
- (d) = High School Budget
- (e) = Hancock County Budget
- (f) = Estimate of taxable value

2019 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET

Municipality: MOUNT DESERT, ME Contact Person*: KYLE AVILA Phone Number: (207)276-5531

* The Contact Person should be able to answer clarifying questions about the reported information.

The following two pages show how to calculate your municipality's property tax levy limit. Completing these pages is not mandatory, but doing so will help ensure that your municipality complies with Maine law on the rate of property tax increases. Information on new property, appropriations, and deductions should be collected from the assessor and the valuation book before completing these pages.

Calendar Year Municipalities - For communities with "calendar year" budgets, the use of the term 2018 refers to the budget year that ended at the end of 2018 or early 2019. The use of the term 2019 refers to the budget year that will end at the end of 2019 or in early 2020.

Fiscal Year Municipalities - For communities with "fiscal year" budgets, the use of the term 2018 refers to the July 1, 2017 to June 30, 2018 budget year. The use of the term 2019 refers to the July 1, 2018 to June 30, 2019 budget year.

LAST YEAR'S (2018) MUNICIPAL PROPERTY TAX LEVY LIMIT

This is the portion of 2018 property tax revenue used for municipal services.

- If last year the municipality committed LESS THAN or EQUAL TO the limit, enter last year's limit on Line 1 below.
- If last year the municipality voted to EXCEED the limit ONCE (just last year), enter last year's limit on Line 1 below.

1. LAST YEAR'S MUNICIPAL PROPERTY TAX LEVY LIMIT \$8,039,861
OR

- If last year the municipality voted to INCREASE the limit PERMANENTLY, complete Steps A-D below. The information needed for this calculation is on the *Municipal Tax Assessment Warrant*, filed in the Valuation Book.

- A. Last year's Municipal Appropriations (Line 2, 2018 Municipal Tax Assessment Warrant) _____
- B. Last year's Total Deductions (Line 11, 2018 Municipal Tax Assessment Warrant) _____
- C. If necessary, enter any revenue included in Total Deductions that paid for non-municipal appropriations, such as schools. (If all deductions paid for municipal appropriations, enter "0".) \$ _____
- D. Add Lines A and C, and subtract Line B. Enter result on Line 1 above.

CALCULATE GROWTH LIMITATION FACTOR

- Each municipality's Growth Limitation Factor is based on local property growth and statewide income growth.

- 2. Total New Taxable Value of lots (splits), buildings, building improvements, and personal property first taxed on April 1, 2018 (or most recent year available) \$4,779,800
- 3. Total Taxable Value of Municipality on April 1, 2018 (or most recent year available) \$2,069,523,820
- 4. Property Growth Factor (Line 2 divided by Line 3) 0.0023
- 5. Income Growth Factor (provided by Office of Policy and Management) 0.0277
- 6. Growth Limitation Factor (Line 4 plus Line 5) 0.0300
- 7. Add 1 to the Growth Limitation Factor calculated in Line 6. 1.0300
 (For example, if Line 6 is 0.0362, then enter 1.0362 on Line 7.)

2019 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET

Appendix J – pg. 2

2019 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET

CALCULATE 2018-2019 CHANGE IN REVENUE SHARING (previously "NET NEW STATE FUNDS")

- Determine if revenue sharing increased or decreased. Years refer to municipal fiscal year.
- 8. 2018 Municipal Revenue Sharing \$35,163
- 9. 2019 Estimated Municipal Revenue Sharing \$35,530
- 10. If Line 8 is greater than Line 9, then calculate Line 8 minus Line 9. Enter result at right; skip Line 11.
- 11. If Line 9 is greater than Line 8, then complete 11A & 11B below.
 - A. Multiply Line 8 by Line 7. \$36,218
 - B. Calculate Line 9 minus Line 11A. Enter result at right. \$0
(If result is negative, enter "0".)

CALCULATE THIS YEAR'S (2019) MUNICIPAL PROPERTY TAX LEVY LIMIT

- This year's Property Tax Levy Limit is last year's limit increased by the Growth Factor and adjusted for revenue sharing.
- 12 Apply Growth Limitation Factor to last year's limit. (Line 1 multiplied by Line 7) \$8,281,057
- 13 **THIS YEAR'S MUNICIPAL PROPERTY TAX LEVY LIMIT**
 If Line 9 is greater than Line 8 (revenue sharing increased), you MUST subtract Line 11B from Line 12. This is required.
 OR If Line 9 is less than Line 8 (revenue sharing decreased), you MAY add Line 10 to Line 12. This is optional.
 - Enter result at right. \$8,281,057

CALCULATE THIS YEAR'S (2019) MUNICIPAL PROPERTY TAX LEVY

- The information needed for this calculation is on the 2019 Municipal Tax Assessment Warrant, filed in the Valuation Book. Use estimates if necessary.
- A. This year's Municipal Appropriations \$10,207,499
- B. This year's Total Deductions \$1,700,430
- C. If necessary, enter any revenue included in Total Deductions that paid for non-municipal appropriations, such as schools. (If all deductions paid for municipal appropriations, enter "0".) 0
- 14 **THIS YEAR'S MUNICIPAL PROPERTY TAX LEVY** (Add Lines A and C, and subtract Line B) \$8,507,069

15 COMPARE this year's MUNICIPAL PROPERTY TAX LEVY to the LIMIT (Line 13 minus Line 14) (\$226,012)
 (If the result is negative, then this year's municipal property tax levy is greater than the limit and a vote must be taken.)

16 Did the municipality vote to EXCEED the limit ONCE (just this year)? NO YES

(Voting to exceed the limit means the municipality will calculate next year's limit based on line 13.)

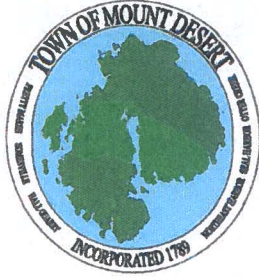
If "yes", please describe why:

17 Did the municipality vote to INCREASE the limit PERMANENTLY (for current and future years)? NO YES

(Voting to increase the limit means the municipality will calculate next year's limit based on line 14.)

If "yes", please describe why:

2019 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET



Town of Mount Desert

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

Telephone 207-276-5743 Fax 207-276-5742

www.mtdesert.org director@mtdesert.org

MEMO

To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Director
Re: Northeast Harbor Village Improvements Project: Cost Comparisons
Date: March 15, 2019

A. Meetings

Public Information Meeting: A public informational meeting about the referenced subject was held at the Northeast Harbor Library on October 11, 2018. The three options to the original design of the project were discussed including the Tracy Road Option, the North End of Main Street Option and the Eastside Option. Towards the end of the meeting a member of the audience asked which option would likely be selected by the Board of Selectmen (Board) for implementation. A member of the Board in attendance asked the group which option they preferred. A resounding "Eastside" was heard.

Board of Selectmen Meeting: At their October 15, 2018 regular meeting the Board approved the Eastside Option for implementation. I discussed the fact that we would now begin negotiations with the low bidder for the work, R.F. Jordan Construction & Sons of Ellsworth. A copy of the minutes from that October 15th meeting are enclosed for reference, including a summary of the work that would and would not be done under the project. As a point of clarification to the minutes, the southerly pop-up park and the pavers at the intersection of Main and Sea Streets have been postponed and are not part of this project at this time. As has been discussed, if it appears sufficient funding might be available as the end of the project nears, consideration may be given by the Board at one of their regular meetings to add these items back into the project for construction.

The Village Center Planning Committee: The Committee met on November 21, 2018 and reviewed the three main changes with the Eastside Option as compared to the original design.

- The traffic control island at the south end of Main Street is to remain but with improvements to it including: granite curbing in place of the existing asphalt curbing; build a new lawn using sod on deep loam; include a hose bib for watering purposes; have path(s); add bench(es); the existing tree is to stay; cross walk landing/waiting zones with appropriate signage will access the island; crosswalks and associated identifiers will enhance safety; consideration was given to making Kimball Lane east of the island narrower to slow down traffic. It was agreed that we cannot because it becomes two-way traffic during the off-summer season.



Town of Mount Desert

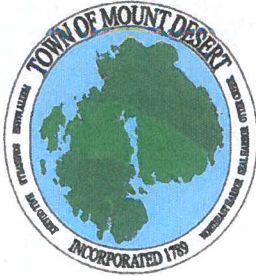
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- The small park on Main Street opposite Sea Street was reviewed. It was decided that this will be reduced in scope and size due to the reluctance of the VIS to grant us an easement to make it any bigger than what it presently is.

Regarding the power, phones and cable wires, it was discussed at the meeting and afterwards by the engineers with the utility companies:

- The main lines will be on the east side of Main Street with
- buildings to the east being serviced overhead and
- buildings to the west serviced underground, utilizing each underground crossing to service as many buildings as feasible to minimize the number of trenches needed.
- It was confirmed that we prefer fiberglass poles over wooden poles. The fiberglass poles will be a grayish color to match the lampposts as closely as possible, the latter to be a silver-gray color. The fiberglass poles are approximately six-inches in diameter larger than wooden poles.
- The engineers were asked to make a cursory review of potential sites for ground pad mounted transformers. I did the same. After doing so, I instructed the engineers to proceed with the transformers being placed on the poles rather than expend resources trying to identify property owners who might allow us to put pad mounted ones on their property.
- New LED streetlights will be placed at the same height on both the utility poles and new lampposts. We have asked Emera many times for color samples for the poles and what the height of the poles will be. We have yet to receive this information.
- The existing three-phase power wires will be replaced with new and will be bundled in what Emera calls a “crab” which is essentially a square pivoted so it stands on one corner with one each of the three power lines in a corner and a neutral wire in the fourth corner.
- There are presently wires that are strung between poles that set just inside the sidewalk in front of the Holmes Store north to just past F.T. Brown. These will be replaced with new wires and set on new poles located just outside a new widened sidewalk to gain the maximum distance away from the buildings as practical. When Emera was asked about their concerns with the poles being in front of the curbing and being more susceptible to being struck by vehicles, they said they had none.

Mount Desert Water District (District): In addition, and as most of us know, the District is back on board. We have worked with them and believe we have worked out a schedule that will work for us all. Their schedule is driven by their need to provide temporary water, including fire suppression to three buildings with sprinkler systems, in above ground hoses to their customers on Main Street. Having to do so makes it necessary to avoid working anywhere near the months that see freezing temperatures.



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B. Changes: Our design engineer and architect have completed the contract documents for the project, including written specifications and drawings, copies of which will be at the March 18th meeting of the Board for review by anyone who might be interested.

C. Easements: The engineers are in the process of obtaining easements from the property owners. They will, or have already, contact them and will follow-up with visits to each of them. Questions I just sent off to them today that I will have along with answers on Monday at the Board meeting include:

- What is the process by which the necessary easements for power, phone, cable and Jordan's work are obtained and who is responsible for getting them?
- What are the options if someone does not give us a particular easement?
- Are the easements permanent and are they for construction and/or maintenance?
- Who is responsible for maintaining and servicing the power, phone and cable wires from and to what point and for how long?
- In addition to wires, where do we need structure easements e.g. sidewalks, utility poles and telephone infrastructure.
- The original 44 were based on the original design. Do we still need the original total of 44 now that the design has changed? Do we have any that are complete yet?

D. Construction Sequence: As it stands now, the project has been divided into three sections referred to as the North End, the South End and the Middle Section. All three sections will include both Town and District infrastructure improvements. The construction schedule remains as it has always been - in the spring and ending before Memorial Day weekend and clean up the work site for the summer and resuming work October 15th of each year. As has been discussed, one-way traffic is to be maintained throughout construction. That being said, there will likely be times when someone might have to wait for a short period of time while a truck moves or a piece of pipe is set down into a trench.

The North End will be where work will occur in April and May of 2019, starting I hope on April 1, 2019. The work will begin at a new water valve in Main Street just north of the gas station then will continue in a northerly direction to its northern end near, and including, the parking lot at the intersection of Main Street and Summit Road. Work will also be done from Main Street west into Summit Road to its end near the driveway entrance to the bank.

Work in the fall of 2019 will be in the South End starting in Neighborhood Road then moving north along Main Street ending approximately at the northerly side of the driveway located between 151 and 149 Main Street. The driveway accessed the rear of the former Tan Turtle Restaurant (151 Main Street) that had occupied the site. It is presently a vacant lot.



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In the spring of 2020 work in the Middle Section will begin and likely continue into the fall of 2020. The Middle Section is being done last due to the need to provide temporary water, including fire suppression to three buildings in the section from a new hydrant in each of the North and South Ends. Chief Bender and I have met with the District and have worked out this schedule. The State fire marshal's office has been made aware of the project and the need for temporary water for fire suppression needs. They are fine with what has been proposed to address the needs.

E. Spring Schedule: I have asked the engineers for a brief, subject to change, written summary of what work is scheduled for each week or two-week period in April and May of this year; starting where and ending where. I will ask for the same information for the other two sections of the project later in the year and before October 15, 2019. As I keep saying, any construction schedule is subject to change based on many factors. This time of year weather can play a tremendous role. We all need to keep this in mind when reviewing any schedule.

F. Cost Comparison: Enclosed with this memo is a spreadsheet presenting a comparison of costs between the original project as it was bid and subsequently approved at the May 2018 town meeting to the Eastside Option described above. Referring to the spreadsheet which includes the Column letters along the top and Row numbers along the left side for reference purposes:

- Column A presents a breakdown and description of the "cost centers" for the project the same way they were presented prior to, and in preparation for, the May 2018 town meeting.
- Columns B thru F use the same cost center descriptions shown in Column A.
- Column B is the breakdown of costs of the original design that resulted in the total amount approved at the May 2018 town meeting of \$3,963,485.
- Column C is the summary of the Eastside Option costs **WITHOUT** the additional storm drain and sanitary sewer work added later in 2018.
- Column D shows the cost reduction per cost center and the total reduction in costs of \$843,881 between the original design in Column B and the Eastside Option in Column C. This compares to the estimated cost savings of \$1 million prepared by our engineer and architects with assistance from the power, phone and cable companies that was based on very limited information. I am very pleased at how close the actual savings are that were prepared based on a design and details of same to the estimated savings that were not.
- Column E shows the breakdown of the cost centers for the Eastside Option **WITH** the additional storm drain and sanitary sewer work included at a cost of \$97,000 and its impact on project costs. The work includes approximately 635-linear feet of new pipe and 10 new catch basins and manholes. This extra work was added later in 2018 to get the old infrastructure replaced so we won't have to dig thru the new roadway for a number of years.



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- Column F shows the impact of the extra storm drain and sanitary sewer work on the cost reduction per cost center and the total reduction in costs resulting in net savings of \$722,631, including the additional work not in the original design.
- Costs for CCA & I (Construction Contract Administration and Inspection) are work tasks the engineers will do on our behalf during construction. This includes reviewing submittals (catalog sheets) provided by the contractor on every type of pipe, manhole, pavement, gravel, frame and cover, etc. to be sure they conform to what was specified. They will monitor construction costs and prepare applications for payment with the contractor that will be submitted to us for our review and payment. The Inspection is just that, the engineers will have someone on site full-time monitoring construction to be sure the materials that were approved in the submittal process are used and that the construction is in conformance with the design that was bid on and subsequently agreed to by the contractor when they sign the agreement with us. This person is sometimes referred to as the clerk-of-the-works.
- Contingency costs are included in the overall budget to cover the costs of unforeseen events or unanticipated physical conditions encountered once digging begins.
- During the option review process I was asked by someone at one of our meetings if I planned to use the same percentages of construction costs to calculate the CCA & I costs and the contingency costs for the option that would eventually be selected. I said I would. I have changed that to a limited degree, keeping, however, the total of the two at 25.0% of the Subtotal of costs shown in Row 24 on the spreadsheet.
 - For the original project, I used 10.1% for CCA & I and 14.9% for the contingency or, a total of 25.0% for these two items.
 - For the Eastside Option both without and with the extra storm drain and sanitary sewer work I used 12.0% for CCA & I and 13.0% for contingency for a total of 25.0% for these two items.
 - Increasing the CCA & I by 1.9% or, just under \$50,000 and reducing the contingency by the same allows the engineering inspector more time to meet with property owners and address their concerns before and after the construction day begins rather than having to leave the site to try to conduct the same meetings during the day when they should be monitoring and documenting the construction.
 - This might be construed as six of one and half a dozen of another but I prefer to try to be as prepared as possible before construction begins.

G. Summary: Changing from the original project design to the Eastside Option will save an estimated \$843,811. In my opinion, these are very good savings when compared to the estimated savings of \$1 million calculated by our engineers and the power, phone and cable companies. The Eastside Option costs were calculated based on plans and specifications; the engineers and



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utility company estimate was based on very limited information. I would have been pleased with 75% of the latter estimate of savings under the circumstances. Instead, we realized 84%.

H. Recommendations

- I recommend that the Board accept the cost savings as described herein, including those that include the extra storm drain and sanitary sewer work, and proceed with a project cost of \$3,240,854, said amount being \$722,631 less than bid for the original design.
- I further recommend that the Board authorize me to schedule a contract signing at the earliest convenient time for the contactor so that I, on behalf of the Town and as previously authorized by the Board at their October 15, 2018 meeting, and the contractor, can execute the agreement and they can begin their mobilization process and construction of the project.

Thank you.

- Enc. Board of Selectmen Meeting Minutes of October 15, 2018
Northeast Harbor Village Improvements Project: Cost Comparisons: Original Design to Eastside Option
- C. Claire Woolfolk, Town Clerk
Kathi Mahar, Treasurer

**Town of Mount Desert
Board of Selectmen Meeting Minutes
Meeting Room, Town Hall
6:30 PM, October 15, 2018**

Present were Selectmen Rick Mooers, Matt Hart, Martha Dudman, Wendy Littlefield, and Chairman John Macauley.

Also present were Treasurer Kathy Mahar, Harbormaster John Lemoine, Fire Chief Mike Bender, Town Manager Durlin Lunt, Public Works Director Tony Smith, and Assessor Kyle Avila.

Members of the public were also present.

I. Minutes

A. Approval of Minutes from October 1, 2018 meeting

MOTION: Selectman Hart moved, with Selectman Littlefield seconding, approval of the October 1, 2018 Minutes as presented. Motion approved 5-0.

II. Appointments/Recognitions/Resignations

A. Appointment of Ellen Kappes to the Village Center Planning Committee

MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, appointment of Ellen Kappes to the Village Center Planning Committee, as presented. Motion approved 5-0.

III. Consent Agenda

A. Department Reports: Public Works

B. Proposed 2019 State Valuations for Hancock County

C. Hancock County Commissioners Meeting Minutes September 4, September 12, and September 13, 2018

MOTION: Selectman Mooers moved, with Selectman Hart seconding, acceptance of the Consent Agenda, as presented. Motion approved 5-0.

IV. Selectmen's Reports

No Selectman's Reports were presented.

V. Unfinished Business

A. Action regarding the reconsideration of the Northeast Harbor Main Street Project

Public Works Director Tony Smith gave an overview of the Option that was the most acceptable to the committee members. Labeled the "East Side Option", the work would include:

- Electrical wires would run on the East side of Main St.
- Service to the buildings on the East side of Main St. would be overhead, service to the buildings on the West side of Main St. would be underground.
- The park planned for the South end of Main Street would be redesigned to include the triangle, and to maintain the access to Kimball Road and incorporate safety designs.
- The South pop-up park may be changed and done under this project, or delayed and done another time, as funding allows.
- The North pop-up park would remain as originally planned.

- 1 - The small park opposite of Sea St. would most likely be redesigned; the VIS was unwilling to
- 2 give the Town an easement that would allow the Town to go further into their property.
- 3 - The small parking lot at the North end of town would be expanded.
- 4 - The pavers on Sea St. and on Main St. may be done later or done now, depending on
- 5 funding available.
- 6 - The green space and access point between the Museum and Shaw's Jewelry would remain.
- 7 - The bronze insets planned for the concrete sidewalk would most likely not happen.
- 8 - Director Smith felt the pavers coming in from Route 98 and going up Summit Road are not
- 9 necessary to the project.
- 10 - Sidewalks would be concrete.

11
12 Selectman Dudman hoped the tree in the park on the South end would remain. She has had a
13 request that it remain.

14
15 Resident Ben Moore stated that he was told the lines on the East side of Main St. would be at least
16 partially underground. Director Smith reiterated the lines on the East side of Main St. would remain
17 above ground as preferred by the committee.

18
19 Resident Katrina Carter asked if the plans for the project would be redrawn. She wanted to see the
20 entire project on paper, so everyone can see and agree on the work planned. Resident Chuck
21 Bucklin hoped the project would be priced out. Director Smith affirmed he would be renegotiating
22 with contractor RF Jordan. CES will produce new plans.

23
24 Attorney for the Town, Andrew Hamilton, stated that the project was required to be in general
25 conformance with Article 25 and the plans attached to Article 25, as voted on at the May 2018 Town
26 Meeting.

27
28 Attorney Hamilton found the Public Works Director's outlined elements of the final Main St. project
29 as shown in the materials handed out were in general conformance with the original consultant plan
30 approved by the Town Meeting on May 8, 2018. These elements included a number of factors,
31 including the wires placed on the East Side of Main St., new utility poles, overhead service lines, the
32 consideration of pole-mounted transformers, and pad-mounted transformers, underground service
33 lines will be buried in conformity with Article 25, and will cross over from the East side to the West
34 side of Main St.

35
36 Both Town Manager Lunt and the Board of Selectmen extolled Director Smith's efforts, noting their
37 appreciation for the completion of such an arduous task and his efforts to work with the concerned
38 citizens of the Town to redesign the project in an acceptable manner. Mr. Lunt recommended the
39 Board follow through with the plans as submitted by Director Smith.

40
41 **MOTION:** Selectman Mooers moved, with Selectman Dudman seconding, approval of the scope of
42 the final project as presented by the Public Works Director, given that due diligence has been done
43 with respect to the original May 8, 2018 Town Meeting vote, and the September 10, 2018 Town
44 Meeting vote to reconsider, and necessary and substantial changes have been made to the project.

45
46 Mr. Moore asked if the final price of the project will return to the Board of Selectmen for final
47 approval. Chairman MacCauley affirmed the issue would come before the Board again for final
48 signature.



1
2 Motion approved 5-0.
3

4 MOTION: Selectman Littlefield moved, with Selectman Mooers seconding, to authorize Public
5 Works Director Smith to sign the contract for the final Main St. project as approved by the Board of
6 Selectmen on October 15, 2018, and the final form of the contract as prepared by the Public Works
7 Director and reviewed and approved by the Board of Selectmen at a future regular meeting of the
8 Board. Motion approved 5-0.
9

10 VI. New Business

11 A. *Award Sand Bid Contract to Harold MacQuinn, Inc. at a price of \$9.00/cubic yard, \$22,500*
12 *for the 2,500 cubic yards the bids were based on*

13 MOTION: Selectman Hart moved, with Selectman Littlefield seconding, awarding of the Sand
14 Bid Contract to Harold MacQuinn, Inc. at a price of \$9.00/cubic yard, \$22,500 for the 2,500 cubic
15 yards the bids were based on, as presented. Motion approved 5-0.
16

17 B. *Request authorization to approve the Harbor Committee's recommendation to use Chalmers*
18 *Enterprises for the mooring work for the realignment at Bartlett Landing*

19 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, authorizing approval
20 of the Harbor Committee's recommendation to use Chalmers Enterprises for the mooring work
21 for the realignment of Bartlett Landing, as presented.
22

23 Selectman Mooers asked how the realignment would affect the number of moorings.
24 Harbormaster John Lemoine noted there would be an increase in moorings, hopefully enough to
25 accommodate the entire waitlist of approximately 15 to 20 boatowners.
26

27 Chairman Macauley mentioned the problem of overcrowding at the finger floats. He asked if
28 there was a plan to alleviate the crowding, particularly in light of the additional moorings.
29 Harbormaster Lemoine noted this was a problem everywhere. The Harbor Committee has been
30 looking into the issue, but they do not yet have a solution.
31

32 Motion approved 5-0.
33

34 C. *Request approval of the Harbor Committee recommendations for adjusting the rate for*
35 *vessels <49' to \$2.95/ft, the rate for vessels 50'<60' to \$3.45/ft and the rate for vessels 60'*
36 *and over to \$3.95; and the seasonal outboard float rate to \$1,000.00*

37 MOTION: Selectman Dudman moved, with Selectman Mooers seconding, approval of the
38 Harbor Committee recommendations for adjusting the rate for vessels >49' to \$2.95/ft, the rate
39 of vessels 50'<60' to \$3.45/ft, and the rate for vessels 60' and over to \$3.95/ft; and the seasonal
40 outboard float rate to \$1,000, as presented.
41

42 It was noted these fees are still below the fees in Southwest Harbor.
43

44 Motion approved 5-0.
45

46 D. *Request approval and authorization to sell four (4) Motorola Minitor V two-tone voice pager*
47 *with chargers to Eastbrook Fire Department in the amount of \$150.00 each*

A	B	C	D	E	F
1					3-15-19/TS
2	Northeast Harbor Main Street Improvements Project				
3	Cost Comparison: Original Design to Eastside Option				
4					
5	Note 1: Comparison of Original Design as bid & approved at May 2018 Town Meeting to the Eastside Option's negotiated costs February 2019.				
6					
7	Note 2: The Original Design did not include storm drain (SD) & sanitary sewer (SS) work that was identified as a need & was added to the Eastside Option at a				
8	Option at a cost of \$97,000. This work was added to get aged existing pipes in the street in the project area replaced with new.				
9					
10	Note 3: The extra storm drain (SD) & sanitary sewer (SS) work begins near Sea Street and extends to the northern end of the project then goes				
11	up Summit Road from Main Street to end near the driveway entrance to the bank.				
12					
13	Description	Original Design	Eastside Option	Eastside Option	Reduction in Costs
14		May 2018	WITHOUT	WITH	Original vs. Eastside
15		Town Meeting Costs	extra SD & SS	extra SD & SS	WITH extra SD & SS
16					(Column B vs. E)
17					
18	General Contractor	2,193,900	1,755,306	1,852,306	341,594
19	Wires, poles, etc.:				
20	a. Con. Comm. (Phone)	250,000	150,000	150,000	100,000
21	b. Spectrum	75,000	37,000	37,000	38,000
22	c. Emera	650,000	553,377	553,377	96,623
23	Total of Wires (a, b & c)	975,000	740,377	740,377	234,623
24	Subtotal	3,168,900	2,495,683	2,592,683	576,217
25	CCA & I	320,000	299,482	311,122	8,878
26	Contingency	474,585	324,439	337,049	137,536
27	Project Total	3,963,485	3,119,604	3,240,854	722,631
28					
29	CCA & I from above stands for Construction Contract Administration and Inspection. The engineering team will monitor the construction throughout the project				
30	to document that the work is being done in accordance with the bid documents. They will work with the GC, the property owners and the public to address any				
31	issues ahead of time that they become aware of or that come up. They will work with the GC to prepare, and certify for us, monthly applications for payment.				
32					
33	The Contingency, also from above, are funds that are budgeted to address unforeseen physical conditions or changes that might occur to the work along the				
34	way.				

NEW BUSINESS

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS & DBA:	YES <input type="checkbox"/> NO <input type="checkbox"/>

PRESENT LICENSE EXPIRES: 4-5-19

NEW application: Yes No

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection (New Licensees/ Ownership Changes Only) Date : _____ Business hours: _____

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) | <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING |
| <input type="checkbox"/> OTHER: _____ | | |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Winter Spring Inc</u>			Business Name (D/B/A) <u>Colonel's Restaurant</u>		
APPLICANT(S) - (Sole Proprietor)		DOB:	Physical Location: <u>143 Main Street</u>		
		DOB:	City/Town <u>P.O. Box 829</u>	State	Zip Code
Address <u>P.O. Box 829</u>			Mailing Address		
City/Town <u>Northwest Harbor</u>	State <u>ME</u>	Zip Code <u>04662</u>	City/Town <u>Northwest Harbor</u>	State <u>ME</u>	Zip Code <u>04662</u>
Telephone Number <u>207-276-5147</u>		Fax Number	Business Telephone Number <u>207-276-5147</u>		Fax Number
Federal I.D. # <u>76-0752783</u>			Seller Certificate #: or Sales Tax #: <u>1075498</u>		
Email Address: Please Print <u>Colonelsrestaurant@aol.com</u>			Website:		

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A

2. State amount of gross income from period of last license:
 ROOMS \$ N/A FOOD \$ 150,000.- LIQUOR \$ 35,000.-

3. Is applicant a corporation, limited liability company or limited partnership? YES NO
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you permit dancing or entertainment on the licensed premises? YES NO

5. Do you own or have any interest in any another Maine Liquor License? Yes No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

License # _____ Name of Business _____

Physical Location _____ City / Town _____

6. If manager is to be employed, give name: _____

7. Business records are located at: 143 Main Street, Northwest Harbor ME 04602

8. Is/are applicants(s) citizens of the United States? YES NO

9. Is/are applicant(s) residents of the State of Maine? YES NO

10. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
Mark Reece		
Stephanie Kelley - Reece		

11. Residence address on all of the above for previous 5 years (Limit answer to city & state)

Name: <u>Mark Reece</u>	City: <u>Mount Desert</u>	State: <u>ME</u>
Name: <u>Stephanie Kelley - Reece</u>	City: <u>Mount Desert</u>	State: <u>ME</u>
Name: _____	City: _____	State: _____

12. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

13. Will any law enforcement official benefit directly in your license, if issued?

Yes No If Yes, give name: _____

14. Has/have applicant(s) formerly held a Maine liquor license? YES NO

15. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

Terry Reece, Mount Desert ME

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

Full service restaurant and bar with counter take out.

17. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES NO Applied for: _____

18. 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? 200 yards

Which of the above is nearest? church

19. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: Terry Reece holds mortgage with The First Bank

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Moat Desert, ME on March 7, 20 19
Town/City, State Date

Mark Reece

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Mark Reece

Print Name

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)	\$ 10.00
Class I Spirituous, Vinous and Malt	\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.	
Class II Spirituous Only	\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III Vinous Only	\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV Malt Liquor Only	\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class III & IV Malt & Vinous Only	\$ 440.00
CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
CLASS V: Clubs without catering privileges.	
Class X Spirituous, Vinous and Malt – Class A Lounge	\$2,200.00
CLASS X: Class A Lounge	
Class XI Spirituous, Vinous and Malt – Restaurant Lounge	\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.	

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. **All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer. All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.**

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§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. [1993, c. 730, §27 (AMD).]

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. [1995, c. 140, §4 (AMD).]

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. [2003, c. 213, §1 (AMD).]



Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:	
License #:	_____
SOS Checked:	_____
100%	Yes <input type="checkbox"/> No <input type="checkbox"/>

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: WinterSpring Inc
- Doing Business As, if any: Colonels Restaurant, Colonels Delicatessen
- Date of filing with Secretary of State: 03/08/04 State in which you are formed: ME
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Mark Reece	25 Hall Quarry RD Mount Desert, ME 04660		President	50%
Stephanie Kelley-Reece	25 Hall Quarry RD Mount Desert, Me 04660		Treasurer	50%

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

- If Co-Op # of members: _____ (list primary officers in the above boxes)

7. Is any principal person involved with the entity a law enforcement official?

Yes No If Yes, Name: _____ Agency: _____

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes No

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____


Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

 _____ DATE March 7, 2019
Signature of Duly Authorized Person Date

Mark Reece

Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

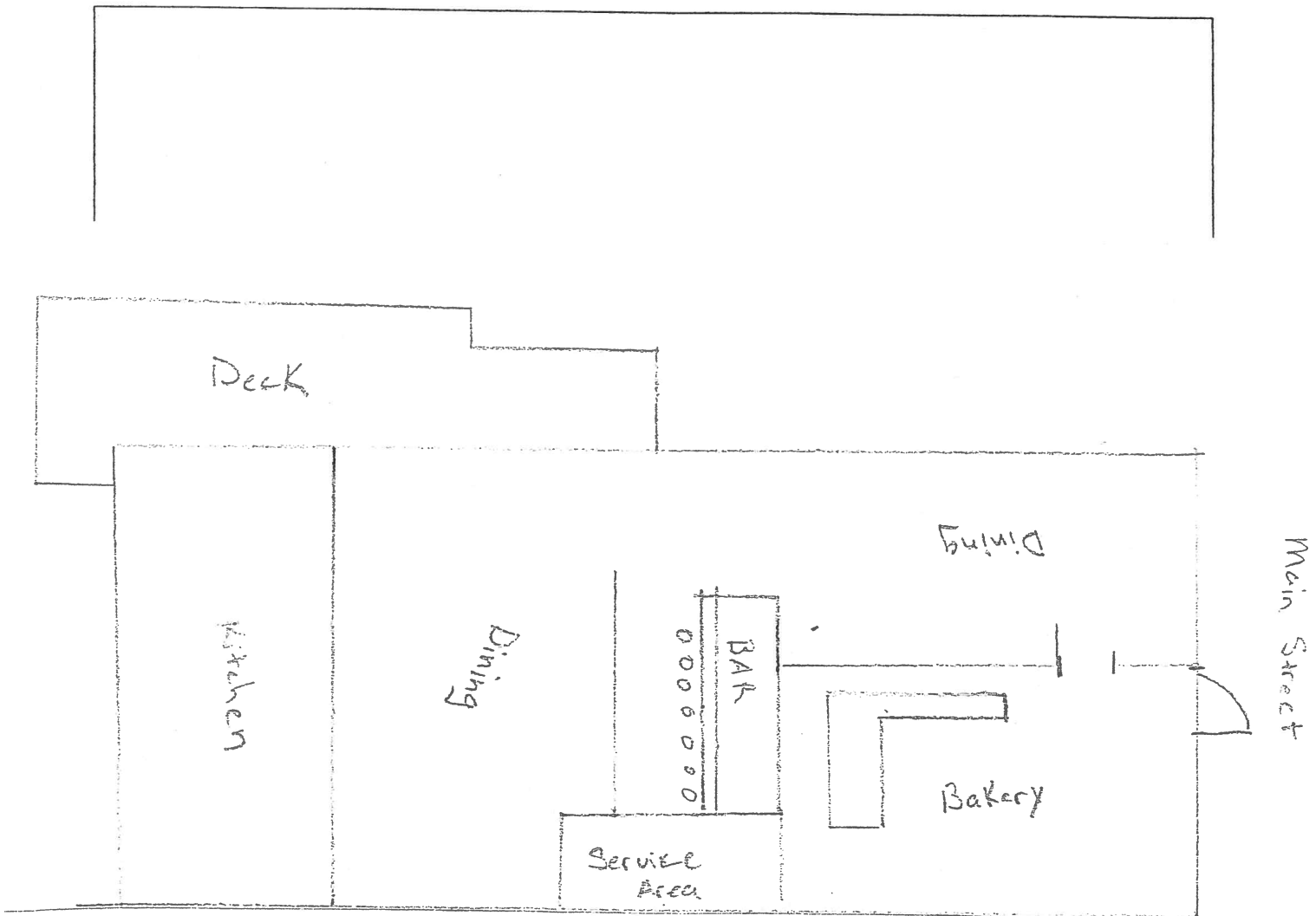
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.



BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS & DBA:	YES <input type="checkbox"/> NO <input type="checkbox"/>

PRESENT LICENSE EXPIRES: 04-04-19

NEW application: Yes No

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection (New Licensees/ Ownership Changes Only) Date : _____ Business hours: _____

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- RESTAURANT (Class I,II,III,IV) RESTAURANT/LOUNGE (Class XI) CLASS A LOUNGE (Class X)
 HOTEL (Class I,II,III,IV) HOTEL, FOOD OPTIONAL (Class I-A) BED & BREAKFAST (Class V)
 GOLF COURSE (Class I,II,III,IV) TAVERN (Class IV) QUALIFIED CATERING
 OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Tasteful Tides LLC DBA The Fork & Table</u>	Business Name (D/B/A) <u>The Fork & Table</u>
APPLICANT(S) - (Sole Proprietor) <u>Katelyn Buell</u> DOB: <u>9-13-84</u>	Physical Location: <u>102 Main St</u>
DOB: _____	City/Town State Zip Code <u>Northeast Harbor ME 04662</u>
Address <u>85 Seabury Drive</u>	Mailing Address <u>85 Seabury Drive</u>
City/Town State Zip Code <u>Bar Harbor ME 04609</u>	City/Town State Zip Code <u>Bar Harbor ME 04609</u>
Telephone Number Fax Number <u>207 669 5833</u>	Business Telephone Number Fax Number <u>207 276 0746</u>
Federal I.D. #	Seller Certificate #: or Sales Tax #:
Email Address: Please Print <u>chefk1984@gmail.com</u>	Website:

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license:
ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
- Is applicant a corporation, limited liability company or limited partnership? YES NO
If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you permit dancing or entertainment on the licensed premises? YES NO

5. Do you own or have any interest in any another Maine Liquor License? Yes No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

License # _____ Name of Business _____

Physical Location _____ City / Town _____

6. If manager is to be employed, give name: n/a

7. Business records are located at: 102 Main St Northeast Harbor ME 04662

8. Is/are applicants(s) citizens of the United States? YES NO

9. Is/are applicant(s) residents of the State of Maine? YES NO

10. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
Katelyn Buell		Moristown, NJ

11. Residence address on all of the above for previous 5 years (Limit answer to city & state)

Name: Katelyn Buell	City: Bar Harbor	State: ME
Name: Katelyn Buell	City: Trenton	State: ME
Name:	City:	State:

12. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____

Offense: _____ .. Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

13. Will any law enforcement official benefit directly in your license, if issued?

Yes No If Yes, give name: _____

14. Has/have applicant(s) formerly held a Maine liquor license? YES NO

15. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

Steve Parady - Bar Harbor, ME

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

17. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES NO Applied for: _____

18. 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? 1/4 mile

Which of the above is nearest? church


19. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: North east harbor on 3/13/19, 20 19
Town/City, State Date



 Signature of Applicant or Corporate Officer(s)
Katelyn Buell

 Print Name

Please sign in blue ink

 Signature of Applicant or Corporate Officer(s)

 Print Name

FEE SCHEDULE

FILING FEE: (must be <u>included</u> on all applications)	\$ 10.00
Class I Spirituous, Vinous and Malt	\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.	
Class II Spirituous Only	\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III Vinous Only	\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV Malt Liquor Only	\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class III & IV Malt & Vinous Only	\$ 440.00
CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
CLASS V: Clubs without catering privileges.	
Class X Spirituous, Vinous and Malt – Class A Lounge	\$2,200.00
CLASS X: Class A Lounge	
Class XI Spirituous, Vinous and Malt – Restaurant Lounge	\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.	

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. **All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer. All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.**

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§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. [1993, c. 730, §27 (AMD).]

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. [1995, c. 140, §4 (AMD).]

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. [2003, c. 213, §1 (AMD).]

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. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

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; [1987, c. 45, Pt. A, §4 (NEW) .]

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; [1987, c. 45, Pt. A, §4 (NEW) .]

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; [1993, c. 730, §27 (AMD) .]

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; [1989, c. 592, §3 (AMD) .]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD) .]

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 [2009, c. 81, §2 (AMD) .]

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. [2009, c. 81, §3 (NEW) .]

[2009, c. 81, §§1-3 (AMD) .]

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. [1993, c. 730, §27 (RP) .]

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. [1993, c. 730, §27 (AMD) .]

[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

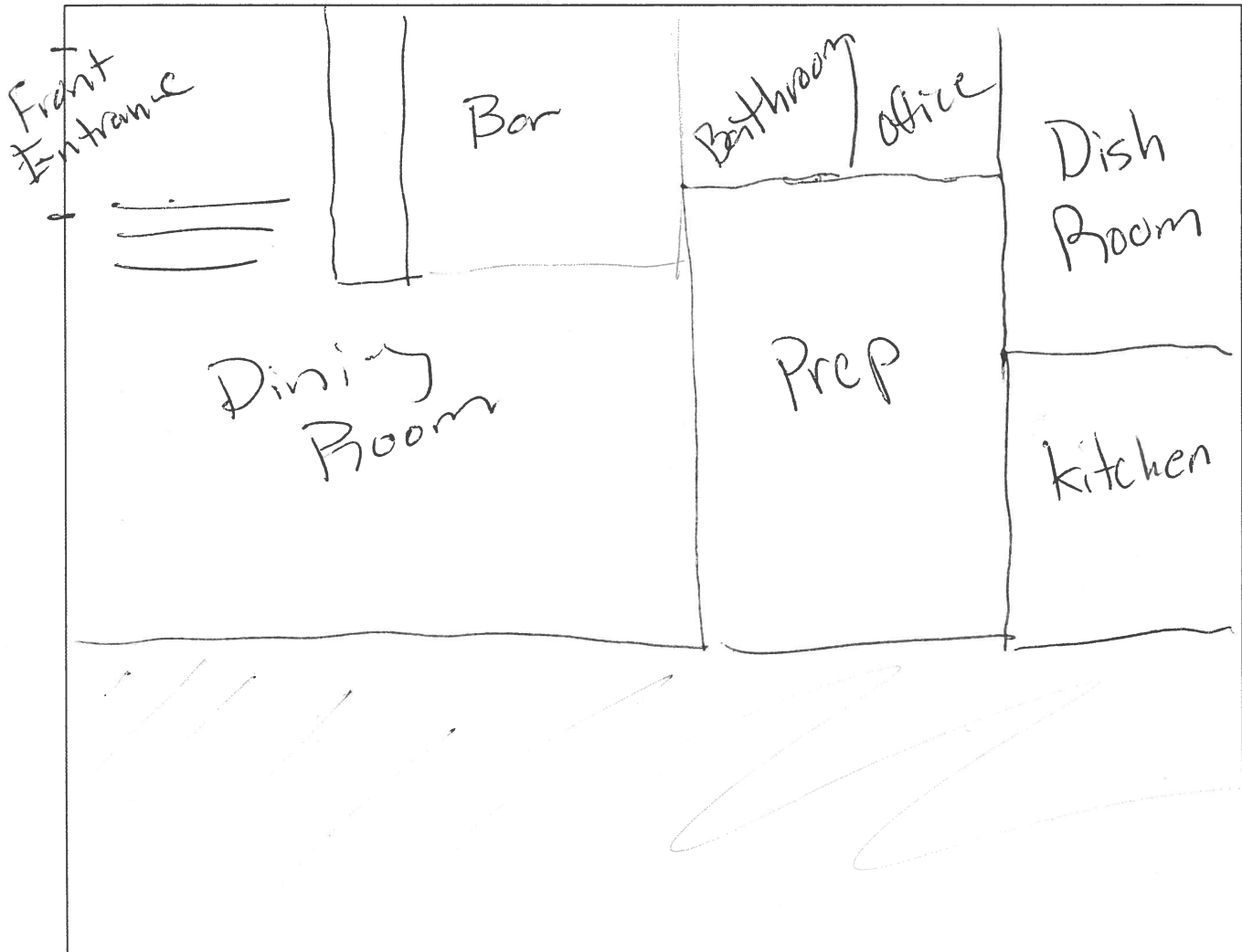
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



ON PREMISE DIAGRAM
(Facility Drawing/ Floor Plan)

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas with the following: • Entrances • Office area • Kitchen • Storage Areas • Dining Rooms • Lounges • Function Rooms • Restrooms • Decks • All Inside and Outside areas that you are requesting approval.





Division of Alcoholic Beverages and Lottery
 Operations
 Division of Liquor Licensing and Enforcement

For Office Use Only:
 License #: _____
 SOS Checked: _____
 100% Yes No

**Corporate Information Required for
 Business Entities Who Are Licensees**

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Tasteful Tides LLC
- Doing Business As, if any: The Fork & Table
- Date of filing with Secretary of State: 04-05-18 State in which you are formed: ME
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Katelyn Buell	Bar Harbor, ME		Owner	100

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

- If Co-Op # of members: _____ (list primary officers in the above boxes)



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF MARINE RESOURCES
21 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0021

PATRICK C. KELIHER
COMMISSIONER

**REQUEST FOR REVIEW AND COMMENT
PENDING EXPERIMENTAL AQUACULTURE
LEASE APPLICATION**

Date:	March 11, 2019	
Applicant:	Victor Doyle	COMMENTS DUE BY: April 15, 2019
Location:	East of Bartlett Island, Blue Hill Bay, Mount Desert, Maine	

**RETURN COMMENTS TO: Aquaculture Administrator , 21 State House Station,
Augusta, ME 04333-0021 or angel.wilson@maine.gov**

Special notes: **Please provide your comments to DMR on the attached aquaculture lease application.**

The Department of Marine Resources has requested the following agencies or government entities to provide comment on the attached complete application.

<input type="checkbox"/>	Dept. of Environmental Protection Attn: Greg Wood	<input checked="" type="checkbox"/>	US Army Corps of Engineers Attn: LeeAnn Neal
<input checked="" type="checkbox"/>	Dept. of Inland Fisheries & Wildlife Attn: John Perry	<input checked="" type="checkbox"/>	Department of Marine Resources, Marine Patrol Division II Jay Carroll
<input checked="" type="checkbox"/>	Dept. of Marine Resources Attn: Carl Wilson	<input checked="" type="checkbox"/>	Town of Mt. Desert Attn: Municipal Officers
<input checked="" type="checkbox"/>	Dept. of Conservation, Submerged Lands Attn: Carol DiBello	<input type="checkbox"/>	
<input type="checkbox"/>	National Park Service Attn: John Kelly	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	DMR Bureau of Public Health Attn: Kohl Kanwit, Denis-Marc Nault, and David Miller	<input type="checkbox"/>	

OFFICES AT 32 BLOSSOM LANE, MARQUARDT BUILDING, AUGUSTA, MAINE
<http://www.Maine.gov/dmr>

PHONE: (207) 624-6550

FAX: (207) 624-6024

EXPERIMENTAL LEASE APPLICATION

1. APPLICANT CONTACT INFORMATION

Applicant: Victor Doyle
Address: PO Box 264
City: Southwest Harbor
County: Hancock State: Maine Zip: 04679

Telephone: 207-460-6485 Email Address: victorjohndoyle@gmail.com

2. PROPOSED LEASE SITE INFORMATION

Location of lease site Town: Mount Desert County: Hancock Water Body: Blue Hill Bay

Additional description: East of Bartlett Island

Total acreage requested (4-acre maximum): 1 acre

Is any portion of the proposed lease site above mean low water? Yes No X

3. WATER QUALITY

Pollution Area (e.g. "19-A"): 42 Pollution Area Section (e.g. "B.2". or "none"): none

Water Quality Classification (i.e. approved, restricted, etc.): Approved

4. GENERAL LEASE INFORMATION Type of culture (check all that apply):

- Bottom (no gear)
 Suspended (gear in the water and/or on the bottom)
 Net Pen (finfish)

Name of species to be cultivated (include both common and scientific names):	Name and address of the source of seed stock, juveniles, smolts, etc., to be cultivated:
1. Blue Mussel (<i>Mytilus edulis</i>)	Wild settlement on proposed lease site (health area 3)
2. Hard clam/ Quahog (<i>Mercenaria mercenaria</i>)	Muscongus Bay Aquaculture PO Box 204 Bremen, ME 04551 207-529-4100
3. Soft-shelled clam (<i>Mya arenaria</i>)	Muscongus Bay Aquaculture PO Box 204 Bremen, ME 04551 207-529-4100
4. Razor clam (<i>Ensis directus</i>)	Pending availability Muscongus Bay Aquaculture PO Box 204 Bremen, ME 04551 207-529-4100
5. American or Eastern Oyster (<i>Crassostrea virginica</i>)	Muscongus Bay Aquaculture PO Box 204 Bremen, ME 04551 207-529-4100
6. European oyster (<i>Ostrea edulis</i>)	Wild Settlement on site (will not transport from outside area without DMR authorized permit)
7. Sea Scallop (<i>Placopecten magellanicus</i>)	Dana Morse Walpole, ME 207-841-4899
8. Green sea urchin (<i>strongylocentrotus droebachiensis</i>)	Wild settlement on proposed lease site via hand collection off the suspended gear and lines during routine cleaning

5. VICINITY MAP

Note: You may embed the maps within the document, or attach the maps to the end of your application. If you attach the maps, please label them according to the instructions provided below. If you attach the map, please label it: 'Vicinity Map'.

Directions: Using a NOAA Chart or USGS topographic map, show the area within a minimum of one-half mile of the proposed lease site.

The map needs to display the following:

- The waters, shore lands, and lines of mean high and mean low water within the general area of the lease
- An arrow indicating true north
- A scale bar
- The approximate lease boundaries

6. BOUNDARY DRAWING

Note: If you attach a drawing, please label it 'Boundary Drawing'.

Directions: Depict the boundaries of the proposed lease site. Provide a drawing with all corners, directions, and distances labeled. Provide coordinates for each corner as follows:

- Coordinate Description

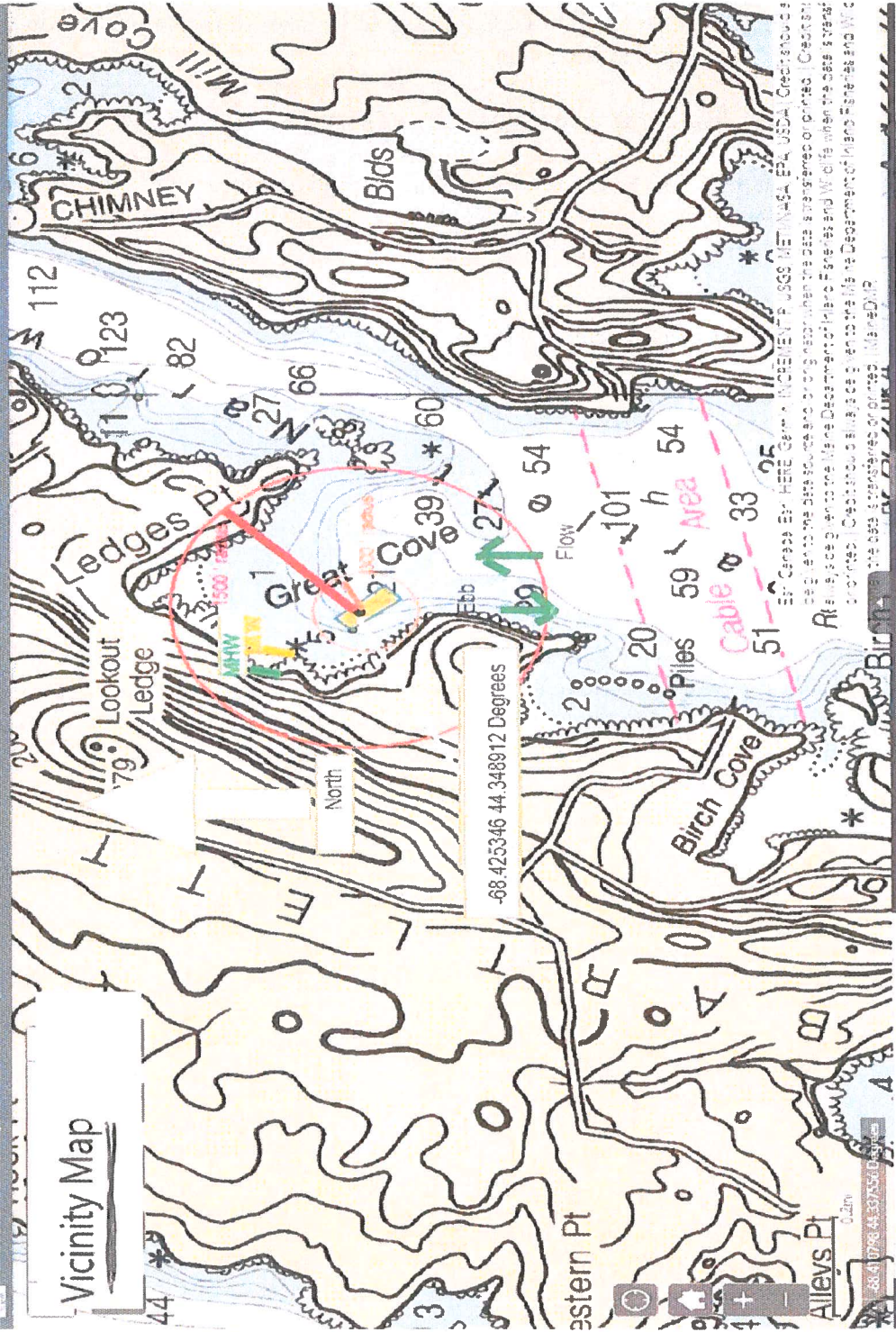
Provide geographic coordinates for each corner of the lease site in latitude and longitude as accurately as possible (e.g., to the nearest second or fraction of a second). Identify the datum from the map, chart, or GPS unit used to develop these coordinates. The datum will be shown on the map or chart you are using. The Coordinate Description may be provided separately from the Boundary Drawing.

Vicinity Map

maine.maps.arcgis.com/apps/webappviewer/index.html?id=684e5c7b1c644c69789aaf205c8b7a

Maine DMR Aquaculture Map

Click here for aquaculture info from DMR's website

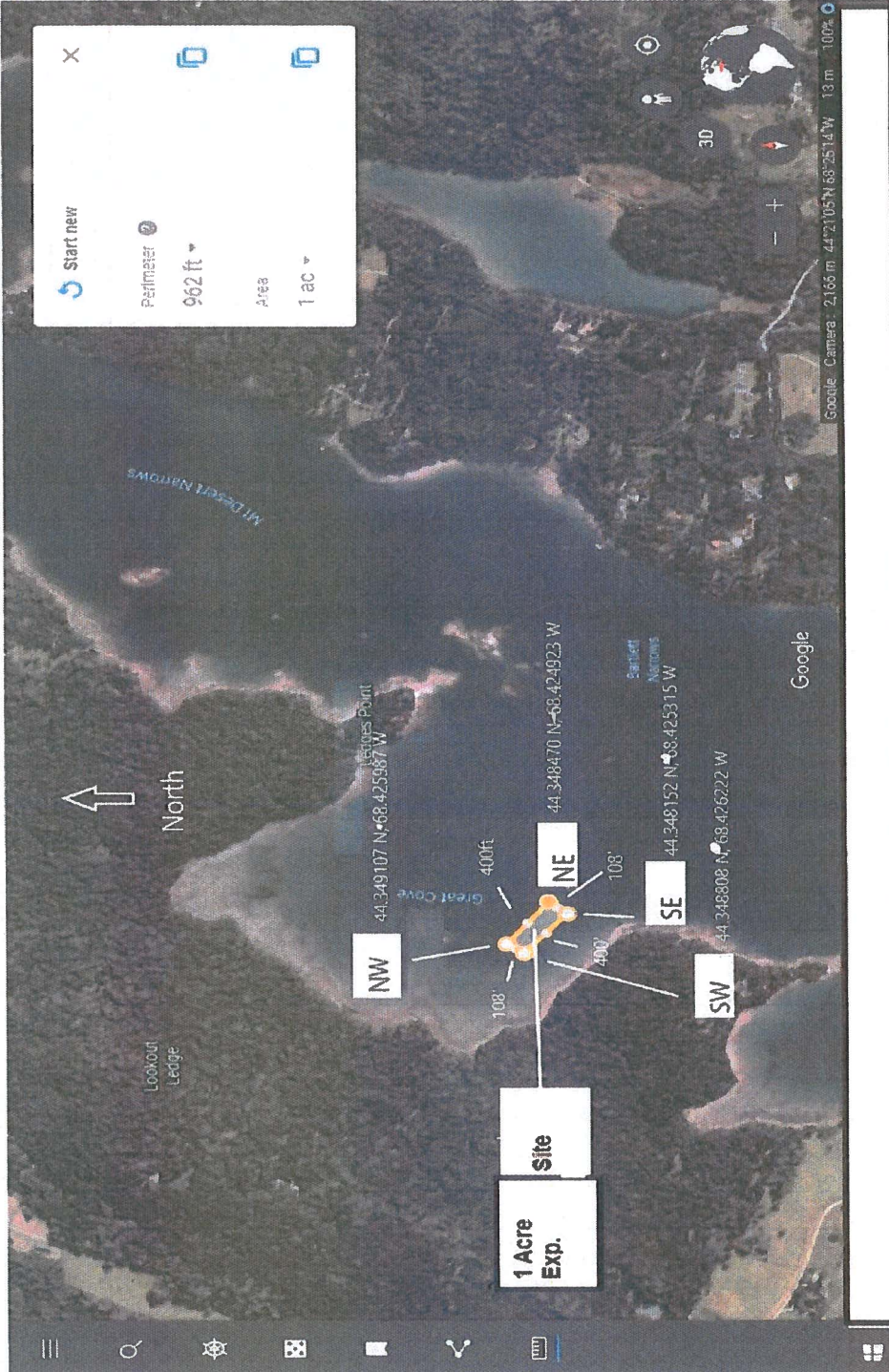


Vicinity Map

Boundary Drawing

Boundary Drawing

<https://earth.google.com/web/@44.35025788,-68.41864492,-0.753653956,21.66,91.48275641,35y,-0h,0t,0r>



7. RESEARCH PROGRAM AND OPERATIONS

Directions: If you are cultivating more than one species, you will need to provide information for each species. Please attach a separate page if needed.

I. Type of study (check one): Scientific Research ___ Commercial Research X

a) Scientific research is not kept confidential.

b) Experimental leases for commercial research are not renewable. Results of commercial research are kept confidential.

2. What is the purpose of the study? If scientific, please include a detailed study design.

To assess the economic viability of commercial aquaculture while testing the environmental suitability for each species grown in the requested lease area.

3. Describe how each species will be cultured.

Mussels - Grown from suspended lines and crates

Oysters — Grown in suspended mesh bags and crates

Clams (Razor, hard and soft-shelled) — Grown in suspended and floating crates

Sea scallops — Grown in suspended lantern nets bags, and lines.

Urchins — Grown in floating crates and suspended cages, will feed only on naturally occurring sources on the lease site. No outside kelp or ocean flora will be used for feed. The seed will be found naturally occurring on gear existing on site such as mussel ropes.

All species will be grown from seed or spat to a marketable size only wild filter feeding or grazing on the lease site.

4. What months will the proposed activities (i.e. seeding, tending, and harvesting) occur?

The seeding schedule will rely on environmental factors as well as hatchery availability. Oyster, clam and scallop seed will likely be placed on the site between July and September. The wild settlement of mussels and urchins will be reliant on natural seed sets in the area. Tending and harvesting will occur year round with the focus of efforts being in the summer and fall months.

5. How often will you be at the site during seeding and harvesting periods?

I expect to be present on site daily during these periods

6. How frequently will you visit/tend the site for routine maintenance (i.e. flipping cages, etc.)?

Routine maintenance visits will be year-round on a weekly schedule, however, the ecological factors such as weather and bio-fouling may warrant more frequent visits.

7. RESEARCH PROGRAM AND OPERATIONS CONTINUED

7. Describe the harvesting techniques you will use. If you plan on using a drag, please provide the dimensions.

All harvesting will be done by hand hoisting or mechanically lifting growing mediums and stripping or emptying lines and containers to be sorted landed and shipped.

8. Describe any overwintering or "off season" plans for the site. For example, will you remove gear from the site and/or deploy gear in different areas within the proposed site? Please include where gear or product will be located if moved from the site.

Over wintering plans will rely on the severity of the weather and temperatures. All contained species will be suspended lower in the water column and consolidated into fewer containers. Some gear may be brought to my onshore shop for maintenance and winter storage, otherwise gear will remain on site.

9. What type of machinery (e.g. generator, drag, grading equipment, etc.) will you be using on the site? When and how often will the machinery be used?

The machinery used may include a power pack driven winch, pressure washer, and grader or tumbler. I currently do not have any of the listed machinery and will only acquire and use if needed. The frequency of use will be determined by the natural fouling and production necessities. I would speculate that no piece of machinery would be considered heavily used.

10. What is the maximum amount of gear that will be deployed on the site (i.e. 200 cages, 100 lantern nets, etc.)?

Maximum amounts for each type

- 800 semi rigid oyster bags or 100 oyster grow systems containing the bags
- 20 floating crates
- 100 suspended cages
- 1 lantern net
- 200 ft of long line
- 80' Length x 12' Width of Raft/Float (Aggregate total of all raft/floats)

11. What is the maximum number (or biomass) of organisms you anticipate being on the site?

I can only anticipate a maximum of 80,000 oysters as the initial seed order would likely be for that amount. The future two year oyster seed order amount will rely heavily upon oyster survival rates and the suitability of the site. I would estimate that the absolute maximum amount of oysters after each year would not exceed 40,000 count with an incremental gain of this amount annually. I can't estimate the maximum amounts for the wild settlement species or species pending hatchery availability, I can say that the maximum amount would not exceed the sustainability provided by the maximum gear amount declared in the application. The non-american oyster gear will support an estimated 60 bushel of the following; 60 bushels of hard clams, 60 bushels soft shell clams, 60 bushel razor clams, 60 bushel European oyster, or 60 bushels of sea urchins. The species amount configuration will rely on experimental settlement results and hatchery availability but the aggregate harvestable amount of these species combined will be about 60 bushels. The maximum sea scallop count would not exceed 20 bushels of market size organisms.

8. EXISTING USES

Directions: Describe the existing uses of the proposed area, Please include the amount of activity, the time of year the activity occurs, frequency, and proximity to the lease site.

Commercial Fishing:

There is no current commercial fishing in the proposed area. There is some individual commercial clam fishing that occurs at approximately 500 feet from the site, this is mainly a result of the applicant engaging in commercial clamming. The next closest commercial fishery would be lobstering and occurring more than 1500 feet from the area in a light fashion during the summer months and ceasing during the winter.

Recreational Fishing:

Little to no recreational fishing is known of or has been observed in the area.

Boating activities (please also include the distance to any navigable channel(s) from your proposed site at low water):

The navigable channels are over 1000 feet from the site but more like 2500 feet to the main traffic course (Bartlett Narrows).

Other uses (kayaking, swimming, etc.):

No other known uses, there is already an LPA on the site and it attracts kayaks to a viewable distance, but not onto the site.

Are there moorings within 1,000 feet of the proposed lease site? Yes X No
if you answered yes, please describe and include approximate distances:

Existing moorings for my current LPA are on the site . There is a mussel farmer that has several moorings and anchors approximately 100 feet to 1000 feet from the site

Are there docks or other access points within I ,000 feet of the proposed lease site? Yes No X

If you answered yes, please describe and include approximate distances:

Are there public beaches within 1,000 feet of the proposed lease site? Yes No X If you answered yes, please describe and include approximate distances: none

Please describe your existing operations, if any. Will you continue to operate other leases and/or licenses if the current proposal is granted?

My existing operations include two LPA licenses. If the proposal is granted it would replace the LPA site VDOY117. I plan to continue operations at the other LPA site VDOY218.

9. EXCLUSIVE USE

If your lease is granted, what activities would you request be prohibited from the lease site? In your answer please address commercial and recreational fishing, boating activities, and other activities you listed in the 'Existing Uses' section of this application.

I would have no request to prohibit any activities on the lease but I would prefer that no gear including the float/raft and moorings be touched, handled, or used without my permission.

10. ENVIRONMENTAL CHARACTERIZATION

Directions: Using your knowledge of the area, describe the environment of the proposed lease site. Be sure to include units of measurement in your answers (i.e. feet, cm/s).

1. What are the approximate depths at mean low water? 5 to 20 feet
2. What are the approximate depths at mean high water? 15 to 35 feet
3. Provide the approximate current speed and direction during the ebb and flow.

The speed is approximately 1 kts or less, the ebb moving in a northwest to southeast direction and the flow moving in the opposite direction, SE to NW.

What are the bottom characteristics (mud, sand, gravel, rocky, ledge or some mix, etc.)?

The bottom characteristic of the site would be defined as a mud and clay soft bottom.

Describe the bathymetry (flat, steep, rough, etc.).

The bathymetry of the site exhibits the flat gently grade common to mud bottom.

Describe marine organisms by species or common names. Are they abundant, common, or rare?

No organisms of any abundance can seen by naked eye in the proposed are, except for opportunistic green crabs and some scattered mussels.

Describe the presence and extent of submerged aquatic vegetation, i.e. eelgrass, within the proposed lease area. Please include the date of this observation along with the method of observation. If submerged aquatic vegetation is observed, please also describe the abundance below and sketch the limits of the beds in the vicinity map.

No submerged aquatic vegetation has been observed, observations have been made every month of the year using a clear view and by eye at low tide.

Describe the general shoreline and upland characteristics (rocky shoreline, forested, residential, etc.).

The surrounding shoreline has ledge, rock, mud and clay strata that meet an evergreen forested upland.

5. Will your operations discharge anything into the water such as feed (pellets, kelp, etc.) or chemical additives (therapeutants, chemical treatments, etc.)? Yes No X

If you answered yes, you must submit a video of the bottom using a method prescribed by the Department. The video must be filmed between April 1 and November 15. If a discharge is proposed you will also need to obtain a Maine Department of Environmental Protection (DEP) discharge permit. For information on this permit please contact DEP's Wastewater Licensing Program. Further sampling may be required by DMR, or DEP, depending on the characteristics of the site or the proposed activities.

11. STRUCTURES (if applicable)

If your operations require the use of cages, nets, ropes, trays, or any object (structure) other than the organism to be grown directly on the bottom or buoys to mark the corners of the lease site, you must submit an Overhead View and Cross-Section View of your gear plans.

Note: You may embed the gear plans, or attach them to the end of your application, If you attach the plans, please label them according to the instructions provided below.

A) Overhead View (please label this "Overhead View"):

Directions: All dimensions need to be labeled with the appropriate units (i.e. 10ft, 10in)

- Show maximum layout of gear including moorings. e Show dimensions of entire gear layout
- Show approximate spacing between gear.
- Show lease boundaries and the location of proposed markers on all drawings.

B) Cross-Section View (please label this "Cross Section View"):

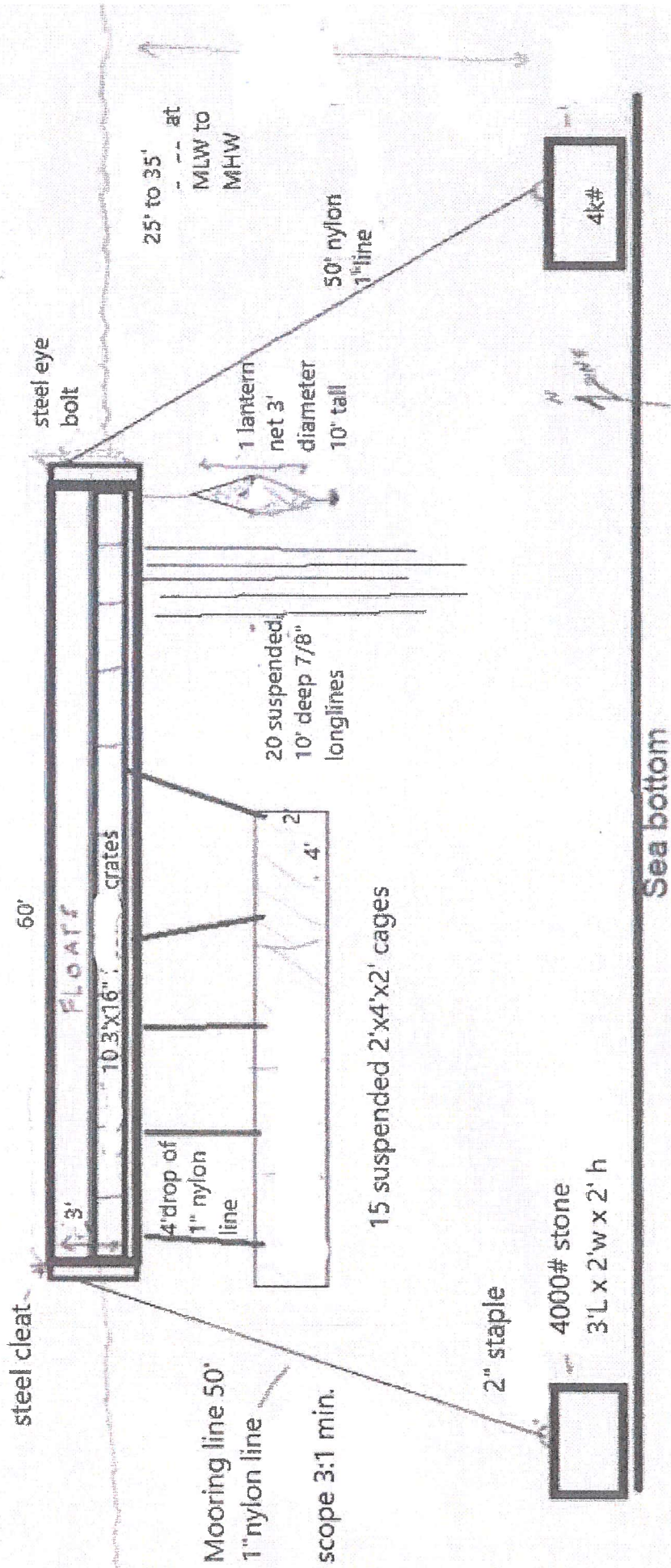
Directions: The cross-section view must show the following:

- The sea bottom
- Profile of gear in cross-section as it will be deployed • Label gear with dimensions and materials o Show mooring gear with mooring type, scope, hardware, and line type and size
- Water depth at mean high and mean low water

Note: Please include an additional Cross Section View, depicting the elements listed above, if there will be seasonal changes to gear layout (i.e. over wintering).

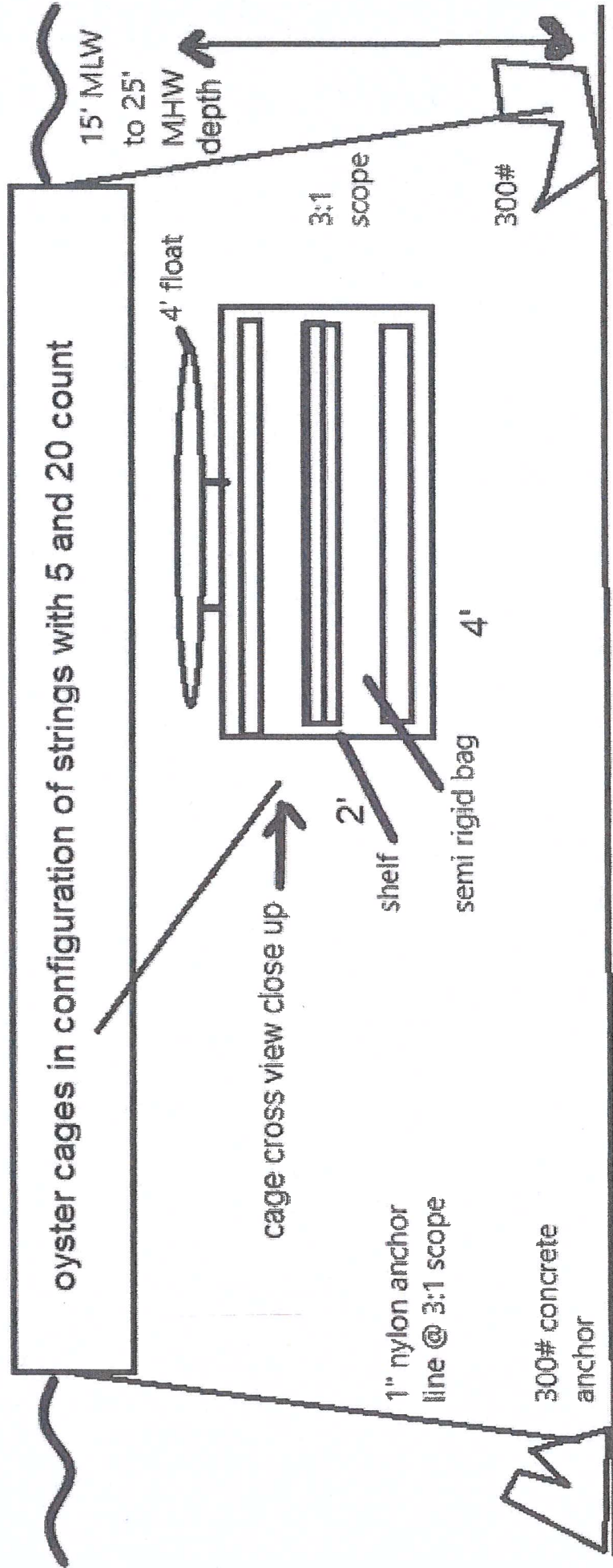
51

Cross Section View 1



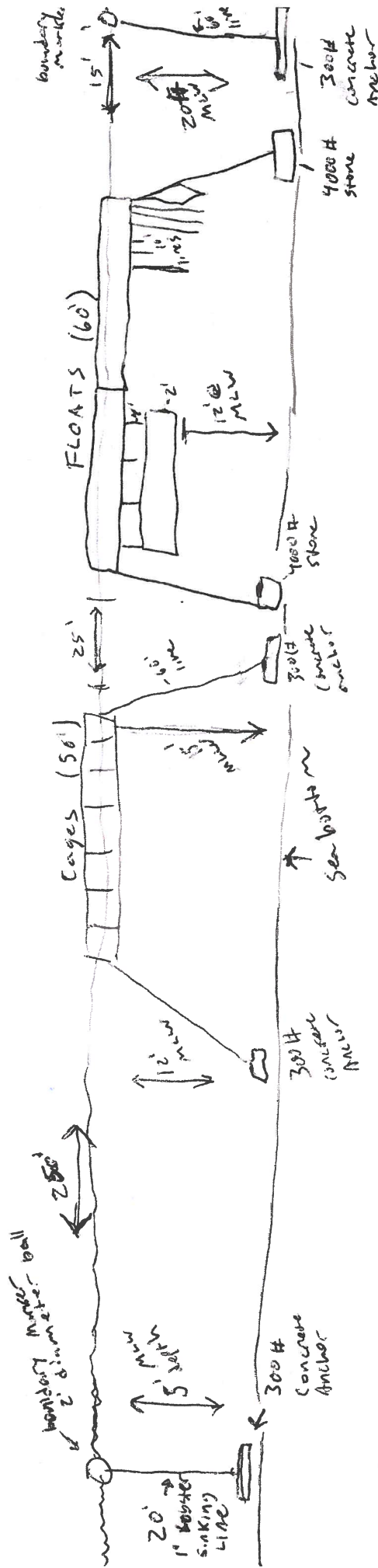
51

Cross Section View 2



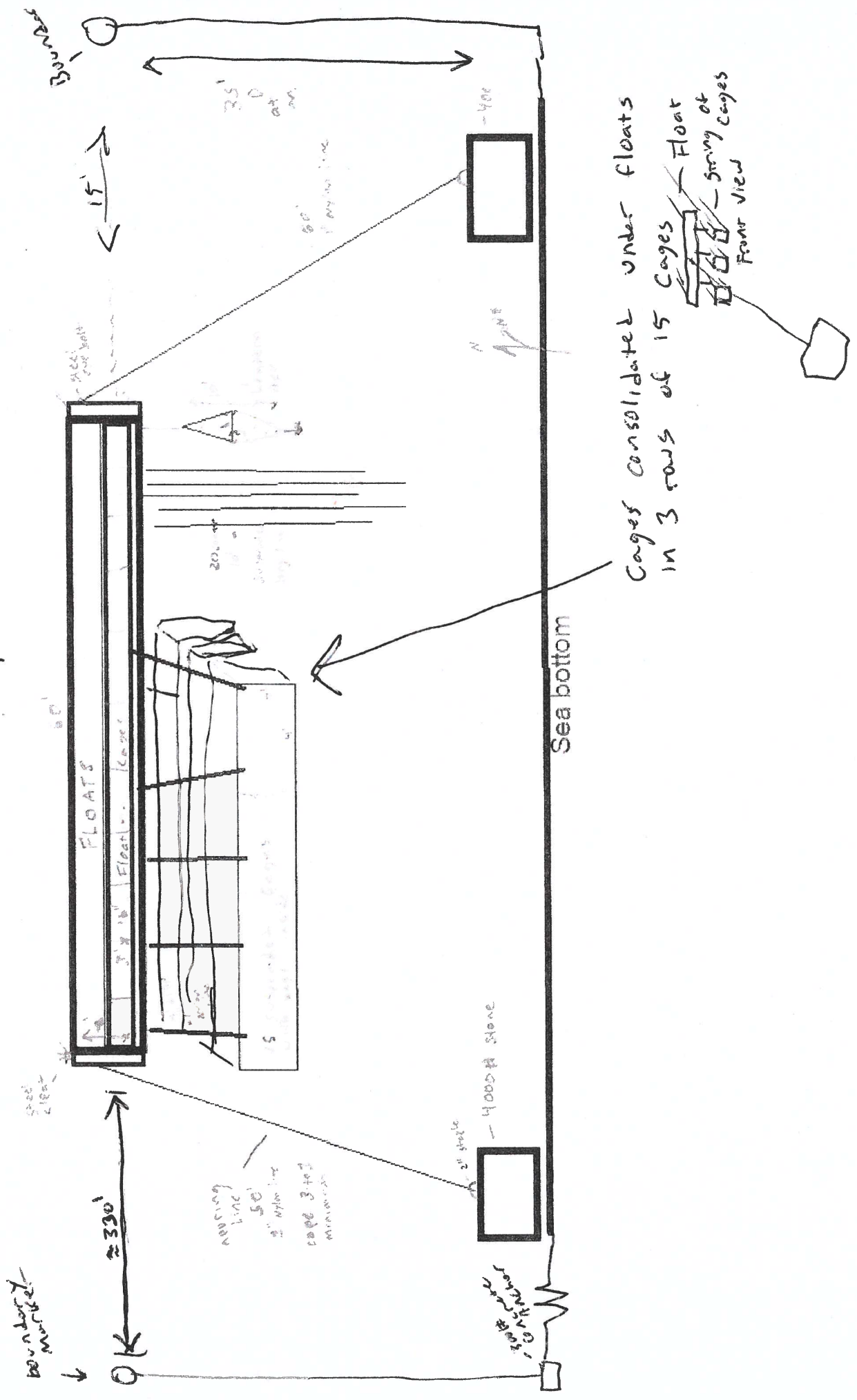
Cross-Section View 3 - Requested add-on

MLW layout



Winter Cross-Section

Cross Section View 4



Cages consolidated under floats
IN 3 rows of 15 Cages

C) Gear Description

Directions: List each individual gear type that you will use in the table below.

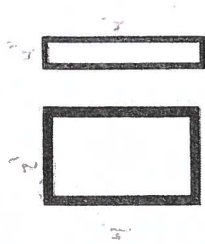
Specific Gear Type (e.g soft mesh bag)	Dimensions (e.g. 16"x20"x2")	Time of year gear will be deployed (eg. Spring Winter, etc.)
Semi rigid mesh bag	2'x4'x4"	All Seasons
Floating crate	16"x18"x3'	All Seasons
Suspended cage	2'x2'x4'	All Seasons
Raft/float	10'x12'x3'	All Seasons
Raft/float	12'x40'x3'	All Seasons
Lantern net	10'x3'	All Seasons
Long line	7/8" x 10'	All Seasons

D) Gear Drawing (please label this "Gear Drawing").

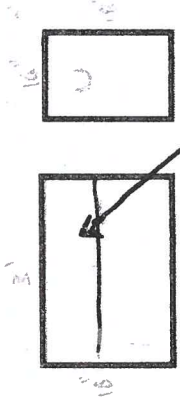
Directions: Include a drawing of an individual piece of gear for each of the gear type(s) you plan to use. The drawing(s) needs to depict the length, width, and height of each gear type with appropriate units referenced (i.e. 10in, 1 Of, etc.).

Add-on

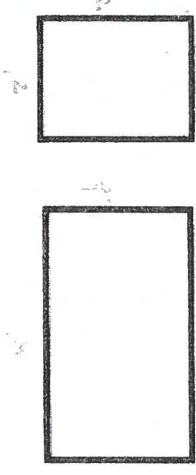
Gear Drawing



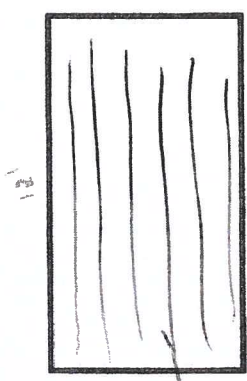
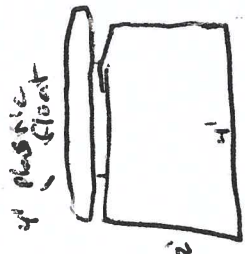
Semi rigid mesh bag



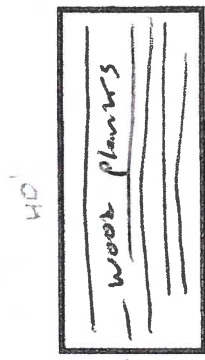
(crate) (Floating crate) (lobster crate) Styrofoam sealed inside side wall



suspended cage (w/out floatation)



wood planks



wood planks

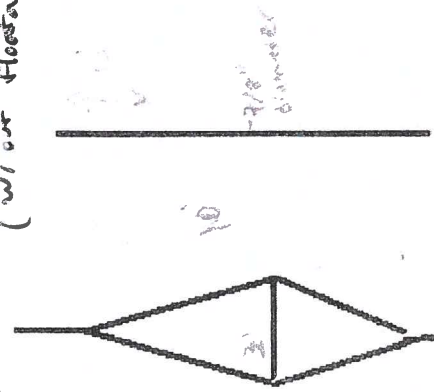


(Float) Raft / Float



(Float) Raft / Float

1' x 4' styrofoam floatation



Lantern Net

Long Line

12. MARKING

Will you be able to mark your site in accordance with DMR regulations, Chapter 2.80?

Yes No

If you answered no, explain why and suggest alternate markings.

N/A

Note: If a lease is granted, you will also be required to mark the site in accordance with appropriate US Coast Guard Regulations. If you have questions about US Coast Guard regulations contact: 1st Coast Guard District, Aids to Navigation Office.

13. RIPARIAN LANDOWNERS AND SITE ACCESS

SUPPORTING DOCUMENTS REQUIRED:

1. Attach a labeled copy of a tax map(s) depicting the location of the proposed lease site.

The map(s) needs to include the following elements:

- Label the map "Tax Map: Town of (name of town)." o Legible scale
- Tax lot numbers clearly displayed
- The boundaries of the proposed lease
- Distance from the proposed lease to the closest parcel o Certification by the tax collector or clerk of the municipality

If your lease is within 1,000ft of shorefront land (which extends to mean low water or 1,650 ft. from shore, whichever is less):

2. Please use the Riparian Landowner List (included on the next page) to list the name

and address of every shorefront landowner within 1,000ft of the proposed lease site. Have the tax collector or clerk of the municipality certify the list.

If you are proposing an intertidal lease:

3. Attach written permission from all landowners of the intertidal land on which the proposed lease will be located.

1. Do you plan to use private property to access the lease site? Yes No X

Note: If you selected yes, you will need to complete the landowner permission requirements included on page 20 of this application.

2. How will you access the proposed site?

The site will be accessed via boat launched from the town landing.

3. How will your proposed activities affect riparian ingress and egress?

No conceivable impact on riparian ingress or egress.

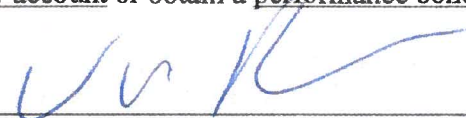
14. ESCROW ACCOUNT OR PERFORMANCE BOND

Check the category that describes your operation:

Check Here	Lease Category	Amount of Required Escrow or Performance Bond
	No gear/structure, no discharge	None
	No gear/structure, discharge	\$500.00
	S 400 square feet of gear/structure, no discharge	\$1,500.00
	>400 square feet of gear/structure, no discharge	\$5,000.00*
	Gear/Structure, discharge	\$25,000.00

*DMR may increase the bond/escrow requirements for leases with more than 2,000 feet of structure.

I, (printed name of applicant) VICTOR DOYLE BOVIC have read DMR Aquaculture Regulations 2.64(10) (D) and if this proposed lease is granted by DMR I will either open an escrow account or obtain a performance bond, depending

 1/17/19

performance bond depending on the category of lease.

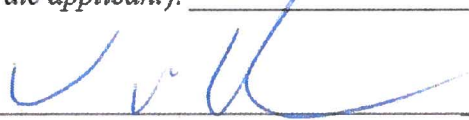
Applicant Signature Date Note: Add title if signing on behalf of a corporate applicant.

15. APPLICANT SIGNATURE PAGE

I hereby state that the information included in this application is true and correct. I have also read and understand the requirements of the Department's rules governing aquaculture and the application instructions pertaining to the experimental lease process.

Printed name: VI VICTOR DOYLE

Title (if corporate applicant): _____

 Date: 1/17/19

corporate applicant):

Signature:

18 U.S.C. Section 1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals, or covers up any trick, scheme, or disguises a material fact or makes any false, fictitious or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious or fraudulent statements or entry, shall be fined not more than \$ 10,000 or imprisoned not more than five years or both.

Note:

- All applicants must sign and date this page. Please use the space below, if additional signatures are required.
- Corporate applicants, please be sure to include the title (i.e. President, Treasurer, etc.) of the individual(s) signing on the company's behalf.

N/A

16. LANDOWNER/MUNICIPAL/MUNICIPAL PERMISSION REQUIREMENTS
(if applicable)

PART I: The use of private property to access your site.

Pursuant to 2.64(C)(6) if you are using private property to access the proposed lease site, you need to submit written permission from the property owner with your application. It is your responsibility to obtain written permission. Please note that the Department does not provide forms for landowner or municipal permission. If any portion of your site is also intertidal you will need to complete the steps outlined in Part II, below.

PART II: If any portion of the site is intertidal you need to complete the following steps:

Step I: Obtain written permission from all intertidal landowners.

Pursuant to 2.64(C)(6) the Department requires written permission of every owner of intertidal land in, on, or over which the experimental activity will occur. It is your responsibility to obtain written permission and include it with your application materials. Please note that the Department does not provide forms for landowner permission.

Step II: Determine if the municipality where your site is located has a shellfish conservation program.

Pursuant to 12 MRSA 56072(3) In any municipality with a shellfish conservation program under section 6671, the Commissioner may not lease areas in the intertidal zone within the municipality without the consent of the municipal officers.

If the municipality where the proposed lease site is located has a shellfish conservation program, it is your responsibility to obtain consent for the proposed lease site from the municipal officers (i.e. the selectmen or councilors of the town, or the mayor and aldermen or councilors of a city.) Consent means a majority vote of the municipal officers as recorded in a public meeting.

NOT
APPLICABLE

It is your responsibility to contact the municipality and determine if they have a shellfish conservation program. Best practices would include discussing your plans with shellfish committee members, but only the consent of municipal officers is required.

1. Does the municipality, where the proposed site is located, have a shellfish conservation program? Yes NO

If you answered yes, please attach documentation from a public meeting demonstrating that a majority of municipal officers have consented to your proposal.



Town of Mount Desert

Durlin E. Lunt, Town Manager
21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248

Telephone 207-276-5531 Fax 207-276-3232

Web Address www.mtdesert.org
manager@mtdesert.org

To: Board of Selectmen

From: Durlin E. Lunt

Date: March 14, 2019

Subject: Benefit Accrual Policy Change

The Audit of FY 2017-2018 identified that benefit accruals have accumulated above the limits permitted by our Personnel Policy and a corrective action plan needs to be addressed to bring these accruals into conformance with the Personnel Policy. These benefit accruals include Vacation, Executive Flex Time, and Compensatory Time.

Accrual time accumulation in excess of the Personnel Policy is allowed by permission of the Town Manager by Section 7.7.7. Some of these overages did not have written permission and the last five years have seen an uptick in excess hours which have if not addressed provide a financial liability to the Town as they are not budgeted. During the past five years we have undertaken a number of time intensive projects, and experienced significant personnel shortages due to illness, or accident that have reduced the ability of supervisory personnel in particular to take significant leave time.

Amongst the proposed changes to the Personnel Policy Manual are steps that will address the issue of accumulated vacation time without the need of a budgetary adjustment. The following steps are outlined in the revised 7.7.2 section of the Policy:

1. **7.7.2 Accrual Basis Long Term Employees:** (*Long Term Employees are those employed prior to the Personnel Manual changes of October 16, 2006.*)

Currently Long Term Employees are awarded vacation days in a lump sum on January 1. The intent of the change is to award vacation time to these employees based on an accrual basis in conformance with Table 1 of the Personnel Manual. These changes shall be effective as of January 1, 2019. When fully implemented long term employees are to have no more vacation time for their use on a year to year basis than an amount equal to twice what would have been accrued during the prior year of service.

Although Vacation Accruals are the largest liability, the Personnel Policy Manual sections on Compensatory time, Executive Flex time, and Sick Leave Bonus are also being addressed.

The Board will have to decide how to fund the accruals that remain once we achieve the maximum allowable limits. Currently these are not budgeted and are paid under the Departmental Operational budgets.

The personnel changes in the draft document are intended to accomplish;

- Set a date certain for when all employees' accruals must be within policy limits. The dates proposed create a window of time in which the employees who currently have accruals over our limits have an opportunity to use their accrued leave time without penalty without additional cost to the town.
- Establishes each employees individual anniversary date as the annual date that accruals must be within policy limits rather than everyone's being January 1, this should help spread out use or accrued time over the year.
- Updates the vacation accruals by adding an additional 5 days of vacation time for employees with more than 15 years with the Town
- Acclimates all Town employees to a monthly vacation accrual and eliminates the old practice of pre awarding a years' worth of vacation time on January 01
- Changes the award date for Executive Flex time from January 1 to July 1 to align with the town's fiscal year.

If you approve the concepts outlined in the draft of suggested changes I will submit it to legal counsel for review prior to returning it to you for final approval.

3-7-19/TS

7.7 VACATIONS

7.7.1 Eligibility - full-time regular employees are granted vacation with pay on the following basis:

Vacation privileges are available to regular employees and are awarded on an accrual basis. A new employee will begin accruing vacation in accordance with the information in Table 1 below. Years of service are based on an employee's date of hire and are calculated starting with the employees most recent date of hire with the town.

Table 1		
Pay Level	Years of Service	Accrual Rate
1	0 to 1 Year	Eight (8) hours (one day) per month beginning with the third month of employment up to ten (10) days through the end of the first year of service
2	1 to 6 Years	Beginning with the first day of the second year of service, accruals are eight (8) hours (one day) per month up to twelve (12) days through the end of the sixth year of service.
3	7 to 12 Years	Beginning with the first day of the seventh year of service, accruals are eleven-and-one-third (11.33) hours per month up to seventeen (17) days through the end of the twelfth year of service.
4	13 to 15 Years	Beginning with the first day of the thirteenth year of service, accruals are fourteen-and-two-thirds (14.67) hours per month up to twenty-two (22) days through the end of the fifteenth year of service.
5	Years beyond 15	Beginning with the first day of the sixteenth year of service, and for all years of service thereafter, accruals are eighteen hours per month up to twenty seven (27) days and for all years of service thereafter.

At the discretion of the Board of Selectmen a new employee's prior Town employment experience or non-Town prior employment experience may be recognized. In those instances of the latter, the initial rate of vacation accrual will reflect the number of years of prior non-Town service to be accepted by the Town. This adjustment is for initial placement only. Future changes to higher vacation accrual steps will be based on Town service since the employees most recent date of hire and in accordance with Table 1.

7.7.2 Accrual Basis - Long-term Employees: As of January 1, 2019, current regular employees of the Town not earning vacation time on an accrual basis are referred to as "long-term" employees. Presently, all employees of the Town earn vacation time on an accrual basis in conformance with Table 1 EXCEPT these long-term employees. This designation shall be used herein to change long-term employees TO a vacation earned accruals basis in accordance with Table 1 FROM the current process of their being awarded their twelve (12) months-months' worth of vacation earned in full on January 1 of each calendar year. The intent of the change is to establish the practice whereby all Town employees earn vacation time on an accrual basis now and in ensuing years.

To facilitate this change, the following steps shall be implemented starting in the first six (6) months of beginning in calendar year 2019.

A. The total annual vacation time awarded long-term employees on January 1, 2019 shall be subtracted from the long-term employees account.

B. Long-term employees affected by Part A above shall accrue vacation hours per month in accordance with Table 1 for the months beginning January 1, 2019 thru their next date of hire. Thereafter, vacation time shall accrue based on Table 1 and their subsequent anniversary dates of hire. of January 2019 thru June 2019.

C. A long-term employee shall be allowed to carry forward up to one-hundred-percent (100%) of the vacation time they have accumulated at the end of calendar year 2018 as based on their accrual records through to their next date of hire. from December 31, 2018 to January 1, 2019 (the end of calendar year 2018 to calendar year 2019), up to one-hundred-percent (100%) of the vacation time they have accumulated at the end of calendar year 2018 as documented in their accrual records.

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~~D. Beginning with fiscal year 2020 (July 1, 2019) and from that date forward, all employees, including long-term employees, shall accrue vacation time in accordance with Table 1 above.~~

~~E.D. By June 30, 2021, the end of FY 21, the end of two years of service from the date of hire referenced in Part C above, and thereafter, all long-term employees are to have no more vacation time available for their use based on their accrual than records from~~

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one year to the next than an amount that is equal to twice what they would have accrued during ~~FY-20~~ the prior year of service.

~~7.7.3 Vacation Time Carry Forwards~~—Beginning with fiscal year 2021 (July 1, 2020) a town employee shall be allowed to carry forward from the ending fiscal year to the following fiscal year an amount of vacation time equal to twice what they accrued during the ending fiscal year. At the end of the last day of each fiscal year thereafter, any vacation time an employee has on file in their records in excess of twice what they accrued during the ending fiscal year shall be forfeited.

This practice may be waived upon an affected long-term employee's written appeal to the town manager that presents a reason why the vacation time should not be forfeited. The long-term employee and town manager shall meet to discuss the appeal; the town manager will provide an oral decision to the long-term employee followed up in writing. The town manager's decision shall be final. Both the written appeal and the town managers written decision shall be placed in the affected long-term employees permanent personnel file.

7.7.3 There will be full-time regular employees who will be in a year of service that places them at a vacation accrual level as shown in Table 1 whereby they earn at least forty (40) hours of vacation time per twelve (12) month period. If such a full-time regular employee has less than forty (40) hours available for use based on their accrual records they may request in writing of the town manager on a standardized form to be provided by the Town to borrow anticipated vacation time from the next year of service to make up a work week, said work week being identified on a department by department basis. The town manager shall respond to the request in writing on the same standard form. Any borrowed anticipated vacation time shall be made up in the next year of service before any vacation time is accrued and made available for use.

7.7.4 Vacations shall be granted at such time or times as shall be mutually agreeable to the long-term employees and their immediate supervisor. To enhance internal control procedures, all financial personnel shall be required to take at least five consecutive vacation days each calendar year. (Note: This replaces old Section 7.7.7)

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The rest of the vacation sections numbering section shall be revised to conform to that shown above.

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8.6.8 SICK LEAVE BONUS DAYS. Upon successful completion of the mandatory six-month (6) probationary period of employment and beginning with the seventh (7th) month of employment, full-time regular employees completing six (6) consecutive months of employment without taking sick leave will be granted one (1) sick leave bonus day. Sick leave bonus days will be granted after each six (6) month period for which sick leave is not taken. For record keeping purposes, sick leave bonus days shall be credited and recorded as Sick Leave Bonus-Compensatory Time to compensatory time and used and managed as Compensatory Time such as described in Section 6.4

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Compensatory Time of this Personnel Manual & Policies document. When a sick leave day is taken, an employee shall become entitled to a sick leave bonus day six (6) months from the day after the most recent sick leave day is taken.

8.10 EXECUTIVE FLEX TIME LEAVE

Exempt salaried Department Heads and exempt salaried Middle Management employees, as determined by the Town Manager, shall be entitled to forty (40) hours (five (5) days) of executive flex time leave with pay per fiscal year. **Executive flex time leave may not be accumulated from one fiscal year to another.**

8.10.1 To facilitate a change from long-term employees (long-term employees are those as defined in Section 7.7.2 above) receiving their forty (40) hours of executive flex leave time on January 1 of each calendar year to receiving their forty (40) hours of executive flex leave time on July 1 of each fiscal year, the following process shall be implemented during the last six (6) months of FY-19.

A. The forty (40) hours of executive flex leave time awarded employees on January 1, 2019 shall be subtracted from the employees account.

B. Employees affected by Part A shall be awarded twenty (20) hours of executive flex leave for the time period of January 2019 thru June 2019.

C. Employees affected by Part A shall be awarded forty (40) hours of executive flex leave time on July 1, 2019 and on July 1 of each successive fiscal year thereafter.

D. A long-term employee shall be allowed to carry forward, from December 31, 2018 to January 1, 2019 (the end of calendar year 2018 to calendar year 2019), up to one-hundred-percent (100%) of the flex time they have accumulated at the end of calendar year 2018 ~~as documented in~~ based on their accrual records.

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E. By June 30, 2021, the end of FY-21, all employees are to have an executive flex leave time balance of zero (0) hours in their account. Any time in excess of zero (0) hours shall be forfeited.

6.4 COMPENSATORY TIME

6.4.1 Compensatory time, which may be accrued by any non-exempt employee, shall

not exceed a balance greater than 40 hours (i.e., not more than 26.67 of actual overtime hours worked). An employee who has accrued the maximum number of compensatory hours shall be paid overtime compensation for any additional overtime hours of work. An employee shall be permitted to use accrued compensatory time within a reasonable period after it is requested if to do so would not unduly disrupt the operations of the department.

Compensatory time will not accrue until after 40 hours have been worked for all full-time regular employees EXCEPT Full-time Police Officers. Overtime and compensatory town for Full-time Police Officers shall be in accordance with Section 6.3.8 of this Personnel Manual and Policy document. Public Safety employees may work schedules in excess of forty hours for straight time in compliance with Fair Labor Standards Act (FLSA).

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6.4.2 It is understood that if an employee is prevented by Town duties from taking accrued compensatory time, the employee will not forfeit such accrued compensatory time provided it is taken as soon as practicable on a schedule agreed to between the regular full-time employee and department head or town manager.

6.4.3 Payment for accrued compensatory time upon termination of employment shall be calculated at the regular rate at the time of termination or separation.

6.4.4 Responsibility for Overtime Work - Employees may be required to work overtime when the needs of the Town so dictate. Any overtime must be approved in advance by the employee's supervisor.

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7.7 VACATIONS

7.7.1 Eligibility - full-time regular employees are granted vacation with pay on the following basis:

Vacation privileges are available to regular employees and are awarded on an accrual basis. A new employee will begin accruing vacation in accordance with the information in Table 1 below. Years of service are based on an employee's date of hire and are calculated starting with the employees most recent date of hire with the town.

Table 1		
Pay Level	Years of Service	Accrual Rate
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2	1 to 6 Years	Beginning with the first day of the second year of service, accruals are eight (8) hours (one day) per month up to twelve (12) days through the end of the sixth year of service.
3	7 to 12 Years	Beginning with the first day of the seventh year of service, accruals are eleven-and-one-third (11.33) hours per month up to seventeen (17) days through the end of the twelfth year of service.
4	13 to 15 Years	Beginning with the first day of the thirteenth year of service, accruals are fourteen-and-two-thirds (14.67) hours per month up to twenty-two (22) days through the end of the fifteenth year of service.
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At the discretion of the Board of Selectmen a new employee's prior Town employment experience or non-Town prior employment experience may be recognized. In those instances of the latter, the initial rate of vacation accrual will reflect the number of years of non-Town service to be accepted by the Town. This adjustment is for initial placement only. Future changes to higher vacation accrual steps will be based on Town service since the employees most recent date of hire and in accordance with Table 1.

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To facilitate this change, the following steps shall be implemented beginning in calendar year 2019.

A. The total annual vacation time awarded long-term employees on January 1, 2019 shall be subtracted from the long-term employees account.

B. Long-term employees affected by Part A above shall accrue vacation hours per month in accordance with Table 1 for the months beginning January 1, 2019 thru their next date of hire. Thereafter, vacation time shall accrue based on Table 1 and their subsequent anniversary dates of hire.

C. A long-term employee shall be allowed to carry forward up to one-hundred-percent (100%) of the vacation time they have accumulated at the end of calendar year 2018 as based on their accrual records through to their next date of hire.

D. By the end of two years of service from the date of hire referenced in Part C above, and thereafter, all long-term employees are to have no more vacation time available for their use based on their accrual records from one year to the next than an amount that is equal to twice what they would have accrued during the prior year of service.

This practice may be waived upon an affected long-term employee's written appeal to the town manager that presents a reason why the vacation time should not be forfeited. The long-term employee and town manager shall meet to discuss the appeal; the town manager will provide an oral decision to the long-term employee followed up in writing. The town manager's decision shall be final. Both the written appeal and the town

managers written decision shall be placed in the affected long-term employees permanent personnel file.

7.7.3 There will be full-time regular employees who will be in a year of service that places them at a vacation accrual level as shown in Table 1 whereby they earn at least forty (40) hours of vacation time per twelve (12) month period. If such a full-time regular employee has less than forty (40) hours available for use based on their accrual records they may request in writing of the town manager on a standardized form to be provided by the Town to borrow anticipated vacation time from the next year of service to make up a work week, said work week being identified on a department by department basis. The town manager shall respond to the request in writing on the same standard form. Any borrowed anticipated vacation time shall be made up in the next year of service before any vacation time is accrued and made available for use.

7.7.4 Vacations shall be granted at such time or times as shall be mutually agreeable to the long-term employees and their immediate supervisor. To enhance internal control procedures, all financial personnel shall be required to take at least five consecutive vacation days each calendar year. (Note: This replaces old Section 7.7.7)

The rest of the vacation sections numbering section shall be revised to conform to that shown above.

8.6.8 SICK LEAVE BONUS DAYS. Upon successful completion of the mandatory six-month (6) probationary period of employment and beginning with the seventh (7th) month of employment, full-time regular employees completing six (6) consecutive months of employment without taking sick leave will be granted one (1) sick leave bonus day. Sick leave bonus days will be granted after each six (6) month period for which sick leave is not taken. For record keeping purposes, sick leave bonus days shall be credited and recorded as Sick Leave Bonus-Compensatory Time and used and managed as Compensatory Time as described in Section 6.4 Compensatory Time of this Personnel Manual & Policies document. When a sick leave day is taken, an employee shall become entitled to a sick leave bonus day six (6) months from the day after the most recent sick leave day is taken.

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A. The forty (40) hours of executive flex leave time awarded employees on January 1, 2019 shall be subtracted from the employees account.

B. Employees affected by Part A shall be awarded twenty (20) hours of executive flex leave for the time period of January 2019 thru June 2019.

C. Employees affected by Part A shall be awarded forty (40) hours of executive flex leave time on July 1, 2019 and on July 1 of each successive fiscal year thereafter.

D. A long-term employee shall be allowed to carry forward, from December 31, 2018 to January 1, 2019 (the end of calendar year 2018 to calendar year 2019), up to one-hundred-percent (100%) of the flex time they have accumulated at the end of calendar year 2018 based on their accrual records.

E. By June 30, 2021, the end of FY-21, all employees are to have an executive flex leave time balance of zero (0) hours in their account. Any time in excess of zero (0) hours shall be forfeited.

6.4 COMPENSATORY TIME

6.4.1 Compensatory time, which may be accrued by any non-exempt employee, shall not exceed a balance greater than 40 hours (i.e., not more than 26.67 of actual overtime hours worked). An employee who has accrued the maximum number of compensatory hours shall be paid overtime compensation for any additional overtime hours of work. An employee shall be permitted to use accrued compensatory time within a reasonable period after it is requested if to do so would not unduly disrupt the operations of the department.

Compensatory time will not accrue until after 40 hours have been worked for all full-time regular employees EXCEPT Full-time Police Officers. Overtime and compensatory town for Full-time Police Officers shall be in accordance with Section 6.3.8 of this Personnel Manual and Policy document. Public Safety employees may work schedules in excess of forty hours for straight time in compliance with Fair Labor Standards Act (FLSA).

6.4.2 It is understood that if an employee is prevented by Town duties from taking accrued compensatory time, the employee will not forfeit such accrued compensatory time provided it is taken as soon as practicable on a schedule agreed to between the regular full-time employee and department head or town manager.

6.4.3 Payment for accrued compensatory time upon termination of employment shall be calculated at the regular rate at the time of termination or separation.

6.4.4 Responsibility for Overtime Work - Employees may be required to work overtime when the needs of the Town so dictate. Any overtime must be approved in advance by the employee's supervisor.

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

03/18/19

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices	AP1954	03/18/19	\$ 203,231.85
B. Authorized Warrants to be Signed: (Wendy needs to abstain) (Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits			
		AP1952	03/06/19	\$ 68,592.28
		AP1953	03/13/19	\$ 25,145.21
	Town Payroll			
		PR1918	02/22/19	\$ 98,686.78
C. Warrants to be Acknowledged:				
	School Invoices	#09	03/06/19	\$ 42,777.28
	(John DOES need to abstain)			
	School Payroll	#19	03/15/19	\$ 78,672.16
TOTAL WARRANTS FOR BOS MEETING				<u>\$ 517,105.56</u>

**TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT**

WARRANT AP# 1954

CHECK DATE: March 18, 2019

CHECK NUMBER: <u>310853</u>	through	<u>310922</u>	\$ <u>162,805.52</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Electronic payments
EFT NUMBER: <u>1015</u>	through	<u>1025</u>	\$ <u>40,426.33</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 203,231.85

This is to certify that there is due and chargeable to the appropriations listed above the sum set against each name and you are directed to pay unto the parties named in this schedule.

Selectmen:

John B Macauley, Chairman

James F Mooers

Matthew J Hart, Vice Chairman

Martha T Dudman

Wendy H Littlefield, Secretary



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

P 1
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CASH ACCOUNT: 100 10100
CHECK NO CHK DATE TYPE VENDOR NAME Ckg-BH General Fund 8066

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
1015 03/18/2019 EFT Invoice: 3315	2097 TOWN OF BAR HARBOR 3315	03/05/2019 02/2019 Admin Assistant PD ADMIN ASSIST (BH)	1440110 54534	AP1954	2,191.00
Invoice: 3316	TOWN OF BAR HARBOR 3316	03/05/2019 02/2019 Mutual Aid OT-MA BHPD TO MDPD OT-MA BHPD TO MDPD	1440110 51500 299 1440800 51500 299	AP1954	5,039.81
Invoice: 3317	TOWN OF BAR HARBOR 3317	03/05/2019 Uline Cart for Archived Storage Room - split w/BH EQUIP-FURNISHINGS	1440110 57300	AP1954	180.00
		CHECK		1015 TOTAL:	7,410.81
1016 03/18/2019 EFT Invoice: 34295	76 BROWNS COMMUNICATIONS INC 34295	02/28/2019 New mobile radio antenna for POV GENERAL SUPPLIES	1440330 53110	AP1954	28.00
		CHECK		1016 TOTAL:	28.00
1017 03/18/2019 EFT Invoice: 20190690	116 CIVIL ENGINEERING SERVICES INC 20190690	02/26/2019 IT Support town Office IT/TECH FEE	1221000 54250	AP1954	1,131.17
Invoice: 20190691	CIVIL ENGINEERING SERVICES INC 20190691	02/26/2019 IT Support Police IT/TECH FEE	1221000 54250	AP1954	199.00
Invoice: 20190689	CIVIL ENGINEERING SERVICES INC 20190689	02/26/2019 IT Support Highway Garage IT/TECH FEE	1221000 54250	AP1954	1,108.29
Invoice: 20182370	CIVIL ENGINEERING SERVICES INC 20182370	07/29/2018 Easements & outreach ts Construction-Budget	3000039 57710	AP1954	2,033.49
Invoice: 20182372	CIVIL ENGINEERING SERVICES INC 20182372	07/29/2018 Alt reviews ts Construction-Budget	3000039 57710	AP1954	4,068.85
		CHECK		1017 TOTAL:	8,540.80
1018 03/18/2019 EFT Invoice: 950882	792 COASTAL ENERGY 950882	02/28/2019 43.4 GALS LP Gas for Sea St PS Heating-EM HEATING FUEL	1550666 53400	AP1954	76.38

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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066 INVOICE INVOICE WARRANT NET
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE DTL DESC	INVOICE	INVOICE	WARRANT	1018 TOTAL:
1019 03/18/2019 EFT Invoice: IV86553	124 COLWELL DIESEL SERVICE & GARAGE I IV86553	667.46 1990100 59200 9105	API1954	76.38
		BUS#5 NOX SENSOR AL MDES - BUS 5		
Invoice: IV86586	COLWELL DIESEL SERVICE & GARAGE I IV86586	150.00 1550100 55400	API1954	150.00
		TR#10 BLUE LINK SENSOR AL GEN REPAIRS & MAINT		
Invoice: IV86686	COLWELL DIESEL SERVICE & GARAGE I IV86686	264.36 1551500 55400	API1954	264.36
		HOSE BJ GEN REPAIRS & MAINT		
Invoice: W054603	COLWELL DIESEL SERVICE & GARAGE I W054603	189.65 1550100 55400	API1954	189.65
		parts bj GEN REPAIRS & MAINT		
Invoice: IV86716	COLWELL DIESEL SERVICE & GARAGE I IV86716	612.48 1550100 55400	API1954	612.48
		TRACKLESS HEAD GASKET SET AL GEN REPAIRS & MAINT		
Invoice: IV86689	COLWELL DIESEL SERVICE & GARAGE I IV86689	10,124.05 1550100 55400	API1954	10,124.05
		rear end #6 will get back \$6000 core bj GEN REPAIRS & MAINT		
Invoice: IV86178A	COLWELL DIESEL SERVICE & GARAGE I IV86178A	23.02 1990100 59200 9104	API1954	23.02
		parts bj MDES - BUS 4		
Invoice: IV86580A	COLWELL DIESEL SERVICE & GARAGE I IV86580A	-125.00 1550100 55400	API1954	-125.00
		CORE GEN REPAIRS & MAINT		
1020 03/18/2019 EFT Invoice: 37354	175 EMR INC	37354	API1954	11,906.02
		Feb. tip fee ts TIPPING FEE EMR		
1021 03/18/2019 EFT Invoice: 0219	1778 JACQUELINE K HEWETT	0219	API1954	9,734.71
		Economic Development Consultant CONSULTANT-DIRECTOR		
		1,463.00 1770100 54970		
			1021 TOTAL:	1,463.00

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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
Ckg-BH General Fund 8066

INVOICE

INV DATE PO WARRANT

NET

INVOICE DTL DESC

1022 03/18/2019 EFT Invoice: 155341-00	1030 INDUSTRIAL PROTECTION SERVICES, L 155341-00	03/07/2019	API954	315.00	315.00
		Structural firefighting helmet EQUIPMENT			
1023 03/18/2019 EFT Invoice: 0219 WW	1043 MAIN STREET VARIETY	02/28/2019	API954	602.76	602.76
		258.1 GALS WW Gas for WW Trucks-EM VEHICLE FUEL			
Invoice: 0219 B&G	MAIN STREET VARIETY	02/28/2019	API954	213.83	213.83
		90.9 GALS B&G Fuel for B&G Truck-EM VEHICLE FUEL			
Invoice: 0219 HWY	MAIN STREET VARIETY	02/28/2019	API954	119.52	119.52
		52.0 GALS HWY Fuel for HWY Trucks-EM VEHICLE FUEL			
		CHECK 1022 TOTAL:		315.00	315.00
1025 03/18/2019 EFT Invoice: 1814	1844 SMITH, COLLIER & FAHEY, PA	03/05/2019	API954	15.50	15.50
		Legal Bill - Collier - MacQuinn PB LEGAL			
		CHECK 1023 TOTAL:		15.50	15.50
310853 03/18/2019 PRD Invoice: 171205	1306 ACADIA FUEL LLC	02/22/2019	API954	221.62	221.62
		91.2 GALS Heating Oil SV WWTP-EM HEATING FUEL			
Invoice: 171311	ACADIA FUEL LLC	02/25/2019	API954	254.91	254.91
		104.9 GALS Heating Oil NEH WWTP-EM HEATING FUEL			
Invoice: 171319	ACADIA FUEL LLC	02/25/2019	API954	379.57	379.57
		156.2 GALS Heating Oil SH WWTP-EM HEATING FUEL			
Invoice: 170960	ACADIA FUEL LLC	02/18/2019	API954	260.98	260.98
		107.4 GALS Heating Oil for NEH WWTP-EM HEATING FUEL			
Invoice: 170959	ACADIA FUEL LLC	02/18/2019	API954	368.63	368.63
		151.7 GALS Heating Oil SH WWTP-EM HEATING FUEL			



CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME 10100 Ckg-BH General Fund 8066 INVOICE

INVOICE DTL DESC INV DATE PO WARRANT NET

INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
310853	CHECK				1,485.71
310853	TOTAL:				1,485.71
310854	03/18/2019 PRTRD 1952 ACADIA FUEL LLC	02/25/2019	API1954		514.43
	Invoice: 171317	211.7 gal Station #2 heating fuel			
		HEATING FUEL-S2 SH			
310855	03/18/2019 PRTRD 1948 ACADIA FUEL LLC	02/25/2019	API1954		244.70
	Invoice: 171312	100.7 GALS Heating Oil NEH Maint Shop-EM			
		HEATING FUEL			
310856	03/18/2019 PRTRD 1949 ACADIA FUEL LLC	02/17/2019	API1954		6,794.87
	Invoice: 170894	2583.6 gal ON ROAD FUEL AL			
		VEHICLE FUEL			
310857	03/18/2019 PRTRD 1951 ACADIA FUEL LLC	02/19/2019	API1954		330.72
	Invoice: 171047	136.1 GALS Heating Oil for Otter Creek PS-EM			
		HEATING FUEL			
310858	03/18/2019 PRTRD 1954 ACADIA FUEL LLC	02/25/2019	API1954		437.89
	Invoice: 171313	180.2 GAL heating fuel bj			
		HEATING FUEL			
310859	03/18/2019 PRTRD 2550 BEN C WORCESTER, III	03/01/2019	API1954		725.00
	Invoice: 172	recycling bj			
		PROCESSING SVCS			
	Invoice: 140	recycling bj			200.00
		PROCESSING SVCS			
310860	03/18/2019 PRTRD 16 ADMIRAL FIRE & SAFETY INC				925.00
	Invoice: 111840	Uniform Shirts - Chief & PT Officer Josh Jordan			
		UNIFORMS			



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE INVOICE INV DATE PO WARRANT NET

INVOICE DTL DESC

CHECK 310866 TOTAL: 409.00

310867 03/18/2019 PRD 574 KATHRYN DESROCHERS TRUSTEE REFUND
Invoice: REFUND 01/07/2019 AP1954 1,059.92
1,059.92 100 20010 REFUND OF OVERPAYMENT RE 40003945
Accounts Payable-Refunds

CHECK 310867 TOTAL: 1,059.92

310868 03/18/2019 PRD 858 TEAM EJP BANGOR, ME 5505494 21.00 1550668 55200
Invoice: 5505494 4 Full Face Flange Assy Pack-EM
BLDG REPAIR & MAINT 02/28/2019 AP1954 21.00

Invoice: 5503140 TEAM EJP BANGOR, ME 5503140 265.70 1550668 55200
4 "x28" Spool for SH Penn Valley upgrade-EM
BLDG REPAIR & MAINT 02/28/2019 AP1954 265.70

Invoice: 5507111 TEAM EJP BANGOR, ME 5507111 639.83 1550668 55400
39029 1 4 FLG PLUG VALVE for SH WWTP-EM
GEN REPAIRS & MAINT 03/04/2019 AP1954 639.83

CHECK 310868 TOTAL: 926.53

310869 03/18/2019 PRD 2504 EA ACQUISITION INC 0219 188.00 1220110 52720
Invoice: 0219 Public Notice and Recruitment
RECRUITMENT 02/22/2019 AP1954 908.00
PUBLIC NOTICE 80.00 1220770 56205
PUBLIC NOTICE 440.00 1220440 56205
PUBLIC NOTICE 60.00 1551500 56205
PUBLIC NOTICE 140.00 1220220 56205

CHECK 310869 TOTAL: 908.00

310870 03/18/2019 PRD 1688 CITY OF ELLSWORTH 19-19201 114.24 1550100 55200
Invoice: 19-19201 holding tank water bj
BLDG REPAIR & MAINT 03/01/2019 AP1954 114.24

CHECK 310870 TOTAL: 114.24

310871 03/18/2019 PRD 1842 EMERA MAINE 10057347-4 021419 1842 KWH SV Library PS Electric-EM
Invoice: 10057347-4 021419 336.70 1550667 55010 ELECTRICITY
10057347-4 021419 1842 KWH SV Library PS Electric-EM
ELECTRICITY 336.70 1550667 55010

CHECK 310871 TOTAL: 336.70

Invoice: 10057349-8 021419 EMERA MAINE 10057349-8 021419 1931 KWH Babson Creek PS Electric-EM
ELECTRICITY 352.21 1550667 55010 AP1954 352.21

CHECK 310872 TOTAL: 3,046.50

EMERA MAINE 10057344-7 021419 02/14/2019 AP1954 3,046.50



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE DTL DESC INVOICE

Invoice: 10057332-2 022819 54.61 6010200 55010

seal harbor power
ELECTRICITY

CHECK 310871 TOTAL: 13,131.72

310872 03/18/2019 PRD 1792 CONSOLIDATED COMMUNICATIONS 030319
Invoice: 030319

03/03/2019
Somesville WWTP
TELEPHONE-USAGE

AP1954

47.80

310873 03/18/2019 PRD 1794 CONSOLIDATED COMMUNICATIONS 032719
Invoice: 032719

02/27/2019
Phone Charge E911
E911 PHONES

AP1954

47.80

310874 03/18/2019 PRD 1796 CONSOLIDATED COMMUNICATIONS 022719
Invoice: 022719

02/27/2019
Phone Charge Seal Harbor WWTP
TELEPHONE-USAGE

AP1954

90.70

310875 03/18/2019 PRD 1797 CONSOLIDATED COMMUNICATIONS1 022719
Invoice: 022719

02/27/2019
Telephone Charge Administration
TELEPHONE

AP1954

302.24

310876 03/18/2019 PRD 1801 CONSOLIDATED COMMUNICATIONS 030319
Invoice: 030319

03/03/2019
Telephone OC WWTP
TELEPHONE-USAGE

AP1954

74.87

310877 03/18/2019 PRD 1398 FASTENAL COMPANY MEELS45106
Invoice: MEELS45106

02/11/2019
hyfro fittings bj
GEN REPAIRS & MAINT

AP1954

128.83

Invoice: MEELS45103

02/11/2019
hydro fittings bj
GEN REPAIRS & MAINT

AP1954

263.18

Invoice: MEELS45164

02/25/2019
stock supplies bj
GEN REPAIRS & MAINT

AP1954

161.16



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE

INVOICE DTL DESC

WARRANT

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NET

CHECK 310882 TOTAL: 240.00

310883 03/18/2019 PRTD 2291 G F JOHNSTON & ASSOCIATES LLC 01112505 AP1954 20,559.25
Invoice: 01112505 Rt 198 design & bid ts Construction

CHECK 310883 TOTAL: 20,559.25

310884 03/18/2019 PRTD 2530 GRANITE STATE POLICE CAREER COUNC 19-005 AP1954 600.00
Invoice: 19-005 600.00 1440110 54100 FTO Training - Ted Cake TRAINING

CHECK 310884 TOTAL: 600.00

310885 03/18/2019 PRTD 207 H P FAIRFIELD 6499306 AP1954 795.65
Invoice: 6499306 BLOWER PARTS BJ GEN REPAIRS & MAINT

CHECK 310885 TOTAL: 181.39

310886 03/18/2019 PRTD 196 HAMMOND LUMBER COMPANY 112662975-01 AP1954 89.95
Invoice: 112662975-01 89.95 1551500 55400 chain and links bj GEN REPAIRS & MAINT

CHECK 310886 TOTAL: 143.04

310887 03/18/2019 PRTD 143.04 1550100 55400 AP1954 143.04
Invoice: 112665851-01 HAMMOND LUMBER COMPANY 112665851-01 143.04 1550100 55400 dry lock bj GEN REPAIRS & MAINT

CHECK 310887 TOTAL: 71.97

310888 03/18/2019 PRTD 71.97 1550100 55400 AP1954 71.97
Invoice: 112663986-01 HAMMOND LUMBER COMPANY 112663986-01 71.97 1550100 55400 mail boxes bj GEN REPAIRS & MAINT

CHECK 310888 TOTAL: 19.98

310889 03/18/2019 PRTD 19.98 1550100 55400 AP1954 19.98
Invoice: 112663874-01 HAMMOND LUMBER COMPANY 112663874-01 19.98 1550100 55400 screws bj GEN REPAIRS & MAINT

CHECK 310889 TOTAL: 1,292.61

310890 03/18/2019 PRTD 1,292.61 1550100 53200 AP1954 1,292.61
Invoice: 112665852-01 HAMMOND LUMBER COMPANY 112665852-01 1,292.61 1550100 53200 calcium bj SALT & SAND

CHECK 310890 TOTAL: -41.00

310891 03/18/2019 PRTD -41.00 1550100 55400 AP1954 -41.00
Invoice: II2665990-01 HAMMOND LUMBER COMPANY II2665990-01 -41.00 1550100 55400 RETURN OF PALLETS GEN REPAIRS & MAINT



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

10100
CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
Ckg-BH General Fund 8066

12
apcsdhsb

INVOICE	INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
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310887	03/18/2019 PRTRD Invoice: 300150025	1064 HARCROS CHEMICALS INC	03/01/2019	AP1954		682.11
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310888	03/18/2019 PRTRD Invoice: 00119065	285 HAYES PUMP INC-(01-WC)	02/25/2019	AP1954		3,990.09
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310889	03/18/2019 PRTRD Invoice: 88522	296 HOME DEPOT CREDIT SERVICES	02/19/2019	AP1954		89.97
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310890	03/18/2019 PRTRD Invoice: IN154783	1416 INDUSTRIAL SERVICE CO	02/28/2019	AP1954		211.59
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310891	03/18/2019 PRTRD Invoice: INV48596	1561 INNOVATIVE MUNICIPAL PRODUCTS	02/19/2019	AP1954		6,305.60
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310892	03/18/2019 PRTRD Invoice: 11560	2327 INTERNATIONAL SOCIETY OF FIRE SER	03/03/2019	AP1954		125.00
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310893	03/18/2019 PRTRD Invoice: REYNOLDS STIPEND	2561 SAMANTHA JACOBS	01/01/2019	AP1954		100.00
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310886	TOTAL:					1,576.55
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310887	TOTAL:					682.11
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310888	TOTAL:					3,990.09
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310889	TOTAL:					89.97
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310890	TOTAL:					211.59
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310891	TOTAL:					6,305.60
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310892	TOTAL:					125.00
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310893	TOTAL:					100.00
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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apcsdhsb

CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066 INVOICE WARRANT NET
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE INVOICE DTL DESC PO INV DATE

INVOICE	WARRANT	NET
310894 03/18/2019 PRTD Invoice: 26856	2280 JIMAR CONTRUCTION PRODUCTS, LLC 26856 1,473.35 1550100 55400 plow steel bj GEN REPAIRS & MAINT	1,473.35
310895 03/18/2019 PRTD Invoice: 872	2554 M C ELECTRIC COMPANY INC 872 878.81 1550667 55400 Repair and Install Blower VFD Equipment-EM GEN REPAIRS & MAINT	878.81
310896 03/18/2019 PRTD Invoice: 45848	421 MAINE FIRE PROTECTION 45848 85.00 1440330 55200 431 station 1 quarterly fire sprinkler inspection BLDG REPAIR & MAINT-S1 NE	85.00
310897 03/18/2019 PRTD Invoice: 181312	943 MAINE RESOURCE RECOVERY ASSOCIATI 181312 180.00 1551500 55400 rain barrel/earth machine bj GEN REPAIRS & MAINT	180.00
310898 03/18/2019 PRTD Invoice: 17531	413 M C M ELECTRIC INC 17531 577.45 1440330 55200 431 Replaced faulty lights in station 1 back room BLDG REPAIR & MAINT-S1 NE	577.45
310899 03/18/2019 PRTD Invoice: 17528	M C M ELECTRIC INC 17528 400.51 1550100 55200 electric work bj BLDG REPAIR & MAINT	400.51
310900 03/18/2019 PRTD Invoice: 17529	M C M ELECTRIC INC 17529 160.01 1552000 55200 strip lights bj BLDG REPAIR & MAINT	160.01
310901 03/18/2019 PRTD Invoice: 17577	M C M ELECTRIC INC 17577 510.00 3000035 57710 installed light shields bj Gross Budget	510.00
CHECK 310893 TOTAL:		100.00
CHECK 310894 TOTAL:		1,473.35
CHECK 310895 TOTAL:		878.81
CHECK 310896 TOTAL:		85.00
CHECK 310897 TOTAL:		180.00
CHECK 310898 TOTAL:		577.45
CHECK 310899 TOTAL:		400.51
CHECK 310900 TOTAL:		160.01
CHECK 310901 TOTAL:		510.00



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100 10100 10100 Ckg-BH General Fund 8066 INVOICE WARRANT NET
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
SALT & SAND	53200				
	1,697.73	1550100			
			CHECK	310900 TOTAL:	17,298.09
502 MOUNT DESERT SPRING WATER	26567	0219			
Invoice: 26567 0219				AP1954	71.60
	71.60	1440800	02/28/2019 delivery and cooler rental OFFICE SUPPLIES		
MOUNT DESERT SPRING WATER	99440	0219			
Invoice: 99440 0219				AP1954	67.75
	67.75	1440330	02/28/2019 Drinking water GENERAL SUPPLIES		
MOUNT DESERT SPRING WATER	4929	0219			
Invoice: 4929 0219				AP1954	33.80
	33.80	1220110	02/28/2019 Office Water OFFICE SUPPLIES		
MOUNT DESERT SPRING WATER	9514	0219			
Invoice: 9514 0219				AP1954	16.90
	16.90	1550552	02/28/2019 Water for NEH Maint Shop-EM OTHER EQUIPMENT		
MOUNT DESERT SPRING WATER	6544	0219			
Invoice: 6544 0219				AP1954	6.00
	6.00	1550100	02/28/2019 WATER BJ GEN REPAIRS & MAINT		
MOUNT DESERT SPRING WATER	9498	0219			
Invoice: 9498 0219				AP1954	6.00
	6.00	6010100	02/28/2019 Spring water OFFICE SUPPLIES		
			CHECK	310901 TOTAL:	202.05
2160 COASTAL AUTO PARTS	049655				
Invoice: 049655				AP1954	260.92
	260.92	1552000	02/22/2019 TR#24 BATTERY AL GEN REPAIRS & MAINT		
COASTAL AUTO PARTS	049578				
Invoice: 049578				AP1954	18.50
	18.50	1550100	02/22/2019 BULBS AL GEN REPAIRS & MAINT		
COASTAL AUTO PARTS	050658				
Invoice: 050658				AP1954	159.64
	159.64	1550100	02/26/2019 JETTER VISE AL GEN REPAIRS & MAINT		
COASTAL AUTO PARTS	050723				
Invoice: 050723				AP1954	13.70
	13.70	1550100	02/26/2019 SHOP SPRAY NOZLE AL GEN REPAIRS & MAINT		
COASTAL AUTO PARTS	051418				
Invoice: 051418				AP1954	29.92
	29.92	1550100	02/27/2019 TR#6 MIRROR AL GEN REPAIRS & MAINT		

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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE

INV DATE PO

WARRANT

NET

INVOICE DTL DESC

310909	03/18/2019	PRTD	1709	SMCC CAMPUS AT BRUNSWICK LANDING	939-19		AP1954	400.00
	Invoice: 939-19					400.00 1440330 54100	Fire Instructor I & II Class TRAINING	
CHECK 310909 TOTAL: 400.00								
310910	03/18/2019	PRTD	874	STAPLES CREDIT PLAN	2236200291		AP1954	255.07
	Invoice: 2236200291					255.07 1220110 53000	file folders, coffee supplies, address labels, manil OFFICE SUPPLIES	
CHECK 310909 TOTAL: 400.00								
	Invoice: 2236928891					23.99 1220110 53000	Mind Reader Compartment OFFICE SUPPLIES	23.99
	Invoice: 2247335221					175.30 1220110 53000	report covers, copy paper, paper roll, coffee supplie OFFICE SUPPLIES	175.30
CHECK 310910 TOTAL: 454.36								
310911	03/18/2019	PRTD	1014	TELEDYNE INSTRUMENTS INC	S020311799		AP1954	234.00
	Invoice: S020311799					234.00 1550552 53820	5800 Cable with Fly Leads for SH WWTP Sampler-EM LAB EQUIP	
CHECK 310911 TOTAL: 234.00								
310912	03/18/2019	PRTD	725	TRANSCO BUSINESS TECHNOLOGIES	IN1800965		AP1954	48.49
	Invoice: IN1800965					48.49 1221000 55320	Copier and Printer Repair and Maintenance COPIER LEASE	
CHECK 310912 TOTAL: 48.49								
310913	03/18/2019	PRTD	1387	TREASURER, STATE OF MAINE	18-2971		AP1954	100.00
	Invoice: 18-2971					100.00 1550100 54260	Emerg mgt fee ts TECHNICAL SVCS	
CHECK 310913 TOTAL: 100.00								
310914	03/18/2019	PRTD	959	TREASURER, STATE OF MAINE	29308		AP1954	102.00
	Invoice: 29308					102.00 1220220 54100	Elections Conference TRAINING	
CHECK 310914 TOTAL: 102.00								



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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apcshdsb

CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066 INVOICE INV DATE PO WARRANT NET
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE DTL DESC

310920	03/18/2019	PRTD	740 UNIVERSITY OF MAINE ORONO	ID# 1032681	01/01/2019	AP1954	100.00
	Invoice: ID# 1032681				Frank Stanley Scholarship-Ethan Savage Leonard		
			100.00 500	29900	Inv-Stanley		
					CHECK	310920 TOTAL:	100.00

310921	03/18/2019	PRTD	742 USA BLUEBOOK	818424	02/20/2019	AP1954	485.48
	Invoice: 818424				Frio-Temp Thermometers -5 to 15C, Lab Gloves-EM		
			485.48 1550552	53820	LAB EQUIP		
					CHECK	310921 TOTAL:	485.48

310922	03/18/2019	PRTD	1715 GLASS OPERATING COMPANY LLC	377-722714	02/25/2019	AP1954	330.00
	Invoice: 377-722714				TR#6 REAR WINDOW AL		
			330.00 1550100	55400	GEN REPAIRS & MAINT		
					CHECK	310922 TOTAL:	330.00

			NUMBER OF CHECKS	80	*** CASH ACCOUNT TOTAL ***		203,231.85
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			COUNT	AMOUNT			
			TOTAL PRINTED CHECKS	70	162,805.52		
			TOTAL EFT'S	10	40,426.33		

*** GRAND TOTAL *** 203,231.85

CLERK: 69051you

YEAR PER	JNL	REF 1	REF 2	REF 3	ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	LINE DESC				
APP 100-20000	03/18/2019	AP1954			Accounts Payable			119,923.68	
APP 100-10100	03/18/2019	AP1954			AP CASH DISBURSEMENTS JOURNAL				203,231.85
APP 300-20000	03/18/2019	AP1954			Ckg-BH General Fund 8066				
APP 600-20000	03/18/2019	AP1954			AP CASH DISBURSEMENTS JOURNAL			82,933.59	
APP 200-20000	03/18/2019	AP1954			Accounts Payable			146.69	
APP 500-20000	03/18/2019	AP1954			AP CASH DISBURSEMENTS JOURNAL			27.89	
					Accounts Payable			200.00	
					AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			203,231.85	203,231.85
APP 100-35030	03/18/2019	AP1954			DTF-CAP IMP			82,933.59	
APP 300-35010	03/18/2019	AP1954			DT Gen fund				82,933.59
APP 600-35010	03/18/2019	AP1954			DT-MARINA			146.69	
APP 100-35020	03/18/2019	AP1954			DT Gen fund			27.89	
APP 200-35010	03/18/2019	AP1954			DTF-SPEC REV				27.89
APP 100-35050	03/18/2019	AP1954			DT Gen fund			200.00	
APP 500-35010	03/18/2019	AP1954			DT-Permanent Trusts (Cem)				200.00
					DT Gen fund				
					SYSTEM GENERATED ENTRIES TOTAL			83,308.17	83,308.17
					JOURNAL 2019/09/66			286,540.02	286,540.02
					TOTAL				

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100 General Fund	2019 9	66	03/18/2019	Ckg-BH General Fund 8066		
100-10100				Accounts Payable	119,923.68	
100-20000				DTF-SPEC REV	27.89	
100-35020				DTF-CAP IMP	82,933.59	
100-35030				DT-Permanent Trusts (Cem)	200.00	
100-35050				DT-MARINA	146.69	
100-35060				FUND TOTAL	203,231.85	203,231.85
200 Special Revenue	2019 9	66	03/18/2019	Accounts Payable	27.89	
200-20000				DT Gen fund		27.89
200-35010				FUND TOTAL	27.89	27.89
300 Capital Projects	2019 9	66	03/18/2019	Accounts Payable	82,933.59	
300-20000				DT Gen fund		82,933.59
300-35010				FUND TOTAL	82,933.59	82,933.59
500 Permanent Trusts~Cemetery/Schl	2019 9	66	03/18/2019	Accounts Payable	200.00	
500-20000				DT Gen fund		200.00
500-35010				FUND TOTAL	200.00	200.00
600 Marina	2019 9	66	03/18/2019	Accounts Payable	146.69	
600-20000				DT Gen fund		146.69
600-35010				FUND TOTAL	146.69	146.69

FUND	DUE TO	DUE FROM
100 General Fund	83,308.17	
200 Special Revenue		27.89
300 Capital Projects		82,933.59
500 Permanent Trusts~Cemetery/Schl		200.00
600 Marina		146.69
TOTAL	83,308.17	83,308.17

** END OF REPORT - Generated by Lisa Young **

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT PR# 1918

CHECK DATE: March 8, 2019

ADVICE NUMBERS: 9494 through 9540
CHECK NUMBERS: 64171 through 64182

TOTAL DISBURSEMENTS: \$ 98,686.78

This is to certify that there is due and chargeable to the appropriations listed above
the sum set against each name and you are directed to pay unto the parties
named in this schedule.

Selectmen:

John B Macauley, Chairman

Martha T Dudman

Matthew J Hart, Vice Chairman

James F Mooers

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1952

CHECK DATE: March 6, 2019

CHECK NUMBER: <u>310845</u>	through	<u>310849</u>	\$ <u>68,592.28</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ -	Electronic payments
EFT NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ -	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ -	Voided Checks

TOTAL DISBURSEMENTS: \$ 68,592.28

This is to certify that there is due and chargeable to the appropriations listed above the sum set against each name and you are directed to pay unto the parties named in this schedule.

Selectmen:

<u>John B Macauley, Chairman</u>	<u>Martha T Dudman</u>
<u>Matthew J Hart, Vice Chairman</u>	<u>James F Mooers</u>

Kathi Mahar

From: John Macauley <jbmacauley3@gmail.com>
Sent: Wednesday, March 06, 2019 12:53 PM
To: Kathi Mahar
Cc: Martha Dudman (martha.dudman@gmail.com); Matt Hart; Rick Mooers
Subject: Re: Warrant AP#1900 & PR#1918 Approval Request

Yes, I approve.

On Wed, Mar 6, 2019 at 12:19 PM Kathi Mahar <treasurer@mtdesert.org> wrote:

Good afternoon!

Attached are the following warrants for your approval:

Accounts Payable	#1952	total of	\$68,592.28
Payroll	#1918	total of	\$98,686.78

Please indicate your authorization to release the funds for these warrants by approving or rejecting.

I will “reply to all” when the first approval comes in so that you know that we have the one required email approval.

Thank you!

Kathi

Kathryn A Mahar, Treasurer

Town of Mount Desert

(207) 276-5531 (T) (207) 276-3232 (F)

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1953

CHECK DATE: March 13, 2019

CHECK NUMBER: <u>310850</u>	through	<u>310852</u>	\$ <u>25,145.21</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Electronic payments
EFT NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 25,145.21

This is to certify that there is due and chargeable to the appropriations listed above the sum set against each name and you are directed to pay unto the parties named in this schedule.

Selectmen:

John B Macauley, Chairman

Martha T Dudman

Matthew J Hart, Vice Chairman

James F Mooers

Kathi Mahar

From: John Macauley <jbmacauley3@gmail.com>
Sent: Tuesday, March 12, 2019 1:33 PM
To: Kathi Mahar
Cc: Martha Dudman (martha.dudman@gmail.com); Matt Hart; Rick Mooers
Subject: Re: Warrant AP#1953 State Fees/Payroll Benefits Approval Request

Yes, I approve.

On Tue, Mar 12, 2019 at 1:31 PM Kathi Mahar <treasurer@mtdesert.org> wrote:

Good afternoon!

Attached is Accounts Payable Warrant # 1953 (for Payroll and/or State Fees) in the amount of \$25,145.21 for your approval.

Please indicate your authorization to release the funds for this warrant by approving or rejecting.

I will “reply to all” when the first approval comes in so that you know that we have the one required email approval.

Thank you!

Kathi

Kathryn A Mahar, Treasurer

Town of Mount Desert

(207) 276-5531 (T) (207) 276-3232 (F)

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 13046

Check Batch: 2907
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00

Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
2907	18683	03/06/2019	1084	ACADIA FUEL, LLC	0.00	9,579.54
	18684	03/06/2019	1160	AMAZON	0.00	1,819.73
	18685	03/06/2019	1215	AOS #91 OT Costs 2019 # 3D Printer	0.00	10,109.52
	18686	03/06/2019	1374	ATLANTIC BEHAVIOR SERVICES Behavior Assessment	0.00	115.00
	18687	03/06/2019	1822	BURKE, RHODA Mileage	0.00	30.18
	18688	03/06/2019	1975	CARDMEMBER SERVICE	0.00	430.80
	18689	03/06/2019	3040	DAVID FRENCH MUSIC COMPANY Bari Sax Repair	0.00	500.00
	18690	03/06/2019	3300	DISCOVERING KIDS CONSULTATION Behavior Assessment	0.00	939.48
	18691	03/06/2019	3489	DR. CANDICE M. BRAY, INC. Student Consult	0.00	323.10
	18692	03/06/2019	3525	DRUMMOND, WOODSUM Legal Fees	0.00	180.00
	18693	03/06/2019	4152	EMERA MAINE	0.00	3,555.23
	18694	03/06/2019	4180	F.T. BROWN CO. Feb Charges	0.00	193.94
	18695	03/06/2019	5304	KIDDER, WALTER Rekey	0.00	125.00
	18696	03/06/2019	5405	LAMBERT, CYNTHIA Mileage	0.00	52.78
	18697	03/06/2019	4680	LEARNING WITHOUT TEARS	0.00	217.25
	18698	03/06/2019	6180	MDES - GENERAL FUND/STUDENT ACTIVITY	0.00	180.00
	18699	03/06/2019	6225	MECHANICAL SERVICES, INC. Preventive Maintenance	0.00	2,579.75
	18700	03/06/2019	6580	NATURALAWN OF AMERICA Field & Lawn Care for 2019	0.00	4,383.43
	18701	03/06/2019	6785	NORTHCENTER FOODS	0.00	3,306.72
	18702	03/06/2019	6910	OPPEWALL, ELIZABETH PT Services	0.00	1,047.50
	18703	03/06/2019	6938	OTELCO Phone	0.00	275.86
	18704	03/06/2019	7180	PINE STATE ELEVATOR CO. Service Contract for Elevator List	0.00	1,591.68
	18705	03/06/2019	7463	QUILL CORP.	0.00	66.84
	18706	03/06/2019	7800	S R TRACY INC	0.00	19.65
	18707	03/06/2019	7885	SARGENT, LEON Mileage & Phone	0.00	133.69
	18708	03/06/2019	8779	TOWN OF MOUNT DESERT Lights on Bus Garage	0.00	1,000.00
	18709	03/06/2019	9405	YARBROUGH, TIFFANY Reimb - A Team Snacks	0.00	40.61

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 13046

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
Totals:					0.00	\$42,777.28

WARRANT # 9
 DATE: 3/6/19
Edmund Jones, Ed.D. 06 March 2019

SUPERINTENDENT
 DocuSigned by:
Charles Wray
 FINANCE OFFICER
 9598C581F7044E2...
 DocuSigned by:
Heather Jones
 FINANCE OFFICER
 838D-F07284F-477...
 DocuSigned by:
Edmund Jones
 FINANCE OFFICER
 2088615881747...
 DocuSigned by:
Edmund Jones
 FINANCE OFFICER
 68884615648461...
 DocuSigned by:
Edmund Jones
 FINANCE OFFICER
 23818C6AC600...

27 Checks Listed.

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13071

Include Authorization Codes: Yes
Batch: 2909
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
	03/15/2019	IRS	INTERNAL REVENUE SERVIC		10,871.54	10,871.54	0.00	0.00	
	03/15/2019	STAT	TREASURER, STATE OF MAIN		3,002.00	3,002.00	0.00	0.00	
43967	03/15/2019	473	HEATHER R. EVANS	1	1,348.00	1,049.11	0.00	1,049.11	
43968	03/15/2019	468	WARREN L. MURRAY	1	165.00	152.38	0.00	152.38	
43969	03/15/2019	472	KELLY M. O'NEIL	1	640.00	591.04	0.00	591.04	
43970	03/15/2019	467	TAMMY UNDERWOOD	1	120.00	110.82	0.00	110.82	
43971	03/15/2019	149	MARIAH D. BAKER	1	1,729.07	1,395.08	1,395.08	0.00	
43972	03/15/2019	311	LAURA-JEAN BEAL	1	2,134.46	1,534.16	1,534.16	0.00	
43973	03/15/2019	11	KELLY S. BEAULIEU	1	2,331.11	1,533.24	1,533.24	0.00	
43974	03/15/2019	463	RENE L. BECKER	1	1,412.80	1,036.72	1,036.72	0.00	
43975	03/15/2019	266	JULIANNA R. BENNOCH	1	2,392.65	1,661.86	1,661.86	0.00	
43976	03/15/2019	333	RHODA J. BURKE	1	690.38	424.71	424.71	0.00	
43977	03/15/2019	314	ANDREW J. CARLSON	1	1,511.53	1,127.74	1,127.74	0.00	
43978	03/15/2019	462	JACQUELINE E A CARPENTER	1	1,480.76	1,079.54	1,079.54	0.00	
43979	03/15/2019	18	JANICE P. CARROLL	1	1,062.36	739.05	739.05	0.00	
43980	03/15/2019	248	ROBERT P. CHAPLIN	1	240.00	227.14	227.14	0.00	
43981	03/15/2019	337	AMBER G. CHARRON	1	1,947.42	1,415.12	1,415.12	0.00	
43982	03/15/2019	21	LARRY A. COLE	1	1,044.48	253.99	253.99	0.00	
43983	03/15/2019	26	BRIAN R. COTE	1	2,352.76	1,631.72	1,631.72	0.00	
43984	03/15/2019	91	JUDITH CULLEN	1	1,800.84	1,383.10	1,383.10	0.00	
43985	03/15/2019	69	EMILY N. DAMON	1	1,364.82	954.97	954.97	0.00	
43986	03/15/2019	308	Gloria A. Delsandro	1	3,341.65	2,380.72	2,380.72	0.00	
43987	03/15/2019	229	JENNIFER G. DUNBAR	1	1,022.84	661.17	661.17	0.00	
43988	03/15/2019	43	SARAH R. DUNBAR	1	1,829.84	1,402.22	1,402.22	0.00	
43989	03/15/2019	52	WANDA J. FERNALD	1	2,189.69	1,395.55	1,395.55	0.00	
43990	03/15/2019	57	JASON W. FOUNTAINE	1	1,512.80	1,097.73	1,097.73	0.00	
43991	03/15/2019	329	ALEXANDER GARRETT	1	1,607.69	1,265.55	1,265.55	0.00	
43992	03/15/2019	63	HEATHER M. GRAVES	1	2,106.84	1,236.16	1,236.16	0.00	
43993	03/15/2019	65	GAYLE M. GRAY	1	2,427.53	1,674.84	1,674.84	0.00	
43994	03/15/2019	331	RUSSELL W. GRAY	1	1,113.48	945.33	945.33	0.00	
43995	03/15/2019	92	ABIGAIL A. HARMON	1	1,076.99	735.06	735.06	0.00	
43996	03/15/2019	244	KRISTIN D. HOLLEY	1	1,018.49	810.93	810.93	0.00	
43997	03/15/2019	313	ANDREA W. HOWELL	1	1,110.27	936.08	936.08	0.00	
43998	03/15/2019	293	Amy L. James	1	2,392.65	1,574.06	1,574.06	0.00	
43999	03/15/2019	90	REBECCA A. JARVIS	1	2,032.23	1,367.83	1,367.83	0.00	
44000	03/15/2019	312	BETHANY G. JOHNSON	1	1,158.30	852.75	852.75	0.00	
44001	03/15/2019	291	PATRICIA A. KELLEY	1	1,222.83	896.52	896.52	0.00	
44002	03/15/2019	335	CYNTHIA A. LAMBERT	1	1,061.38	869.94	869.94	0.00	
44003	03/15/2019	135	SAMUEL D. LEONARDI	1	1,492.80	994.19	994.19	0.00	
44004	03/15/2019	277	JOHN B. MACAULEY	1	80.00	73.88	73.88	0.00	
44005	03/15/2019	321	MAX E. MASON	1	1,033.83	838.25	838.25	0.00	
44006	03/15/2019	292	TARA MCKERNAN	1	2,070.00	1,485.91	1,485.91	0.00	
44007	03/15/2019	289	ELIZABETH M. MINOTT	1	1,144.08	867.36	867.36	0.00	
44008	03/15/2019	461	JANET NORDELUS	1	1,168.46	910.64	910.64	0.00	
44009	03/15/2019	193	HARVEY BRUCE NORWOOD	1	1,055.34	749.27	749.27	0.00	
44010	03/15/2019	237	JUSTIN B. NORWOOD	1	1,936.07	1,515.95	1,515.95	0.00	
44011	03/15/2019	464	MARY E. O'MEARA	1	320.00	294.29	294.29	0.00	
44012	03/15/2019	238	WENDELL L. OPPEWALL	1	1,292.65	732.33	732.33	0.00	
44013	03/15/2019	240	JEANNE C. OTT	1	2,562.15	1,766.78	1,766.78	0.00	
44014	03/15/2019	301	Terry P. Paulos	1	967.14	651.90	651.90	0.00	
44015	03/15/2019	138	AMY Y. PHILBROOK	1	2,265.52	1,497.61	1,497.61	0.00	
44016	03/15/2019	275	JOELLE A. RUDDY	1	2,427.53	1,898.34	1,898.34	0.00	
44017	03/15/2019	74	LEON E. SARGENT	1	2,182.83	1,470.85	1,470.85	0.00	
44018	03/15/2019	120	KAREN L. SHARPE	1	2,601.71	1,550.55	1,550.55	0.00	

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13071

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
44019	03/15/2019	375	KATHLEEN C. ST DENIS	1	2,639.07	1,492.11	1,492.11	0.00	
44020	03/15/2019	334	EMILY P. STAPLES	1	1,038.18	736.99	736.99	0.00	
44021	03/15/2019	404	KERRY L. TAYLOR	1	2,296.50	1,643.76	1,643.76	0.00	
44022	03/15/2019	410	SUSAN Y. TRIPP	1	560.00	485.80	485.80	0.00	
44023	03/15/2019	459	SHANNON L. WESTPHAL	1	1,733.69	1,327.33	1,327.33	0.00	
44024	03/15/2019	448	JACQUELINE A. WHEATON	1	2,141.23	1,528.06	1,528.06	0.00	
44025	03/15/2019	307	LAUREN M. WHITE	1	1,049.58	770.83	770.83	0.00	
44026	03/15/2019	469	TIFFANY C. YARBROUGH	1	1,333.33	1,111.71	1,111.71	0.00	
					105,259.17	78,672.16	62,895.27	1,903.35	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	4	1,903.35
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	56	62,895.27
	ACH Employee Credits	56	62,895.27
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	0	0.00
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	2	13,873.54

Mount Desert School Department
PAYROLL WARRANT REGISTER

Report # 13071

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
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WARRANT # 19

DATE: MAR 15 PAID

[Signature]
SUPERINTENDENT

ED. 13 March 2019

FINANCE OFFICER

FINANCE OFFICER

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