



Town of Mount Desert
Board of Selectmen
Agenda

Regular Meeting
Monday, August 6, 2018

**Location: Kelley Auditorium, Mount Desert Elementary School
8 Joy Road, Northeast Harbor**

I. Call to order at 5:00 p.m.

II. Executive Session

Pursuant to Title 1 M.R.S. § 405(6)(E) – Consultation between the Board and its Attorney concerning the legal rights and duties of the Mount Desert Board of Selectmen

Regular Meeting at 6:30pm

I. Further consider the citizen petition submitted to the Town on June 28, 2018

- a. Consideration of Reports in response to the several requests of the Board of Selectmen on July 16, 2018 in its review of the Petition;*
- b. Consideration of Resolution of Board of Selectmen;*
- c. Consideration of Warrant for possible Special Town Meeting and report of Town Manger and Town Attorney on Schedule Considerations*
- d. Consideration of a Public Hearing Notice on the proposed Warrant Article for the purchase of a Street Sweeper, and such other Warrant Articles as the Board of Selectmen may include on the Warrant*

II. Public Hearing(s)

A. Special Amusement Application from MOFO LLC /DBA Tan Turtle Tavern

Post Public Hearing

A. Special Amusement Application from MOFO LLC /DBA Tan Turtle Tavern – Action if necessary

III. Minutes

A. Approval of minutes from July 16, 2018 meeting (minutes appear on pg 23 under I. above)

IV. Appointments/Recognitions/Resignations

- A. Re-appointment of Michael McGinn as a part time (on-call) firefighter to the Mount Desert Fire Department, effective August 7, 2018 at a starting pay of \$13.53 an hour*
- B. Appointment of Ellen Kappes to the Sustainability Committee*
- C. Appointment of Christie Anastasia to the Planning Board as an Alternate Member*
- D. Accept, with regret, the retirement of Tony Smith as an on-call firefighter from the Mount Desert Fire Department, effective July 24, 2018*

V. 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.)*

Board of Selectmen Meeting Agenda August 6, 2018

- A. Department Reports: Treasurer: Permanent Trust – 4th Quarter, Treasurer: Investment Trust – 4th Quarter*
- B. Thank you note from Howard and Nancy Colter to Public Works Department for the work on Hall Quarry Road*

VI. Selectmen's Reports

VII. Unfinished Business

- A. Consideration of paving a portion of State Route 102 in Somesville using town funds*
- B. Consider authorization to use \$1,600.00 from the Buildings & Grounds Reserve Account Number 4055200-24571 and \$1,657.04 from the Parks & Cemeteries Reserve Account Number 4055250-24572 to cover the over expenditure of \$3,257.04 in development of the food vendors and farmers market sites*

VIII. New Business

- A. Date correction of previously approved Public Space Special Event Application – Island Readers and Writers for book sale at Farmer's Market – August 16, 2018, Northeast Harbor Village Green*
- B. Public Space Special Event Application: St. Mary and St. Jude Annual Parish Picnic; Suminsby Park, September 9, 2018*
- C. Consideration of award of the Town's FY-19 paving contract to Eaton Paving & Excavating at the base bid price of \$228,967.60 and accept their alternate bid prices as shown in the table on the July 31, 2018 memo from Tony Smith, Public Works Director, for a total contract cost of \$276,433.15*
- D. Request authorization for Public Works Director, Tony Smith, to sign and execute the contract with Eaton Paving and Excavating on behalf of the Town*
- E. Request authorization to expend the balance of the FY-19 budget as described in the bulleted items on the July 31, 2018 memo from Tony Smith, Public Works Director based on his discretion to maximize beneficial use of the funds*
- F. Request authorization to allow Rogier van Bakel, to release the photos he did of the Mount Desert Firefighters for publication*
- G. MMA Annual Election*

IX. Other Business

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

X. Treasurer's Warrants

- A. Approve & Sign Treasurer's Warrant AP1908 in the amount of \$1,095,815.36*
- B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1904, AP1905, AP1906, AP1907, and PR1902 in the amounts of \$4,958.75, \$6,995.94 \$423.00, \$7,299.23, and \$112,642.74 , respectively*
- C. Acknowledge Treasurer's School Board AP/Payroll Warrants 2 and 3 in the amounts of \$132,304.70 and \$48,761.71, respectively*

XI. Adjournment

The next regularly scheduled meeting is at 6:30 p.m., Monday, August 20, 2018 in the Meeting Room, Town Hall, Northeast Harbor

POST EXECUTIVE SESSION

Index of Materials
For August 6, 2018 Regular Meeting – Post Executive Session
of the Town of Mount Desert Board of Selectmen

A. Background Materials

1. Warrant Article 25 Approved on May 8, 2018
2. Petition Submitted on June 28, 2018
3. Town of Mount Desert Charter Sections 1.1.1; 1.1.2 and 1.1.4.
4. 30-A M.R.S. §2522
5. 30-A M.R.S. §2528 (with Section 5 highlighted)
6. Minutes of Board of Selectmen Meeting on July 16, 2018

B. Reports in Response to Requests of Members of the Board of Selectmen:

1. Response to request of BOS Member Wendy Littlefield regarding routing and approach to placement of utilities in implementing the Main St. Project, with supporting Executive Summary and Report from CES/Richardson & Associates
2. Response to request of BOS Member Martha Dudman regarding construction scheduling of the project
3. Response to request of BOS Member Matt Hart regarding the appropriate order of work on an infrastructure project of this type
4. Response to request of BOS Member John Macauley regarding the components of the petition looking at economic development support and systems
5. Response to request of BOS Member Rick Mooers regarding listing any alternative plans for the placement of utilities

C. Notice of Public Hearing on August 20, 2018, to hear public comment on the proposed Warrant Article for the purchase of a Street Sweeper, and such other warrant Articles as the Board of Selectmen may include in the Warrant calling for a Special Town Meeting on September 10 for the Street Sweeper

Town of Mount Desert

Annual Town Meeting Warrant Fiscal Year 2018 – 2019

**As presented at the
Annual Town Meeting
May 7 & 8, 2018**

Article 25. 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 \$3,963,485.00 to finance professional technical and construction services associated with improvements to Main Street located in the Village of Northeast Harbor (the Project) to improve the appearance, functionality and vitality of the Main Street area beginning at or near the intersection of Main Street with Summit Road then continuing in a southerly direction along Main Street ending at or near the intersection of Main Street with Neighborhood Road, with said improvements to be in general conformance with the report prepared by consultants to the town entitled "Northeast Harbor Village Center Plan - Final Report" dated December 19, 2016, further described in said report as Area 1A - Main Street and generally described and illustrated in the site plan located in Appendix D Site Plan and to include, but not necessarily be limited to improved sidewalks, grading, drainage, roadway, utilities, including burying the overhead utility wires, plantings, lighting and other amenities and appurtenances required to complete the improvements, and further shall the Board of Selectmen be authorized to execute all things necessary or convenient to issue the bonds or notes of the Town, which may be callable, and to accomplish the Project? *See Appendix D 1-4 (pg. 96)*

FINANCIAL STATEMENT - TOWN OF MOUNT DESERT

1. Total Town Indebtedness

| | | |
|----|--|------------------------|
| A. | Bonds outstanding and unpaid: | \$15,533,751.63 |
| B. | Bonds authorized and unissued: | \$ 0.00 |
| C. | Bonds to be issued under this Town Meeting Article | <u>\$ 3,963,485.00</u> |
| | TOTAL | \$19,497,236.63 |

2. Costs

At an estimated interest rate of 4.69% for a term of 20 years, the estimated costs of this bond issue will be:

| | |
|--------------------|-----------------------|
| Principal | \$3,963,485.00 |
| Interest | <u>\$1,791,748.44</u> |
| Total Debt Service | \$5,755,233.44 |

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.

Kathryn A. Mahan

Treasurer, Town of Mount Desert, Maine

Board of Selectmen recommends passage
Warrant Committee recommends passage (11 Ayes; 0 Nays)

[illegible]

**VILLAGE CENTER IMPROVEMENTS
TOWN OF MOUNT DESERT, MAINE**

PARTIAL SITE PLAN

| | | |
|--------------|------------------|-------------------|
| CWG | 2 OF 4 | BLO |
| | DATE | 2018-02-26 |
| A | 10328 016 | REV |
| SCALE | 1"=40' | REV DATE |

PROJECT TITLE

SHEET TITLE

CES
Incorporating Environmental Services • Sustainability

[illegible]

PROJECT TITLE: VILLAGE CENTER IMPROVEMENTS
TOWN OF MOUNT DESERT, MAINE
PARTIAL SITE PLAN

| | | | |
|-------|------------|----------|------------|
| BY | BLQ | DATE | 2018-02-26 |
| DATE | 2018-02-26 | REV | |
| SCALE | 1"=40' | REV DATE | |

Registrar's Certification

TOWN OF MOUNT DESERT

TOTAL VALID 176

TOTAL INVALID 2

In accordance with the Town of Mount Desert Charter Section 1.1.1 PETITIONS FOR TOWN MEETINGS., I hereby certify that the names of all the petitioners listed as valid appear on the voting list as registered voters in this municipality as qualified to vote for Governor.

DATE & TIME PETITION RECEIVED:

June 28, 2018
1:30pm

Signature of Registrar:

James McWain, Deputy

Date petition certified:

June 28, 2018

To the Municipals Officers of the Town of Mount Desert:

We, the undersigned, being registered voters of the Town of Mount Desert, request the municipal officers to place the following article before the voters for their consideration.

That the selectman add to and reconsider Article 25(Improvements to Main Street located in the Village of Northeast Harbor) under Section 2522.

The reconsideration of underground power, telephone and internet on Main Street and supply those utilities from behind buildings with overhead poles.

To reconsider time line of job schedule so as not to put in danger the viability and profitability of the last existing Businesses on Main Street and surrounding Streets.

To reconsider and convey to developers, the town voters have voted in the positive to improve Main Street and that any development of buildings on Main Street be done first and that the streets and side walks be done last so as not to damage the new Street and side walk to further damage due to future utility and construction work.

To consider the options of incentivizing developers, established businesses and future businesses to help sustain future growth of an economical and viable Main Street.

| | Signature | Full Name Printed | Street Address & Municipality |
|------|-----------|----------------------------|-----------------------------------|
| ✓ 1 | | Blakelee V. Bell | 3 Lake Lane, Northeast Har. |
| ✓ 2 | | Margaret Hargarten | 22 Sinclair R. NEH |
| ✓ 3 | | Robert B. Norwood | 3 Birchway NEH |
| ✓ 4 | | Joanne R. Eaton | 6 Birch Way |
| ✓ 5 | | Gary S. Thengst | 41 Sylvia Road |
| ✓ 6 | | SIDNEY ROBERTS ROCKEFELLER | 15 BLUE BELL LANE, SEASIDE HARBOR |
| ✓ 7 | | CHRISTOPHER COSTELLO | 62 SUMMIT ROAD, NEH |
| ✓ 8 | | Timothy A. Taylor | N 3rd East Harbor |
| ✓ 9 | | Katherine M. Bell | 2 Maple Lane, Northeast Harbor |
| ✓ 10 | | Katherine M. Bell | 52 Summit NE NEH |
| ✓ 11 | | Maryann M. Damann | 83 Summit Rd |
| ✓ 12 | | Wesley G. BEAUREGARD | 62 MITCHELL RD, NEH |
| ✓ 13 | | MEGHAN E. SAVAGE | 8 MITCHELL WAY NEH |
| ✓ 14 | | LAURIE J. WIER | 123 PRETTY MARSH RD, MTD |
| ✓ 15 | | STEVE PINKHAM | 31 UPPER DUNBAR RD. |
| ✓ 16 | | THOMAS W. WALLACE | 4 WALLACE WAY |
| ✓ 17 | | Casey Fernand | 23 Hall Quarry Rd |
| ✓ 18 | | Susannah Isaacs | 2 Partridge Way |
| ✓ 19 | | Chapin McFuland | 102 Main Street |
| ✓ 20 | | Michael Kelley | 6 South Shore Rd |
| ✓ 21 | | Deborah Gray Jr. | 2 Brackley NEH |
| ✓ 22 | | Steven F. Hamor Sr. | 12 Sylvia Rd. NEH |
| ✓ 23 | | Michael Sweet | 6 SW Valley Rd. MTD |

TOWN OF MOUNT DESERT CHARTER REVISION

Proposed by the Charter Commission January 29, 1996

Approved March 4-5-6, 1996

Amended March 4-5, 2002

Amended March 3 - 4, 2003

Amended March 5 - 6 - 7, 2007

Amended May 3 – 4, 2010

In March 1776, inhabitants of what would be known as the Town of Mount Desert assembled at the home of Stephen Richardson to act on articles in the warrant issued by authority of the House of Representatives of the Massachusetts Bay Colony. Such meetings became the form of local government.

In March 1789, the General Court of the Commonwealth of Massachusetts allowed the incorporation of the Town of Mount Desert. The Town Meeting has remained the form of government since it was first assembled by warrant in April 1789.

In April 1929, a charter was issued to the Town of Mount Desert by the Legislature of the State of Maine. That Charter was amended by Private and Special Laws over the ensuing years. In May 1993, the Board of Selectmen for the Town of Mount Desert appointed a Charter Committee to review the Charter. After consideration of the Committee's recommendations, the Town authorized formation of a Charter Commission and elected members to it in June 1995. The Commission was charged to present a revised Charter to the Town.

In March 1996, two hundred and twenty years after that first meeting at the home of Stephen Richardson, the inhabitants of the Town of Mount Desert assembled at the Town Hall to consider articles on the warrant. The Inhabitants of the Town adopted the following Charter which preserves the two-hundred-year tradition of the Town Meeting form of local government. The Charter sets out means of governance enabling the Town to respond and adapt to the future while retaining its unique character.

TOWN OF MOUNT DESERT CHARTER

1 THE TOWN. The Town of Mount Desert, hereinafter referred to as the Town, shall have all the rights, powers, immunities, and privileges possible for a municipality to have under the Constitution and laws of Maine. The Town may exercise any of its powers or perform any of its functions and may participate in the financing thereof jointly or in cooperation, by contract or otherwise, with any one or more states or civil divisions or agencies thereof or with the United States or any agencies thereof to the extent permitted by law.

1.1 TOWN MEETINGS. Except as otherwise provided by this charter, the legislative authority of the Town shall be vested in the registered voters of the Town assembled in the town meeting. Town meetings shall have the exclusive power and responsibility to:

- (1) determine the Town's budget;
- (2) authorize long-term indebtedness of the Town;
- (3) enact ordinances, except as otherwise provided by statute;
- (4) authorize sale of real estate owned by the Town;
- (5) deal with such other business as may be presented to it in articles of the warrant for the meeting or as may be required by law; and
- (6) at an annual town meeting only, amend this charter in accordance with law.

1.1.1 PETITIONS FOR TOWN MEETINGS. When presented with a petition signed by registered voters numbering at least ten per cent of the votes cast at the last gubernatorial election, the Board of Selectmen, hereinafter referred to as the Board, shall, within forty-five days of receipt of the petition, either

- (1) include it in the warrant for the next town meeting or call a special meeting to be held within sixty days for its consideration; or
- (2) only if it finds the petition moot, illegal, or impossible, publish in writing its reasons for refusing to present the petitioned article to the voters.

1.1.2 WARRANT. A warrant is a required notice and warning to the voters of proposed articles of business for a town meeting; only business proposed in the warrant may be transacted. The Board shall draw up the warrant for each town meeting, stating in distinct articles the business to be acted on, and this warrant shall be posted in the town office and in all post offices in the town. Notice of annual town meetings and warrants of special town meetings shall be published in a newspaper of general circulation in the town. This posting and publication shall be accomplished no later than ten days before the date of the meeting.

1.1.2.1 WARRANT ARTICLES. The warrant shall be organized into articles for:

- (1) the election of officers and other officials as required;

- (2) the appropriation of funds;
- (3) the enactment, modification, or repeal of ordinances; and
- (4) such other business as may properly be addressed.

Each article for the appropriation of funds shall be drafted so as to fairly allow the town meeting to vote on a single category of proposed expenditures. The Board shall hold a public hearing on all articles for the appropriation of funds no later than forty-five days before an annual town meeting or twenty-one days before a special town meeting. Funds appropriated under a given article may not be expended except as described in the article. Articles concerning the enactment, modification, or repeal of ordinances shall deal with only one ordinance per article.

1.1.2.2 WARRANT COMMITTEE. A warrant committee consisting of at least twenty registered voters of the Town shall review the articles of the town-meeting warrant and publish recommendations to the Town for action on them. Unless otherwise provided by ordinance, the Board shall appoint members for three-year terms, and no member of the warrant committee shall hold any elected Town office or be a full time Town employee. The warrant committee shall choose its own officers and rules of procedure. The articles of the warrant shall be submitted to the warrant committee no later than forty-five days before annual town meeting, twenty-one days before a special town meeting.

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1.1.4 SPECIAL TOWN MEETINGS. A special town meeting may be held at any time by vote of the Board or public petition in accordance with this charter. Emergency ordinances affecting life, health, property, or the public peace may be introduced at any time as warrant articles subject to the requirements for notice provided above.

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Maine Revised Statutes
Title 30-A: MUNICIPALITIES AND COUNTIES
Chapter 121: MEETINGS AND ELECTIONS

§2522. PETITION FOR ARTICLE IN WARRANT

On the written petition of a number of voters equal to at least 10% of the number of votes cast in the town at the last gubernatorial election, but in no case less than 10, the municipal officers shall either insert a particular article in the next warrant issued or shall within 60 days call a special town meeting for its consideration. [1987, c. 737, Pt. C, §2 and Pt (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

SECTION HISTORY

1987, c. 737, §SA2,C106 (NEW). 1989, c. 6, (AMD). 1989, c. 9, §2 (AMD). 1989, c. 104, §SC8,10 (AMD).

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Maine Revised Statutes
Title 30-A: MUNICIPALITIES AND COUNTIES
Chapter 121: MEETINGS AND ELECTIONS

§2528. SECRET BALLOT

The following provisions govern a town's use of a secret ballot for the election of town officials or for municipal referenda elections. A vote by secret ballot takes precedence over a vote by any other means at the same meeting. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

1. Acceptance by town. When any town accepts this section at a meeting held at least 90 days before the annual meeting, the provisions of this section apply to the election of all town officials required by section 2525 to be elected by ballot, except the moderator, who shall be elected as provided in section 2524, subsection 2.

A. The provisions of this section relating to the nomination of town officials by political caucus apply only when a town separately accepts those provisions at a meeting held at least 90 days before the annual meeting. If any town accepts those provisions, they remain effective until the town votes otherwise. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. A town may accept only the provisions of subsection 4, relating to the nomination of town officials, as provided in section 2527. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

2. Designation, number and terms of officials. At the time of acceptance, the town shall determine, by a separate article in the warrant, which other officials are to be elected according to this section, and may determine the number and terms of selectmen, assessors and overseers according to section 2526.

A. After the determination under this subsection, a town may not change the designation, number or terms of town officials, except at a meeting held at least 90 days before the annual meeting. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

3. Voting place specified; polls. The warrant for a town meeting for the election of officials must specify the voting place, which must be in the same building or a building nearby where the meeting is to be held. The warrant for a town meeting for the election of officials that occurs at the same time as voting in federal, state or county elections, but not at the same time as a town meeting held for other purposes, may specify the same voting places as those used by the town for federal, state or county elections. The warrant must specify the time of opening and closing the polls, which must be kept open at least 4 consecutive hours.

A. In the warrant for a town meeting under this section, the municipal officers may designate the date of the election and designate another date within 14 days of the date set for elections as the time for considering the other articles of business in the warrant. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §58, 10 (AMD).]

[2003, c. 569, §1 (AMD) .]

4. Nomination papers; caucuses. The nomination for any office shall be made by nomination papers or by political caucus as provided in this subsection.

A. The municipal clerk shall make nomination papers available to prospective candidates during the 40 days before the filing deadline. Before issuing nomination papers, the clerk must complete each sheet by writing in the name of the candidate and the title and term of office being sought.

(1) Nomination papers must be signed by the following number of voters based on the population of the town according to the last Federal Decennial Census of the United States:

- (a) Not less than 3 nor more than 10 in towns with a population of 200 or less;
- (b) Not less than 10 nor more than 25 in towns with a population of 201 to 500; and
- (c) Not less than 25 nor more than 100 in towns with a population of more than 500.

(2) Each voter who signs a nomination paper shall add the voter's residence with the street and number, if any. The voter may sign as many nomination papers for each office as the voter chooses, regardless of the number of vacancies to be filled. [1995, c. 102, §1 (AMD) .]

B. At the end of the list of candidates for each office, there must be left as many blank spaces as there are vacancies to be filled in which a voter may write in the name and, if residence in the municipality is not a requirement to hold office, municipality of residence of any person for whom the voter desires to vote. A sticker may not be used to vote for a write-in candidate in any municipal election other than a primary election. [1991, c. 83, §1 (AMD) .]

C. Completed nomination papers or certificates of political caucus nomination must be filed with the clerk during business hours by the 60th day prior to election day. They must be accompanied by the written consent of the person proposed as a candidate agreeing:

- (1) To accept the nomination if nominated;
- (2) Not to withdraw; and
- (3) If elected at the municipal election, to qualify as such municipal officer.

When these papers and certificates are filed, the clerk shall make them available to public inspection under proper protective regulations. The clerk shall keep them in the office for 6 months. [2017, c. 248, §9 (AMD) .]

D. A nomination paper or a certificate of political caucus nomination that complies with this section is valid unless a written objection to it is made to the municipal officers by the 43rd day prior to election day.

- (1) If an objection is made, the clerk shall immediately notify the candidate affected by it.
- (2) The municipal officers shall determine objections arising in the case of nominations. Their decision is final. [1993, c. 608, §6 (AMD) .]

E. Notwithstanding this subsection, when the municipal officers determine to fill a vacancy under section 2602, which must be filled by election, the municipal officers may designate a shorter time period for the availability of nomination papers, but not less than 10 days before the filing deadline, and may designate a shorter time period for the final date for filing nomination papers, but not less than the 14th day before election day. Notice of the designation shall be posted in the same place or places as town meeting warrants are posted and local representatives of the media shall be notified of the designation. [1987,

c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[2017, c. 248, §9 (AMD) .]

5. Referendum questions. By order of the municipal officers or on the written petition of a number of voters equal to at least 10% of the number of votes cast in the town at the last gubernatorial election, but in no case less than 10, the municipal officers shall have a particular article placed on the next ballot printed or shall call a special town meeting for its consideration. A petition or order under this subsection is subject to the filing provisions governing nomination papers under subsection 4.

The municipal officers shall hold a public hearing on the subject of the article at least 10 days before the day for voting on the article. At least 7 days before the date set for the hearing, the municipal officers shall give notice of the public hearing by having a copy of the proposed article, together with the time and place of hearing, posted in the same manner required for posting a warrant for a town meeting under section 2523. The municipal officers shall make a return on the original notice stating the manner of notice and the time it was given.

A. The requirement for public hearing is not a prerequisite to the valid issuance of any bond, note or other obligation of a municipality authorized to borrow money by vote under any such particular article. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

B. If a particular article to be voted on by secret ballot requests an appropriation of money by the municipality, the article, when printed in the warrant and on the ballot, must be accompanied by a recommendation of the municipal officers.

(1) If by town meeting vote or charter provision, a budget committee has been established to review proposed town expenditures, the recommendations of the budget committee shall be printed in addition to those of the municipal officers.

(2) If the action affects the school budget, a recommendation by the school board shall be printed in addition to those of the municipal officers and the budget committee, if any. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

C. If the warrant for a town meeting contains only articles for the election of the moderator and one or more referendum questions to be voted on by secret ballot, the municipal officers may specify the same voting places as those used by the town for federal, state or county elections. [2003, c. 569, §2 (NEW) .]

[2003, c. 569, §2 (AMD) .]

6. Ballots, specimen ballots and instruction cards. The clerk shall prepare ballots, specimen ballots and instruction cards according to the following provisions.

A. The ballot shall contain the names of properly nominated candidates arranged under the proper office designation in alphabetical order by last name. It may contain no other names. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

B. At the end of the list of candidates for each office, there must be left as many blank spaces as there are vacancies to be filled in which a voter may write in the name and, if residence in the municipality is not a requirement to hold office, municipality of residence of any person for whom the voter desires to vote. A sticker may not be used to vote for a write-in candidate in any municipal election other than a primary election. [1991, c. 83, §2 (AMD) .]

C. Any question or questions required by law to be submitted to a vote shall be printed either below the list of candidates or on a separate ballot from the ballot listing candidates. If a separate ballot is used, this ballot must be a different color than the ballot listing candidates. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

D. A square shall be printed at the left of the name of each candidate, and 2 squares shall be printed at the left of any question submitted with "yes" above one and "no" above the other, so that a voter may designate the voter's choice clearly by a cross mark (X) or a check mark (). [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

E. Words of explanation such as "Vote for one" and "Vote yes or no" may be printed on the ballot. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

F. Ballots must be uniform in size. On the ballot must appear "Official Ballot for the Town of," the date of election and a facsimile of the signature of the clerk. [1993, c. 608, §7 (AMD).]

G. A sufficient number of ballots shall be printed, photocopied or otherwise mechanically reproduced and furnished, and a record of the number shall be kept by the clerk. The printed ballots shall be packaged in convenient blocks so that they may be removed separately. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

H. Ten or more specimen ballots printed on paper of a distinctive color without the endorsement of the clerk shall be provided. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

I. Instruction cards containing the substance of Title 21-A, sections 671 to 674, 681, 682, 692 and 693, to guide voters in obtaining and marking ballots and to inform them of penalties for improper conduct shall be printed. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

J. The ballots and specimen ballots shall be packed in sealed packages with marks on the outside specifying the number of each enclosed. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

K. When voting machines are used, the clerk shall prepare and furnish ballot labels that comply, as nearly as practicable, with the provisions of this section which apply to ballots. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[1993, c. 608, §7 (AMD) .]

6-A. Candidate withdrawal; new ballots. The following provisions govern the withdrawal of a candidate from an elective race.

A. A candidate may withdraw from an elective race by notifying the municipal clerk in writing of the candidate's intent to withdraw and the reason for withdrawal at least 45 days before the election. This notice must be signed by the candidate and must be notarized. [1993, c. 608, §8 (NEW) .]

B. Within the 45-day period before an election, the municipal clerk may allow a candidate to withdraw from an elective race. A candidate who requests to withdraw within the 45-day period before an election shall notify the municipal clerk in writing of the candidate's intent to withdraw and the reason for

withdrawal. This notice must be signed by the candidate and must be notarized. [1993, c. 608, §8 (NEW).]

C. The municipal clerk shall ensure that new ballots are produced, if necessary, to reflect the withdrawal of a candidate from an elective race. [1993, c. 608, §8 (NEW).]

[1993, c. 608, §8 (NEW) .]

6-B. Inspection of ballots in an election. Upon receipt of a package or box containing absentee ballots for an election, the municipal clerk may open the sealed package or box of ballots and verify that the ballots do not contain any errors and that the correct number of ballots has been received. The clerk may then proceed to issue absentee ballots in response to pending requests. Upon receipt of a package or box containing regular ballots for an election, the clerk may open, in the presence of one or more witnesses, the sealed package or box of ballots and verify that the ballots do not contain any errors and that the correct number of ballots has been received. Ballots to be used for testing electronic tabulating devices may be removed at this time and immediately marked with the word "TEST" across the front side of the ballot in black or blue indelible ink. The clerk shall keep a record of the number of ballots used for testing purposes and seal the record with the test ballots in a container labeled "TEST BALLOTS" at the conclusion of the testing. The clerk shall then reseal the package or box of regular ballots and secure the package or box of ballots until election day, when it is delivered to the warden at the polling place.

[2007, c. 19, §1 (NEW) .]

7. Specimen ballot posted. At least 4 days before the election, the clerk shall have posted in one or more conspicuous, public places a specimen ballot or a list, substantially in the form of a ballot, containing the name and office designation of each candidate.

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

8. Ballot clerks. Before the polls are opened, the selectmen shall appoint the necessary number of ballot clerks as provided in Title 21-A, section 503. When there are vacancies after the polls are opened, the moderator shall appoint replacement clerks. The ballot clerks shall be sworn before assuming their duties.

A. On election day, before the polls are opened, the clerk shall deliver the ballots to the ballot clerks and shall post an instruction card at each voting compartment and at least 3 instruction cards and 5 specimen ballots in the voting room outside the guardrail enclosure. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. The ballot clerks shall give a receipt to the clerk for the ballots received by them. The clerk shall keep the receipt in the clerk's office for 6 months. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

C. Ballots may not be delivered to the voters until the moderator has been elected. The moderator may appoint a qualified person to act as temporary moderator during a temporary absence from the polling place. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

D. The selectmen shall prepare a duplicate incoming voting list for the use of the ballot clerks. The law pertaining to incoming voting lists applies equally to duplicate incoming voting lists. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

9. After votes counted, ballots delivered to clerk. After the ballot clerks have counted and tabulated the votes cast, the moderator shall deliver the ballots to the clerk who shall seal them in a suitable package and keep them in the clerk's office for 2 months.

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

10. Election by plurality vote; tie vote. Election must be by plurality vote. In the case of a tie vote, the meeting must be adjourned to a day certain, when ballots are again cast for the candidates tied for the office in question, unless all but one tied candidate withdraw from a subsequent election by delivering written notice of withdrawal signed by the candidate and notarized to the municipal offices within the 7-day period following the election. After the 7-day period has expired, the municipal officers shall call a run-off election between the remaining candidates by posting a warrant in the manner required for calling a town meeting. If only one candidate remains, that candidate is declared the winner and sworn into office.

If the meeting is adjourned sine die before a tie vote is resolved or the tie vote is discovered after the meeting adjourns sine die and more than one candidate remains, a new meeting must be called to conduct a run-off election by the method described in this subsection.

[1997, c. 733, §1 (AMD) .]

SECTION HISTORY

1987, c. 737, §§A2, C106 (NEW). 1989, c. 6, (AMD). 1989, c. 9, §2 (AMD). 1989, c. 104, §§A18-20, C8, C10 (AMD). 1991, c. 83, §§1,2 (AMD). 1991, c. 323, (AMD). 1993, c. 608, §§6-8 (AMD). 1995, c. 13, §1 (AMD). 1995, c. 102, §1 (AMD). 1997, c. 733, §1 (AMD). 2003, c. 569, §§1,2 (AMD). 2007, c. 19, §1 (AMD). 2017, c. 248, §9 (AMD).

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**Town of Mount Desert
Board of Selectmen Meeting Minutes
Meeting Room, Town Hall
6:30 PM, July 16, 2018**

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

Also in attendance were Public Works Director Tony Smith, Town Clerk Claire Woolfolk, Town Manager Durlin Lunt, Treasurer Kathy Mahar, and Police Chief Jim Willis.

Members of the public were also present.

I. Call to order at 6:00 p.m.

Chairman Macauley called the meeting to order at 5:56 pm.

II. Executive Session

A. Pursuant to Title 1 M.R.S. § 405(6)(E) – Consultation between the Board and its Attorney concerning the legal rights and duties of the Mount Desert Board of Selectmen

MOTION: Selectman Mooers moved, with Selectman Dudman seconding, to enter into Executive Session. Motion approved 5-0.

The Board entered Executive Session at 5:56 PM.

B. Post Executive Session – Further consider the citizen petition submitted to the Town on June 28, 2018 containing signatures that have been validated and certified by the Town Clerk's office

MOTION: Selectman Hart moved, with Selectman Littlefield seconding, to leave Executive Session. Motion approved 5-0. The Board left Executive Session at 7:03PM.

Chairman Macauley stated that the Petitioners have given the Board the opportunity to reconsider the implementation of the Main Street project approved at the May 8, 2018 Town Meeting. There was no request to reconsider Article 25 at the May 8, 2018 Town Meeting, after the affirmative vote on Article 25. Section 1.1.1 of the Town Charter directs the Board to evaluate the petition, taking no more than 45 days, to consider the merits of the Petition, and decide either to advance the Petition to an Article on a Town Meeting, or to reject the Petition based on a finding that it seeks an action that is illegal, or moot, or impossible. The Town Attorney has advised the Board that the Board does not have the authority to reconsider the approval voted in at Town Meeting of the project or its financing.

In light of this, the Board is taking more time to further review the petition, by investigating each and all of the requests presented within the petition within the 45 days allowed for such purpose. The Board will report their determination on the petition in the form of a resolution on or before August 12, 2018.

1 The Board takes both the project and the petitioners requests seriously. The Board will be
2 requesting assistance by Town staff in their endeavor to fully consider the petition.

3
4 Selectman Littlefield requested of Public Works Director Tony Smith a report for the August
5 6th Board of Selectmen's meeting regarding routing and approach to replacement of utilities
6 in implementing the Main St. Project.

7
8 Selectman Dudman requested of Public Works Director Smith a report for the August 6th
9 Board Meeting regarding construction scheduling of the job.

10
11 Selectman Hart requested of Director Smith a report for the August 6th Board Meeting on
12 the appropriate order of work on an infrastructure project of this type with an eye to
13 limiting property damage and limiting damage to already constructed portions of the
14 project.

15
16 Chairman Macauley requested of Town Manager Lunt to address the components of the
17 petition looking at economic development support and systems for the August 6th Board
18 Meeting.

19
20 Selectman Mooers requested of Director Smith a written report for the August 6th Board
21 Meeting listing any alternative plans for the placement of utilities.

22
23 The Board invited comments from the public.

24
25 Resident Kelly Brown asked for confirmation that the Board is endeavoring to receive
26 information, process it, and make the decision regarding whether the petition can go to
27 Town Meeting. Chairman Macauley confirmed this was the action the Board was taking.
28 Ms. Brown felt there had been previous discussion regarding holding public meetings on the
29 subject. Chairman Macauley stated there would be an informational meeting prior to any
30 special Town Meeting held. Ms. Brown asked if this informational meeting would be the
31 time when the Board's findings would be presented.

32
33 Andrew Hamilton, Attorney for the Town, noted that the Board would use much of the 45
34 days allowed to gather and review information. Per the Charter, the Board could determine
35 that the petition seeks an action that is illegal, or that the petition seeks an action that is
36 impossible. Attorney Hamilton noted that if, for example, the Town has signed a contract
37 with the contractor for the work, it would be impossible to reconsider a binding and valid
38 contract. The petition can also be determined to be moot.

39
40 Attorney Hamilton further noted that parts of the petition could be considered illegal,
41 impossible, or moot, while other parts could proceed forward to a Town Meeting. And
42 finally, the Board could send the entire petition to Town Meeting, despite the legal opinions
43 they receive. Furthermore, an entirely new issue or question could be raised for discussion.

44
45 Attorney Hamilton noted the petition essentially asks the Town to re-design the project as
46 planned, either by adding to it or changing it. Additionally, there are a number of good

implementation questions being asked. Unfortunately, no one made a motion for reconsideration at the May Town Meeting, which would have been the correct process.

Ms. Brown thought that the Selectmen accepted the petition at the last meeting, and the public would be brought together to discuss the issue.

Attorney Hamilton read from the Charter, Section 1.1.1:

1.1.1 PETITIONS FOR TOWN MEETINGS. When presented with a petition signed by registered voters numbering at least ten per cent of the votes cast at the last gubernatorial election, the Board of Selectmen, hereinafter referred to as the Board, shall, within forty-five days of receipt of the petition, either (1) include it in the warrant for the next town meeting or call a special meeting to be held within sixty days for its consideration; or (2) only if it finds the petition moot, illegal, or impossible, publish in writing its reasons for refusing to present the petitioned article to the voters.

Attorney Hamilton added that the Warrant Committee must receive the warrant 21 days prior to a Special Town Meeting.

Selectman Littlefield stated the Board wants to collaborate and discuss the issue with the public. There's a large amount of information to review as well. She felt that it was critical to have all the interested parties at the meetings, otherwise the communication fails.

Selectman Hart added that the Warrant Committee has public meetings as well. If they meet, it is another opportunity to discuss the issue.

Ms. Brown asked if interested residents would receive information on how other meetings, with contractors or Emera for example, are proceeding. Selectman Littlefield felt that the reports the Public Works Director brings to the next Board of Selectmen meeting will reflect that information.

III. Minutes

A. Approval of minutes from July 2, 2018 meeting

MOTION: Selectman Hart moved, with Selectman Dudman seconding, approval of the July 2, 2018 Minutes as presented. Motion approved 5-0.

IV. Appointments/Recognitions/Resignations

A. Appointment of Stephanie Kelley-Reece to the Warrant Committee

MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, approval of the appointment of Stephanie Kelley-Reece to the Warrant Committee, as presented. Motion approved 5-0.

V. 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. Payments In Lieu of Taxes for Federal Lands notice

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

VI. Selectmen's Reports

There were no Selectman's Reports Presented.

VII. Unfinished Business

A. Motion to transfer \$500.00 from BOS Contingency Account 1220001-59350 with a balance of \$10,000.00 to Social and Public Service Agencies Account 1885154-59133 to pay the Eastern Area on Aging which was inadvertently omitted from the budget approved at the Annual Town meeting on May 8, 2018

Resident Katrina Carter did not feel the organization made a request of the Town. Town Manager Lunt reported the organization did make a request; it did not get published in the Town Report. Chairman Macauley recalled the group being at the meeting to request funds.

MOTION: Selectman Littlefield moved, with Selectman Hart seconding, approval of the transfer of \$500.00 from BOS Contingency Account 1220001-59350 with a balance of \$10,000.00 to Social and Public Service Agencies Account 1885154-59133 to pay the Eastern Area on Aging which was inadvertently omitted from the budget approved at the Annual Town Meeting on May 8, 2018, as presented. Motion approved 5-0.

B. Request to issue a Quit-Claim Deed to Trasi and Robert Colson relinquishing the Town's interest acquired by the 2004 tax lien recorded in the Hancock County Registry of Deeds; Book 4239, Page 327

MOTION: Selectman Hart moved, with Selectman Dudman seconding, approval of the request to issue a Quit-Claim Deed to Trasi and Robert Colson relinquishing the Town's interest acquired by the 2004 tax lien recorded in the Hancock County Registry of Deeds; Book 4239, Page 327, as presented. Motion approved 5-0.

VIII. New Business

A. Public Space Special Event Application – Caitlin Dufraine Wedding; September 29, 2018, Suminsby Park

MOTION: Selectman Dudman moved, with Selectman Mooers seconding, approval of the Public Space Special Event Application for Caitlin Dufraine Wedding; September 29, 2018, in Suminsby Park, as presented. Motion approved 5-0.

B. Liquor License Renewal - MOFO LLC /DBA Tan Turtle Tavern; 10 Huntington Rd, Northeast Harbor

MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval of the Liquor License Renewal for MOFO LLC/DBA Tan Turtle Tavern; 10 Huntington Rd., Northeast Harbor, as presented. Motion approved 5-0.

C. Consider and Approve Mutual Aid Agreement for Policing Services between the Communities of Bar Harbor, Mount Desert, and Southwest Harbor

1 MOTION: Selectman Mooers moved, with Selectman Dudman seconding, approval of the
2 Mutual Aid Agreement for Policing Services between the Communities of Bar Harbor, Mount
3 Desert, and Southwest Harbor, as presented. Motion approved 5-0.
4

5 *D. Request approval and authorization to execute the General Agreement with Acadia National*
6 *Park for the procedures and standards for National Park Ranger assistance with Law*
7 *Enforcement Officers outside of the Park*

8 MOTION: Selectman Hart moved, with Selectman Mooers seconding, approval and
9 authorization to execute the General Agreement with Acadia National Park for the procedures
10 and standards for National Park Ranger assistance with Law Enforcement Officers outside of the
11 Park, as presented. Motion approved 5-0.
12

13 *E. Resolution of Support for the National Park System*

14 MOTION: Selectman Dudman moved, with Selectman Mooers seconding, approving the support
15 for the National Park System, as presented. Motion approved 5-0.
16

17 *F. Consider Requested Contribution to Raise the Floor Coalition*

18 Town Manager Lunt stated he had no recommendation for this Agenda Item.
19

20 It was pointed out that this was more a request from a political action committee, and no
21 request was made from the school in support of the issue.
22

23 MOTION: Selectman Mooers moved, with Selectman Hart seconding, to approve the requested
24 contribution to the Raise the Floor Coalition, as presented. Motion failed 0-5.
25

26 **IX. Other Business**

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

28 There was no other business
29

30 **X. Treasurer's Warrants**

31 *A. Approve & Sign Treasurer's Warrant AP1903 in the amount of \$1,571,682.64*

32 MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval and signature of
33 Treasurer's Warrant AP1903 in the amount of \$1,571,682.64, as presented. Motion approved 5-
34 0.
35

36 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1880, AP1901,*
37 *AP1902, and PR1901 in the amounts of \$- , \$18,772.63, \$ 4,668.50, and \$140,901.24,*
38 *respectively*

39 MOTION: Selectman Hart moved, with Selectman Mooers seconding, approval of Treasurer's
40 Payroll, State Fees, and PR Benefit Warrants AP1880, AP1901, AP1902, and PR1901, in the
41 amounts of \$0, \$18,772.63, \$4,668.50, and \$140,901.24, respectively, as presented. Motion
42 approved 4-0-1 (Littlefield in Abstention).
43

44 *C. Acknowledge Treasurer's School Board AP/Payroll Warrants 1 and 1 in the amounts of*
45 *\$139,179.31 and \$48,220.58, respectively*

1 MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, acknowledgement
2 of Treasurer's School Board AP/Payroll Warrant 1 in the amount of \$139,179.31, as presented.
3 Motion approved 5-0.
4

5 MOTION: Selectman Littlefield moved, with Selectman Hart seconding, acknowledgement of
6 Treasurer's School Board AP/Payroll Warrant 1 in the amount of \$48,220.58, as presented.
7 Motion approved 5-0.
8

9 **XI. Adjournment**

10
11 MOTION: Selectman Dudman moved, with Selectman Mooers seconding, to adjourn the meeting.
12 Motion approved 5-0.
13

14 The meeting adjourned at 7:30PM.
15

16 Respectfully Submitted,
17
18

19
20 Wendy Littlefield
21
22



Town of Mount Desert

21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248
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www.mtidesert.org director@mtidesert.org

MEMO

To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Director
Re: Response to Selectperson Littlefield's Question of 7-16-18
Northeast Harbor Village Ctr. Improvements Project
Date: August 2, 2018

At the July 16th regular meeting of the Board of Selectmen I was asked by Board Member Littlefield to provide a report for the August 6th regular Board meeting about the routing and approach to utilities in implementation of the Main Street project. I offer the following.

I have enclosed a copy of a report prepared by our design professionals that discusses the goals of the project. I suggest reading the entire report. I believe you will find it very informative as to how the goals of the project were identified, planned for, designed and, ultimately were approved for implementation at town meeting. You will note that the report emphasizes a number of times that improving the aesthetics of Main Street is a key component of improving the vitality of the street. A big step towards improving the aesthetics, also mentioned a number of times, was to bury the overhead wires. This idea of aesthetics and burying wires to improve Main Street vitality goes as far back as 2015 when meetings of seasonal and year-around residents were held, and questionnaires were sent out, to solicit input on just what is needed to improve the vitality. Aesthetics relative to burying wires was discussed, suggested, reviewed and eventually approved at the 2018 town meeting for implementation.

As we know, the project that was approved by the voters included replacing the existing overhead wires that are along and across the Main Street project area with new underground wires. Understanding that most, if not all, of the buildings on Main Street in the project area receive electricity through electric meters and electrical entrances located on a wall of the building in close proximity to Main Street, it made sense to bury the wires in Main Street. This reduced costs and, maybe just as importantly, reduced the disruption to the property owners by not having to install new entrances and change wiring locations inside their buildings.

The project design team of volunteer residents of the town, an economic development consultant and professional engineers and architects did not entertain the idea of putting the overhead wires anywhere else other than Main Street. It made sense to put them there. The width of the street made excavation very straightforward with a limited amount of infrastructure already in the ground that would have to be avoided or replaced as part of the project. In addition, the sidewalks on both sides of the street were to be replaced in accordance with the goals of the project so excavating in and around them was not an issue. In addition, by replacing the overhead wires with underground ones in Main Street, the fire department would be able to station their ladder truck on Main Street to fight fires. Overhead wires, regardless of where they are, limit the use of, and pose risks to, the use of ladder trucks for firefighting. Chief Bender plans to be present to review this with you at your meeting on August 6.

I am available for questions should you have any. Thank you.

Supplemental Report to:
The Northeast Harbor Village Center Plan

August 3, 2018



Richardson & Associates
Landscape Architects
11 Middle Street
Saco, Maine 04072

CES, Inc
Engineers
465 South Main Street
Brewer, Maine 04412

Executive Summary

August 2, 2018

The following report, produced by CES Engineering and Richardson & Associates, Landscape Architects, describes: the purpose, intent, goals and objectives for improving the Northeast Harbor Village Center; the Consulting Team's goals and how they were met in the Northeast Harbor Village Center Plan; and the consulting team's response to the Town's request for an evaluation of the four petition considerations.

As the following report details, there was a significant amount of community input from a diversity of people over a number of years that defined the purpose, intent, goals and objectives for improving the Village Center of Northeast Harbor (the "Northeast Harbor Village Center Plan" or "Northeast Harbor Plan").

The Consulting Team embraced the community's input and reflected it directly in the streetscape, landscape and engineering recommendations outlined within the Northeast Harbor Village Center Plan.

The process of developing the Northeast Harbor Plan was an iterative and collaborative, consisting of numerous Advisory Committee meetings, workshops, internal design team reviews, and two public meetings. The plan was ultimately endorsed by the Advisory Committee and the Board of Selectmen, and approved by public vote at Town Meeting on May 8th 2018 (Article 25).

This report also identifies how the Northeast Harbor Village Center Plan addresses the four petition items which seek reconsideration by the Board of Selectmen of the Plan and several core elements of the Plan that were adopted with the approval of Article 25 by Town Meeting.

In specific:

1. Alternate approach to wire utilities. Providing an alternate electrical overhead route from Tracy Road to service Main Street businesses could produce several challenges. Servicing

businesses from behind will require permanent easements to be granted from a number of neighboring properties. This could be challenging, time consuming, and costly. Furthermore, the installation of additional services from behind Main Street may restrict the development potential for many of the businesses both on Main Street and those that are adjacent to Main Street.

Additionally, constructability would have to be evaluated to ensure there is a route available to construct utility lines underground with enough space for construction equipment to service and maintain in the future. The utility corridor chosen should not interfere with existing infrastructure, landscaping, or other site characteristics, which may prove challenging.

Altering the entrance locations for services from the front of the buildings along Main Street to the rear was not considered a practical option. Moving the service entrances for these properties away from their front facing location along Main Street could mean moving meters and reconstructing utility layouts inside buildings. This would be a labor-intensive coordination effort and would significantly increase project costs associated with work on private property.

With respect to rerouting overhead electrical service from Tracy Road, it should be noted the Northeast Harbor Village Center Plan outlines a multi-year phased approach to the recommended improvements. The unified aesthetic the plan strives to accomplish over its multiple phases may be compromised by this shift. When the Plan was prepared, it insured all phases of the project would work together; significantly altering this first phase would have impacts to the subsequent phases of the plan. Landscape and aesthetic considerations for Tracy Road and the inner core between Main Street and Tracy Road would be impacted. In summary, eliminating the burying of utility wires on Main Street would have a ripple effect on a well thought out plan that has been endorsed by the Northeast Harbor Village Planning Committee and supported by the residents of the Town.

2. To reconsider time line of job schedule. Great consideration was placed in the scheduling of the proposed improvements to Main Street. This topic was raised and discussed by and with the Steering Committee with guidance and input from Tony Smith, Director of Public Works. With further focus by Mr. Smith and a representative of the contractor, the targeted construction dates of Mid-October to mid-May during the “off season” will balance the construction needs of the project with the least amount of disturbance to the business involved.

3. To reconsider that any development of buildings on Main Street be done first and that the streets and sidewalks be done last. The goal of delaying improvements to the Main Street streetscape until “any development of buildings has been completed” is impractical as the time frame and extent of this future development is not known. The plan does however, provide utility stubs for future connections and encourages new development within and around the Main Street Corridor.

4. To consider the option of incentivizing developers, established businesses and future businesses to help sustain future growth of an economical and viable Main Street. The recommendations outlined within the approved Northeast Harbor Village Center Plan *are* an incentive to developers, established businesses, and future businesses through the improved character, function, and identity they will bring to the Village. The recommended changes will attract new businesses, encourage existing businesses to stay in the Village, and create incentive for visitors to spend more time and more money in Northeast Harbor.

The detailed discussion in the Report follows.

I. Overview of the purpose, intent, goals and objectives for the Improvement to the Northeast Harbor Village Center.

The following describes the purpose, intent, goals and objectives of the Northeast Village Center project. The development of many of these originated by the Town prior to the engagement of the consulting team (CES Engineering, Richardson & Associates, Landscape Architects and Planning Decisions (economic development) and served as the foundation of the consulting team's proposal and subsequent work. The resultant plan, including an understood project purpose, intent and goals was supported and approved by the Village Center Planning Committee, by the Board of Selectmen and ultimately voted upon favorably by the Town Meeting on May 8th 2018 (Article 25).

What follows are excerpts from the various supporting documents authored by both the Town and Consulting Team that highlight the purpose, intent, goals and objectives of the project.

They are presented in chronological order.

The following project goals were identified in the Town's RFP (Request for Proposals) for the Northeast Harbor Village Center Plan), dated January 13, 2016:

*"The Town of Mount Desert, Maine is requesting proposals from planning, engineering, and design firms to provide a plan to *improve the appearance, functionality, and vitality of Northeast Harbor's village center*".*

"The goal of the work is to evaluate the status of buildings and infrastructure within the study area. Problems related to poor operational characteristics, poor appearance and or structural integrity and inadequate public services or amenities shall be examined."

"As an integral part of the overall plan... recommended improvements to these systems, a proposed sequence of projects, and associated cost estimates shall be provided."

“The plan will: Serve as a blueprint for future development and infrastructure improvements in the village.”

Be developed with the technical expertise of the consulting team and town staff and regular communication with, and input from the Village Center Planning Committee and the public.”

“Items to be evaluated include”:

- Vehicular and pedestrian circulation
- Road conditions
- Parking
- Sidewalks and curbs
- Signage
- Lighting and electrical services
- Public water and sewer
- Parks and green spaces
- Landscaping
- Public amenities

The RFP also states: “community attitudes, opinions and ideas concerning revitalization of Northeast Harbor’s village center will be developed during a public outreach process conducted prior to the start of the project. “

The following was codified in The Northeast Harbor Village Center Plan Community Outreach Report, dated April 11, 2016.

“This report outlines the results of the Northeast Harbor Village Center Plan community outreach activities. The goal of this work was to actively seek input from a variety of village and town stakeholders about existing conditions in the village of Northeast Harbor and concerns about its future. It also sought to identify a future vision for the village. This vision will guide later parts of the plan and shape recommendations for development and infrastructure improvements over the next 10 years.”

This document was a summary of the many efforts undertaken by Northeast Harbor’s interested parties to gather public input including:

- The Village Center Plan Committee Workshop (November 12th 2015)
- The Northeast Harbor Village Center Plan Public Outreach Meeting (November 19, 2015)
- The Northeast Harbor Village Stakeholder Meeting (February 3, 2016), the Summer Residents Association Meeting (July 16, 2015)
- The Northeast Harbor Village Center Plan Outreach Questionnaire (distributed December 2105-Febraury 14,2016)

This report references a number of important examples of feedback received from the community through the above meetings, which directly influenced the NEH Village Center Plan. They are as follows:

Northeast Harbor Village Center Plan Committee Workshop

On November 12, 2015 an outreach workshop was held with the Village Center Planning Committee to discuss issues and opportunities in Northeast Harbor's village center.

Top Projects or Actions:

The Village Center Planning Committee suggested a wide range of actions to improve Northeast Harbor's village center.

Two of the more popular responses included:

Improving the appearance of Main Street and creating better connections between the Harbor and Main Street.

Specific projects and actions identified by the Village Center Planning Committee included:

- Put public seating areas along Main Street so people can linger there
- Put utility lines underground
- Put trees along Main Street
- Improve the landscaping along Main Street and in the marina area

Northeast Harbor Village Center Plan Public Outreach Meeting

On November 19, 2015 a community public outreach meeting was held from 6:00 pm to 7:30 pm at the Northeast Harbor Library. The purpose of this event was to allow residents the opportunity to communicate their issues, aspirations and priorities regarding Northeast Harbor's village center.

Top Projects or Actions:

Workshop participants suggested a wide range of action items to improve Northeast Harbor's village center. The most popular response was to improve the appearance of Main Street by putting utilities underground, widening sidewalks, improving building facades, and by installing improved lighting, greenspace, landscaping and seating.

Northeast Harbor Village Center Plan Stakeholder Meeting

On February 3, 2016, a community stake holder meeting was held from 5:30 pm to 7:00 pm at the Neighborhood House in Northeast Harbor. Individuals who either owned property or a business within the study area and people identified as key stakeholders in the planning process were invited to this event. The purpose of the meeting was to identify key assets and issues in the village study area and to solicit a vision for its future. This meeting was organized around small working groups of 4 to 6 participants, each staffed by one or more Village Center Planning Committee members.

Top Projects or Actions:

Participants suggested a wide range of action items to improve Northeast Harbor's village center.

The more popular responses included: upgrading the visual appearance of Main Street by improving its built environment such as lighting, sidewalks, building facades, utility lines and landscaping; adding more restaurants; and increasing the amount of affordable housing.

Summer Residents Association Meeting, Northeast Harbor

On July 16, 2015 at 4:30 pm the Town of Mount Desert Summer Residents Association held its first summer meeting at the Neighborhood House in Northeast Harbor. At this meeting, preliminary information about the proposed Northeast Harbor Village Center Plan was provided and a short outreach session was conducted.

Attendees desired changes included:

1. Putting utility wires underground, at least on Main Street

2. Sidewalk improvements along Main Street

Numerous other varied suggestions were stated.

Northeast Harbor Village Center Plan Outreach Questionnaire Responses

Recommended Improvements:

1. Landscaping – Benches and other street improvements
2. Street and sidewalk repairs
3. Put utilities underground
4. Parking improvements

Plan Priorities:

1. Streetscaping
2. Sidewalk Improvements

Visions for the Future:

1. Same quaint town but with a beautiful pedestrian promenade along Main Street
2. Vacant lots built out, power lines underground, cleaner, wider sidewalks, and pathways, lights with flowers, a small pocket park for visitors to sit and relax

As evidenced in the selected excerpts, and further supported within the full documents referenced, there was a significant amount of community input from a diversity of people that ultimately defined the purpose, intent, goals and objectives for improving the Village Center of the Northeast Harbor.

II. The Consulting Team's Goals and how they were met in the Northeast Harbor Village Center Plan

The resultant goals described in the previous section became the foundation which guided the consultant team's development of The Northeast Harbor Village Center Plan.

The Final Northeast Harbor Village Center Plan has the following goals:

- Improve the overall aesthetics, functionality and vitality of Northeast Harbor Village.
- Increase pedestrian opportunities and provide improved areas for casual social gathering.
- Provide areas for expanded commercial and residential development by increasing development infill opportunities.

- **Improve the connection between Main Street and the Harbor.**

The consultant team's process was an iterative and collaborative one consisting of numerous advisory committee meetings, workshops, internal design team reviews, and two public meetings. These efforts culminated in a Final Report which includes Site Inventory and Analysis Diagrams, a Final Plan, an Engineering Report, an Economic Report, and Cost Estimates. The purpose of this Final Report is to serve as a foundation or 'Master Plan' for further planning and design development advancements for the Northeast Harbor Village Center.

The Final Plans recommendations addresses a number of issues while maintaining and enhancing the key assets of the village. These suggested improvements directly align with the goals and objectives determined by the Town, its residents and the consulting team.

Streetscape and Landscape Recommendations:

- Enhance the Main Street storefront edge
- Turn vacant lots into infill development opportunities
- Create stronger physical and visual connections between the village and Harbor, key institutions, and Tracy Road
- Develop a pavilion linking the Harbor and the village core
- Create planted entrances at the north and south ends of Main Street
- Shift to a greater dispersment of parking over the village
- Increase Ped-Bike trails
- Improve pedestrian circulation
- Develop wider sidewalks along Main Street
- Integrate a unified vocabulary of materials and amenities
- Relocated above ground utilities underground
- Reconfigure the parking lot at Main Street and Summit Road
- Summit Road is realigned to "T" up with Main Street
- The addition of a stop sign on Main Street
- Simplify Main Street and Neighborhood Road to form a "T"
- Add attractive, native plantings.
- Transform the directory space into a small gathering space
- Develop a front gathering space at The Great Harbor Maritime Museum
- Eliminate vehicle access to the parking area on the south side of the Museum and replace with plantings and street trees
- Diagonal parking along Main Street is maintained along with one-way traffic southbound

- Overall parking quantities in the Village have been maintained, however, the locations are changed.
- A narrower curb to curb dimension on Main Street widens the west sidewalk
- Develop a three-foot-wide sidewalk on the east side of Main Street
- Add street lamps along the east side of Main Street
- Plant street trees along Main Street
- Add benches along Main Street
- Add striped crosswalks and granite posts for pedestrian crossings
- Add bike racks and trash receptacles along Main Street
- Enhance sidewalks and add street trees and street lamps on both sides of Summit Road
- Add street trees and street lamps along Neighborhood Road
- Create a mid-block development including a pedestrian connection between Main Street and Tracy Road
- A vacant lot transforms to a park like village trail and connects to the Harbor Trail
- Streetscape improvements will be made on Sea Street
- Eliminate the 'mega' public parking lot in favor of smaller, dispersed parking lots
- Infill will grow the village in the direction of a key asset of the village, the Harbor.
- A promenade is created along the edge of the bluff
- A 'Village Walk', is created, lined with existing shops and new development infill
- A three-foot-wide sidewalk is located on the east side of Tracy Road.
- Street trees and street lamps are added on Tracy Road
- Parallel parking on Tracy Road contributes to a more evenly dispersed public parking layout
- To accommodate parking needs, there will be a one-way northbound traffic lane on Tracy Road

Engineering Recommendations

- Make any needed repairs or improvements to public utilities during this construction process
- At this time no major issues are known to exist with the sewer system; however, additional investigations would need to be completed to verify the function and condition of individual service lines.
- Identify any areas which may be developed in the future and provide sewer disposal service lines, if they do not currently exist.
- The main water line be replaced with new properly sized main lines throughout the Village improvement area
- Include new service lines and individual curb stops (Valves) as needed

- Relocation of existing fire hydrants in coordination with The Fire Department and Public Works Department
- Complete an assessment of the future storm flow conditions to determine flow paths and required collection areas.
- Develop a new storm drainage system consisting of new catch basins and storm drain piping
- This will require the installation of several individual and combined pad mounted transformers throughout the Village area. With the existing density of the Village it may be a challenge to establish service to all existing structures. With the limited area available within the roadway system, and existing developed lots, it is expected that several easements would be required on private properties to install service lines and transformers.
- Installation of underground utilities can however be targeted to specific locations. It may be recommended that specific areas be identified that would be the most desirable for underground service and a plan developed to determine the cost and complexity of the installation. This could include only one street or even sections of streets.
- Convert overhead electric utilities to underground service
- Convert all existing building entrances to underground service.
- If the overhead system is to remain, several utility poles will need to be relocated with the proposed roadway reconstruction. Currently many poles are on the edge of travel ways or in sidewalks. With the reconfiguration of the roadway it is expected that several of these poles will conflict with planned improvements.

III. Response to the Four Petition Items:

1. The reconsideration of underground power, telephone and internet on Main Street and supply those utilities from behind buildings with overhead poles.

The overhead utility lines were placed underground in order to allow for landscape improvements and amenities to be incorporated within the Main Street corridor. By burying these lines, a more attractive and desirable Main Street could be established.

This goal was supported on a number of levels. As the design was being developed through 2017 and early 2018, the Project Team conducted two public meetings to discuss the project elements, which including the burying of overhead utility lines. Additionally, the Village Center Planning Committee served as a sounding board to the consultants to help guide the recommendations for Main Street. Ultimately this Committee approved the plan that was then brought forward to the Board of Selectmen.

This plan included the recommendation that Main Street would be free of overhead wires, and include the planting of trees as well as street lighting.

Given the approval of this recommendation, the team proceeded to provide an approach that would optimize an underground conduit system servicing all properties on Main Street. Because construction of underground utilities is costly and labor intensive, ensuring the shortest possible conduit runs was essential in the design process. Burying the existing utilities on Main Street allows for optimum use of the proposed utility corridor on Main Street. The majority of utility entrances that currently exist for businesses served from the overhead utilities on Main Street are located nearer the front of the buildings. Shorter conduit runs for individual services to businesses are achieved by utilizing Main Street as a corridor for the underground utilities. Providing service from other streets with the goal of keeping the utility buried was not considered practical.

Providing an alternate electrical overhead route from Tracy Road to service Main Street businesses could produce several challenges. Servicing businesses from behind will require permanent easements to be granted from a number of neighboring properties. This could be challenging, time consuming, and costly. Furthermore, the installation of additional services from behind Main Street may restrict the development potential for many of the businesses both on Main Street and those that are adjacent to Main Street.

Additionally, constructability would have to be evaluated to ensure there is a route available to construct utility lines underground with enough space for construction equipment to service and maintain in the future. The utility corridor chosen should not interfere with existing infrastructure, landscaping, or other site characteristics, which may prove challenging.

Altering the entrance locations for services from the front of the buildings along Main Street to the rear was not considered a practical option. Moving the service entrances for these properties away from their front facing location along Main Street could mean moving meters and reconstructing utility layouts inside buildings. This would be a labor-intensive coordination effort and would significantly increase project costs associated with work on private property.

With respect to rerouting overhead electrical service from Tracy Road, it should be noted the Northeast Harbor Village Center Plan outlines a multi-year phased approach to the recommended improvements. The unified aesthetic the plan strives to accomplish over its multiple phases may be compromised by this shift. When the Plan was prepared, it insured all phases of the project would work together; significantly altering this first phase would have impacts to the subsequent phases of the plan. Landscape and aesthetic considerations for Tracy Road and the inner core between Main Street and

Tracy Road would be impacted. In summary, eliminating the burying of utility wires on Main Street would have a ripple effect on a well thought out plan that has been endorsed by the Village Center Planning Committee and supported by the residents of the Town.

- 2. To reconsider time line of job schedule so as not to put in danger the viability and profitability of the last existing Businesses on Main Street and surrounding streets.**

Great consideration was placed in the scheduling of the proposed improvements to Main Street. This topic was raised and discussed by and with the Village Center Planning Committee with guidance and input from Tony Smith, director of Public Works. With further focus by Mr. Smith and a representative of the contractor, the targeted construction dates of Mid-October to May 24 during the “off season” will balance the construction needs of the project with the least amount of disturbance to the business involved.

- 3. To reconsider and convey to developers, the town voters have voted in the positive to improve Main Street and that any development of buildings on Main Street be done first and that the streets and sidewalks be done last so as not to damage the new Street and side walk to further damage due to future utility and construction work.**

The goal of delaying improvements to the Main Street streetscape until “any development of buildings has been completed” is impractical as the time frame and extent of this future development is not known. The plan does however, provide utility stubs for future connections and encourages new development within and around the Main Street Corridor.

- 4. To consider the option of incentivizing developers, established businesses and future businesses to help sustain future growth of an economical and viable Main Street.**

The recommendations outlined within the approved Northeast Harbor Village Center Plan *are* an incentive to developers, established businesses, and future businesses through the improved character, function, and identity they will bring to the Village. The recommended changes will attract new businesses, encourage existing businesses to stay in the Village, and create incentive for visitors to spend more time and more money in Northeast Harbor.



TOWN OF MOUNT DESERT, MAINE

21 Sea Street, P.O. Box 248
Northeast Harbor, Maine 04662-0248
207-276-5531, manager@mtdesert.org

REQUEST FOR PROPOSALS

January 13, 2016

Northeast Harbor Village Center Plan

PROJECT DESCRIPTION:

The Town of Mount Desert, Maine is requesting proposals from planning, engineering and design firms to provide a plan to improve the appearance, functionality, and vitality of Northeast Harbor's village center. The study area is outlined on exhibit 1.

The goal of this project is to create a future vision for the village that takes into account its strengths and weaknesses and that incorporates citizen input and preferences. It is to serve as a blueprint for future development and infrastructure improvements and must provide a clear rationale for all recommended changes.

The Town of Mount Desert, Northeast Harbor Village Center Plan Committee, will supervise this project.

SCOPE OF SERVICES:

Requested services include:

1. Physical analysis of the study area:

The goal of this work is to evaluate the status of buildings and infrastructure within the study area. Problems related to poor operational characteristics, poor appearance and/or structural integrity and inadequate public services or amenities shall be examined. As an integral part of the overall plan developed below,

recommended improvements to these systems, a proposed sequence of projects and associated cost estimates shall be provided.

Items to be evaluated include:

- Vehicular and pedestrian circulation
- Road conditions
- Parking
- Sidewalks and curbs
- Signage
- Lighting and electrical services
- Public water and sewer
- Parks and green spaces
- Landscaping
- Public amenities
- Building facades and general structural conditions
- Compatibility of uses

2. Plan Development:

Community attitudes, opinions and ideas concerning revitalization of Northeast Harbor's village center will be developed during a public outreach process conducted prior to the start of this project. Utilizing input gathered from this process and the physical review conducted in section 1 above, a Village Center Plan including two alternative land use plans with associated streetscape visions will be developed.

This plan will:

- Be a conceptual plan that defines a vision of the village center in 2025 and describes what the downtown will look like physically, socially and economically.
- Integrate land use, transportation, parking, infrastructure, urban design, visual access to the harbor area, amenities and economic competitiveness into a unified conceptual plan.
- Identify a clear set of priorities, strategies and financing mechanisms to achieve the 2025 vision.
- Serve as a blueprint for future development and infrastructure improvements in the village.
- Outline areas for potential residential and commercial infill and strategies to attract these uses.
- Be developed with the technical expertise of the consulting team and town staff and regular communication with, and input from the Village Center Planning Committee and the public.
- Provide an implementation strategy that:
 - Recommends priority projects
 - Identifies the entity responsible for implementation
 - Provides timeframes for implementation

- Identifies required coordination activities between public and private sectors
- Provides cost estimates
- Provides potential funding sources.

3. Economic Competitiveness Assessment:

The goal of this work element is to provide an evaluation of the village's economic competitiveness and recommend strategies to improve its capacity to be a competitive visitor destination while sustaining and improving a high-quality life for village residents. Utilization of the village's harbor facilities and offerings should be considered.

4. Community Participation and Project Review

As the plan develops, the consultant will conduct one public visioning workshop with village residents. This meeting will allow residents to review consultant's earliest land use designs and give them the opportunity to suggest revisions or propose alternative priorities. Topics addressed may include infrastructure improvements, street and parking design, scenic vistas and green space, housing opportunities, retail expansion, community facilities and streetscape improvements.

At a subsequent community meeting, the consultant will present the draft land use plans and streetscapes and report on project findings and recommendations. The consultant in the final plan document will address community and Planning Committee comments on the draft plan.

Consultant will present the final plan to the Village Planning Committee and the Town of Mount Desert Board of Selectmen at a regularly scheduled Board of Selectmen's meeting.

SCHEDULE:

1. This project will begin immediately upon bid award.
2. The physical analysis of the study area must be completed by March 31, 2016
3. Plan Development must be completed by April 29, 2016
4. Final plan must be submitted and presented to the Town of Mount Desert Board of Selectmen by May 15, 2016

REQUIRED SUBMITTALS:

Respondents should include the following information in their submittals:

1. Name of company, contact person, address, phone number, e-mail address and number of years in business.

2. A detailed description of the work including all meetings and deliverables.
3. A list of proposed project team members including resumes of all key personnel including education, experience with similar projects, and any special qualifications. The role of each team member must be outlined.
4. A description of similar projects the company has conducted including name of client, type of project, contact person, addresses and phone numbers.
5. A project schedule.
6. References from three towns or agencies for whom you have conducted similar work in the past 18 months.
7. Proposals must be received by 3pm on January 27, 2016.
8. All prices quoted must be firm for a period of ninety (90) calendar days from the Proposal submittal date and until the work is completed on the project.
8. Proposals shall be addressed to:
Durlin Lunt
Town Manager
Town of Mount Desert
P.O. Box 248
Northeast Harbor, Maine 04662
9. Mailed proposal packages shall be submitted in a sealed package plainly marked on the outside and include:
Name of Consultant
Subject: Proposal for Professional Services – Northeast Harbor Village Center Plan
A letter of transmittal
The signature of a duly authorized official of the Consultant submitting the proposal.
10. E-mailed proposals may be submitted to manager@mtdesert.org. E-mailed proposals must contain all the information outlined in #9 above and must be received by the time and date outlined in #7 above.

POST AWARD REQUIREMENTS:

Within five calendar days of selection, the successful bidder will:

- Provide a certificate of insurance to the Town naming the Town as an additional insured.
- Provide written proof to the Town that any and all people working on the project are covered by liability and workers compensation insurance.

ENCLOSED INFORMATION FOR BIDDERS:

Exhibit 1, Study Area Boundaries

Questions regarding this RFP should be directed to:

Jacqueline K. Hewett
Economic Development Consultant
Town of Mount Desert, Maine
jkh915@aol.com
207-689-7735

or

Durlin Lunt
Town Manager
Town of Mount Desert, Maine
Manager@mtdesert.org
207-276-5531

**ALL BIDS MUST BE RECEIVED BY 3PM ON
JANUARY 27, 2016**

NORTHEAST HARBOR VILLAGE CENTER PLAN



COMMUNITY OUTREACH REPORT

April 11, 2016

Introduction

This report outlines the results of the Northeast Harbor Village Center Plan community outreach activities. The goal of this work was to actively seek input from a variety of village and town stakeholders about existing conditions in the village of Northeast Harbor and concerns about its future. It also sought to identify a future vision for the village. This vision will guide later aspects of the plan and shape recommendations for development and infrastructure improvements over the next 10 years.

A variety of outreach efforts, both in person, on line and via a mailed and hand distributed community questionnaire were used to gather this information. Ultimately, these activities promote a sense of local stewardship for the plan and ensure that each resident has had the opportunity to help shape the future of the village. In addition, community participation and feedback is critical

in identifying key issues, local priorities, and proposed solutions. To date, the activities outlined below have been conducted. Additional activities are planned for subsequent portions of plan development.

- Regular meetings of the Northeast Harbor Village Center Plan Committee
- An issues workshop with the Village Plan Committee
- A public outreach meeting for town residents
- A property owner, business owner and prime stakeholder outreach meeting
- An outreach program at the July 2015 Summer Residents Association meeting
- Facebook updates
- A community questionnaire

Northeast Harbor Village Center Plan Committee Workshop

The Northeast Harbor Village Center Plan Committee is a committee of village residents, business owners, and town officials. It represents the community in this planning process and directs and reviews all work undertaken by the consulting team contracted to complete the plan. By reviewing all documents and recommendations, the Committee ensures that the Village Center Plan reflects the vision and aspirations of residents and stakeholders.

On November 12, 2015 an outreach workshop was held with the Village Center Plan Committee to discuss issues and opportunities in Northeast Harbor's village center. The workshop centered around three key questions.

- What are five issues or concerns facing Northeast Harbor's village center?
- What are three specific projects or actions you would like to see undertaken within the village center?
- What are the primary strengths and assets of Northeast Harbor's village center?

The following is a summary of the comments and opinions recorded in response to these three questions. While the questions brought forth a wide variety of topics, many of these issues were interrelated and in agreement with the responses of other participants. These general themes are outlined below.

Top Issues:

Affordability

Affordability was a primary concern of committee members. This included the lack of affordable housing, the high cost of goods including groceries and land costs

that were beyond the means of most year round village residents. The high cost of buying a lot in the village and building a building to start a business was seen as a major impediment to entrepreneurial efforts in town. With a short season to operate, it was felt this type of investment was unlikely to occur.

Lack of Expansion Space

It was noted that there are very few if any empty storefronts in the village during the summer months and those that might be available have high rents. This was seen as another impediment to the development of new business ventures in town.

Empty lots

The committee identified the empty lots that exist along Main Street as a significant issue. It was felt these empty spaces are an eyesore and give the village a desolate look. It was also noted that they are an unrealized resource that could add vitality to the village and provide space for potential entrepreneurs

and possibly additional village housing.

Other issues:

Other issues that were raised but did not fall within these identified themes included:

- The lack of year round employment
- The poor condition of buildings in the village, especially rental apartments. Some respondents felt that these building conditions "brought unsavory tenants into the village."
- The lack of year round restaurants, especially a casual coffee/tea shop where people can gather
- Shops and restaurants can't afford to stay open all year
- Few medical/dental offices or facilities in town

Top Projects or Actions:

The Village Center Plan Committee suggested a wide range of actions to improve Northeast Harbor's village

center, but several came up frequently and were generally agreed upon. Two of the more popular responses included: improving the appearance of Main Street and creating better connections between the harbor and Main Street.

Specific projects and actions identified by the Village Center Plan Committee included:

- Add housing in the village center, especially affordable housing and seasonal housing for summer workers
- Build sidewalks and parallel parking along Tracy Road
- Make better use of the parking lots behind the Great Harbor Maritime Museum. Use this area to expand the village commercial area
- Widen the sidewalks along Main Street and make them concrete or brick
- Utilize parallel parking on Main Street in the summer but keep it one-way.
- Find a different use for the old Firehouse building, possibly as a restaurant
- Put public seating areas along Main Street so people can linger there
- Put utility lines underground
- Expand the commercial zone down Sea Street and into the harbor
- Utilize the commercial zone along Tracy Road more effectively
- Put trees along Main Street
- Improve rental units along Main Street to attract higher income renters, possibly families
- Improve the landscaping along Main Street and in the marina area
- Create more progressive zoning which encourages the growth of seasonal businesses and housing opportunities
- Increase the number of child friendly facilities/enterprises in the village (bike racks, soda fountain, playgrounds)
- Utilize the marina more effectively to market the village
- Expand the commercial area to build more retail spaces and increase available services in the village
- Fill in the empty lots with new retail stores and housing

Primary Strengths and Assets:

Finally, the Village Center Plan Committee was asked to identify the primary strengths and assets of Northeast Harbor's village center. The most popular response centered around the compactness of the village and its safety, especially for kids on bikes and pedestrians. A full list of responses is listed below:

- The safety of the village, kids can bike into town
- The ability to walk into the village and down the street to shop
- A feeling of community awareness, a small town feel

- The simplicity and ease of access to shop
- The presence of community elders
- A high end clientele

Northeast Harbor Village Center Plan Public Outreach Meeting

On November 19, 2015 a community meeting was held from 6pm to 7:30pm at the Northeast Harbor Library. The purpose of this event was to allow residents the opportunity to communicate their issues, aspirations and priorities regarding Northeast Harbor's village center. The workshop centered on four key questions.

- What are the primary strengths and assets of Northeast Harbor's village center?
- What are five issues or concerns facing Northeast Harbor's village center?
- What are the three most important issues facing Northeast Harbor's village center?
- What are three specific projects or actions you would

like to see undertaken within the village center

The following is a summary of the thoughts, comments, and opinions received in response to these four questions. All discussions were held in small working groups of 8 to 10 residents, each moderated by a member of the Village Center Plan Committee.

Primary Strengths and Assets:

Participants were asked to identify the major strengths and assets of Northeast Harbor's village center. Popular responses focused on the friendly nature of the village, its historic charm, its compact size and its safety.

Specific strengths and assets identified by meeting participants are listed below, in their own words:

- People can find things
- Older buildings are attractive and charming

- The marina
- It has the charm of a New England village, it is not homogenized
- The library
- The Neighborhood House
- It's compact nature
- Easy to maneuver around
- Nice sense of community
- Not too much traffic
- Safe for kids
- Could provide all your needs in the summer months
- Post office (as an asset but also as a meeting place)
- Destination town
- Friendly town, you have people to talk to
- Plenty of parking
- Village is centrally located and adjacent to other town assets
- Has a blend of businesses and residences
- Familiarity down the generations of the physical nature of the village
- High quality school
- Town sewer and water
- Nursing Association

- Trails and hiking opportunities in the village
- Easy access to Acadia National Park and to the marina
- Banks and year round businesses such as the hardware store and market
- Medical office
- Nursery school
- Gas station (as an asset but also as a meeting place)
- Beautiful and safe walking town
- History of the village
- Great police, fire and town workers
- Churches

Top Five Issues:

Moderators began this discussion by asking participants to list the top five issues that confront the village of Northeast Harbor. While this question brought forth a wide variety of topics, many issues were interrelated and in agreement with the responses of other participants. For simplicity, the responses are grouped into common themes.

Lack of Affordable Housing and Population Decline

The lack of affordable housing for year round residents and for summer workers was seen as a significant issue for the overall health and vitality of the village. With spiraling real estate prices all over the island but especially within walking distance of the village, it was felt that many local residents have been forced to find housing outside this area. In addition, respondents felt this decline in year round residents severely affected the viability of shops and services located along Main Street.

It was also noted that in the summer, it is very difficult for businesses to find the workers they need because of a lack of affordable housing near the village. Since many of these workers lack a car and bus service to town is not frequent, living within walking distance to the village is a necessity.

No Gathering Places

Participants consistently mentioned the lack of any commercial venues in the village (especially year round options) where they could meet with friends. This was especially true during the winter months. Participants felt this made the village feel desolate in the winter even with an active school, library and the Neighborhood House.

Inadequate Grocery Store

Meeting participants felt that the local grocery store could be an important community anchor and gathering spot for village residents, as well as an essential resource for the village, but that the current operation needs improvement and is too expensive for local people as well as some summer residents. It was further noted that the apartments above the grocery store were in poor repair and were not attracting the desired resident base.

Viability of Existing Businesses

Participants expressed significant concern about the continuing viability of many stores within the village center. A decreasing year round population, the lack of lodging and restaurants in the village, a short season and poor coverage by the Island Explorer bus were all mentioned as reasons for their concern. Participants also noted that few shops were affordable for middle class residents.

Other Issues:

The following are other issues and concerns raised by meeting participants that don't fit into the identified themes:

- No year round medical center
- Difficulty of communication between businesses and shoppers
- Weak shoulder seasons
- Restrictive zoning due to high residential values
- Poor connection between marina and Main Street

- Poor signage within the village
- Poor marketing of village assets (a village website is needed)
- No tax incentives
- Lack of parking
- Lack of colorful characters
- Lack of activity and businesses in which to shop
- Safety declining, people drive too fast
- Lack of arts/entertainment
- Too expensive to start a business
- Condition of roads
- Façade of buildings need repair/refurbishment
- Poor streetscaping along Main Street
- Poor communication about what is going on in town

Three Most Important Issues:

After all concerns and issues had been voiced, participants were asked to take everyone's comments into consideration and decide what three

issues or concerns were the most important. The top three issues identified were:

- The lack of restaurants
- The viability and lack of variety and number of businesses along Main Street
- The lack of affordable housing

Top Projects or Actions:

Workshop participants suggested a wide range of action items to improve Northeast Harbor's village center. The most popular response was to improve the appearance of Main Street by putting utilities underground, widening sidewalks, improving building facades, and by installing improved lighting, green space, landscaping and seating.

Other specific projects and actions provided by workshop participants are listed below, in their own words:

- Convert the old firehouse into a restaurant

- Get the town to create business incentives
- Undertake parking and sidewalk improvements along Tracy Road
- Promote village more effectively to attract cruise ship passengers and summer renters
- Fill empty lots along Main Street
- Create a marina shuttle to Main Street
- Provide grants to businesses to improve facades along Main Street
- More effectively utilize the parking lot by the old firehouse
- Create better communication between vendors and events
- Create affordable housing
- Create a paid position to move the town forward (Under the Chamber of Commerce?)
- Utilize existing resources within the village (Medical Center, the Neighborhood House, the Nursing Association) as a health

concept to attract residents of all ages

- Create destination offerings such as a skating rink
- Coordinate with marina activities more effectively and link it to the village center
- Create a non-profit organization to support economic development and growth
- Make zoning changes to allow businesses in the residential areas
- Attract businesses to town, especially restaurants
- Increase the commercial area in the village
- Create programs that will help sustain businesses, extend the season and bring more people into the village.
- Create a marina village to replace Kimball Terrace with restaurants, shops and lodging
- Increase island promotion activities

Northeast Harbor Village Center Plan Stakeholder Meeting

On February 3, 2016, a community stakeholder meeting was held from 5:30pm – 7pm at the Neighborhood House in Northeast Harbor. Individuals that either owned property or a business within the study area and people identified as key stakeholders in the planning process were invited to this event. The purpose of the meeting was to identify key assets and issues in the village study area and to solicit a vision for its future. This meeting was organized around small working groups of 4 to 6 participants, each staffed by one or more Village Center Plan Committee members.

The discussion centered around these three questions:

- What are the primary strengths and assets of Northeast Harbor's village center?

- What are the three most important issues facing Northeast Harbor's village center?
- What are three specific projects or actions you would like to see undertaken within the village center?

Primary Strengths and Assets:

Stakeholders were asked to identify the major strengths and assets of Northeast Harbor's village center. The most popular response was the village's charm and its compact nature. Being able to walk and bike to and around the village was an important asset to most stakeholders. Participants added that the character and small town feel of the village setting was very important

Other strengths and assets included:

- Friendly
- Offers comfortable gathering spots

- Safe
- People tend to look out for one another
- It still looks the same
- Relaxed pace in the fall, winter and spring
- Variety of good retail along Main Street
- Elderly friendly
- The Neighborhood House
- Can double park in front of the post office
- Shops with residences above them
- No chain stores
- Library nearby
- Every building has its own character
- Cohesive town events like the Memorial Day parade

Three Most Important Issues:

Participants were asked to list the three most important issues that currently confront Northeast Harbor's village center. The question solicited a wide variety of responses

but several general themes emerged. They included:

The Lack of Affordable Housing and a Declining Population

As at the general public meeting, stakeholder participants listed the lack of affordable housing in the village center as a significant issue. They noted there was a lack of winter rentals, a lack of people in the winter months and a desolate look from November through April.

The Need for More Activity Along Main Street

Participants voiced a strong desire for more summer and year round restaurants, shops, inns and entertainment options along Main Street. They noted that the empty lots detracted from the attractive nature of Main Street and if filled with new buildings could provide a venue for the development of the attractions listed above.

Need for a Variety of Businesses

Stakeholders pointed out a lack of variety in the business types located in the village center, highlighting the need for more affordable shops, more attractions to entice people to stay in town, a hair salon, and a B&B.

Other Issues:

Other issues that did not fall within these general categories included:

- Need more viable businesses
- A need for active parking along Main Street (15 minutes)
- Need for a year round one way traffic pattern on Main Street
- The need for a crosswalk on Main Street
- Need for a town level economic development director
- Need for more trash and recycling containers along Main Street
- A need to improve sidewalks

- A need to increase the amount of parking

Top Projects or Actions:

Participants suggested a wide range of action items to improve Northeast Harbor's village center. The more popular responses included:

Upgrading the visual appearance of Main Street by improving its built environment such as lighting, sidewalks, building facades, utility lines and landscaping; adding more restaurants and; increasing the amount of affordable housing.

Other projects or actions suggested by meeting participants included:

- Clean up ports so boaters come up and shop
- Put restaurants in the marina
- Add outdoor tables to restaurants along Main Street
- Don't allow buses in town
- Replace Maritime Museum with a restaurant
- Make the town a destination

- Require new construction within the village be winterized
- Keep businesses open Thursday – Saturday during the winter
- Create a town motto or brand
- Town should purchase the former Maison Suisse building and develop it into condos
- Create more services for retirees (mail delivery, transportation, restaurants)
- Create more handicapped parking along Main Street
- More effectively connect harbor and Main Street
- Create a walking tour of the village
- Create more parking

Summer Residents Association Meeting, Northeast Harbor

On July 16, 2015 at 4:30pm the Town of Mount Desert Summer Residents Association held its first summer meeting at the Neighborhood House in Northeast Harbor. At this meeting early information about the upcoming Northeast Harbor Village Center Plan was provided and a short outreach session was conducted.

The discussion centered on two questions.

- What do you like best about the village of Northeast Harbor
- What would you like to see changed in the village

Village Assets:

Participants at this meeting were in agreement that the compactness, safety, deep sense of community and convenience of the village were its

primary assets. In addition, the boutiques along Main Street, the hardware store, McGrath's and the Asticou Inn nearby were seen as significant pluses for the community. Being able to bike around the village was also seen as an asset.

Desired Changes:

Suggestions for desired changes in the village were numerous and varied. They included:

- Putting utility wires underground, at least along Main Street
- The need for an alternative grocery store, one that is not so expensive
- Sidewalk improvements along Main Street
- The installation of more bike racks in the village center
- Repurposing the Kimball Terrace property to utilize the site more intensively
- Re-developing the Cranberry Island parking lot to a more intensive use
- Improvements to the walkway between the parking lot behind the Maritime Museum and the Cranberry Island Parking lot to make it more visible and available.
- Privatization of the harbor to make it more vibrant and interesting
- Adding a public swimming pool and restaurant in the marina area

Northeast Harbor Village Center Plan Outreach Questionnaire

An on-line, mailed and hand distributed questionnaire for town residents was distributed between December 2015 and February 14, 2016. It was designed to supplement in-person outreach activities and to provide a means for both summer and year round residents not currently present in town to voice their concerns about the village and ideas about its future.

As of the drafting of this Outreach Report, 90 residents submitted answers to the questionnaire. A summary of their responses to key questions is provided below.

Primary Strengths and Assets

Survey participants were asked what they thought were the primary strengths and assets of Northeast Harbor's village center. This was a relatively open question and more

than one answer was permitted. The top responses in order were:

- Variety and quality of the retail shops
- Its quaint, unspoiled atmosphere and charm
- Its safe and close harbor
- Its small, compact size. The ability to walk everywhere
- Its attractiveness
- Its quiet, friendly and safe nature
- A place to gather, the hub of village activity

Top Five Issues or Concerns

The questionnaire asked participants to list the top five issues or concerns facing Northeast Harbor's village center. The following list of responses represents the top answers received.

- Few places to eat, no year round options
- Short summer season, high seasonality of business cycle
- Very small year round population

- Vacant lots and empty shops
- Inadequate grocery store (quality and price)
- Inadequate parking in the summer
- Inadequate sidewalks
- Not enough trees or landscaping
- Business attraction and retention

Specific Projects or Actions

Residents were asked to name three specific projects or actions they would like to see undertaken within the village center. The top responses in order were:

- Add landscaping
- Increase year round business (especially affordable options)
- Add more restaurants (especially ones with outdoor seating)
- Increase and reorganize parking
- Create green space with seating

- Put utilities underground
- Improve internet
- Improve sidewalks
- Increase variety of shops

Recommended Improvements

Survey respondents were asked to identify the types of improvements they thought were necessary in Northeast Harbor village. The top responses were:

- Landscaping
- Benches and other street improvements
- Street and sidewalk repairs
- Put utilities underground
- Parking improvements
- New facades or storefronts

Parking

When respondents were asked to describe parking in Northeast Harbor during the summer months 41.1% of respondents rated it average while 40.0% rated it difficult.

Non-Residential Improvements

Participants were asked to list the kinds of non-residential development they would like to see in Northeast Harbor village. The top six types of commercial development that respondents would like to see more of are: restaurants (83.3%), retail (58.8%), personal services (48.8%), mixed/commercial/residential use (37.7%), professional offices (26.6%) and hotels, motels and B&B's (22.2%).

Plan Priorities

When asked what top three priorities the Northeast Harbor Village Plan should focus on, respondents listed the following actions:

- Attracting and retaining residents
- Business attraction/retention
- Commercial/shopping options
- Housing stock
- Streetscaping
- Sidewalk improvements

- Parking
- Entertainment options

Visions for the Future

When respondents were asked to describe their ideal vision of Northeast Harbor's village center in 2025 a wide variety of responses were received but the majority of respondents described a village with a bustling, viable year round community with restaurants, a mix of both year round and summer shops and stores, professional offices and apartments. They envisioned a village much like it is today but livelier and with an improved appearance and better parking.

Other descriptions included:

- Same quaint town but with a beautiful pedestrian promenade along Main Street, and a lively three to four season economic base. A place with jobs and housing
- Vacant lots built out, power lines underground, cleaner, wider sidewalks and

pathways, lights with flowers, a small pocket park for visitors to sit and relax

- A town supported by internet businesses which can provide good jobs so more people can live in and around the village
- The PTM/gas/museum area spruced up and repurposed and all vacant lots filled
- Better interaction between the harbor and Main Street
- A quaint, classic, pedestrian friendly village with good restaurants
- A village with a better grocery store and good restaurants and that are open all year
- A pretty town that attracts both summer and winter residents and visitors but is not a tourist trap
- A main Street lined with healthy, attractive shops and adequate parking
- An expansion of the village into the Marina area
- A village with better traffic circulation

- A village that feels thriving and prosperous, you visit and want to stay
- A village with more to do, not just places to shop
- Adaptive reuse with attractive store fronts
- A vibrant village with charm and personality
- A village with industrial uses such as Wallace and MCM moved elsewhere
- A village with sufficient year round population to support shops open all year and restaurants. No overhead wires, no vacant lots and a landscaped Main Street
- A colorful, lively village that attracts young, entrepreneurial families and has a wide range of amenities such as restaurants, broadband, affordable housing, a wide range of retail stores and services for year round and summer residents

Northeast Harbor Village Center Plan

FINAL REPORT

December 19, 2016



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EXECUTIVE SUMMARY

Our project team was hired by the Town of Mount Desert to work closely with the Northeast Harbor Village Center Plan Committee to deliver a plan to improve the appearance, functionality, and vitality of Northeast Harbor's Village Center. This diverse collection of professionals consisted of Richardson & Associates, a landscape architecture firm from Saco, Maine, CES, Inc., engineers from Brewer, Maine, and Planning Decisions, Inc. economists from Portland, Maine.

We embarked on an iterative and collaborative design process consisting of numerous advisory committee meetings, workshops, internal design team reviews, and two public meetings. These efforts culminated in this Final Report which includes Site Inventory and Analysis Diagrams, a Final Plan, an Engineering Report, an Economic Report, and Cost Estimates. The purpose of this Final Report is to serve as a foundation or 'Master Plan' for further planning and design development advancements for the Northeast Harbor Village Center.

Prior to our work, community outreach activities were conducted seeking input from a variety of village and town stakeholders regarding the existing conditions of the Village of Northeast Harbor. This study, issued in April 2016, provided insights into the strengths, assets, and issues of the village. Central to the development of our Final Plan was to integrate these findings into a physical plan representation. Additionally, to further our understanding of the opportunities and constraints of the physical village, a series of Site Inventory and Analysis diagrams were developed.

The Final Plan addresses a number of issues while maintaining and enhancing key assets of the village. The plan seeks to maintain the eclectic charm of this small, Maine waterfront village. The strong storefront edge on Main Street is enhanced, turning vacant lots into infill development opportunities. Stronger physical and visual connections have been developed between the village and harbor, key village institutions, and Tracy Road. A pavilion links the Harbor to the village core. Safer, more welcoming planted entrances have been configured at the north and south ends of Main Street. Overall parking quantities have been maintained while dispersing parking over a greater area of the village, capitalizing on improved land use opportunities. A more pedestrian and bicycle friendly village with interwoven, park-like trails increase opportunities for recreation. A commercial-oriented walk improves pedestrian circulation and enhances shopping experiences. A wider, amenity-rich sidewalk along Main Street energizes street life, social gathering, and businesses. A common vocabulary of materials, amenities, lighting, and street trees unify the village. Utilities are improved and relocated below ground improving overall village aesthetics.

Finally, cost estimates have been generated for the design and construction of key elements of the Final Plan. Engineering costs are associated with demolition, roads, sidewalks, and utilities. Landscape costs are associated with grading, drainage, planting, lighting, paving, and street lights, and other amenities.

SITE INVENTORY & ANALYSIS DIAGRAMS



Pedestrian Infrastructure: Observations

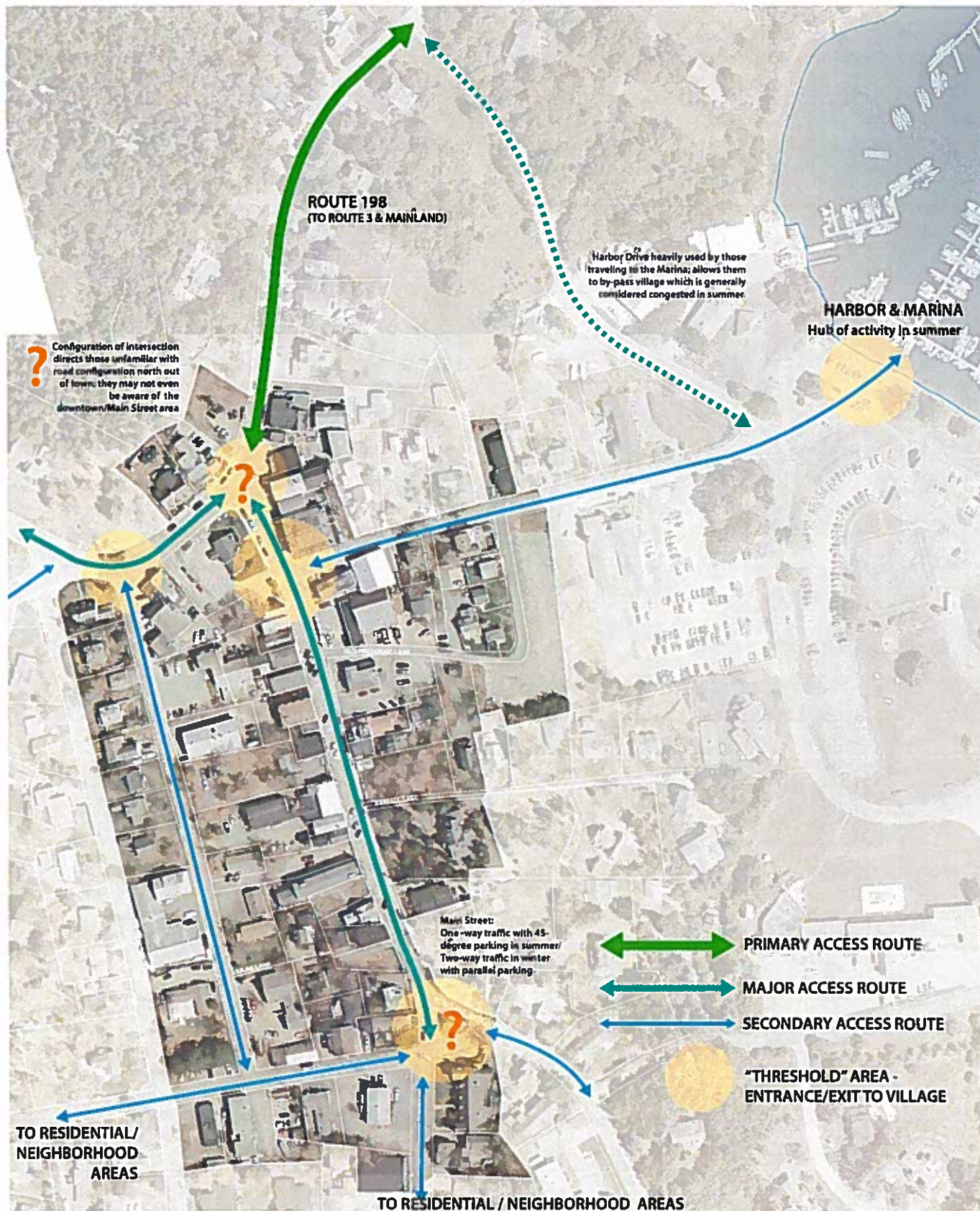
- Village has a great pedestrian "scale and texture", but many "broken links" in pedestrian infrastructure system - feels disjointed and incomplete
- Sidewalks narrow in some places and in disrepair, limiting their function
- Lack of consistent curbing and sidewalk material
- Weak edge definition between pedestrian and vehicular areas
- Some crosswalks are not strategically located - results in inefficient circulation patterns & pedestrian safety issues
- Pedestrian amenities (benches, receptacles, shade trees) are lacking

What's here now: Pedestrian Infrastructure Analysis

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

Richardson & Associates / CES, Inc / Planning Decisions, Inc



Links to outside the study area - entrances & exits to Village District

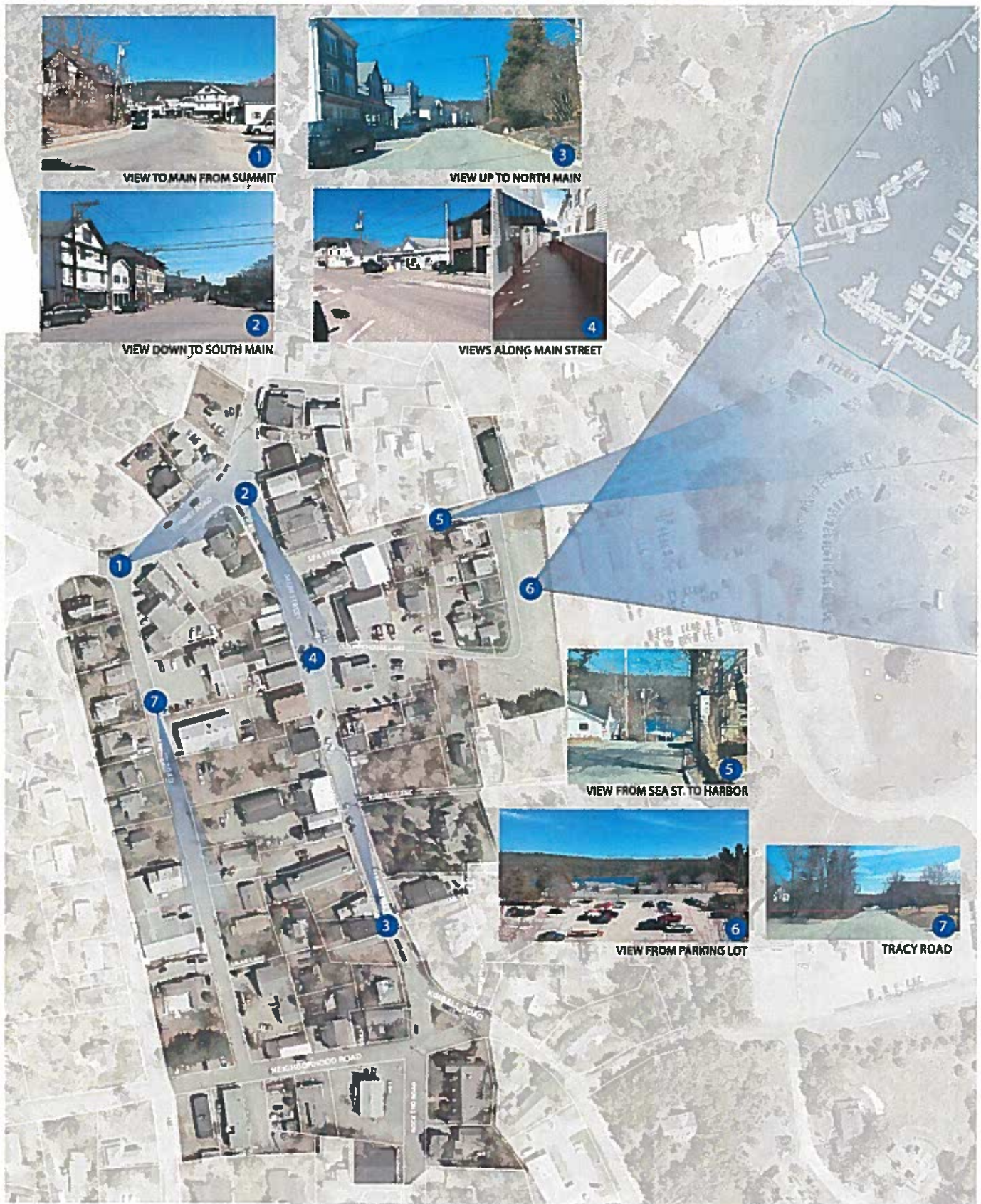
- Route 198 is major vehicular access from mainland and rest of island.
- Main and Summit Streets are major vehicular thoroughfares in the area.
- Harbor and marina are major point of access for those arriving/leaving by boat.
- Secondary streets are major points of access for those coming to/from residential neighborhood areas of NEH peninsula.
- "Entry threshold" areas are not well-defined for those entering and exiting village.

What's here now: Coming & Going

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

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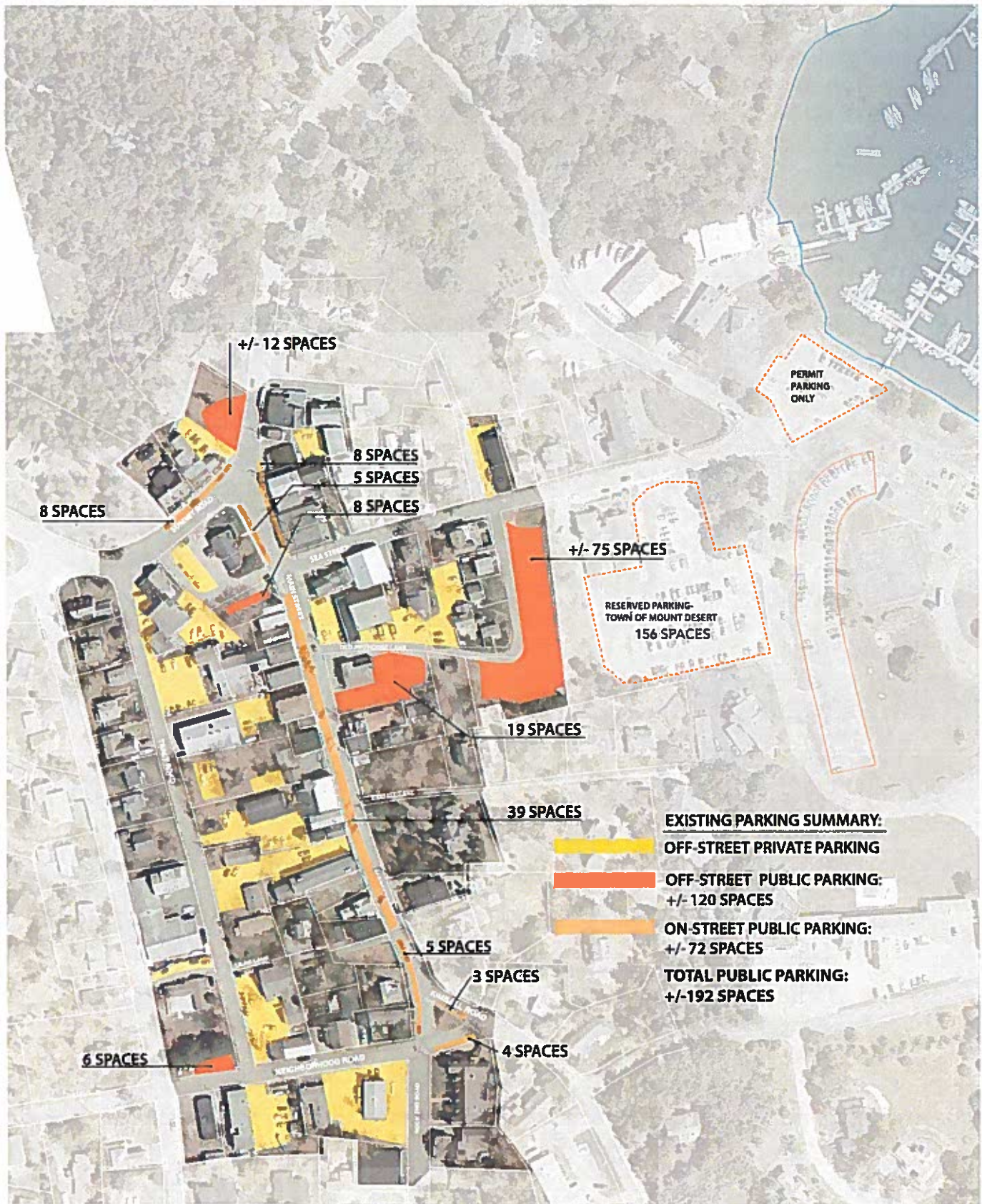
Views and Visual Character - Observations

- Important views up and down Main Street are somewhat narrow, defined by strong building edge and dominated above by overhead utility lines
- Views from Sea Street to the harbor appear about halfway down Sea Street, no visual connection to harbor from Main St/Sea Street intersection.
- Sweeping harbor views from existing parking lot partway down Sea Street, due to raised elevation and openness (few/no trees block view)
- Views down Tracy Road not well-defined; do not feel like "downtown"

What's here now: Views & Visual Character

Northeast Harbor Village Center Plan - Final Report

December 19, 2016



Vehicular Parking - Observations

- Mix of public/private, on-street and off-street parking
- Large sea of parking lots down by Marina and harbor
- 45-degree parking on Main Street can be dangerous
- Large public parking lot partway down Sea Street is located in a prime area for potential open space and/or development (great views of harbor, proximity to Main Street businesses)



What's here now: Parking Analysis

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

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Building Massing and Arrangement - Observations

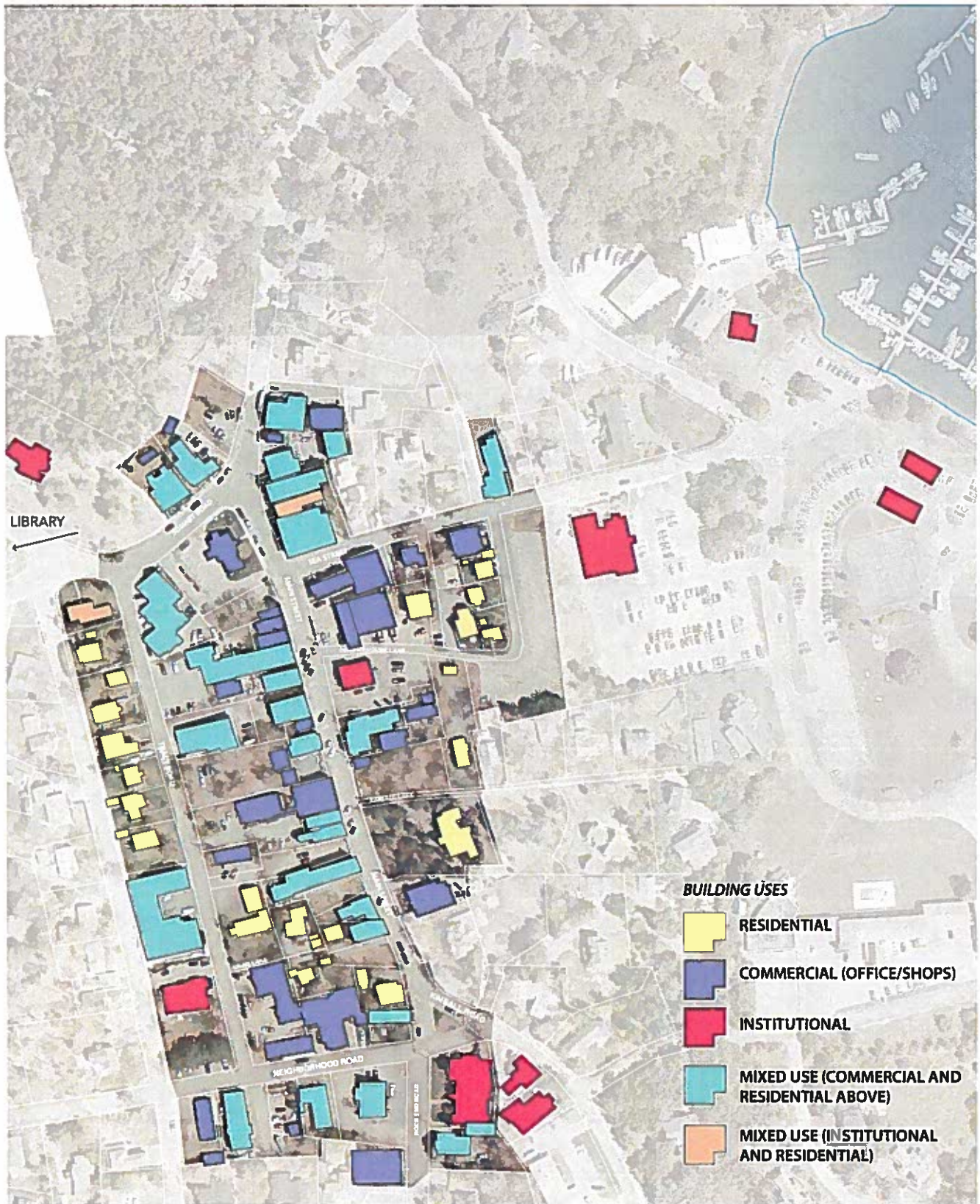
- Main Street has a strong existing building edge - implies importance and announces "you are downtown"
- Buildings throughout are generally of similar scale family - feels cohesive
- Broken building edge on other streets does not command attention and is less "legible", does not have that "downtown feel"
- Vacant lots do not contribute to vitality in town



What's here now: Buildings & Vacant Space

Northeast Harbor Village Center Plan - Final Report
December 19, 2016

Richardson & Associates / CES, Inc / Planning Decisions, Inc



Building Uses - Observations

- Main Street is predominantly fronted by commercial buildings - shops, restaurants, offices, etc. with residential units above first floor
- Institutional/Civic buildings such as the Neighborhood House, the Museum, School, etc. are well-distributed and contribute to the village identity
- Lots of residential buildings in close proximity to Main Street, some single-family residential mixed in with dense commercial/institutional areas

What's here now: Buildings - Uses

FINAL PLAN

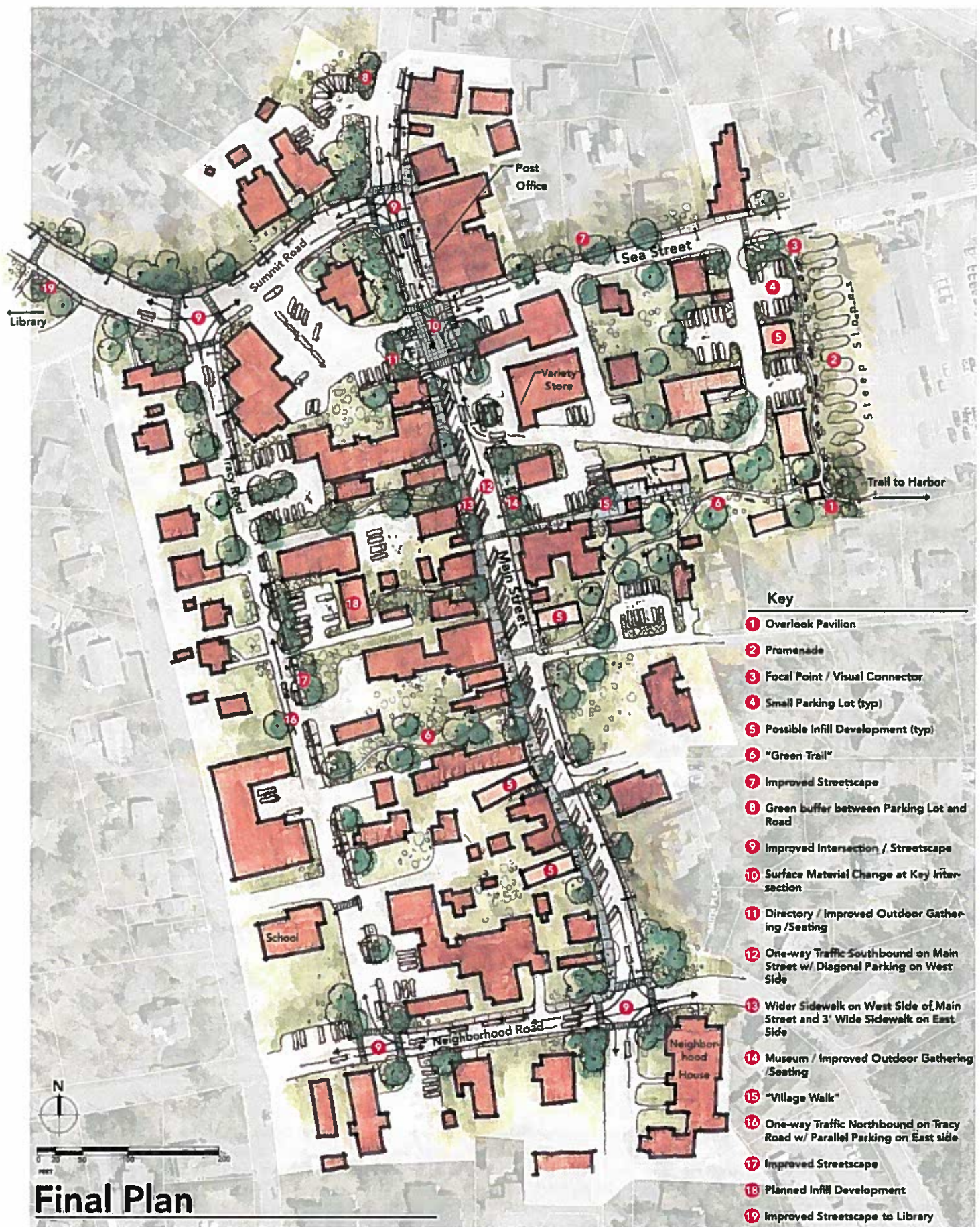
Final Plan Goals

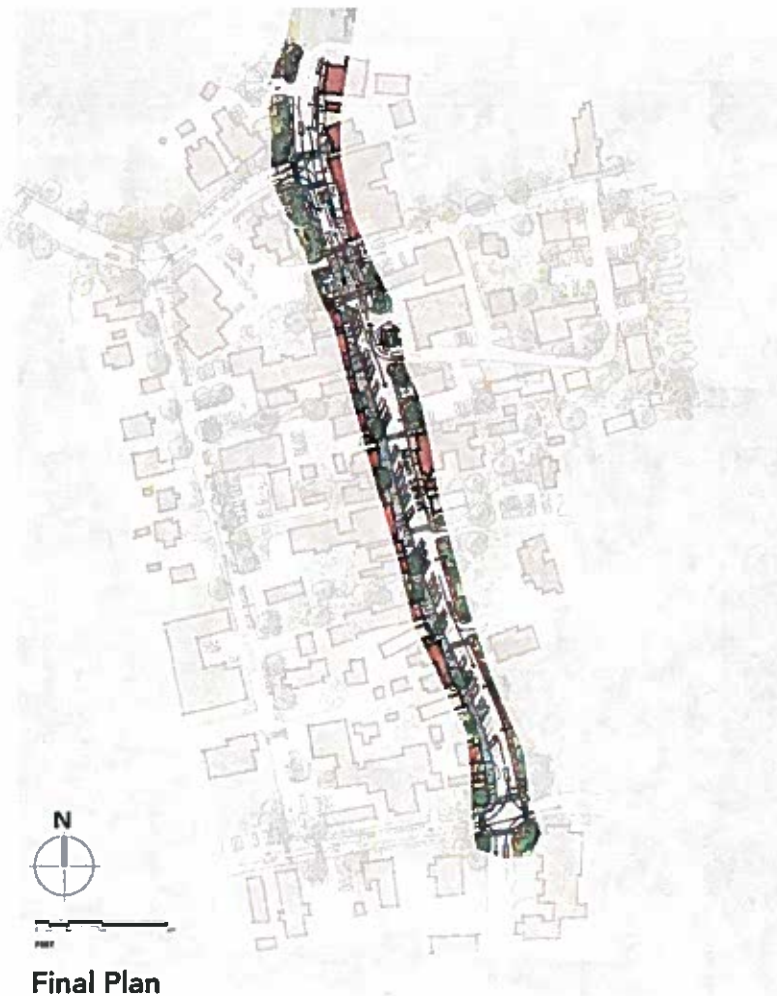
Improve the overall aesthetics, functionality and vitality of Northeast Harbor Village.

Increase pedestrian opportunities and provide improved areas for casual social gathering.

Provide areas for expanded commercial and residential development by increasing development infill opportunities.

Improve the connection between Main Street and the harbor.





Final Plan

Priority Area 1A

Improvement Narrative:

In Priority Area 1A, the Final Plan improves the aesthetics in many areas along Main Street, including the northern entrance to the village. While traveling southbound on Route 198 as one approaches the intersection of Main Street and Summit Road, a small parking lot exists. The Final Plan modestly reconfigures this lot to free up space for a planted buffer between Route 198 and the lot.

Summit Road is realigned to "T" up with Main Street, improving the functionality and safety of this important intersection. This realignment also frees up space for attractive, native planting welcoming one into the village. The addition of a stop sign on Main Street slows traffic entering the village and promotes an attitude that is more pedestrian-oriented. Similarly, the intersection of Main Street and Neighborhood Road is simplified to form a "T" and is surrounded with attractive, native plantings.

The intersection of Main Street and Sea Street is located in the 'heart' of the Village Center. The Final Plan elevates the importance of this space with a specialty paving.

The space currently occupied by the directory will be transformed into a small gathering space with specialty paving, built-in seating, and semi-enclosed with native plantings.

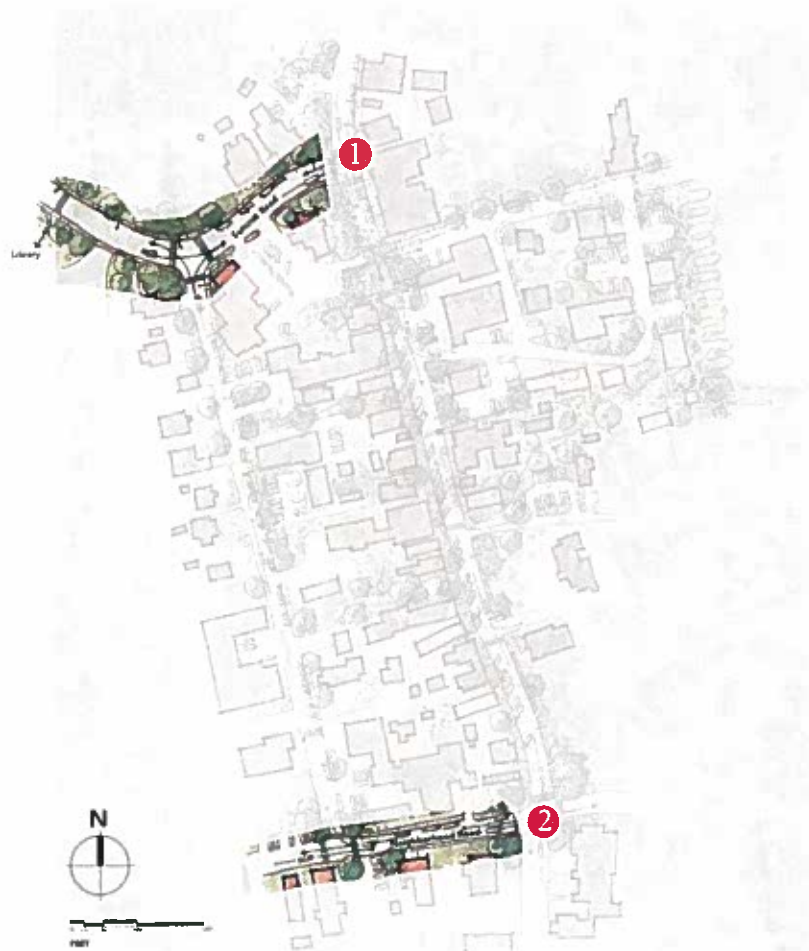
The Great Harbor Maritime Museum will continue to be enlivened with a front gathering space including specialty paving, planting, and built-in seating. Vehicle access to the parking area on the south side will be eliminated and replaced with a planting bed and street trees improving aesthetics.

The Final Plan maintains and enhances the unique, eclectic identity of Main Street. The storefront edge on the West side is enhanced with infill development located within current vacant lots while in-town commerce and living opportunities are expanded. Diagonal parking along Main Street is maintained along with one-way traffic southbound.

Overall parking quantities in the Village have been maintained, however, the locations have changed. There is a net reduction in off-street public parking and an increase in on-street public parking when compared to the existing conditions.

A new, narrower curb to curb dimension on Main Street allows for the west sidewalk to widen and for a continuous three foot wide sidewalk to be located on the east side. Along the east side, street lamps will be located providing subtle lighting for safety and ambience. The widening of the western sidewalk by an average of 2-3' (and, in a select number of locations, wider) provides additional space for a variety of activities and amenities that would otherwise not be possible. Street trees will be strategically located, providing shade and beauty. Benches will offer a variety of social gathering spaces. Striped crosswalks will be delineated at their sidewalk edge with granite posts serving as a clear visual cue for vehicles and pedestrians alike. Bike racks and trash receptacles of an appropriate style fitting the Village will be strategically located. Small cafe tables and chairs may spill into the sidewalk, furthering restaurant opportunities and activating outdoor space. A common and disciplined vocabulary of materials and amenities will help unify the sidewalks and overall village. Holistically, these activities and amenities will enliven and add vitality to the storefront sidewalk experience.

Above ground utilities will be re-located underground and improved, dramatically changing the aesthetics of the village



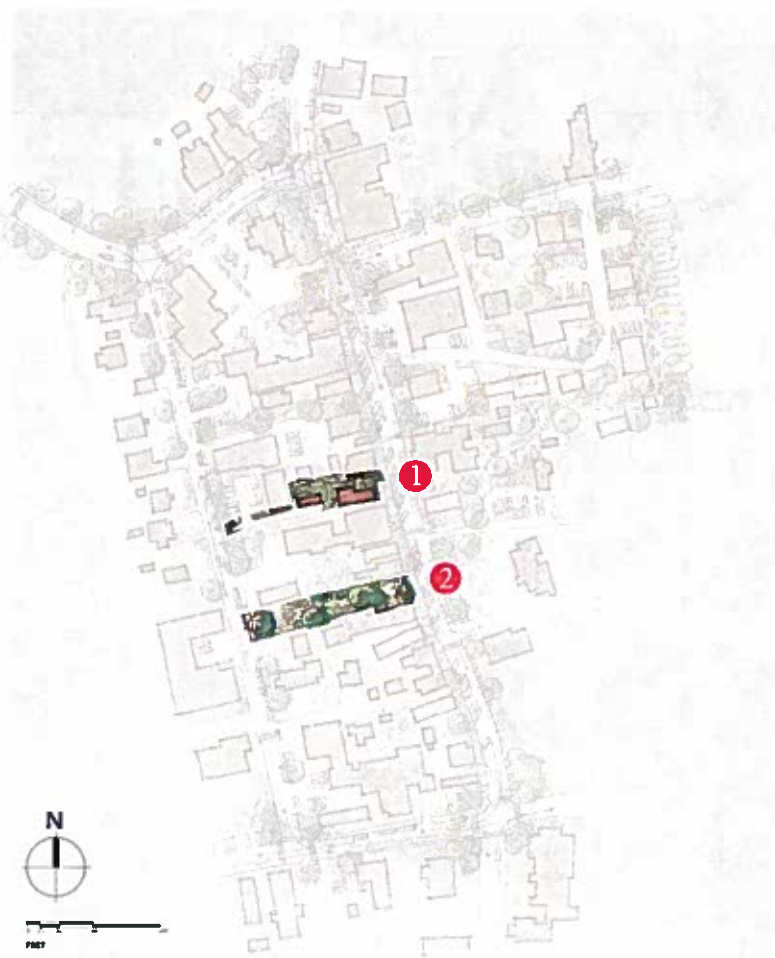
Final Plan

Priority Area 1B

Improvement Narrative:

1. In Priority Area 1B, the Final Plan improves the pedestrian link between Main Street and the Library along Summit Road. Enhanced sidewalks consisting of street trees and street lamps are located on both sides of the road. Clearly defined crosswalks result in a safer, more pedestrian-friendly village.

2. Similarly, sidewalks with street trees and street lamps along Neighborhood Road bridge the pedestrian experience between Main Street and Tracy Road.



Final Plan

Priority Area 1C

Improvement Narrative:

In Priority Area 1C, the Final Plan promotes a greener, interconnected, pedestrian-oriented village center.

1. A proposed mid-block development would include a pedestrian connection between Main Street and Tracy Road.
2. A vacant lot further down the block that spans between Main Street and Tracy Road is transformed into a park-like 'Village Trail' between Main Street and Tracy Road and the nearby school. Steps and walls mitigate a grade change adjacent to the Main Street sidewalk. Path lights, benches, native plantings, and opportunities for public art enhance this green linkage. The 'Village Trail', interrupted by Main Street, continues through to the 'Harbor Trail' on the east side of the village center.



Final Plan

Priority Area 2

Improvement Narrative:

In Priority Area 2, the Final Plan addresses the weak physical and visual link between the Village Center and the harbor below in several ways.

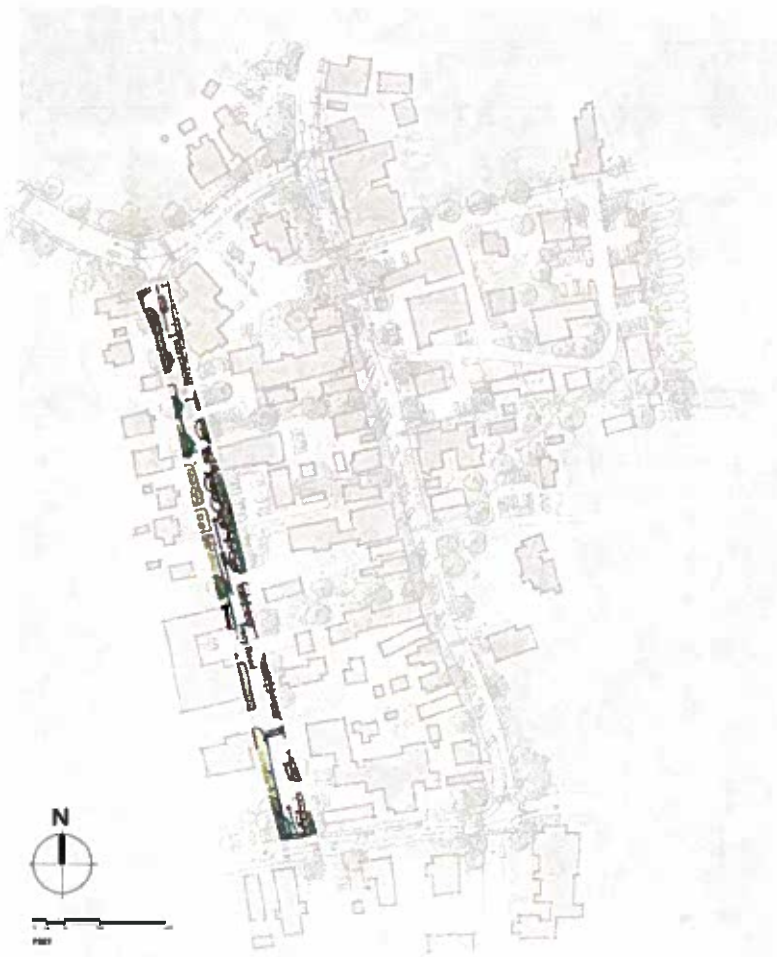
Streetscape improvements on Sea Street, which include street trees and street lamps, strengthen the most important link between the Village Center and the marina and harbor below.

By eliminating the 'mega' public parking lot in favor of smaller, dispersed parking lots, valuable land becomes available in which to utilize better land use opportunities. Infill developments take advantage of the views to the harbor and grow the village in the direction of a key asset of the village, the Harbor.

A 'signature' pavilion, links the 'Harbor Trail' and pathways to Main Street.

A promenade, along the edge of the bluff, offers expansive views to the harbor and mountains beyond. In addition, it links the pavilion on one end with a sculptural focal point on the other end next to Sea Street.

A 'Village Walk', lined with existing shops and new development infill, bolsters the commercial opportunities of the Village Center, and links the new Pavilion with Main Street.



Final Plan

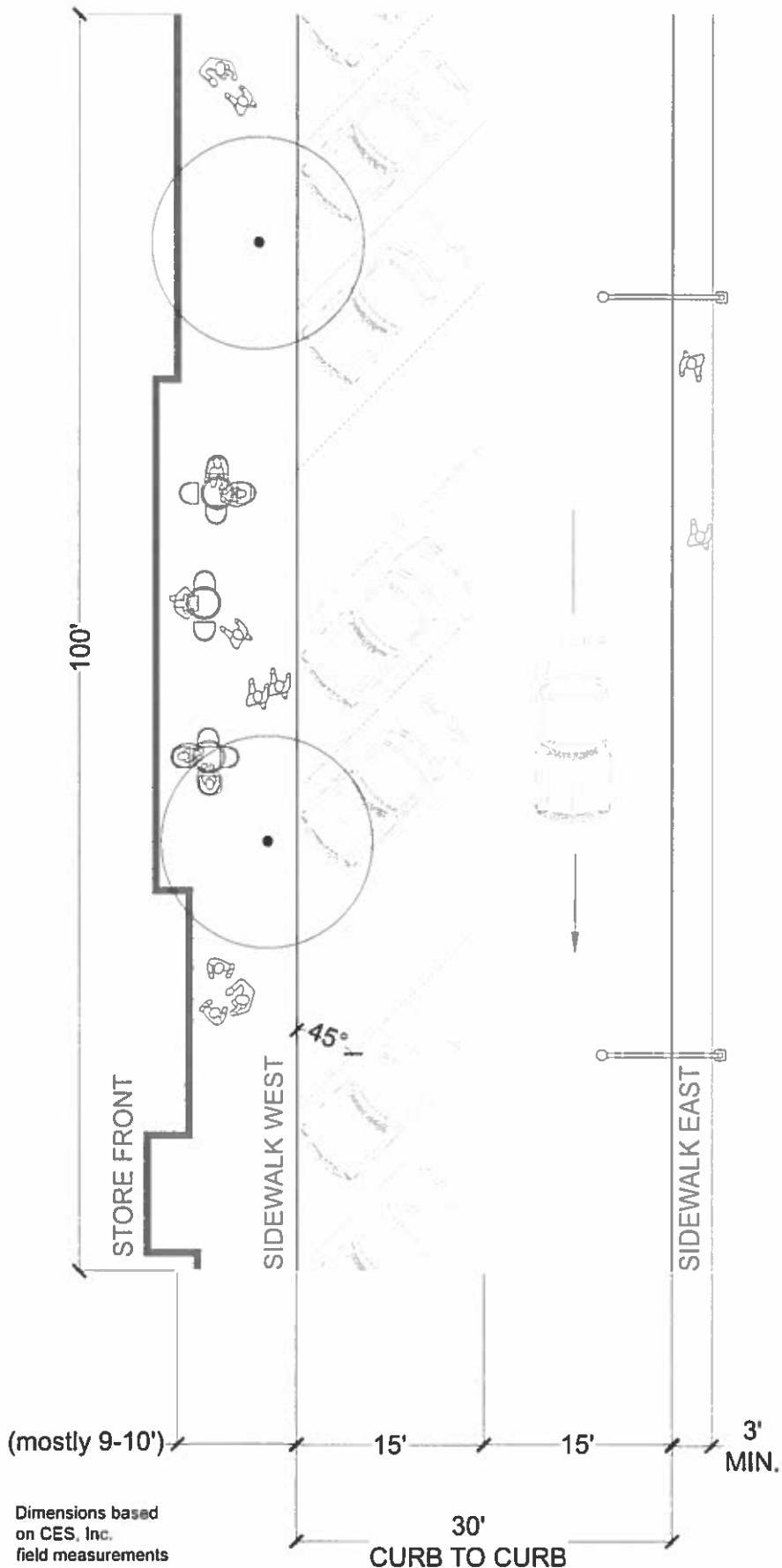
Priority Area 3

Improvement Narrative:

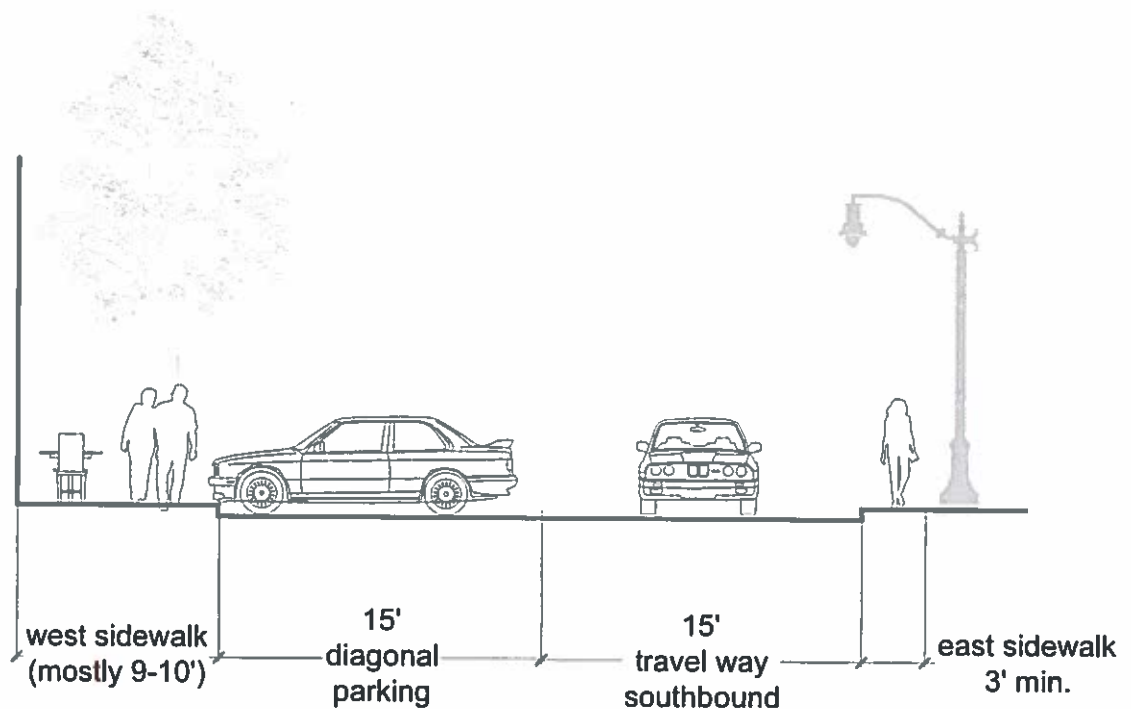
In Priority Area 3, the Final Plan provides a pedestrian link and parallel parking along Tracy Road. A three foot wide sidewalk is located on the east side of the road. Street trees and street lamps enliven the sidewalk. Parallel parking contributes to a more evenly dispersed public parking layout in the village. To accommodate parking needs, there will be a one-way northbound traffic lane.

PROS:
 WIDER WEST SIDEWALK
 3' MINIMUM SIDEWALK AT EAST SIDEWALK
 MAINTAINS 45 DEGREE ANGLED PARKING

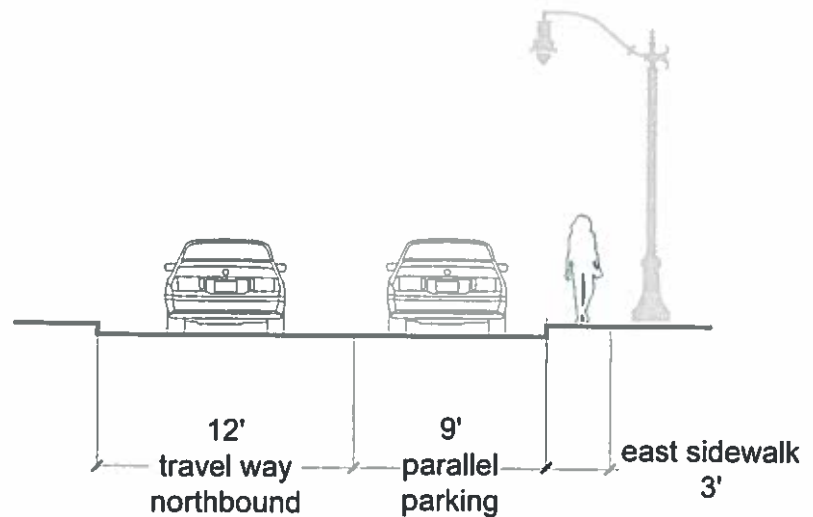
Dimensions based
 on CES, Inc.
 field measurements



MAIN STREET PROTOTYPICAL PLAN ENLARGEMENT



MAIN STREET



TRACY ROAD

Dimensions based
on CES, Inc.
field measurements

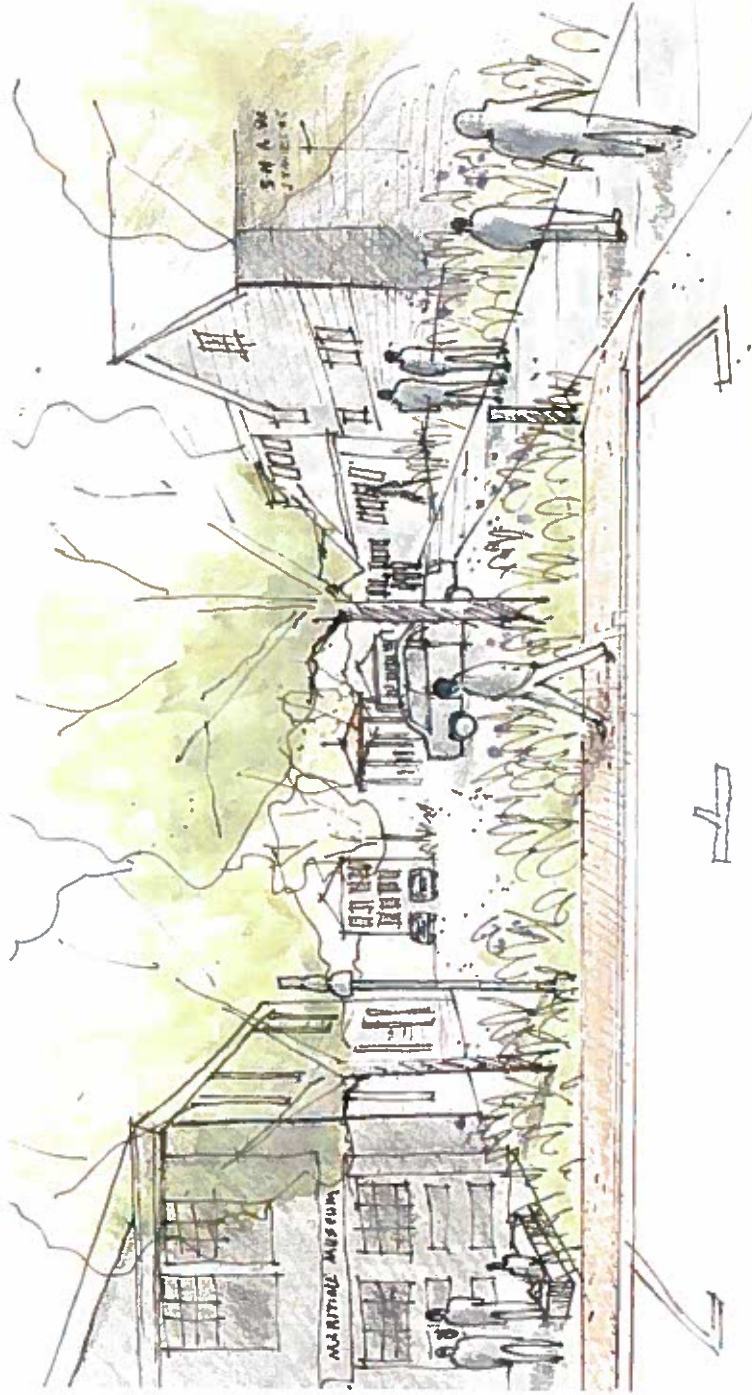
PROTOTYPICAL STREET SECTIONS



Illustrative Sketch

View looking south from north entrance of Village





Illustrative Sketch



View looking east from Main Street down 'Village Walk'

ENGINEERING REPORT

EXISTING CONDITIONS

SIDEWALKS

On Main Street, a paved sidewalk exists on the west side extending from approximately the Bank Property, southerly to the intersection with Neighborhood Road. This sidewalk is the main pedestrian route for the Main Street business area. There is a small amount of sidewalk section on the east side but is limited to the intersection area between Summit Road and Sea Street as well as a short section south of the Museum in front of two shop buildings. The east side of Main Street is characterized with very open curb cuts and roadway intersections. This existing condition does not provide a pedestrian friendly situation and the majority of the access to the east side of the street is provided by utilizing cross walks from the west side.

Examination of the sidewalks indicated they range in width from five to seven feet and are defined by a six-inch granite block curb along the edge of the roadway. The paved surface was found to be in generally good condition with no significant deterioration or tripping hazards along the length. There was evidence of sectional repairs in some locations possibly due to problem areas or utility repairs.

We did examine the interface of the sidewalks with the existing buildings and discussed the conditions with a few shop owners. Many of the existing buildings directly abut the sidewalk and have at-grade entrances. In several locations we noted that pavement build-up had raised the surface of the sidewalk slightly higher than some of the existing entrances resulting in a tripping hazard going in and out the door. This has also reportedly cause stormwater to run under the doors at times. Another building had pavement build-up onto the wood shingles of the structure and the owner was concerned that this will cause damage over time.

Any future reconstruction of the sidewalks should consider the existing building entrances and foundations to provide effective access and eliminate any potential adverse effects on the structural components of the buildings. This may require lowering the existing sidewalk surface in some locations.

The existing granite block curbing was found to be in good condition. Granite curbing is one of the most desirable curbs due to its durability. Some of the stones had settled slightly and some were chipped up, possibly from winter plowing and vehicle impacts, but still maintained their shape and lines. This curbing is still serviceable and it would be recommended that it be reused in the reconstruction plans. Additional sections may however be required depending on the final parking and access layout. It would be expected this would provide a cost savings as compared to new curbing installation.

Currently there are no sidewalks on either side of Tracy Road. This area contains a mixture of residential properties and businesses which do not currently generate or attract significant pedestrian traffic. Property landscaping extends generally to the edge of the existing travel ways in most areas. It was also noted that several of the businesses on the east side had significant open paved curb cuts which would have an adverse effect on the lines of a sidewalk, especially on the east side of the street.

ROADWAYS

In general, the paved surface of both Main Street and Tracy Road were found to be in fair to good condition, with Tracy Road exhibiting possibly the newer paved surface. Main Street did not have any major problem areas, but did have pavement cracks, loss of surface layer, and settlement in a few locations. Evidence of other repairs and patching was also noted. No pavement thickness was investigated or history of paving installation was investigated and it is anticipated the pavement consists of an approximately 4" total layer. No evidence of roadway gravel subgrade was noted and the Main Street roadway appears to be stable.

Tracy Road showed better surface pavement conditions and may be the result of new pavement or due to less impact by traffic conditions. Minor cracking was noted in several locations but did not appear to be problematic at this time.

PARKING

Existing parking on Main Street consists of approximately 12 parallel spaces located on the east and west sides in the immediate Summit Road/Main Street intersection area. Moving south from Sea Street, parking includes approximately thirty-nine 45° angle spaces located on west side of the street directly abutting the sidewalk. Near the intersection with Neighborhood Road an additional five parallel spaces are provided on the west side. No spaces are currently located on the east side, south of Sea Street.

Observations of actual use of the existing spaces indicated that vehicles can generally enter and exit without any major issues. It was noted that many vehicles run the front tires up to the curb line. This results in overhang of the front of the vehicle over the sidewalk. This reduces the effective width of the sidewalk and pedestrians are required to walk around the front of the vehicles in some areas. Use of the angle parking by large vehicles and vehicles equipped with bike racks, etc. on the back results in greater intrusion into the travel lane. This results in through-traffic swerving around the end of these vehicles.

STREET LIGHTING

Street lighting on both Main Street and Tracy Road is provided by standard high pressure sodium pole mounted street lights. The existing spacing, especially on Main Street, is wide. These type of street lights are generally associated with residential streets. The high mounting height spreads light over a large area. In the case of Main Street, it appears that ambient light from the buildings provides the majority of security and safety lighting. In Village business areas, similar to Main Street, it is more common to see lower mounted lights which provide more intense lighting of pedestrian walkways. This also results in lights spaced at closer intervals.

Tracy Road has utility pole mounted lights similar to Main Street. The current lack of sidewalks and significant pedestrian traffic does not warrant excessive lighting. If the conditions are changed in the future, consideration should be made to provide more intense lighting for security and safety purposes.

Engineering Report - Existing Conditions Investigation

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

FINDINGS / RECOMMENDATIONS

As part of the planning for the Northeast Harbor Village Center Plan, public utility upgrades and repairs in the project area must be considered. The main focus of the plan has been roadways, sidewalks, and landscaping improvements. After consideration of several plan options, a Final Plan was developed. Based on this plan, a general assessment of public utility improvements has been prepared. Since the Final Plan includes reconstruction of several roadways within the Village Center it is important to make any needed repairs or improvements to public utilities during this construction process. This will reduce the possibility of disturbance to newly reconstructed roadways, sidewalks, and landscaped areas in the future.

The following represents a brief assessment of the sewer, water, storm drainage, and electric/phone/cable services in the study area.

PUBLIC SEWER SYSTEM

The existing sewer system generally consists of two sections in the project area. The first is a gravity system running down Summit Road and then down Sea Street. This runs into an existing pump station near the water front and is pumped back up the hill to the treatment plant. The second system includes a gravity flow system located on private property between Main Street and Tracy Road. The majority of Village developed lots have services tied to this system. Both of the described systems were constructed around 1988 and included new concrete manholes and PVC pipe components.

At this time no major issues are known to exist with this system; however, additional investigations would need to be completed to verify the function and condition of individual service lines. It is also recommended to identify any areas which may be developed in the future and provide sewer disposal service lines, if they do not currently exist.

PUBLIC WATER SERVICE

The public water service consists of main service lines running within the Main Street, Sea Street, Summit Road, Tracy Road, and Neighborhood Road right of way. Individual service laterals and fire hydrants run off this main trunk line.

The main line is in excess of 50 years old and is known to have had several problems with deteriorated pipes and leaks over the last several years. It has also been suggested that flow volumes and pressures may be variable at times.

During the planning of improvements to the Village roadway systems it would be suggested that the main water line be replaced with new properly sized main lines throughout the Village improvement area. This would also include new service lines and individual curb stops (Valves) as needed. It is additionally recommended that water service be provided to any areas which may be developed in the future that currently do not have service.

The proposed roadway improvements will also require the relocation of existing fire hydrants. The plan should include coordination with the Fire Department and Public Works Department to ensure new hydrant locations provide required access and are located where they will not be damaged.

ROADWAY STORM DRAINAGE SYSTEM

The existing storm water drainage system includes a series of catch basins and drainage piping within the project area roadway system.

The first includes the northern portion of Main Street, Summit Road, and Sea Street. This system collects in a catch basin at the intersection of Main and Sea Streets and then flows down to the marina area. The second includes the southern portion of Main Street and the Neighborhood Road intersection. This system collects in this area and flows southerly down Rock End Road. The third includes Tracy Road and the intersection with Neighborhood Road. This system collects at the intersection and flows westerly down Neighborhood Road.

The proposed roadway improvement plan includes reconstruction of the majority of the roadway systems within the study area. This reconstruction will result in disturbance to the majority of the existing roadway storm drainage system flow patterns. An assessment of the future storm flow conditions will need to be completed to determine flow paths and required collection areas. At that time catch basin and storm drainage conveyance piping can be designed to properly convey anticipated flows. At this time, it is anticipated the improvement plan would include a new storm drainage system consisting of new catch basins and storm drain piping.

PUBLIC ELECTRIC AND UTILITY SERVICE

Public electric and utility service in the study area is currently provided by overhead service lines to developed properties.

The conversion to underground service would require the cooperation of all property owners in the Village area. Since converting to underground main lines will also require converting all existing building entrances to underground service

This will require the installation of several individual and combined pad mounted transformers throughout the Village area. With the existing density of the Village it may be a challenge to establish service to all existing structures. With the limited area available within the roadway system, and existing developed lots, it is expected that several easements would be required on private properties to install service lines and transformers.

Installation of underground utilities can however be targeted to specific locations. It may be recommended that specific areas be identified that would be the most desirable for underground service and a plan developed to determine the cost and complexity of the installation. This could include only one street or even sections of streets.

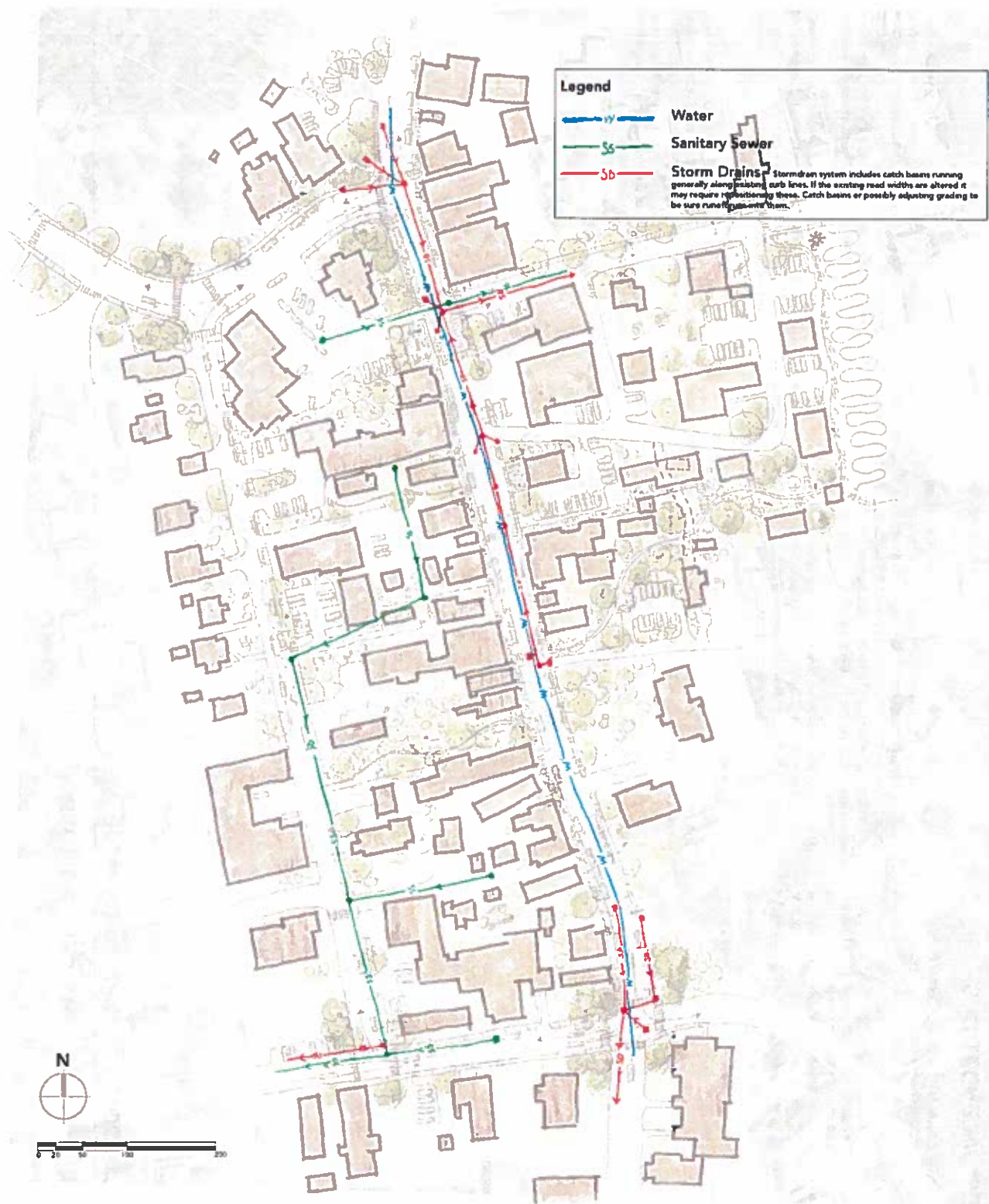
As noted, the existing utility service is provided by overhead lines and poles. If this existing system is to remain, several of the existing utility poles will need to be relocated with the proposed roadway reconstruction. Currently many poles are on the edge of travel ways or in sidewalks. With the reconfiguration of the roadway it is expected that several of these poles will conflict with planned improvements.

Engineering Report - Public Utility Assessment

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

Richardson & Associates / CES, Inc / Planning Decisions, Inc



Existing Utilities scale: 1"=50'-0"

ENGINEERING REPORT

| UTILITIES | |
|--|--|
| | Existing |
| 1. Municipal Sewer System | <ul style="list-style-type: none"> Consists of two main collection lines Constructed approximately 1988 |
| 2. Municipal Water Supply System | <ul style="list-style-type: none"> Consists of an old system of pipes and valves Has had historic issues with flow leaks Runs down travel ways of streets (generally) |
| 3. Municipal Storm Drainage System | <ul style="list-style-type: none"> Consists of a series of catch basins and collection piping throughout roadway systems |
| 4. Public Electric and Utility Service | <ul style="list-style-type: none"> Consists of pole mounted overhead system throughout |
| | <p>Considered Recommendation</p> <ul style="list-style-type: none"> Possible upgrades to sections Establish service laterals to potential development areas or lots if they do not currently exist Upgrade main line and services within project area Establish service laterals to potential development areas or lots if they do not currently exist Adjust existing system to maximize inflow and collection Add additional catch basins and collection as necessary Provide provisions and planning for future underground service throughout project area |

| PROJECT AREA CONDITIONS | |
|-------------------------|--|
| | Existing |
| 1. Sidewalks | <ul style="list-style-type: none"> Main sidewalk is on west side (Main Street) East sidewalk is only small sections broken up by large curb cuts (Main Street) No sidewalk on Tracy Road |
| 2. Roadways | <ul style="list-style-type: none"> Pavement is in fair to good condition Surface drainage is fair |
| 3. Parking | <ul style="list-style-type: none"> 45° parking on west side of Main Street No identified parking on Tracy Road |
| 4. Street Lighting | <ul style="list-style-type: none"> Consists of typical pole mounted street lights Coverage is not good in some locations resulting in "dark" areas for pedestrians |
| | <p>Considered Recommendation</p> <ul style="list-style-type: none"> Reconstruct and regrade sidewalks to provide effective drainage and connection to buildings Establish sidewalk on east side of Main Street to greatest extent possible Provide connecting cross walks in safe and strategic locations Reuse existing granite curbing to greatest extent possible Reconstruct and regrade to provide desired dimensional limits Improve stormwater drainage collection Clearly identify parking and travel ways Improve intersections and curb cuts wherever possible Establish parking according to plans Establish more effective lighting in existing and proposed pedestrian areas |

Engineering Report - Summary

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

Richardson & Associates / CES, Inc / Planning Decisions, Inc

ECONOMIC REPORT

A. The Self-Reinforcing Rural Village Problem

Like small, rural villages all across Maine, Northeast Harbor is at a crossroads. It must confront the long, slow decline of an activity that has long provided an economic base for its community. Unlike most such villages in Maine, where the problem derives from the loss of jobs in some mill whose sales have been undermined by the globalization of industrial production, Northeast Harbor faces a problem that is demographic rather than industrial.

Established "as a prestigious summer refuge" around the turn of the 20th century by "some of the nation's wealthiest families,"¹⁴¹ Northeast Harbor's economy grew to serve the needs of this seasonal population, a demand for local goods and services that encompassed both seasonal and certain year-round needs and thus provided the basis for a smaller but nonetheless substantial year-round population.

Over the years, however, the nature of the community's seasonal population has changed in two fundamental ways. First, as ownership of the original large "cottages" has passed into the hands of a larger number of descendent families, individual visits have become shorter and the party-size of the visitors has become smaller. As a result, the person-days of seasonal occupancy has declined and, with them, the on-going demand for locally provided goods and services. Second, many of the descendants and their friends—wanting to continue their visits in more modern surroundings—have built new homes, many in locations farther from the village center than the original "cottages" that welcomed them. This demand has, naturally, driven up housing prices in and around the village.

This double whammy of decreasing demand for local goods and services over a full season and higher housing prices has, in turn, produced three additional self-reinforcing effects. First, many formerly year-round residents moved out of the village (and often off the island), thus further diminishing the demand for locally provided goods and services. Second, the increasing concentration of sales in the peak summer season led many businesses to change their operational model to one based on summer in Northeast Harbor and the rest of the year

somewhere else. Third, all of these changes reduced incentives for the owners of commercial property to winterize and otherwise maintain their properties.

The combined result of these self-reinforcing problems is what unites so many small Maine villages. Whether their economic base be a formerly prosperous industrial mill or a formerly season-long community of part-time residents, the resulting challenge is the same—find a new economic base or face the inevitable decline of year round population and deterioration of physical buildings and infrastructure.

Economic Report

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

¹⁴¹ Urban Land Institute *Revitalizing Northeast Harbor as a Year Round Community, A Technical Assistance Panel Report*, July 16, 2012, p. 6.

B. Cultivating a New Economic Base for Northeast Harbor

The economic development challenge to Northeast Harbor is to find a season-expanding economic activity that does not endanger its existing base. The village today has a strong summer seasonal economy. Taxable retail sales in 2015 in Mount Desert totaled \$34 million, and their growth since 2010 was 25%, nearly as much as the 29% growth in Bar Harbor. And, while the summer (July, August, September) quarter accounted for 61% of those sales, that seasonal concentration had barely risen from the 60% concentration in 2010.

To break the vicious cycle of high housing prices leading to smaller year round (or even shoulder season) population described above, Northeast Harbor needs to provide more affordable housing. Given the relative scarcity and high price of land near the village, meeting this need with traditional “affordable” projects and Northeast Harbor resources alone is problematic. However, the affordable housing problem is even more acute in Bar Harbor. In addition, Bar Harbor, as the center for most of the island’s largest employers (The Jackson Laboratory, College of the Atlantic, MDI Biological Lab, MDI Hospital, Acadia National Park and all the major hotels) faces the greatest need for finding places for employees to live, particularly those whose seasonal or short term residency-type jobs favor rentals over purchases).

The major competitive opportunity for Northeast Harbor, therefore, is to develop an affordable housing complex developed in conjunction with both the Town of Bar Harbor and MDI’s major employers. The characteristics of such a complex would be:

1. a variety of housing types—studio and dormitory-type shared apartments, multi-person townhouses and single family homes—within walking distance of the village;
2. a 24-hour, on-demand, taxi/van transportation service available to all the island’s major employment locations;
3. high-speed internet connectivity to all units and to common spaces;
4. a shared, education/training facility dedicated to state-of-the-art training sessions, seminars, workshops, employer-school collaborations, art and

music displays/performance and sponsored meetings. Such a facility (space, room design, technological fit-out) is best envisioned by comparison to Cloudport recently opened in Portland

(<https://cloudportme.com/>). The functions served by such a facility might temporarily be met by a combination of the Library and Neighborhood House that already exist in the village. However, since the function of this facility is to support new demand generated by new inhabitants and existing and new businesses, its function would soon come into conflict with existing community uses for the already existing buildings. The very purpose of the new facility is to be fully utilized by new activities generated by new members of the community, both residents and employers. Indeed, scheduling and coordinating events will be a major task of the owner/operator of such a facility.

Because of the very limited amount of land available for affordable housing, it may be wise to locate component #4, the community center facility, apart from the housing components, perhaps on the parcel near the large marina parking facility. This separate location may facilitate public funding for this portion of the investment.

The greatest constraint to economic development everywhere in Maine is the identification, recruitment, cultivation and retention of even partially qualified employees. This is evident in the trend spreading among many major employers to raise the minimum wage and to provide both introductory and ongoing training for even the most entry-level positions. It is also evident in the expanding efforts by both professional and educational organizations to provide finer-grained credentialing—the so-called merit badge system—for building resumes.

This state—even national—trend coupled with Northeast Harbor’s already world-class reputation as a vacation destination presents the village with an opportunity to add to its existing economic base without impinging on its continued prosperity. In its 2012 report cited above, the Urban Land Institute’s first recommendation was to “make Northeast Harbor a beehive of activity.”¹⁶ And the first activity cited as an example of this beehive was a collaboration

¹⁶ *Ibid.*, p. 16.

between the Northeast Harbor Elementary School and the College of the Atlantic.

To complete this investment at a scale likely to succeed will require careful collaboration—within the Harbor’s existing economic development and affordable housing constituencies, with at least the Town of Bar Harbor (and perhaps other villages within Mount Desert), with the island’s major employers and with Northeast Harbor’s philanthropic community. The key to exploiting this opportunity is “go big, or don’t go at all.” The reason why trying to rehabilitate existing buildings one at a time is so difficult is because the whole is greater than the sum of its parts. Any one part alone is too small to reach the critical tipping point, but all parts combined will solve multiple problems.

Successfully exploiting this opportunity will depend largely on treating the project as an integrated whole operated under the direction of an overseeing Board of Directors. Someone must take responsibility for collaborating with island businesses to identify the types of housing and training needed. Someone will have to be responsible for recruiting and scheduling users for the community center—a facilities manager. Someone will have to be responsible for fund-raising and financial management. All of these challenges speak to the need for Northeast Harbor to establish some sort of economic development corporation to make this initiative (or any other that may emerge) its own and to give it a sense of legitimacy and urgency in the village.

Economic Report

Northeast Harbor Village Center Plan - Final Report

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COST ESTIMATES



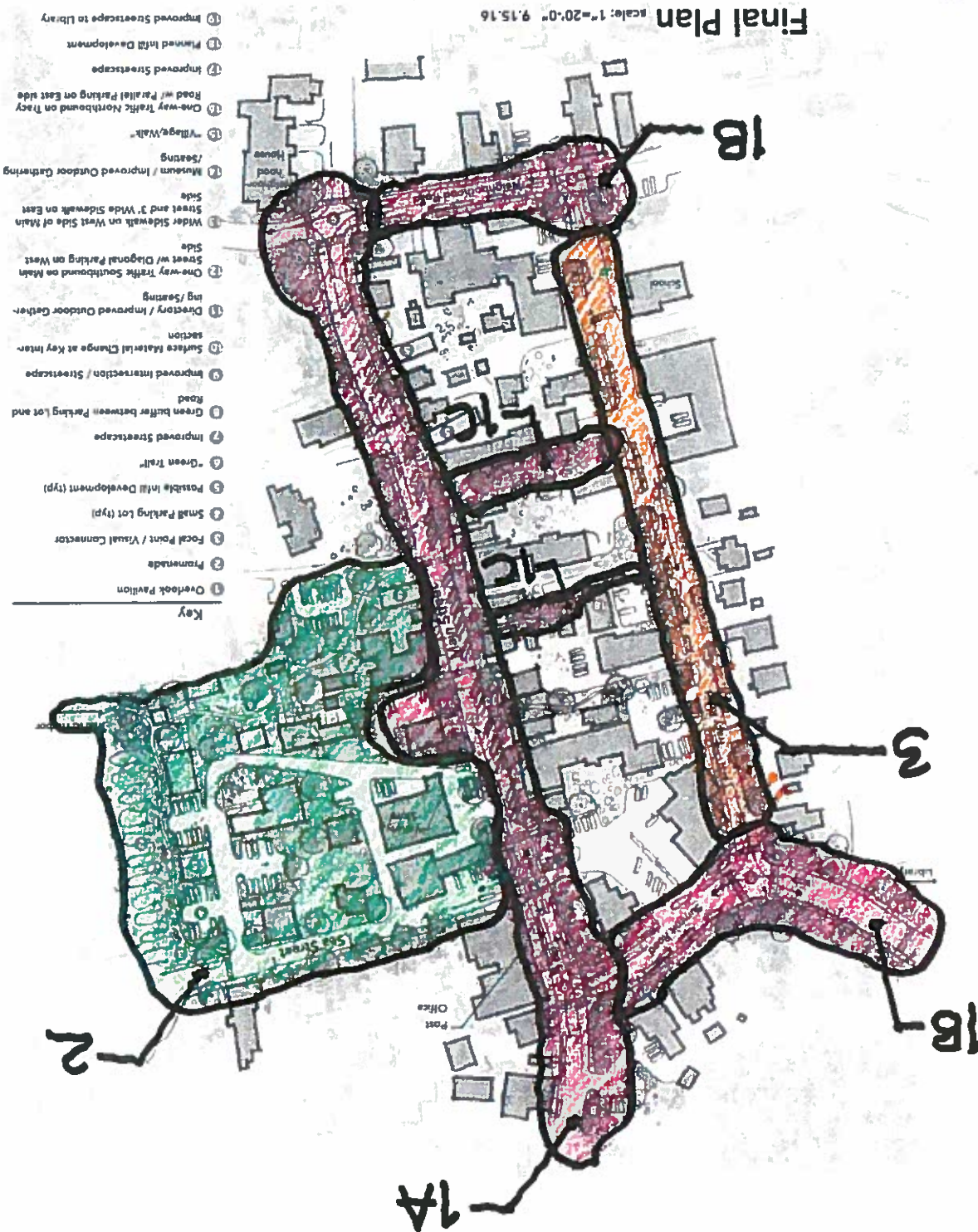
Area Diagram for Cost Estimates

Northeast Harbor Village Center Plan - Final Report

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Assumptions:

The following assumptions were made in developing the engineering cost estimates provided in this report:

- 1.) Existing roadway reconstruction includes grinding of existing roadway surface, regrading and repaving. The anticipated grinding of the existing paved surface included grinding the entire existing pavement cross-section down to the base gravel. This would allow regrading to final design elevations. Excess material will be removed from the site as needed. No significant base gravel replacement was included.
- 2.) New roadways in area A and proposed parking lot construction did include base gravel and geotextile fabric installation.
- 3.) Existing granite curbing will be saved and reset.
- 4.) All new curbing will be granite.
- 5.) Water main and service lines within Main Street will be removed and replaced with new conduits throughout. We have contacted the Mount Desert Water District (Paul Slack) to review the conceptual project. He has indicated that he feels there is sufficient water supply in the Main Street lines. The lines are circa 1933 and he would be interested in considering replacing them with the project, but that would depend on cost. These lines are not on an active list for replacement. We have included replacement costs based on the size of the existing lines and services if upgrades to the system are required.
- 6.) All sidewalks to be asphalt with reset or new granite curbing.
- 7.) The estimate for underground utilities includes only the Main Street corridor. This includes main lines, service lines, transformers, etc. for approximately 30 buildings along the Main Street corridor. Since, at this time, no construction plans have been developed, a sketch plan was prepared showing potential installation of underground utility lines (Electric, Phone, and Data/Cable). This included underground lines extending from a drop on an existing utility pole on the north side of Summit Road and extending to an existing utility pole near the intersection of Main Street and Neighborhood Road. From this main line, service lines were extending onto private properties to the East and West of the street. These service lines extended to a pad mounted transformer that would be sized to provide multiple individual services as much as possible. This installation will require the cooperation of all land owners involved and could result in some cost to these individuals from change in service from overhead to underground at their electrical entrances. We have discussed this installation with the utility companies and received general construction installation details. None of the companies could provide specific cost information without a detailed plan for the installation. As such, the estimate is only an anticipated cost. To develop an accurate estimate significant planning and design would need to be completed.
- 8.) More refined materials for sidewalks and key pedestrian crossings are feasible at additional cost.

ESTIMATED OVERALL PROJECT COST

| | Construction Costs | Design Fees (Low End) | Design Fees (High End) |
|--|--------------------|-----------------------|------------------------|
| Area 1A - Main Street | \$1,572,893.75 | \$193,204.63 | \$274,758.67 |
| Area 1B - Summit Road & Neighborhood Roads | \$348,650.00 | \$32,075.80 | \$80,142.13 |
| Area 1C - Park Connectors | \$156,687.50 | \$14,415.25 | \$27,028.59 |
| Area 2 - Sea Street and South | \$670,093.75 | \$61,648.63 | \$115,891.17 |
| Area 3 - Tracy Road | \$343,830.00 | \$31,632.36 | \$68,310.68 |
| PROJECTED SUBTOTAL | \$3,092,155.00 | | |
| 15% CONTINGENCY | \$463,823.25 | | |
| TOTAL | \$3,555,978.25 | \$332,976.66 | \$536,831.24 |

Revised December 19, 2016

Northeast Harbor

ENGINEERING Cost Estimate

CES, Inc.

December 19, 2016

Estimated Costs: Engineering**Area 1A - Main Street****Area 1A - Main Street Underground Utilities**

| Construction Costs | Design Fees (Low End) | Design Fees (High End) |
|--------------------|-----------------------|------------------------|
| \$508,875.00 | \$46,816.50 | \$87,780.94 |
| \$559,800.00 | \$100,000.00 * | \$100,000.00 * |

Area 1B - Summit Road**Area 1B - Neighborhood Road**

| | | |
|--------------|------------|-------------|
| \$103,650.00 | \$9,535.80 | \$17,879.63 |
| \$95,425.00 | \$8,779.10 | \$16,460.81 |

Area 2 - Existing Parking Lot Reconstruction

| | | |
|--------------|-------------|-------------|
| \$192,400.00 | \$17,700.80 | \$33,189.00 |
|--------------|-------------|-------------|

Area 3 - Tracy Road

| | | |
|--------------|-------------|-------------|
| \$205,355.00 | \$18,892.66 | \$35,423.74 |
|--------------|-------------|-------------|

PROJECTED SUBTOTAL

15% CONTINGENCY

TOTAL

| | | |
|----------------|--------------|--------------|
| \$1,665,505.00 | \$201,724.86 | \$290,734.11 |
| \$249,825.75 | | |
| \$1,915,330.75 | | |

* These fees include design, administrative and legal costs and are estimates only. Actual cost could be more depending on Emera Maine requirements.

Northeast Harbor

ENGINEERING Cost Estimate

Richardson & Associates, Landscape Architects
December 19, 2016

Area 1A - Main Street

| Item | Unit | Unit Cost | Quantity | Allowance | Construction Cost | Notes |
|------------------------------------|------|------------|----------|-----------|-------------------|----------------|
| ROADWAY RECONSTRUCTION | LF | \$217.50 | 1,150 | | \$250,125.00 | |
| 10' ASPHALT SIDEWALK | LF | \$50.00 | 750 | | \$37,500.00 | |
| 4' ASPHALT SIDEWALK | LF | \$35.00 | 680 | | \$17,000.00 | |
| RE-SET EXISTING GRANITE CURBING | LF | \$25.00 | 930 | | \$23,250.00 | |
| NEW GRANITE CURBS | LF | \$50.00 | 500 | | \$25,000.00 | |
| NEW 8" WATER MAIN | LF | \$90.00 | 1,000 | | \$90,000.00 | |
| RE-SET EXISTING FIRE HYDRANTS | EA | \$2,500.00 | 3 | | \$7,500.00 | |
| NEW WATER SERVICE LINES AND VALVES | EA | \$1,200.00 | 30 | | \$36,000.00 | |
| RE-SET EXISTING CATCH BASINS | EA | \$500.00 | 15 | | \$7,500.00 | |
| NEW 4' DIA. CATCH BASIN | EA | \$2,500.00 | 6 | | \$15,000.00 | |
| PROJECTED SUBTOTAL | | | | | \$508,875.00 | |
| 15% CONTINGENCY | | | | | \$76,331.25 | |
| TOTAL | | | | | \$585,206.25 | |
| | | | | | | Design Fees |
| | | | | | | Low End (8%) |
| | | | | | | \$46,816.50 |
| | | | | | | High End (15%) |
| | | | | | | \$87,780.94 |

Northeast Harbor

ENGINEERING Cost Estimate

Richardson & Associates, Landscape Architects

December 19, 2016

Area 1A - Main Street Underground Utilities

| Item | Unit | Unit Cost | Quantity | Allowance | Construction Cost | Notes |
|---|------|-----------|----------|-----------|-------------------|-------|
| MAIN ELECTRICAL LINES | LS | | 1 | | \$123,500.00 | |
| SERVICE ELECTRICAL LINES | LS | | 1 | | \$122,450.00 | |
| MAIN TELEPHONE LINES | LS | | 1 | | \$88,000.00 | |
| SERVICE TELEPHONE LINES | LS | | 1 | | \$94,150.00 | |
| MAIN CABLE/DATA LINES | LS | | 1 | | \$56,500.00 | |
| SERVICE CABLE/DATA LINES | LS | | 1 | | \$75,200.00 | |
| PROJECTED SUBTOTAL | | | | | \$559,800.00 | |
| 15% CONTINGENCY | | | | | \$83,970.00 | |
| SUB-TOTAL | | | | | \$643,770.00 | |
| Engineering/ Design/ Legal/ Administrative Cost | | | | | \$100,000.00 | |
| TOTAL | | | | | \$743,770.00 | |

Northeast Harbor

ENGINEERING Cost Estimate

CES, Inc.

December 19, 2016

Area 1B - Summit Road

| Item | Unit | Unit Cost | Quantity | Allowance | Construction Cost | Notes |
|------------------------------|------|-----------|----------|-----------|-------------------|-------|
| ROADWAY RECONSTRUCTION | LF | \$217.50 | 280 | | \$60,900.00 | |
| 4" ASPHALT SIDEWALK | LF | \$25.00 | 550 | | \$13,750.00 | |
| NEW GRANITE CURBS | LF | \$50.00 | 550 | | \$27,500.00 | |
| RE SET EXISTING CATCH BASINS | EA | \$500.00 | 3 | | \$1,500.00 | |
| PROJECTED SUBTOTAL | | | | | \$103,650.00 | |
| 15% CONTINGENCY | | | | | \$15,547.50 | |
| TOTAL | | | | | \$119,197.50 | |

| | | Design Fees | Design Fees |
|-------|--|--------------|----------------|
| | | Low End (8%) | High End (15%) |
| TOTAL | | \$9,535.80 | \$17,879.63 |

Area 1B - Neighborhood Road

| Item | Unit | Unit Cost | Quantity | Allowance | Construction Cost | Notes |
|------------------------------|------|-----------|----------|-----------|-------------------|-------|
| ROADWAY RECONSTRUCTION | LF | \$170.50 | 350 | | \$59,675.00 | |
| 4" ASPHALT SIDEWALK | LF | \$25.00 | 450 | | \$11,250.00 | |
| NEW GRANITE CURBS | LF | \$50.00 | 450 | | \$22,500.00 | |
| RE SET EXISTING CATCH BASINS | EA | \$500.00 | 4 | | \$2,000.00 | |
| PROJECTED SUBTOTAL | | | | | \$95,425.00 | |
| 15% CONTINGENCY | | | | | \$14,313.75 | |
| TOTAL | | | | | \$109,738.75 | |

| | | Design Fees | Design Fees |
|-------|--|--------------|----------------|
| | | Low End (8%) | High End (15%) |
| TOTAL | | \$8,779.10 | \$16,460.81 |

Northeast Harbor

ENGINEERING Cost Estimate

CES, Inc.

December 19, 2016

Area 2 - Existing Parking Lot Reconstruction

| Item | Unit | Unit Cost | Quantity | Allowance | Construction Cost | Notes |
|------------------------------------|------|-------------|----------|-----------|-------------------|--------------|
| DEMOLITION | | | | | | |
| 24' ROADWAY CONSTRUCTION | LS | \$30,000.00 | 1 | | \$30,000.00 | |
| PARKING LOT CONSTRUCTION (3 AREAS) | LF | \$150.00 | 550 | | \$82,500.00 | |
| NEW 6" SEWER MAIN | LF | \$5.00 | 8,000 | | \$40,000.00 | |
| NEW 4" SEWER SERVICE LATERALS | EA | \$75.00 | 180 | | \$13,500.00 | |
| NEW 6" WATER MAIN | LF | \$45.00 | 160 | | \$7,200.00 | |
| NEW WATER SERVICE AND VALVES | LF | \$60.00 | 200 | | \$12,000.00 | |
| | | | 6 | | \$7,200.00 | |
| PROJECTED SUBTOTAL | | | | | | \$192,400.00 |
| 15% CONTINGENCY | | | | | | \$28,860.00 |
| TOTAL | | | | | | \$221,260.00 |

| Design Fees | |
|----------------|-------------|
| Low End (8%) | \$17,700.80 |
| High End (15%) | \$33,189.00 |

Northeast Harbor

ENGINEERING Cost Estimate

CES, Inc.

December 19, 2016

Area 3 - Tracy Road

| Item | Unit | Unit Cost | Quantity | Allowance | Construction Cost | Notes |
|---------------------------------|------|-------------|----------|-----------|-------------------|-------|
| ROADWAY RECONSTRUCTION | LF | \$170.50 | 810 | | \$138,105.00 | |
| 4' ASPHALT SIDEWALKS | LF | \$25.00 | 630 | | \$15,750.00 | |
| NEW GRANITE CURBING | LF | \$50.00 | 630 | | \$31,500.00 | |
| STORMWATER CONTROL IMPROVEMENTS | LS | \$20,000.00 | 1 | | \$20,000.00 | |

| | |
|--------------------|--------------|
| PROJECTED SUBTOTAL | \$205,355.00 |
| 15% CONTINGENCY | \$30,803.25 |
| TOTAL | \$236,158.25 |

| TOTAL | Design Fees | Design Fees |
|-------|-----------------------------|-------------------------------|
| | Low End (8%) \$18,892.66 | High End (15%) \$35,423.74 |

Northeast Harbor

LANDSCAPE Cost Estimate Summary
Richardson & Associates, Landscape Architects
December 19, 2016

Estimated Costs : Landscape

| | Construction Costs | Design Fees (Low End) | Design Fees (High End) |
|--|--------------------|-----------------------|------------------------|
| Area 1A - Main Street | \$504,218.75 | \$46,388.13 | \$86,977.73 |
| Area 1B - Summit & Neighborhood Roads | \$149,575.00 | \$13,760.90 | \$25,801.69 |
| Area 1C - Park Connectors | \$156,687.50 | \$14,415.25 | \$27,028.59 |
| Area 2 - Sea Street and South | \$477,693.75 | \$43,947.83 | \$82,402.17 |
| Area 3 - Tracy Road | \$138,475.00 | \$12,739.70 | \$23,886.94 |
| | PROJECTED SUBTOTAL | | |
| | \$1,426,650.00 | | |
| | 15% CONTINGENCY | | |
| | \$213,997.50 | | |
| | TOTAL | \$131,251.80 | \$246,097.13 |

Revised December 19, 2016

Northeast Harbor

Landscape Cost Estimate

Richardson & Associates, Landscape Architects
December 19, 2016

Area 1A - Main Street

| Item | Unit | Unit Cost | Quantity | Allowance | Construction Cost | Notes |
|---|------------|-----------|-----------------|-------------|---------------------------|---|
| LANDSCAPE DEMOLITION & GENERAL SITE PREPARATIONS | | | | | | |
| LS | | | | \$25,000.00 | \$25,000.00 | S&T FENCE - EROSION CONTROL, TREE PROTECTIONS, TREE REMOVALS INCLUDED |
| | | | SUBTOTAL | | \$25,000.00 | |
| EARTHWORK, GRADING, AND DRAINAGE SYSTEMS | | | | | | |
| LS | | | | \$50,000.00 | \$50,000.00 | |
| | | | SUBTOTAL | | \$50,000.00 | |
| PAVING | | | | | | |
| GF | \$40.00 | | 875 | | \$35,000.00 | |
| GF | \$40.00 | | 600 | | \$24,000.00 | |
| GF | \$40.00 | | 2,700 | | \$108,000.00 | |
| | | | SUBTOTAL | | \$167,000.00 | |
| PLANTING | | | | | | |
| EA | \$2,700.00 | | 30 | | \$81,000.00 | PACKED 1" TREE PIT AND GRAVE |
| EA | \$750.00 | | 20 | | \$15,000.00 | |
| SF | \$5.00 | | 7,775 | | \$38,375.00 | |
| | | | SUBTOTAL | | \$134,375.00 | |
| IRRIGATION | | | | | | |
| LS | | | | \$20,000.00 | \$20,000.00 | STREET TREES AND 4" CITY GREEN SPACES |
| | | | SUBTOTAL | | \$20,000.00 | |
| LAWNS | | | | | | |
| SF | \$1.25 | | 7,275 | | \$9,093.75 | |
| | | | SUBTOTAL | | \$9,093.75 | |
| SITE ACCESSORIES | | | | | | |
| EA | \$1,200.00 | | 12 | | \$14,400.00 | |
| EA | \$750.00 | | 6 | | \$4,500.00 | |
| EA | \$750.00 | | 6 | | \$4,500.00 | |
| EA | \$2,800.00 | | 12 | | \$33,600.00 | |
| EA | \$750.00 | | 5 | | \$3,750.00 | |
| EA | \$500.00 | | 10 | | \$5,000.00 | |
| EA | \$500.00 | | 30 | | \$15,000.00 | |
| | | | SUBTOTAL | | \$80,750.00 | |
| ITEMS NOT INCLUDED | | | | | | |
| BUILDINGS | | | | | | |
| LAND ACQUISITIONS ASSUME PROPERTY OWNERSHIP TRANSFER | | | | | | |
| | | | | | PROJECTED SUBTOTAL | \$504,718.75 |
| | | | | | 15% CONTINGENCY | \$75,707.81 |
| | | | | | TOTAL | \$579,426.56 |
| Design Fees | | | | | | |
| | | | | | Low End (8%) | \$46,354.13 |
| | | | | | High End (15%) | \$86,913.98 |

Revised December 19, 2016

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

Richardson & Associates / CES, Inc / Planning Decisions, Inc

Northeast Harbor

LANDSCAPE Cost Estimate

Richardson & Associates, Landscape Architects
December 19, 2016

Area 1B - Summit & Neighborhood Roads

| Item | Unit | Unit Cost | Quantity | Allowance | Cost | Notes |
|--|------|------------|-----------------|-------------|---------------------------|--|
| LANDSCAPE DEMOLITION & GENERAL SITE PREPARATIONS | | | | | | |
| LS | | | | \$12,500.00 | \$12,500.00 | SAT FENCE / EROSION CONTROL, TREE PROTECTIONS, TREE REMOVALS #INCLUDED |
| | | | SUBTOTAL | | \$12,500.00 | |
| EARTHWORK, GRADING, AND DRAINAGE SYSTEMS | | | | | | |
| LS | | | | \$25,000.00 | \$25,000.00 | |
| | | | SUBTOTAL | | \$25,000.00 | |
| PLANTING | | | | | | |
| EA | | \$1,500.00 | 10 | | \$15,000.00 | |
| EA | | \$750.00 | 6 | | \$4,500.00 | |
| SF | | \$5.00 | 8,300 | | \$41,500.00 | |
| | | | SUBTOTAL | | \$61,000.00 | |
| IRRIGATION | | | | | | |
| LS | | | | \$10,000.00 | \$10,000.00 | STREET TREES AND KEY GREEN SPACES |
| | | | SUBTOTAL | | \$10,000.00 | |
| LAWNS | | | | | | |
| SF | | \$1.25 | 2,500 | | \$3,125.00 | |
| | | | SUBTOTAL | | \$3,125.00 | |
| SITE ACCESSORIES | | | | | | |
| EA | | \$1,200.00 | 4 | | \$4,800.00 | |
| EA | | \$750.00 | 2 | | \$1,500.00 | |
| EA | | \$750.00 | 3 | | \$2,250.00 | |
| EA | | \$2,800.00 | 8 | | \$22,400.00 | |
| EA | | \$500.00 | 14 | | \$7,000.00 | |
| | | | SUBTOTAL | | \$37,950.00 | |
| ITEMS NOT INCLUDED | | | | | | |
| BUILDINGS | | | | | | |
| LAND ACQUISITIONS ASSUME PROPERTY/OWNERSHIP TRANSFER | | | | | | |
| | | | | | PROJECTED SUBTOTAL | \$149,575.00 |
| | | | | | 15% CONTINGENCY | \$22,436.25 |
| | | | | | TOTAL | \$172,011.25 |
| | | | | | TOTAL | \$13,740.90 |
| | | | | | Design Fees | \$25,801.49 |
| | | | | | High End (115%) | |

Northeast Harbor

Landscape Cost Summary

Richardson & Associates, Landscape Architects

December 19, 2016

Area 1C - Park Connectors

| Item | Unit | Unit Cost | Quantity | Allowance | Cost | Notes | | | | | | |
|--|--------------|------------|-----------------|-------------|--------------------|--|--------------|-----------------|-------------|-------|--------------|-------------|
| LANDSCAPE DEMOLITION & GENERAL SITE PREPARATIONS | | | | | | | | | | | | |
| | LS | | | \$10,000.00 | \$10,000.00 | SATISFACTORY EROSION CONTROL TREE PROTECTIONS TREE REMOVALS INCLUDED | | | | | | |
| | | | SUBTOTAL | | \$10,000.00 | | | | | | | |
| EARTHWORK, GRADING, AND DRAINAGE SYSTEMS | | | | | | | | | | | | |
| | LS | | | \$20,000.00 | \$20,000.00 | | | | | | | |
| | | | SUBTOTAL | | \$20,000.00 | | | | | | | |
| PAVING | | | | | | | | | | | | |
| ROUGH-BROOM FRESH CONCRETE PATHS | SF | \$7.00 | 1,500 | | \$11,500.00 | | | | | | | |
| | | | SUBTOTAL | | \$11,500.00 | | | | | | | |
| WALLS / STEPS | | | | | | | | | | | | |
| WALLS / STEPS | LS | | | \$20,000.00 | \$20,000.00 | | | | | | | |
| | | | SUBTOTAL | | \$20,000.00 | | | | | | | |
| PLANTING | | | | | | | | | | | | |
| PLANT BED TREES | EA | \$750.00 | 15 | | \$11,250.00 | | | | | | | |
| SHRUBS PERENNIALS GROUNDCOVERS | SF | \$15.00 | 875.00 | | \$13,125.00 | | | | | | | |
| | | | SUBTOTAL | | \$24,375.00 | | | | | | | |
| IRRIGATION | | | | | | | | | | | | |
| | LS | | | \$4,000.00 | \$4,000.00 | STREET TREES AND TREE GREEN SPACES | | | | | | |
| | | | SUBTOTAL | | \$4,000.00 | | | | | | | |
| LAWNS | | | | | | | | | | | | |
| FINE GRADING & SEEDING | SF | \$1.25 | 5,750 | | \$7,187.50 | | | | | | | |
| | | | SUBTOTAL | | \$7,187.50 | | | | | | | |
| SITE ACCESSORIES | | | | | | | | | | | | |
| BENCHES | EA | \$1,200.00 | 5 | | \$6,000.00 | | | | | | | |
| BIKE RACK | EA | \$750.00 | 2 | | \$1,500.00 | | | | | | | |
| TRASH RECEPTACLE | EA | \$750.00 | 3 | | \$2,250.00 | | | | | | | |
| PATH LIGHTS | EA | \$500.00 | 18 | | \$9,000.00 | | | | | | | |
| GRANITE POSTS (CROSS-WALK DELINEATORS) | EA | \$500.00 | 14 | | \$7,000.00 | | | | | | | |
| SIGNS | EA | \$750.00 | 3 | | \$2,250.00 | | | | | | | |
| POCK | EA | \$5,000.00 | 1 | | \$5,000.00 | | | | | | | |
| | | | SUBTOTAL | | \$33,000.00 | | | | | | | |
| ITEMS NOT INCLUDED | | | | | | | | | | | | |
| BUILDINGS | | | | | | | | | | | | |
| LAND ACQUISITIONS ASSUME PROPERTY OWNERSHIP TRANSFER | | | | | | | | | | | | |
| <table> <tr> <td>PROJECTED SUBTOTAL</td> <td>\$154,487.50</td> </tr> <tr> <td>15% CONTINGENCY</td> <td>\$23,173.13</td> </tr> <tr> <td>TOTAL</td> <td>\$180,190.63</td> </tr> </table> | | | | | | PROJECTED SUBTOTAL | \$154,487.50 | 15% CONTINGENCY | \$23,173.13 | TOTAL | \$180,190.63 | Design Fees |
| PROJECTED SUBTOTAL | \$154,487.50 | | | | | | | | | | | |
| 15% CONTINGENCY | \$23,173.13 | | | | | | | | | | | |
| TOTAL | \$180,190.63 | | | | | | | | | | | |
| TOTAL | | | | | | Low End (85%) | | | | | | |
| | | | | | | High End (95%) | | | | | | |
| | | | | | | \$7,028.38 | | | | | | |

Northeast Harbor

LANDSCAPE COST SUMMARY
Richardson & Associates, Landscape Architects
December 19, 2016

Area 2 - Sea Street and South

| Item | Unit | Unit Cost | Quantity | Allowance | Cost | Notes |
|--|------|------------|--------------------|-------------|--------------|--|
| LANDSCAPE DEMOLITION & GENERAL SITE PREPARATIONS | | | | | | |
| 1.5 | | | | \$25,000.00 | \$25,000.00 | REPLACE, RECONSTRUCT, TREE PROTECTIONS, TREE REMOVAL, ETC. |
| | | | SUBTOTAL | | \$25,000.00 | |
| EARTHWORK, GRADING, AND DRAINAGE SYSTEMS | | | | | | |
| 1.5 | | | | \$50,000.00 | \$50,000.00 | |
| | | | SUBTOTAL | | \$50,000.00 | |
| STRUCTURES | | | | | | |
| 1.5 | | | | \$65,000.00 | \$65,000.00 | |
| | | | SUBTOTAL | | \$65,000.00 | |
| PAVING | | | | | | |
| 5F | SF | \$9.00 | 8,800 | | \$79,200.00 | PROPOSED 4 INCH PAVEMENT, 12 INCH |
| 5F | SF | \$40.00 | 400 | | \$16,000.00 | |
| 5F | SF | \$40.00 | 2,725 | | \$109,000.00 | |
| | | | SUBTOTAL | | \$194,200.00 | |
| PLANTING | | | | | | |
| EA | EA | \$1,500.00 | 8 | | \$12,000.00 | |
| EA | EA | \$250.00 | 2 | | \$500.00 | |
| 5F | SF | \$1.00 | 8,000 | | \$8,000.00 | |
| | | | SUBTOTAL | | \$19,500.00 | |
| IRRIGATION | | | | | | |
| 1.5 | | | | \$30,000.00 | \$30,000.00 | 1 INCH TEEB AND ALL GEM IN PIPES |
| | | | SUBTOTAL | | \$30,000.00 | |
| LAWNS | | | | | | |
| 5F | SF | \$1.25 | 24,116 | | \$30,145.00 | |
| | | | SUBTOTAL | | \$30,145.00 | |
| SITE ACCESSORIES | | | | | | |
| EA | EA | \$1,200.00 | 8 | | \$9,600.00 | |
| EA | EA | \$750.00 | 4 | | \$3,000.00 | |
| EA | EA | \$750.00 | 4 | | \$3,000.00 | |
| EA | EA | \$2,000.00 | 5 | | \$10,000.00 | |
| EA | EA | \$500.00 | 23 | | \$11,500.00 | |
| EA | EA | \$500.00 | 7 | | \$3,500.00 | |
| EA | EA | \$750.00 | 3 | | \$2,250.00 | |
| | | | SUBTOTAL | | \$42,850.00 | |
| TOTAL IMPROVEMENTS TO MAINTAIN | | | | | | |
| 1.5 | | | | \$10,000.00 | \$10,000.00 | |
| | | | SUBTOTAL | | \$10,000.00 | |
| ITEMS NOT INCLUDED | | | | | | |
| BUILDINGS | | | | | | |
| LAND ACQUISITIONS ASSUME PROPERTY OWNER/POW TRANSFER | | | | | | |
| | | | | | | |
| | | | PROJECTED SUBTOTAL | | \$477,495.00 | |
| | | | 10% CONTINGENCY | | \$71,624.25 | |
| | | | TOTAL | | \$549,119.25 | |
| | | | TOTAL | | \$549,119.25 | |

Northeast Harbor

LANDSCAPE COST ESTIMATE

Richardson & Associates, Landscape Architects
December 19, 2016

Area 3 - Tracy Road

| Item | Unit | Unit Cost | Quantity | Allowance | Cost | Notes |
|---|------|------------|---------------------------|-------------|---------------------|-------|
| LANDSCAPE DEMOLITION & GENERAL SITE PREPARATIONS | | | | | | |
| 1. SET FENCE / EROSION CONTROL TREE PROTECTIONS, TREE REMOVALS INCLUDED | LS | | | \$25,000.00 | \$25,000.00 | |
| | | | SUBTOTAL | | \$25,000.00 | |
| EARTHWORK, GRADING, AND DRAINAGE SYSTEMS | | | | | | |
| 2. EARTHWORK, GRADING, AND DRAINAGE SYSTEMS | LS | | | \$25,000.00 | \$25,000.00 | |
| | | | SUBTOTAL | | \$25,000.00 | |
| PLANTING | | | | | | |
| 3. STREET TREES | EA | \$1,500.00 | 18 | | \$27,000.00 | |
| 4. PLANT BED TREES | EA | \$750.00 | 6 | | \$4,500.00 | |
| 5. SHRUBS/PERENNIALS/GROUNDCOVERS | SF | \$5.00 | 2500 | | \$12,500.00 | |
| | | | SUBTOTAL | | \$44,000.00 | |
| IRRIGATION | | | | | | |
| 6. IRRIGATION | LS | | | \$10,000.00 | \$10,000.00 | |
| | | | SUBTOTAL | | \$10,000.00 | |
| LAWNS | | | | | | |
| 7. FINE GRADING & SEEDING | SF | \$1.25 | 2,500 | | \$3,125.00 | |
| | | | SUBTOTAL | | \$3,125.00 | |
| SITE ACCESSORIES | | | | | | |
| 8. BENCHES | EA | \$1,200.00 | 2 | | \$2,400.00 | |
| 9. BIKE RACK | EA | \$750.00 | 2 | | \$1,500.00 | |
| 10. TRASH RECEPTACLE | EA | \$750.00 | 3 | | \$2,250.00 | |
| 11. STREET LIGHTS | EA | \$2,800.00 | 9 | | \$25,200.00 | |
| | | | SUBTOTAL | | \$31,350.00 | |
| ITEMS NOT INCLUDED | | | | | | |
| BUILDINGS | | | | | | |
| LAND ACQUISITIONS ASSUME PROPERTY/OWNERSHIP TRANSFER | | | | | | |
| TOTAL PROJECT COSTS | | | | | | |
| | | | PROJECTED SUBTOTAL | | \$138,475.00 | |
| | | | 15% CONTINGENCY | | \$20,771.25 | |
| | | | TOTAL | | \$159,246.25 | |
| DESIGN FEES | | | | | | |
| | | | TOTAL | | \$12,779.70 | |
| | | | Low End (8%) | | \$12,779.70 | |
| | | | High End (15%) | | \$23,844.94 | |

Northeast Harbor Village Center Plan - Final Report

December 19, 2016

Richardson & Associates / CES, Inc / Planning Decisions, Inc



Town of Mount Desert

21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248
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www.mtdesert.org director@mtdesert.org

MEMO

To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Director
Re: Response to Selectperson Dudman's Question of 7-16-18
Northeast Harbor Village Center Improvements Project
Date: August 2, 2018

At the July 16th regular meeting of the Board of Selectmen I was asked by Board Member Dudman to provide a report for the August 6th regular Board meeting on the construction schedule for the implementation of the Main Street project. I offer the following.

I have been involved with six large construction projects built in the streets and roads in Town since 1987 in my capacity as a consulting engineer working on projects for the town and then in my present position since 2001. Five of these six projects were what we described as winter construction projects. They were scheduled to begin in September after Labor Day and to be either shut down or completed before Memorial Day weekend of the following year. At least in the last 17 years, our annual paving work has been/will be completed in the fall of each year and scheduled to start no earlier than Labor Day. This schedule was routinely followed to avoid any disturbance to the affected areas of town during the busy summer season.

I recently met with the general contractor's project manager for the project to discuss a number of items, quite a few of which were schedule related.

1. The first item we discussed was the overall project schedule. As we both knew, construction of the project is scheduled to start October 15, 2018 and be completely shut down by May 24, 2019. Any work left to be completed after May 24th cannot start until October 15th and must be completed and ready for final payment by December 6th. No work will be left to finish in 2020. The project manager was very comfortable with the schedule; he planned to have all work completed by the shutdown date of May 24, 2019, including the base layer of pavement in the street, except for two things. When they resume work on October 15th, they will prepare the street then place the surface layer of pavement on the base layer placed before the summer shutdown. In accordance with their schedule, they will finish some of the landscaping items that did not get completed before the shutdown.

This means that, as scheduled, during the busy summer season of 2019, no work will occur. Vehicles will be driving on a new, paved Main Street end to end and side to side and walking on new, paved sidewalks on both sides of the street. There will not be any piles of gravel or fill material left along Main Street; there will not be trenches left open for the summer; no equipment will be left along the side of the street; waste materials like pieces of pipe, mortar bags, catch basin pieces, cigarette butts, coffee cups, etc. will have been picked up and stored or disposed of properly. If windows were covered with dust and grime due to the construction activities, they will be washed



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on or before May 24th or sooner, depending on the extent of the dust. The contractor is very aware of the schedule. It was discussed with prospective bidders before, at and after the pre-bid meeting held as part of the bid process.

2. I asked the project manager if he could hold his price for 12 months if we asked him to. He said he could not. He was already having trouble working with his suppliers to hold the prices for materials they had given him when he prepared his bid. Both the contractor and the suppliers had expected to have a signed contract in place with us enabling them both to lock in their prices weeks ago. Petroleum and steel prices are increasing with a resulting increase in the price of, for example, his day-to-day operations, pipe and conduit.

3. We also discussed the possibility of his postponing his start date from October 15th to November 1st. He said he could not for a couple of reasons. One, successful replacement of the water main and its associated appurtenances must be done as early as possible. Temporary water will be provided to the buildings in above ground pipes. The sooner this is done the better due to the concern of freezing of the temporary water and the effects of that on everything from preparing dinner, to the restaurant business to fire protection. Secondly, a two week delay in starting will affect the work schedule he has in place meaning; he might or might not get the base layer of pavement down on Main Street before the summer season shutdown. The site will be cleaned up as described in number 1 above but temporary pavement will have to be put down then replaced with permanent pavement when he resumes work in the fall.

4. As the project manager and I also discussed, one-way traffic will be maintained at all times along Main Street. Yes, there will be times when a dump truck has to pull out of position or a piece of equipment needs to drop something off and the one-way traffic will be blocked. We all must remember that this is only between October and May and the following October and December. This is normal for construction projects.

5. Access to buildings and parking was also discussed. Every effort will be made to provide access to buildings along Main Street. These buildings that will be open will more than likely be businesses. We do not want to do anything to threaten that business owner's livelihood. Temporary stairs might have to be built; an OSHA compliant walkway across an opening in the street might have to be provided. As is common in the summer season, patrons of a particular business might not be able to park right in front of it but might have to park a short distance away from that business and walk to it. I anticipate that more patrons will be able to park in front of the business they are shopping at during construction more often than they might be able to in the much busier summer season.

I am available for questions should you have any. Thank you.



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MEMO

To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Director
Re: Response to Selectperson Hart's Question of 7-16-18
Northeast Harbor Village Center Improvements Project
Date: August 2, 2018

At the July 16th regular meeting of the Board of Selectmen I was asked by Board Member Hart to provide a report for the August 6th regular Board meeting about the appropriate order of work on an infrastructure project like the Main Project relative to any potential development on vacant lots along Main Street.

I have been involved with six large construction projects built in the streets and roads in Town since 1987 in my capacity as a consulting engineer working on projects for the town and then in my present position since 2001. These six projects involved improvements to sanitary sewer mains, storm drain pipes, water mains or a combination of the three. Associated with the sewer and water mains were the service pipes - building connections - that were constructed from the main to the property lines of properties that the mains served. If there was an existing service pipe to a property, the town replaced the old service pipe with new just past the edge of pavement or to the property line. If the lot was vacant, service pipes were constructed to a point just outside the pavement or to the property line of the lot and capped or, in common vernacular, were stubbed off for future connection by someone putting a building on the vacant lot.

These stubs were constructed to the vacant lots for various reasons with the primary one being the anticipation of future development of the lot. Any future development would likely require the lot to be serviced by sewer and water, the latter for consumption, business needs or fire protection. The Main Street project is being constructed with the same thought process for sewer and water as these other projects I have been involved with were. In addition, the underground utilities will be considered as well.

In anticipation of the existing vacant lots along Main Street eventually being built out, the project includes the extension of sewer, water and utilities being stubbed out to them to a point just beyond the edge of pavement and in most cases, beyond the inside edge of our new sidewalks. It is my recent understanding that there are a number of properties along the street that have been sold with the idea that the existing buildings will be removed and new ones constructed. We are in the process of verifying this and discussing utility services with the owners. The existence of these utility stubs will allow the construction of new buildings on the current or prospective vacant lots be done without having to dig through the new sidewalks and rebuilt street to access sewer, water and utility connections. Based on discussions with developers, engineers and others, constructing stubs as we plan to do is the accepted way of doing things. No one is going to construct a building of the type



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that has been described to me for Main Street then hope that they can get adequate utility service to it "someday". The existence of stubbed services only helps to enhance the development possibility of a lot.

Once the Main Street project is completed and someone moves forward with their plans to develop a lot, they will be required to protect the sidewalks and street from any damage, much like they would have to protect structures adjacent to their property from being damaged. We already prohibit the use of metal tracks on, for example, excavators and bulldozers from being operated on our roads to protect the pavement from being damaged by them. The equipment with metal tracks must be operated on something placed between the tracks' and the pavement such as rubber mats or plywood. The contractors who work for the town know this and use machinery with rubber tracks.

Any movement of equipment or trucks onto a site, particularly dump trucks and concrete trucks, will not be allowed to drive from the street, go up over the curb and across the sidewalk to the site without first putting something on the ground to protect the pavement and to account for the increase in height from the edge of the street to the sidewalk. I know bad things can happen no matter how thorough the plans are made to hopefully prevent them. However, based on my understanding of who the individuals are that might be developing lots along Main Street, I am confident we will work well with them and that they will take care of the new Main Street.

I am available for questions should you have any. Thank you.



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.mtidesert.org
manager@mtidesert.org

To: Board of Selectmen

From: Durlin E. Lunt

Date: August 2 2018

Subject: Materials in response to the request from Chairman John MacAuley for information concerning economic development initiatives.

As requested for the August 6 Meeting I have enclosed the following materials:

1. A report from The Town of Mount Desert Economic Development Consultant outlining the Economic Development initiatives undertaken in Mount Desert from 2013-2018
2. A chronology of the outreach efforts concerning the Main Street reconstruction project from 2015 to the present
3. A report from Mount Desert 365 Executive Director on the Economic Development initiatives undertaken by her organization in its first year

Town of Mount Desert Economic Development Initiatives 2013-2018

Since creation of the Town of Mount Desert Economic Development Committee in 2013, this committee has undertaken a number of initiatives in an effort to support local businesses, increase the town's economic base and improve the quality of life for town residents. Some of these initiatives include:

- Improved marketing of the town through the creation and distribution of a Town of Mount Desert brochure and a town event rack card. In addition, a TV ad marketing the town and its villages was created and aired in statewide markets.
- Amended town ordinances to expand business opportunities by creating options for mobile food vendors to operate in town and to allow for better visitor signage.
- Envisioned and funded a visitor signage program in Northeast Harbor that placed clear visitor signage in the harbor as well as a business directory kiosk on Main Street.
- Sponsored major town events such as the Town of Mount Desert antique auto shows in 2014 and 2015, the very successful visit of the schooner Lynx, village concerts, community suppers, fairs, dances and the Thursday night movie program. These efforts were designed to increase tourism and engage local residents.
- Worked with the Town of Mount Desert Chamber of Commerce to expand its membership and services and to improve its website. In 2016 the Chamber was able to hire a part time executive director and take over all marketing and event efforts for the town.
- Established the Town of Mount Desert Facebook Page to increase the town's social media presence and to communicate more effectively with residents and visitors to our villages.
- Worked with Tilson Technologies to create a broadband plan and network design for the Town of Mount Desert that would provide state of the art Internet capabilities for the entire town. This project led to the establishment of the town's Broadband Committee, which last year received a \$100,000 grant from the State of Maine to help expand broadband services to over 300 households in Somesville and Pretty Marsh.
- Created the Northeast Harbor Village Center Plan. This three phase conceptual plan outlines improvements to the village's appearance and functionality. Construction funding for phase 1 of this plan was approved in May of 2018 with construction scheduled to begin in October.
- Created the Town of Mount Desert Community Development Corporation, a private non-profit entity whose mission is to improve the vitality and livability of the Town of Mount Desert through private investment in community projects.

Town of Mount Desert Economic Development Committee

2018-2019 Priorities

- **Provide supervisory oversight of the Northeast Harbor Village Center Plan Main Street construction process**
- **Explore opportunities to expand and improve the economic base of Mount Desert's smaller villages**
- **Investigate additional methods for marketing the town and its villages**
- **Continue efforts to improve internet connectivity in the Town of Mount Desert**
- **Continue to create cooperative opportunities and partnerships with private entities to advance town economic development initiatives**
- **Utilize local historic resources to leverage additional economic investment in town.**

NEH Village Center Plan Community Participation Efforts -

Conceptual Plan Development Outreach Efforts 2015-2016

| | |
|------------|--|
| 7/16/2015 | Village Plan Public Outreach Presentation at summer SRA Meeting |
| 9/15/2015 | NEH Village Center Plan Committee appointed |
| 11/10/2015 | Facebook notice of NEH Village Center Plan Public Meeting on 11/19/15 |
| 11/12/2015 | Press Release announcing plan and outreach activities planned sent to Islander |
| 11/5/2015 | Posters announcing 11/19/15 Public Meeting posted in four locations in village |
| 11/19/2015 | First Public Outreach Meeting - NEH Library |
| 1/11/2016 | Copies of NEH Village Center Plan Questionnaire printed and available for pick up at Town Office and Library |
| 1/15/2016 | Plan Questionnaire sent out with SRA winter newsletter |
| 1/14/2016 | Facebook update about the NEH Village Center Plan |
| 1/14/2016 | Village Center Plan Questionnaire posted on Facebook for completion by residents |
| 1/21/2016 | Press Release about status of Plan sent to Islander |
| 2/3/2016 | Public Stakeholders Meeting - Neighborhood House |
| 2/10/2016 | Facebook reminder to residents to fill out the NEH Village Center Plan Questionnaire |
| 4/11/2016 | Plan Outreach Report completed and posted on Town Website |
| 4/11/2016 | Facebook update on Village Plan progress |
| 6/24/2016 | Facebook post announcing public visioning workshop |
| 6/29/2016 | Posters announcing 7/13/16 Visioning Workshop posted in four locations in village |
| 7/13/2016 | Public Visioning Workshop - Neighborhood House |
| 8/24/2016 | Facebook notice of NEH Village Center Plan Public Meeting on 9/15/16 |
| 9/1/2016 | Posters announcing 9/15/16 Public Meeting posted in four locations in village |
| 9/15/2016 | Public Meeting on Draft NEH Village Center Plan- Town Office |
| 4/5/2017 | Facebook post of entire conceptual plan |

NEH Village Center Plan Community Participation Efforts -

Phase 1 Final Design Outreach Efforts -2017-2018

| | |
|------------|---|
| 7/19/2017 | Conceptual Plan presentation and final design explanation & schedule at SRA July Meeting |
| 8/9/2017 | Conceptual Plan presentation and final design explanation & schedule at SRA August Meeting |
| 8/15/2017 | Facebook Post announcing Conceptual Design Meeting on 8/30/17 |
| 8/15/2017 | Posters announcing 8/30/17 Conceptual Design Meeting posted in four locations in village |
| 8/15/2017 | Press Release announcing Conceptual Design Meeting sent to Islander |
| 8/30/2017 | Conceptual Design Meeting - Neighborhood House |
| 11/29/2017 | Facebook announcement of Final Design Review Meeting on 12/13/17 |
| 11/29/2017 | Posters announcing 12/13/17 Final Design Review Meeting posted in four locations in village |
| 11/30/2017 | Press Release announcing Final Design Review Meeting sent to Islander |
| 12/13/2017 | Final Design review meeting - Neighborhood House |
| 12/14/2017 | Facebook post of Final Design |
| 4/1/2018 | Town warrant announcement of phase 1 funding request |

MOUNT DESERT

365

COMMUNITY YEAR-ROUND

Our Town has been a treasured destination for hundreds of years. It's no wonder that the value of property has risen steadily and significantly over the past several decades. As a result, however, the town has lost much of its year-round residential population, most notably in the village of Northeast Harbor, and the local economy has increasingly shifted its focus to the seasonal market.

With limited affordable housing stock and insufficient year-round population to attract businesses, Mount Desert is reckoning with a critical threat to our sense of community, including a significant reduction in the elementary school population and lack of volunteers for town committees or public safety services. Preserving that sense of community without sacrificing its natural beauty, charming character, or its heritage demands a collaborative effort from public and private sectors alike. Mount Desert 365 was created to work alongside the Town to address challenges and lessen the burdens posed by dwindling year-round population, long-vacant commercial lots, and an aging building stock.

MISSION & VISION

Mount Desert 365 is committed to promoting the long-term economic vitality of the Town through expansion of sustainable, year-round residential communities and economic revitalization of commercial districts. Our vision for the next ten years, aligned to the Town of Mount Desert's Comprehensive Plan, involves stabilizing the housing market by acquiring and developing properties as attractive, efficient, and attainable homes or apartments for year-round residents of median incomes, and viable commercial spaces for year-round businesses. As a result, we will see the population of young families begin to rebound, leading to an expanded consumer base and a stronger rationale for new businesses or needed services to open here. The local economy will expand from both the increasing population and strategic support for several key economic areas: food, the arts, our natural environment, science and technology.

PROPERTIES & PROGRAMS

In the first full year of operations, Mount Desert 365 has undertaken an ambitious agenda, including taking ownership of residential and commercial properties in the village of Northeast Harbor, starting construction projects in both the commercial and residential zones, and the creation of three economic development programs.

- **Old Firehouse Lane** – contracted A4 Architects of Bar Harbor to design a new mixed-use structure with Maine Seacoast Mission as the anchor tenant, additional professional office space on the second floor, and three year-round residential apartments on the third floor.
- **Summit Road** – contracted NEH part-time resident Gregg Scott of RLPS Architects to create two year-round residences on Summit Road property for affordable home ownership for two local families.
- **147, 149, and 151 Main Street** – secured commitments from prospective anchor tenants, restaurant and retail, each with connections to the community. Conceptual drawings for three structures are in development to provide year-round commercial space on the ground-floor with several apartments on upper floors.
- **Mount Desert Business Boot Camp** – provided intensive skill development for ten existing or emerging local businesses, attracted a standing-room-only crowd at The Neighborhood House for a Pitch Competition where two local business owners were awarded a total of \$10,000 to put their plans to work. The inaugural event was held in March 2018.
- **Business Skill Sessions** – in collaboration with the Mount Desert Chamber of Commerce and the Small Business Development Center, these sessions are offered monthly as low-barrier networking and educational workshops to support and expand local business opportunities.
- **Featured Business of the Month** – a social media campaign to shine a light on local businesses or organizations in our community and extend their marketing and networking capacity.



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: Response to Selectperson Mooers Question of 7-16-18
Northeast Harbor Village Center Improvements Project
Date: August 2, 2018

At the July 16th regular meeting of the Board of Selectmen I was asked by Board Member Mooer's to provide a report for the August 6th regular Board that lists any alternative plans for the placement of utilities in implementation of the Main Street project. I offer the following.

As I described in my memo to you in response to Selectperson Littlefield's question, the understanding of the need to bury the overhead wires in Main Street to achieve the goals of improving the aesthetics and vitality of Main Street was never in question. The wires are on Main Street, the electrical entrances on the buildings are close to Main Street and, therefore, the intention was to bury them in Main Street.

As we know, since the 2018 town meeting when the project was approved by the voters, an alternative plan has been put forth to provide utility service to the buildings on Main Street from locations west of, or behind, the buildings. This alternative is not, in my opinion, a viable alternative to what was approved at town meeting based on my review of the warrant article that was acted on. The warrant article specifically addresses burying the wires - bury the overhead wires to remove them from site relative to aesthetics as a step towards improving the vitality of the Village; to remove them from eliminating the use of the fire departments ladder truck to fight fires in existing buildings and, in potential new construction of a number of three story buildings and; to protect them from storm events and possible disruption of electric service along the street.

To service the buildings from locations west of Main Street, it is my understanding that three phase power would be installed overhead from Main Street, to Summit Road then down Tracy Road. The cable and telephone wires would be strung overhead along the same route. For electricity, this new installation would consist of new utility poles and three heavy, parallel wires strung across wooden cross arms or supports placed on the poles. If easements are successfully obtained, the utilities would be strung overhead from these new wires directly to the buildings or, at some point be buried to the buildings. Again, easements will be required from private property owners. If this service arrangement might address the buildings on the west side of Main Street, it didn't address those on the east side. The east side would have to be served by an underground extension of the primary wires from behind the buildings to Main Street that would be buried in Main Street with branches off these main wires to the buildings on the east side of the street, much like the project that was approved at town meeting was going to do. There would still be wires buried in Main Street.



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.mtidesert.org director@mtidesert.org

I recall at a previous Board meeting, someone pointed out that there is a town sewer main located directly behind the Main Street buildings that services them and why couldn't this area be used to bury wires. First, there are a very limited number of easements in place that were obtained from the property owners. Secondly, it is my understanding that the easements that do exist are limited to their use for sewer service only. In addition, the Main Street project is only Phase I of an overall three phase project. The third phase involves improvements to Tracy Road. Any additional overhead wires on Tracy Road will likely interfere with this future work, increase costs to work around them or, bury them, and negatively impact the aesthetics of that street. Overhead wires servicing Main Street from behind the buildings will be more susceptible to damage from storm events and will interfere with the use of a ladder truck should it be needed there to fight a Main Street fire.

While parked at the north end of Main Street and looking south along it one day in mid-July I identified what I initially thought might be another alternative. From my vantage point, the only overhead wires that were readily identified were those crossing overhead from the main wires on the east to the buildings on the west. I thought that maybe the primary wires along the east side of the street could remain and continue to service the building to their east with overhead wires and service the buildings to their west with underground services buried in Main Street, similar to the project that was approved at town meeting. Considering the idea for a few days made a few things quite clear.

- Once you started south down the street the overhead primary wires became immediately evident. Their presence negatively impacted the aesthetics of the street which was contrary to what a number of meetings and polls identified as being critical to improving the vitality of the area.
- Leaving any overhead wires along the sides of Main Street conflicted with the warrant article approved at town meeting for the project that specifically stated "including burying the overhead utility wires".
- The overhead primary wires would still be susceptible to storm events.
- These same wires could interfere with the use of the fire departments ladder truck.

After considering these bulleted items and realizing that leaving the overhead wires on the east side was contrary to the spirit and goals of the project and that there will still be buried wires crossing Main Street, I concluded that my idea was not practical. I also realized that leaving the wires there conflicted with the results of meetings and surveys described in the report I attached to my response to Selectperson Littlefield's question provided to you a while ago.

I am available for questions should you have any. Thank you.

**Town of Mount Desert
Public Hearing**

Notice is hereby given that the Town of Mount Desert Board of Selectmen will hold a public hearing at its regular meeting beginning 6:30 p.m., Monday, August 20, 2018 in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor, to hear public comment on the proposed Warrant Article for the purchase of a Street Sweeper, and such other Warrant Articles as the Board of Selectmen may include in the Warrant calling the September 10, 2018, Special Town Meeting for the Street Sweeper. Copies of the Warrant will be available at the Town Office and on the Town's website www.mtdesert.org. Members of the public are invited to attend and make comment at the August 20, 2018, Meeting.

PUBLIC HEARINGS

**TOWN OF MOUNT DESERT
APPLICATION FOR SPECIAL AMUSEMENT PERMIT**

DATE: 7-3-18

FEE: \$50.00

*APPLICANT: Steven Goss

MANAGER: Steven Goss

**RESIDENCE ~~St~~ 1160 Stream Rd
ADDRESS: Winterport, ME 04496

TELEPHONE: 207-659-1693

NAME OF BUSINESS: San Turtle Tavern

NATURE OF BUSINESS: Restaurant/Bar

MAILING ADDRESS PO Box 768, Northeast Harbor, ME 04662

LOCATION OF BUSINESS PREMISE (street address): 10 Huntington Rd, Northeast Harbor

LIQUOR LICENSE EVER DENIED OR REVOKED? ☐ YES ☒ NO

IF YES, CIRCUMSTANCES: _____

EVER CONVICTED OF FELONY or LIQUOR LAW VIOLATION? ☐ YES ☒ NO

IF YES, CIRCUMSTANCES: _____

APPLICATION IS HEREBY MADE FOR A SPECIAL AMUSEMENT PERMIT FOR THE FOLLOWING:

Class A: ☐ Single instrumentalist without mechanical amplification

Class B: ☐ Single instrumentalist and vocalist without mechanical amplification

Class C: ☐ One or more vocalists and/or instrumentalist without mechanical amplification

Class D: ☒ Any one of the above with mechanical amplification

Class E: ☐ Dancing with any of the above or accompanied by music produced by radio or other mechanical device

Signature Steven Goss

***/**See reverse side for requirements**

.....
Permit shall be valid only for the license year of the applicant's existing liquor license:

The Selectmen of the Town of Mount Desert hereby ☐ approve ☐ deny

the application for a Special Amusement Permit for: _____

Selectmen, Town of Mount Desert:

Date: _____

Applicant requirements:

*If applicant is a Corporation, partnership, Limited Liability Company or other legal entity, the application **shall** include the names and addresses of the entity's principal officers, together with the names and state of residence of all principals.

For this purpose any person or entity owning or controlling a 10% or greater interest shall be deemed a principal of the applicant.

**If applicant is corporation, etc., principal office address

For Town Office use only:

DATE RECEIVED:

Permit Fee of \$50.00 paid

Newspaper ad placed, edition date:

Names and addresses of the entity's principal officers, together with the names and state of residence of all principals.

If applicant is corporation, etc., principal office address

Copy of all alcohol licenses currently held by applicant or, if license is pending, a copy of the application

If initial application required:

Date of inspection: _____

Results of inspection: _____

Town of MOUNT DESERT

Public Hearing

The Board of Selectmen will hold a Public Hearing at its regular meeting which begins at 6:30 p.m., Monday, August 6, 2018 in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor for the consideration of:

Special Amusement Permit application for Class D - Single instrumentalist, single instrumentalist and vocalist, one or more vocalists and/or instrumentalist with mechanical amplification
MOFO LLC, d/b/a Tan Turtle Tavern Restaurant

Town of Tremont

PUBLIC NOTICE

General Assistance Ordinance Public Hearing

The Tremont Board of Selectmen will hold a Public Hearing on August 6, 2018 at 6:30 p.m. at the Tremont Town Office in the Harvey Kelley Meeting Room. The purpose of this hearing is to accept comments concerning the proposed amendment of Appendix A to the existing General Assistance Ordinance. All interested parties are encouraged to attend. The draft amendment is available for review on the Town website www.tremont.maine.gov and at the Tremont Town Office Monday-Friday from 8:00 a.m. to 4:00 p.m.

Pemetic Elementary School Request for Proposal

The Southwest Harbor School Board is accepting proposals for the following:

Proposal: Installation of four 15' LED pole lights in the back parking lot, to include the feed from the greenhouse and a single photocell. For more information, please contact Rhonda Fortin, Principal at (207) 244 - 5502.

All proposals should be directed to Nancy Thurlow and be submitted to the MDIRSS Superintendent's Office no later than Noon, Friday August 3, 2018. Deliver or mail proposals to:

Nancy Thurlow, Business Manager
MDIRSS AOS 91
PO Box 60, 1081 Eagle Lake Road
Mount Desert, Maine 04660

The School Board reserves the right to accept or reject any and all proposals. E.O.E.

Town of Tremont

INVITATION TO BID

The Town of Tremont is now accepting separate sealed bids from the public to purchase the following:

5 - 8' x 20' finger floats, sold as a lot

1 - 115 HP Suzuki Outboard Motor (does not run)

Finger floats are sold as a unit. Bidder must be willing to purchase and remove all five floats. Bids need to be received by 10:00 AM, Friday, August 24, 2018. The bids will be opened

* 27 Cottage, 27 Cottage Street, for a class of three or more musicians without mechanical amplification, as submitted by Monica Stanley.

Town of Bar Harbor

TOWN COUNCIL

WATER BUDGET ORDINANCE AMENDMENT FOR PROPOSED FY19 BUDGET

The Bar Harbor Town Council will hold a public hearing on Tuesday, August 7, 2018 at 7:00pm in the Municipal Building Council Chambers to consider amending the Bar Harbor Town Code, Chapter 201-11, Water Budget and adopt the Fiscal Year 2019 Water Budget.

A full copy of the FY19 Water Budget, which includes the ordinance amendment, may be viewed at the Town Clerk's Office, Jesup Library or on the Town's website, www.barharbormaine.gov on the front page under Latest News. Call the Town Clerk at 207-288-4098 for more information.

Town of Bar Harbor

PUBLIC NOTICE

SEWER BUDGET ORDINANCE AMENDMENT FOR PROPOSED FY19 BUDGET

The Bar Harbor Town Council will hold a public hearing on Tuesday, August 7, 2018 at 7:00pm in the Municipal Building Council Chambers to consider amending the Bar Harbor Town Code, Chapter 165-7.1, Sewer Budget, Fees and Charges and adopt the Fiscal Year 2019 Sewer Budget.

A full copy of the FY19 Sewer Budget, which includes the ordinance amendment, may be viewed at the Town Clerk's Office, Jesup Library or on the Town's website, www.barharbormaine.gov on the front page under Latest News. Call the Town Clerk at 207-288-4098 for more information.

Town of MOUNT DESERT

PLANNING BOARD MEETING PUBLIC HEARINGS

August 8, 2018 • 6:00 P.M.
Town Hall Meeting Room
21 Sea Street, Northeast Harbor

III. Conditional Use Approval Application(s):

A. Conditional Use Approval Application #009-2018

NAME: Harold J. & Sheryl C. Gilmore, III

LOCATION: 6 Upper Dunbar Road, Seal Harbor

TAX MAP: 031 LOT: 095 ZONE(S): Village Residential One (VR1)

PURPOSE: Section 6B 8 - Fences and Walls, proposed fence exceeds CEO Authority

SITE INSPECTION: 5:15 p.m.

MINUTES

(Minutes appear on pg. 23 under Regular Meeting I.)

APPOINTMENTS

RECOGNITIONS

RESIGNATIONS



Town of Mount Desert

Michael Bender, Fire Chief
21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248

Telephone 207-276-5111

Fax 207-276-5732

Web Address www.mtidesert.org

firechief@mtidesert.org

Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: July, 2018

Re: Re-appointment of Part Time (On-Call) Firefighter

I would like to request and recommend that Michael McGinn be re-appointed as a part time (on-call) firefighter to the Mount Desert Fire Department, effective August 7, 2018 at a starting pay of \$13.53 an hour. Mike recently completed a 6 week term as an Acting Full-Time Firefighter which required him to resign this position, and he has indicated he would like to return to serving as an On-Call Firefighter with the department.

Thank you.

Town Clerk

From: Philip Lichtenstein <hbrporpoise@gmail.com>
Sent: Saturday, July 14, 2018 6:49 AM
To: Town Clerk
Subject: Re: E Kappes - Resident Request for Appointment to Committee.pdf

Good morning Claire,
It's a matter of honor, Ellen started the Solid Waste & Recycling Committee almost twenty years ago. Therefore, I would be pleased to have her on the Committee. Enjoy the weekend,
Phil

Philip Lichtenstein
364 Sound Drive
Mount Desert, ME 04660
207-276-3031 Home
207-266-1046 Cell
hbrporpoise@gmail.com

On Jul 13, 2018, at 11:20 AM, Town Clerk <townclerk@mtdesert.org> wrote:

Phil,
Ellen Kappes has submitted a request to be appointed to the Sustainability Committee (attached). If you are amenable I will put this on the next BOS agenda on August 6, 2018 for consideration.

Claire

Claire Woolfolk, CCM
Town Clerk/Registrar of Voters
Town of Mount Desert
21 Sea St/PO Box 248
Northeast Harbor ME 04662
276-5531 phone, 276-3232 fax
townclerk@mtdesert.org

-----FOIA NOTICE-----

Under Maine's Freedom of Access ("Right to Know") law, all e-mail and e-mail attachments received or prepared for use in matters concerning Town business or containing information relating to Town business are likely to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law.

-----PRIVACY NOTICE-----

The information in this email is an official Town of Mount Desert communication and is private and/or privileged. This email is intended to be reviewed by only the individual or organization named above. If you are not the intended recipient or an authorized representative of the intended recipient, you are hereby notified that any review, dissemination or copying of this email and its attachments, if any, or the information contained herein is prohibited. If you have received this email in error, please immediately notify the sender by return email and delete this email from your system.

<E Kappes - Resident Request for Appointment to Committee.pdf>

Resident Request for Appointment to Volunteer Board or Committee

Thank you for expressing an interest in serving on one of the Town's volunteer Boards or Committees. Before the Board of Selectmen makes appointments, they would like to know a little about you and why you feel you could contribute to the Board or Committee. Please take a few minutes and complete the brief expression of interest information below and *return to the Town Clerk, PO Box 248/21 Sea St, Northeast Harbor ME 04662.*

Name: Date: Ellen Kappes

Street 44 Summit Rd, Northeast Harbor, Maine 04662

RECEIVED

Address:

JUL 13 2018

Mail

THE TOWN OF
MOUNT DESERT

Address: PO box 306, Northeast Harbor, Maine 04662

E-mail: ekappes44@gmail.com

Are you a registered voter in the Town of Mount Desert? Yes

Appointment(s) requested: Sustainability Committee

Work Cell 992-3404

No

If you have previously served on any Boards or Committees in the Town of Mount Desert, please describe your experience: Recycling, solid waste, currently - land use zoning ordinance review, warrant

Are there other background experiences or skills that you feel would contribute to this appointment? Secretary for Selectmen, Planning Board. Many other boards and committees

Why are you interested in this appointment The future of the town is important to me.

What are your goals for this Board or Committee? coordination with other groups and committees . a positive approach to plans for improvement.

Do you have conflicts with meeting times or group assignments? no

T:\JDN FILES\Forms\Resident Request for Appointment Board or Committee.doc

3/20/

Town Clerk

From: William Hanley <wmh@wmharchitects.com>
Sent: Friday, July 20, 2018 8:35 AM
To: Town Clerk
Cc: Kim Keene
Subject: New PB Member Recommendation

Hi Claire,

Could you please convey to the BOS that on 7/11 the PB made the recommendation that Christie Anastasia be appointed to the Planning Board, as an Alternate member.

Thanks-Bill

William M. Hanley, AIA, LEED AP, NCARB
WMH ARCHITECTS
10 Neighborhood Road
P.O. Box 399
Northeast Harbor, Maine 04662

tel: 207-276-2100
email: wmh@wmharchitects.com

www.wmharchitects.com



Town of Mount Desert

Michael Bender, Fire Chief
21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248

Telephone 207-276-5111

Fax 207-276-5732

Web Address www.mtdesert.org

firechief@mtdesert.org

Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: July 30, 2018

Re: Resignation of Part Time (On-Call) Firefighter

I would like to request that the Board of Selectman accept, with regret, the resignation of Tony Smith as an on-call firefighter from the Mount Desert Fire Department, effective July 24, 2018. Tony has been an active member of the department since 2005 and his contributions will be missed. Many thanks for your years of service.

Thank you.

CONSENT AGENDA



Town of Mount Desert

Treasurer's Office

MEMORANDUM

| | | | |
|----------|-------------------------------------|-------|-----------------|
| TO: | Board of Selectmen | FROM: | Kathryn A Mahar |
| SUBJECT: | Permanent Trust 4th Quarter 2018 | DATE: | July 30, 2018 |

Attached is Mount Desert's March 2018 Permanent Trust Report and a copy of the Year-to-Date Reconciliation for that Trust.

The value of the Trust as of June 30, 2017 was \$24,417.60, of which \$4,215.53 was Cemetery Funds and \$20,181.52 was Scholarship Funds with accounts payable to the General Fund checking of \$0.00 and to the Cemeteries of \$20.55.

The value of the Trust as of June 30, 2018 was \$24,234.94, of which \$4,116.98 was Cemetery Funds and \$20,093.19 was Scholarship Funds with accounts payable due to the General Fund checking of 0.00 and to the Cemeteries of \$24.77.

Dividends for the prior year Quarter 4, current year Quarter 1-Quarter 3 and cemetery costs of \$92.33 were paid to the Cemetery Associations in the fourth quarter of the current Fiscal Year.

Account Number: 56 00 5879 0 03
Date: JUNE 30, 2018

Review of Assets



Bar Harbor • Ellsworth • Bangor
1.207.667.3883 1.877.475.5399

| Shares or Par Value | Unit Market | Investment Cost Basis | Market Value | Total Value | Est. Annual Income | Current Yield |
|--|----------------|--------------------------|-----------------|----------------|--------------------------|------------------|
| CASH | | | | | | |
| INCOME CASH | | 22.60 | | 22.60 | | |
| PRINCIPAL CASH | | 0.00 | | 0.00 | | |
| TOTAL CASH | | 22.60 | | 22.60 | | |
| CASH EQUIVALENTS | | | | | | |
| MISC CASH EQUIV-TAXABLE | | | | | | |
| 3,128.8600 BAR HARBOR BANK & TRUST | 1,000 | 3,128.86 | 3,128.86 | | 60 | 1.91 |
| INST MONEY MKT INC | | | | | | |
| 851.1500 BAR HARBOR BANK & TRUST | 1,000 | 851.15 | 851.15 | | 16 | 1.91 |
| INST MONEY MKT INC | | | | | | |
| TOTAL MISC CASH EQUIV-TAXABLE | | 3,980.01 | 3,980.01 | | 76 | 1.91 |
| TOTAL CASH EQUIVALENTS | | 3,980.01 | 3,980.01 | | 76 | 1.91 |
| FIXED INCOME SECURITIES | | | | | | |
| MUTUAL FUNDS TAXABLE FIXED | | | | | | |
| MATURITY (0 - 5 YRS) | | | | | | |
| 873.7560 DOUBLELINE TOTAL RETURN BOND FUND | 10,420 | 9,642.87 | 9,104.54 | | 331 | 3.64 |
| 289.1420 VANGUARD TOTAL BOND MARKET INDEX FD ADMIRAL SHS | 10,430 | 3,174.78 | 3,015.75 | | 80 | 2.65 |
| 140.3640 VANGUARD INFLATION PROTECTED SECURITIES ADMIRAL | 25,330 | 3,678.35 | 3,555.42 | | 112 | 3.15 |
| 263.8460 VANGUARD HIGH YIELD CORP FUND ADMIRAL SHARES | 5,700 | 1,498.64 | 1,503.92 | | 83 | 5.49 |
| 291.8450 VANGUARD SET INVESTMENT GRADE ADMIRAL | 10,460 | 3,131.50 | 3,052.70 | | 70 | 2.29 |



For the Account of: TOWN OF MT DESERT CEMETERY U/A DTD 6/5/86

Account Number : 56 00 5079 0 03
Date: JUNE 30, 2018

Review of Assets



Bar Harbor • Ellsworth • Bangor
1.207.667.3883 1.877.475.5399

| Shares or Par Value | Unit Market | Investment Cost Basis | Market Value | Total Market Value | Est. Annual Income | Current Yield |
|----------------------------------|----------------|--------------------------|--------------|-----------------------|--------------------------|------------------|
| TOTAL MUTUAL FUNDS TAXABLE FIXED | | | | | | |
| TOTAL FIXED INCOME SECURITIES | | | | | | |
| | | 21,126.14 | 20,232.33 | 20,232.33 | 676 | 3.34 |
| | | 21,126.14 | 20,232.33 | 20,232.33 | 676 | 3.34 |
| GRAND TOTAL | | | | | | |
| | | 25,128.75 | 24,234.94 | 24,234.94 | 752 | 3.10 |





BAR HARBOR
TRUST SERVICES

Date: From APRIL 1, 2018 through JUNE 30, 2018

Summary Statement of Transactions

| | Income Cash | Principal Cash | Investment Cost Basis |
|---------------------------------------|----------------|-------------------|--------------------------|
| BEGINNING BALANCES | 11.23 | 1.42 | 25,216.16 |
| RECEIPTS | | | |
| INTEREST | 18.47 | | |
| ORDINARY DIVIDENDS | 169.52 | | |
| PROCEEDS FROM THE SALE OF ASSETS | 42.72 | 243.91 | -286.63 |
| TOTAL RECEIPTS | 230.71 | 243.91 | -286.63 |
| DISBURSEMENTS | | | |
| DISBURSEMENTS TO OR FOR BENEFICIARIES | | -245.33 | |
| FIDUCIARY FEES | -42.72 | | |
| PURCHASES OF ASSETS | -176.62 | | 176.62 |
| TOTAL DISBURSEMENTS | -219.34 | -245.33 | 176.62 |
| ENDING BALANCES | 22.60 | 0.00 | 25,106.15 |





07/29/2018 10:22
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Town of Mount Desert
ACCOUNT TRIAL BALANCE FOR FY18/APR TO JUN
FUND

1
P glatrbal

| ACCOUNT PER | JNL | SRC | EFF DATE | REFERENCE | ORG | BEG. BALANCE | DEBITS | CREDITS | NET CHANGE | END BALANCE |
|--------------------------------|-----|-----|----------|-----------|-----|--------------|--------|---------|------------|-------------|
| 500-00-000-000-000-10200- | | | | | | | | | | |
| Investment-BTS | | | | | | | | | | |
| 12 | 85 | GEN | 06/26/18 | KAM | 500 | 24,436.94 | | | | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | 187.99 | 245.33 | -245.33 | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | .00 | .00 | -57.34 | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | .00 | 42.72 | -100.06 | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | .00 | 101.84 | -201.90 | |
| 500-00-000-000-000-20000 | | | | | | | | | | |
| Accounts Payable | | | | | | | | | | |
| 12 | 34 | API | 06/18/18 | 000999 | 500 | 24,436.94 | 187.99 | 389.89 | -201.90 | 24,234.94 |
| 12 | 34 | API | 06/18/18 | 001450 | | | 3.00 | .00 | 3.00 | |
| 12 | 34 | API | 06/18/18 | 001450 | | | 59.54 | .00 | 62.54 | |
| 12 | 34 | API | 06/18/18 | 001450 | | | 11.91 | .00 | 74.45 | |
| 12 | 34 | API | 06/18/18 | 001451 | | | 3.00 | .00 | 77.45 | |
| 12 | 34 | API | 06/18/18 | 001452 | | | 14.88 | .00 | 92.33 | |
| 12 | 34 | API | 06/18/18 | B 1135 | | | .00 | 145.33 | -53.00 | |
| 12 | 43 | APP | 06/18/18 | LLY | | | 145.33 | .00 | 92.33 | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | .00 | 24.77 | 67.56 | |
| 500-00-000-000-000-29800- | | | | | | | | | | |
| Inv-Reynold | | | | | | | | | | |
| 12 | 34 | API | 06/18/18 | 000764 | 500 | -24.77 | 237.65 | 170.10 | 67.56 | -24.77 |
| 12 | 155 | GEN | 06/30/18 | KAM | | | 53.00 | .00 | 53.00 | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | .00 | 80.95 | -27.95 | |
| 500-00-000-000-000-29900 | | | | | | | | | | |
| Inv-Stanley | | | | | | | | | | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | 61.91 | .00 | 33.96 | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | 114.91 | 80.95 | 33.96 | |
| 500-00-000-000-000-29910- | | | | | | | | | | |
| Inv-Cemetery | | | | | | | | | | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | 19.85 | 39.55 | -19.70 | |
| 12 | 155 | GEN | 06/30/18 | KAM | | | 24.77 | .00 | -24.77 | |
| 500-00-000-000-000-35010 | | | | | | | | | | |
| DT Gen fund | | | | | | | | | | |
| 12 | 43 | APP | 06/18/18 | LLY | | | 44.85 | 24.77 | 20.08 | |
| 12 | 85 | GEN | 06/26/18 | KAM | | | .00 | 145.33 | -145.33 | |
| TOTALS FOR FUND 500 | | | | | | | 245.33 | .00 | 100.00 | .00 |
| Permanent Trusts-Cemetery/Schl | | | | | | | | | | |
| REPORT TOTALS | | | | | | | 850.59 | 850.59 | .00 | .00 |

07/29/2018 10:22
6905kmah

Town of Mount Desert
ACCOUNT TRIAL BALANCE FOR FY18/APR TO JUN
FUND



| ACCOUNT NAME | ORG | BEG. BALANCE | DEBITS | CREDITS | NET CHANGE | END BALANCE |
|--------------|-----|--------------|--------|---------|------------|-------------|
|--------------|-----|--------------|--------|---------|------------|-------------|

.. END OF REPORT - Generated by Kathy Mahay ..



Town of Mount Desert

Treasurer's Office

MEMORANDUM

| | | | |
|----------|---|-------|-----------------|
| TO: | Board of Selectmen | FROM: | Kathryn A Mahar |
| SUBJECT: | Investment Trust ~ Fiscal Year YTD as of June 30, 2018 | DATE: | July 30, 2018 |

Attached is Mount Desert's April ~ June 2018 Investment Summary, a copy of the Year-to-Date Reconciliation for that Trust and the General Account Summary for the Reserve Funds.

The value of the Trust as of June 30th, 2017 was \$6,861,780.54, of which \$1,804,599.97 was General Fund monies and \$5,057,180.57 was held in Designated Reserve Accounts with an accounts payable due to the General Fund Checking of \$51,497.70.

During Fiscal Year 2017-2018, the value of the Trust Account was increased by \$651,223.00 in appropriations; \$31,115.86 in investment earnings; \$97,784.27 in reserve earnings and \$289,192.32 in unrealized Capital Gains and decreased by capital expenditures of \$764,019.69 and Capital Gains transfer of \$318,000.00.

The value of the Trust as of June 30, 2018 was \$6,849,076.30 of which \$1,835,715.90 was General Fund monies and \$5,013,360.40 was held in Designated Reserve Accounts with an accounts payable of \$84,631.59 to the General Fund Checking.



ACCOUNT NUMBER 40391002643

STATEMENT PERIOD: APRIL 01, 2018 THROUGH JUNE 30, 2018

FIRST ADVISORS
P O BOX 940
DAMARISCOTTA, ME 04543

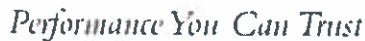
TOWN OF MOUNT DESERT
ATTN: KATHRYN MAHAR, TREASURER
21 SEA STREET
PO BOX 248
NORTHEAST HARBOR, ME 04662

ACCOUNT NAME TOWN OF MOUNT DESERT

ADMINISTRATIVE AMANDA HORTON
OFFICER 207-288-5931
AMANDA.HORTON
@THEFIRST.COM

INVESTMENT MATT WEAVER
OFFICER 866-563-1900
MATTHEW.WEAVER
@THEFIRST.COM

The privacy of our customers is a top priority. If you would like to review our annual Privacy Policy on-line, please feel free to visit us at www.firstadvisorsonline.com.
If you would prefer to receive a hardcopy of our Privacy Policy via regular US mail instead, please call 1-866-563-1900, extension 3166 to request that one be sent to you. You may also request a copy by e-mailing Patty Dillon at patty.dillon@thefirst.com.



| TAX COST | MARKET VALUE | PERCENT |
|----------|--------------|---------|
|----------|--------------|---------|

ACTIVITY SUMMARY

| | THIS PERIOD | YEAR TO DATE | REALIZED CAPITAL GAINS / LOSSES | | |
|--------------------------|--------------|-----------------|---------------------------------|-------------|-----------------|
| BEGINNING MARKET VALUE | 7,283,749.57 | 7,917,081.46 | | | |
| DIVIDENDS AND INTEREST | 37,576.29 | 71,357.28 | | THIS PERIOD | YEAR TO DATE |
| DISBURSEMENTS | 480,435.89 | 1,082,019.70 | LONG TERM | 12,348.17 | 115,838.00 |
| FEES | 7,290.34 | 14,952.45 | SHORT TERM | 3,267.68 | 3,299.95 |
| NET CASH SALES/PURCHASES | 450,149.94 | 1,025,614.87 | TOTAL GAINS / LOSSES | 9,080.49 | 112,538.05 |
| CHANGE IN MARKET VALUE | 434,673.27 | 1,068,005.16 | | | |
| ENDING MARKET VALUE | 6,849,076.30 | 6,849,076.30 | INVESTMENT PERFORMANCE | | |
| | | | | THIS PERIOD | YEAR TO DATE |
| | | | RATE OF RETURN | 0.73% | 0.37% |

ACCOUNT NUMBER: 40391002643

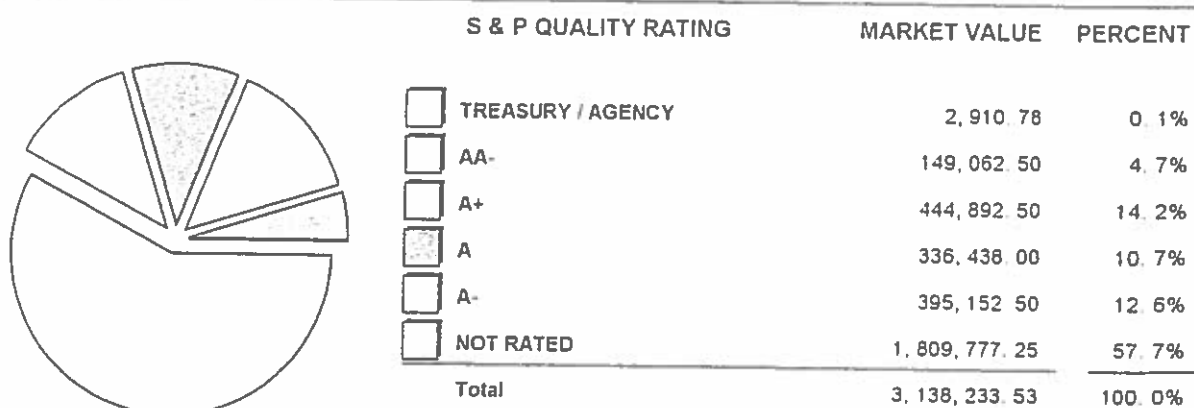
STATEMENT PERIOD: APRIL 01, 2018 THROUGH JUNE 30, 2018

PORTFOLIO DETAIL

| DESCRIPTION | MARKET VALUE/ PRICE | TAX COST/ UNREALIZED GAIN/LOSS | EST ANNUAL INCOME/ ACCRUED INC | CURRENT YIELD |
|--|---------------------------|--------------------------------------|--------------------------------------|------------------|
| CASH AND EQUIVALENTS | | | | |
| FIDELITY GOVERNMENT PORTFOLIO INSTITUTIONAL CLASS 1.81% | 67,010.57 1.00 | 67,010.57 0.00 | 1,212.89 101.08 | 1.81 |
| TOTAL CASH AND EQUIVALENTS | 67,010.57 | 67,010.57 0.00 | 1,212.89 101.08 | 1.81 |

| DESCRIPTION | TICKER | SHARES | MARKET VALUE/ PRICE | TAX COST/ UNREALIZED GAIN/LOSS | EST ANNUAL INCOME/ ACCRUED INC | CURRENT YIELD |
|---|--------|------------|---------------------------|--------------------------------------|--------------------------------------|------------------|
| EQUITIES | | | | | | |
| VANGUARD FTSE DEVELOPED MARKETS ETF | VEA | 20,000.000 | 858,000.00 42.90 | 745,299.00 112,701.00 | 26,240.00 | 3.06 |
| VANGUARD GLOBAL MINIMUM VOLATILITY ADM SHS | VMNVX | 5,456.529 | 151,855.20 27.83 | 150,000.00 1,855.20 | 3,410.33 | 2.25 |
| VANGUARD FTSE EMERGING MARKETS ETF | VWO | 5,000.000 | 211,000.00 42.20 | 167,753.95 43,246.05 | 5,485.00 | 2.60 |
| VANGUARD S&P 500 ETF | VOO | 5,500.000 | 1,372,305.00 249.51 | 1,037,926.00 334,379.00 | 25,305.50 6,365.15 | 1.84 |
| VANGUARD MID CAP ETF | VO | 3,900.000 | 614,796.00 157.64 | 463,304.16 151,491.84 | 8,704.80 | 1.42 |
| VANGUARD SMALL CAP ETF | VB | 2,800.000 | 435,876.00 155.67 | 311,176.30 124,699.70 | 6,006.00 | 1.38 |
| TOTAL EQUITIES | | | 3,643,832.20 | 2,875,459.41 768,372.79 | 75,151.63 6,365.15 | 2.06 |

BOND QUALITY SUMMARY



ACCOUNT NUMBER: 40391002643

STATEMENT PERIOD: APRIL 01, 2018 THROUGH JUNE 30, 2018

PORTFOLIO DETAIL (CONTINUED)

| DESCRIPTION | RATING | PAR VALUE | MARKET VALUE/ PRICE | TAX COST/ UNREALIZED GAIN/LOSS | EST ANNUAL INCOME/ ACCRUED INC | CURRENT YIELD |
|---|--------|-------------|---------------------------|--------------------------------------|--------------------------------------|------------------|
| FIXED INCOME | | | | | | |
| AMERICAN EXPRESS FED SVGS 8K INSTL CD DTD 05/15/2017 2.25% 05/24/2021 | | 133,000.000 | 129,760.12 97.56 | 130,093.67 333.55- | 2,992.50 309.01 | 2.31 |
| AMERICAN EXPRESS CENTURION CD DTD 10/07/2015 2.35% 10/07/2020 | | 50,000.000 | 49,274.00 98.55 | 49,900.00 626.00- | 1,175.00 272.88 | 2.38 |
| AMERICAN EXPRESS CREDIT CORP MTN DTD 03/18/2014 2.125% 03/18/2019 | A- | 100,000.000 | 99,616.00 99.62 | 100,592.92 976.92- | 2,125.00 607.99 | 2.13 |
| BANK OF NEW YORK MELLON CORP DTD 08/09/2016 2.2% 08/16/2023-2023 | A | 100,000.000 | 93,863.00 93.86 | 98,178.44 4,315.44- | 2,200.00 825.00 | 2.34 |
| CAPITAL ONE NA VA CD DTD 05/30/2017 2.4% 06/07/2022 | | 100,000.000 | 96,526.00 96.53 | 100,000.00 3,474.00- | 2,400.00 157.38 | 2.49 |
| CHEVRON CORP SR NOTE DTD 06/24/2013 2.427% 06/24/2020-2020 | AA- | 150,000.000 | 149,062.50 99.38 | 150,204.25 1,141.75- | 3,640.50 70.79 | 2.44 |
| COMENITY CAPITAL BANK UTAH 1.7% 08/28/2019 | | 100,000.000 | 99,137.00 99.14 | 100,000.00 863.00- | 1,700.00 13.97 | 1.71 |
| CONOCOPHILLIPS CO SENIOR GLOBAL NOTE DTD 11/12/2014 3.35% 11/15/2024-2024 | A- | 100,000.000 | 99,423.00 99.42 | 100,152.73 729.73- | 3,350.00 428.06 | 3.37 |
| COSTCO WHOLESALE CORP SR BONDS DTD 12/07/2012 1.7% 12/15/2019 | A+ | 150,000.000 | 147,661.50 98.44 | 150,609.71 2,948.21- | 2,550.00 113.33 | 1.73 |
| DODGE & COX INCOME FUND | | 14,491.359 | 193,749.47 13.37 | 200,902.54 7,153.07- | 5,434.26 | 2.80 |
| FHLB DTD 02/26/2016 1.69% 02/26/2021-2016 | AA+ | 3,000.000 | 2,910.78 97.03 | 3,000.00 89.22- | 50.70 17.60 | 1.74 |
| INTERNATIONAL BUSINESS MACHINES NOTE DTD 05/11/2012 1.875% 05/15/2019 | A+ | 150,000.000 | 149,067.00 99.38 | 148,941.00 126.00 | 2,812.50 359.38 | 1.89 |
| JPMORGAN CHASE & CO SR NT DTD 03/01/2016 2.55% 03/01/2021-2021 | A- | 50,000.000 | 48,999.50 98.00 | 50,879.72 1,880.22- | 1,275.00 425.00 | 2.60 |
| JP MORGAN CHASE & CO SR NOTE DTD 12/01/2016 2.972% 01/15/2023-2022 | A- | 100,000.000 | 97,396.00 97.40 | 101,427.65 4,031.65- | 2,972.00 1,370.42 | 3.05 |
| NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021 | A | 100,000.000 | 93,388.00 93.39 | 100,000.00 6,612.00- | 2,100.00 93.33 | 2.25 |
| PRAXAIR INC SR GLBL NT DTD 09/06/2011 3% 09/01/2021 | A | 150,000.000 | 149,187.00 99.46 | 149,025.00 162.00 | 4,500.00 1,500.00 | 3.02 |
| TEMPLETON GLOBAL BOND ADV FUND | | 21,972.472 | 252,024.25 11.47 | 250,000.00 2,024.25 | 10,568.76 | 4.19 |
| TEXAS INSTRUMENTS SENIOR GLOBAL BOND DTD 08/06/2012 1.65% 08/03/2019 | A+ | 150,000.000 | 148,164.00 98.78 | 148,478.99 314.99- | 2,475.00 1,017.50 | 1.67 |

PORTFOLIO DETAIL (CONTINUED)

| DESCRIPTION | RATING | PAR VALUE | MARKET VALUE/ PRICE | TAX COST/ UNREALIZED GAIN/LOSS | EST ANNUAL INCOME/ ACCRUED INC | CURRENT YIELD |
|--|--------|-------------|---------------------------|--------------------------------------|--------------------------------------|------------------|
| FIXED INCOME | | | | | | |
| VANGUARD SHORT-TERM BOND INDEX ADM | | 28,560.128 | 292,741.31 10.25 | 294,947.98 2,206.67 | 5,226.50 435.54 | 1.79 |
| VANGUARD SHORT TERM INFLATION PROTECTED SECURITIES INDEX ADMIRAL | | 14,109.916 | 345,551.84 24.49 | 350,000.00 4,448.16 | 7,323.05 | 2.12 |
| VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND | | 23,048.625 | 241,088.62 10.46 | 247,107.74 6,019.12 | 5,531.67 460.97 | 2.29 |
| WELLS FARGO CO MTN OTD 04/22/2014 2.125% 04/22/2019 | A- | 50,000.000 | 49,718.00 99.44 | 50,420.29 702.29 | 1,062.50 203.65 | 2.14 |
| WELLS FARGO BANK NATL ASSN CO OTD 03/28/2018 2.9% 03/28/2023 | | 112,000.000 | 109,924.64 98.15 | 110,724.32 799.68 | 3,248.00 26.70 | 2.95 |
| TOTAL FIXED INCOME | | | 3,138,233.53 | 3,185,586.95 47,353.42 | 76,712.94 8,708.60 | 2.44 |
| TOTAL ASSETS | | | 6,849,076.30 | 6,128,056.93 721,019.37 | 153,077.46 15,174.73 | 2.24 |
| TOTAL ACCRUED INC | | | 15,174.73 | 15,174.73 | | |
| GRAND TOTAL ASSETS | | | 6,864,251.03 | 6,143,231.66 721,019.37 | 153,077.46 15,174.73 | 2.24 |

TRANSACTION DETAIL

| DATE | QUANTITY | DESCRIPTION | TRANSACTION TYPE | CASH | COST BASIS |
|------------------|----------|--|---------------------|----------|--------------|
| 04/01/18 | | BEGINNING BALANCE | | 0.00 | 6,569,600.92 |
| DIVIDENDS | | | | | |
| 04/03/18 | | 31607A703 DIVIDEND ON FIDELITY GOVERNMENT PORTFOLIO INSTITUTIONAL CLASS 1.81% PAYABLE 03/31/2018 EFFECTIVE 03/31/2018 | DIVIDEND | 731.46 | |
| 04/03/18 | | 922031836 DIVIDEND ON VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND PAYABLE 03/31/2018 EFFECTIVE 03/31/2018 | DIVIDEND | 779.70 | |
| 04/04/18 | | 921937702 DIVIDEND ON VANGUARD SHORT-TERM BOND INDEX ADM PAYABLE 03/31/2018 EFFECTIVE 03/31/2018 | DIVIDEND | 310.66 | |
| 04/18/18 | | 880208400 DIVIDEND ON 21,972.472 SHS TEMPLETON GLOBAL BOND ADV FUND AT .0433 PER SHARE PAYABLE 04/18/2018 EX DATE 04/16/2018 | DIVIDEND | 951.41 | |
| 05/01/18 | | 31607A703 DIVIDEND ON FIDELITY GOVERNMENT PORTFOLIO INSTITUTIONAL CLASS 1.81% PAYABLE 04/30/2018 EFFECTIVE 04/30/2018 | DIVIDEND | 573.16 | |
| 05/01/18 | | 922031836 DIVIDEND ON VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND PAYABLE 04/30/2018 EFFECTIVE 04/30/2018 | DIVIDEND | 757.56 | |
| 05/01/18 | | 921937702 DIVIDEND ON VANGUARD SHORT-TERM BOND INDEX ADM PAYABLE 04/30/2018 EFFECTIVE 04/30/2018 | DIVIDEND | 576.83 | |
| 05/17/18 | | 880208400 DIVIDEND ON 21,972.472 SHS TEMPLETON GLOBAL BOND ADV FUND AT .0522 PER SHARE PAYABLE 05/17/2018 EX DATE 05/15/2018 | DIVIDEND | 1,146.96 | |
| 06/01/18 | | 31607A703 DIVIDEND ON FIDELITY GOVERNMENT PORTFOLIO INSTITUTIONAL CLASS 1.81% PAYABLE 05/31/2018 EFFECTIVE 05/31/2018 | DIVIDEND | 135.29 | |
| 06/01/18 | | 922031836 DIVIDEND ON VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND PAYABLE 05/31/2018 EFFECTIVE 05/31/2018 | DIVIDEND | 776.65 | |
| 06/01/18 | | 921937702 DIVIDEND ON VANGUARD SHORT-TERM BOND INDEX ADM PAYABLE 05/31/2018 EFFECTIVE 05/31/2018 | DIVIDEND | 649.62 | |
| 06/18/18 | | 922020706 DIVIDEND ON 14,109.916 SHS VANGUARD SHORT TERM INFLATION PROTECTED SECURITIES INDEX ADMIRAL AT .1471 PER SHARE PAYABLE 06/18/2018 EX DATE 06/15/2018 | DIVIDEND | 2,075.57 | |
| 06/19/18 | | 880208400 DIVIDEND ON 21,972.472 SHS TEMPLETON GLOBAL BOND ADV FUND AT .0507 PER SHARE PAYABLE 06/19/2018 EX DATE 06/15/2018 | DIVIDEND | 1,114.00 | |

TRANSACTION DETAIL (CONTINUED)

| DATE | QUANTITY | DESCRIPTION | TRANSACTION TYPE | CASH | COST BASIS |
|-----------------|----------|--|---------------------|-----------|------------|
| 06/27/18 | | 921943858 DIVIDEND ON 20,000 SHS VANGUARD FTSE DEVELOPED MARKETS ETF AT .5402 PER SHARE PAYABLE 06/27/2018 EX DATE 06/22/2018 | DIVIDEND | 10,804.00 | |
| 06/27/18 | | 922042858 DIVIDEND ON 5,000 SHS VANGUARD FTSE EMERGING MARKETS ETF AT .2745 PER SHARE PAYABLE 06/27/2018 EX DATE 06/22/2018 | DIVIDEND | 1,372.50 | |
| 06/27/18 | | 922908751 DIVIDEND ON 2,800 SHS VANGUARD SMALL CAP ETF AT .3823 PER SHARE PAYABLE 06/27/2018 EX DATE 06/22/2018 | DIVIDEND | 1,070.44 | |
| 06/27/18 | | 922908629 DIVIDEND ON 3,900 SHS VANGUARD MID CAP ETF AT .566198 PER SHARE PAYABLE 06/27/2018 EX DATE 06/22/2018 | DIVIDEND | 2,208.16 | |
| 06/27/18 | | 256210105 DIVIDEND ON 14,491.359 SHS DODGE & COX INCOME FUND AT .095 PER SHARE PAYABLE 06/27/2018 EX DATE 06/26/2018 | DIVIDEND | 1,376.68 | |
| TOTAL DIVIDENDS | | | | 27,410.65 | 0.00 |
| INTEREST | | | | | |
| 04/09/18 | | 02587DC89 INTEREST ON 50,000 UNITS AMERICAN EXPRESS CENTURION CD DTD 10/07/2015 2.35% 10/07/2020 PAYABLE 04/07/2018 EFFECTIVE 04/07/2018 | INTEREST RCVD | 585.90 | |
| 04/16/18 | | 63743FE93 INTEREST ON 100,000 UNITS NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021 PAYABLE 04/15/2018 EFFECTIVE 04/15/2018 | INTEREST RCVD | 175.00 | |
| 04/23/18 | | 94974BFU9 INTEREST ON 50,000 UNITS WELLS FARGO CO MTN DTD 04/22/2014 2.125% 04/22/2019 PAYABLE 04/22/2018 EFFECTIVE 04/22/2018 | INTEREST RCVD | 531.25 | |
| 04/30/18 | | 20033AWB8 INTEREST ON 100,000 UNITS COMENITY CAPITAL BANK UTAH 1.7% 08/28/2019 PAYABLE 04/28/2018 EFFECTIVE 04/28/2018 | INTEREST RCVD | 144.38 | |
| 04/30/18 | | 02587CFF2 ACCRUED INTEREST PAID 133,000 UNITS AMERICAN EXPRESS FED SVGS BK INSTL CD DTD 05/15/2017 2.25% 05/24/2021 | ACCRUED INT | 1,287.18 | |
| 05/02/18 | | 949763PM2 ACCRUED INTEREST PAID 112,000 UNITS WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023 | ACCRUED INT | 17.80 | |

TRANSACTION DETAIL (CONTINUED)

| DATE | QUANTITY | DESCRIPTION | TRANSACTION TYPE | CASH | COST BASIS |
|----------------|----------|---|------------------|-----------|------------|
| 05/15/18 | | 20826FAD8 INTEREST ON 100,000 UNITS CONOCOPHILLIPS CO SENIOR GLOBAL NOTE DTD 11/12/2014 3.35% 11/15/2024-2024 PAYABLE 05/15/2018 | INTEREST RCVD | 1,675.00 | |
| 05/15/18 | | 459200HE4 INTEREST ON 150,000 UNITS INTERNATIONAL BUSINESS MACHINES NOTE DTD 05/11/2012 1.875% 05/15/2019 PAYABLE 05/15/2018 | INTEREST RCVD | 1,406.25 | |
| 05/15/18 | | 63743FE93 INTEREST ON 100,000 UNITS NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021 PAYABLE 05/15/2018 | INTEREST RCVD | 175.00 | |
| 05/24/18 | | 02587CFF2 INTEREST ON 133,000 UNITS AMERICAN EXPRESS FED SVGS BK INSTL CD DTD 05/15/2017 2.25% 05/24/2021 PAYABLE 05/24/2018 | INTEREST RCVD | 1,483.95 | |
| 05/29/18 | | 20033AWB8 INTEREST ON 100,000 UNITS COMENITY CAPITAL BANK UTAH 1.7% 08/28/2019 PAYABLE 05/28/2018 EFFECTIVE 05/28/2018 | INTEREST RCVD | 139.73 | |
| 05/29/18 | | 949763PM2 INTEREST ON 112,000 UNITS WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023 PAYABLE 05/28/2018 EFFECTIVE 05/28/2018 | INTEREST RCVD | 266.96 | |
| 06/07/18 | | 14042RGE5 INTEREST ON 100,000 UNITS CAPITAL ONE NA VA CD DTD 05/30/2017 2.4% 06/07/2022 PAYABLE 06/07/2018 | INTEREST RCVD | 1,196.71 | |
| 06/15/18 | | 22160KAF2 INTEREST ON 150,000 UNITS COSTCO WHOLESALE CORP SR BONDS DTD 12/07/2012 1.7% 12/15/2019 PAYABLE 06/15/2018 | INTEREST RCVD | 1,275.00 | |
| 06/15/18 | | 63743FE93 INTEREST ON 100,000 UNITS NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021 PAYABLE 06/15/2018 | INTEREST RCVD | 175.00 | |
| 06/25/18 | | 166764AG5 INTEREST ON 150,000 UNITS CHEVRON CORP SR NOTE DTD 06/24/2013 2.427% 06/24/2020-2020 PAYABLE 06/24/2018 EFFECTIVE 06/24/2018 | INTEREST RCVD | 1,820.25 | |
| 06/28/18 | | 20033AWB8 INTEREST ON 100,000 UNITS COMENITY CAPITAL BANK UTAH 1.7% 08/28/2019 PAYABLE 06/28/2018 | INTEREST RCVD | 144.38 | |
| 06/28/18 | | 949763PM2 INTEREST ON 112,000 UNITS WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023 PAYABLE 06/28/2018 | INTEREST RCVD | 275.86 | |
| TOTAL INTEREST | | | | 10,165.64 | 0.00 |

TRANSACTION DETAIL (CONTINUED)

| DATE | QUANTITY | DESCRIPTION | TRANSACTION TYPE | CASH | COST BASIS |
|----------------------------|-------------|--|---------------------|-------------|------------|
| PURCHASES | | | | | |
| 04/05/18 | 19,474.197 | 921937702 PURCHASED 19,474.197 SHS VANGUARD SHORT-TERM BOND INDEX ADM ON 04/04/2018 AT 10.27 THRU MUTUAL FUND | BUY | 200,000.00- | 200,000.00 |
| 04/30/18 | 133,000.000 | 02587CFF2 PURCHASED 133,000 UNITS AMERICAN EXPRESS FED SVGS BK INSTL CD DTD 05/15/2017 2.25% 05/24/2021 ON 04/26/2018 AT 97.8148 THRU NATIONAL FINANCIAL SERVICES | BUY | 130,093.67- | 130,093.67 |
| 05/02/18 | 112,000.000 | 949763PM2 PURCHASED 112,000 UNITS WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023 ON 04/26/2018 AT 98.861 THRU NATIONAL FINANCIAL SERVICES | BUY | 110,724.32- | 110,724.32 |
| 05/14/18 | 5,456.529 | 921946869 PURCHASED 5,456.529 SHS VANGUARD GLOBAL MINIMUM VOLATILITY ADM SHS ON 05/11/2018 AT 27.49 THRU MUTUAL FUND | BUY | 150,000.00- | 150,000.00 |
| TOTAL PURCHASES | | | | 590,817.99- | 590,817.99 |
| FEES | | | | | |
| 04/09/18 | | FEE TO FIRST ADVISORS FOR THE PERIOD ENDING 03/31/2018 BASED ON AVERAGE MARKET VALUE 6,101.33 DISCOUNT 3,660.80 | DISBURSEMENT | 2,440.53- | |
| 05/07/18 | | FEE TO FIRST ADVISORS FOR THE PERIOD ENDING 04/30/2018 BASED ON AVERAGE MARKET VALUE 6,078.47 DISCOUNT 3,647.08 | DISBURSEMENT | 2,431.39- | |
| 05/07/18 | | FEE TO FIRST ADVISORS FOR THE PERIOD ENDING 05/31/2018 BASED ON AVERAGE MARKET VALUE 6,046.04 DISCOUNT 3,627.62 | DISBURSEMENT | 2,418.42- | |
| TOTAL FEES | | | | 7,290.34- | 0.00 |
| OTHER DISBURSEMENTS | | | | | |
| 04/23/18 | | 949748FU9 AMORTIZATION ON 50,000 UNITS WELLS FARGO CO MTN DTD 04/22/2014 2.125% 04/22/2019 EFFECTIVE 04/23/2018 TO ADJUST TAX LOT, AMORTIZATION = 209.57- | AMORTIZATION | | 209.57- |
| 05/08/18 | | DISTRIBUTION BY ACH PAID TO BAR HARBOR B&T CHECKING ACCT 20826FAD8 | DISBURSEMENT | 118,107.11- | |
| 05/15/18 | | AMORTIZATION ON 100,000 UNITS CONOCOPHILLIPS CO SENIOR GLOBAL NOTE DTD 11/12/2014 3.35% 11/15/2024-2024 TO ADJUST TAX LOT, AMORTIZATION = 11.63- | AMORTIZATION | | 11.63- |

Performance You Can Trust

TRANSACTION DETAIL (CONTINUED)

| DATE | QUANTITY | DESCRIPTION | TRANSACTION TYPE | CASH | COST BASIS |
|----------------------------|--------------|--|------------------|--------------|---------------|
| 06/15/18 | | 22160KAF2 AMORTIZATION ON 150,000 UNITS COSTCO WHOLESALE CORP SR BONDS DTD 12/07/2012 1.7% 12/15/2019 TO ADJUST TAX LOT, AMORTIZATION = 202.49- | AMORTIZATION | | 202.49- |
| 06/25/18 | | 166764AG5 AMORTIZATION ON 150,000 UNITS CHEVRON CORP SR NOTE DTD 06/24/2013 2.427% 06/24/2020-2020 EFFECTIVE 06/24/2018 TO ADJUST TAX LOT, AMORTIZATION = 50.85- | AMORTIZATION | | 50.85- |
| 06/28/18 | | DISTRIBUTION BY ACH PAID TO BAR HARBOR B&T CHECKING ACCT | DISBURSEMENT | 362,328.78- | |
| TOTAL OTHER DISBURSEMENTS | | | | 480,435.89- | 474.54- |
| SALES AND MATURITIES | | | | | |
| 05/15/18 | 2,059.000- | 922908553 SOLD 2,059 SHS VANGUARD REIT ETF ON 05/11/2018 AT 78.2758 THRU FIDELITY IN403 COMMISSIONS PAID 61.77 EXPENSES PAID 3.73 | SELL | 161,104.37 | 177,809.05- |
| 06/26/18 | 9,765.625- | 921937702 SOLD 9,765.625 SHS VANGUARD SHORT-TERM BOND INDEX ADM ON 06/25/2018 AT 10.24 THRU MUTUAL FUND | SELL | 100,000.00 | 102,236.43- |
| 06/26/18 | 9,569.378- | 922031836 SOLD 9,569.378 SHS VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND ON 06/25/2018 AT 10.45 THRU MUTUAL FUND | SELL | 100,000.00 | 103,131.77- |
| 06/27/18 | 500.000- | 922908363 SOLD 500 SHS VANGUARD S&P 500 ETF ON 06/25/2018 AT 250.56 THRU FIDELITY IN403 COMMISSIONS PAID 15.00 EXPENSES PAID 1.63 | SELL | 125,263.37 | 94,110.00- |
| 06/30/18 | 554,600.190- | 31607A703 NET WITHDRAWAL FIDELITY GOVERNMENT PORTFOLIO INSTITUTIONAL CLASS 1.81% | NET CASH MGMT | 554,600.19 | 554,600.19- |
| TOTAL SALES AND MATURITIES | | | | 1,040,967.93 | 1,031,887.44- |
| 06/30/18 | | ENDING BALANCE | | 0.00 | 6,128,056.93 |



Fund ID: 40391002643
 Report Period: 11/30/2015 to 06/30/2018
 Fiscal Year Ends: December

Portfolio Composition

Fixed Income



Equity

Performance Summary

| | Market Value | % of Total | Fiscal Yr to Date | Fisc Qtr to Date |
|-------------------|------------------|---------------|-------------------|------------------|
| Total Fund | 6,863,162 | 100.00 | | |
| Blended Benchmark | | | | |
| Equity | 3,650,197 | 53.19 | 0.32 | 0.81 |
| Blended Benchmark | | | 0.28 | 0.81 |
| Fixed Income | 3,145,812 | 45.84 | 0.90 | 1.64 |
| BB Inter Gvt/Cr | | | 1.17 | 1.89 |
| Cash & Equiv | 67,153 | 0.98 | -0.61 | -0.12 |
| BofAML TBill 3Mo | | | -0.97 | 0.01 |
| | | | 0.72 | 0.39 |
| | | | 0.81 | 0.45 |

Account Activity Summary

| | Fiscal Yr to Date | Fisc Qtr to Date |
|-------------------------------|--------------------|------------------|
| Beginning Market Value | 7,929,022 | 7,292,197 |
| Contributions | 0 | 0 |
| Withdrawals | (1,096,973) | (487,726) |
| Net Flows | (1,096,973) | (487,726) |
| Earned Income | 73,501 | 43,215 |
| Gains/Losses | (42,388) | 15,476 |
| Total Earnings | 31,113 | 58,691 |
| Ending Market Value | 6,863,162 | 6,863,162 |

Fund data is on a trade date basis and income is included in the fund returns on an accrual basis.
 Fund returns are gross of management fees.

All returns include the effects of all principal change and income, and returns for longer than one year are annualized.
 An account segment must contain at least 1.00% to be reflected in the pie chart.

Total Fund Blended Benchmark: Monthly average asset mix allocations, Report period average asset mix allocation detailed below

11/30/15 - 06/30/18

28% S&P 500, 7% S&P 400 Midcap, 4% Russell 2000, 12% MSCI EAFE -Net, 3% MSCI EM -Net, 39% BB Inter Gvt/Cr, 2% FTSE Non-US Govt, 5% BofAML TBill 3Mo

Equity Blended Benchmark: Monthly average asset mix allocations, Report period average asset mix allocation detailed below

11/30/15 - 06/30/18

52% S&P 500, 12% S&P 400 Midcap, 8% Russell 2000, 23% MSCI EAFE -Net, 5% MSCI EM -Net

07/11/18

Town of Mount Desert

Municipal Investments - Treasurer's Worksheet

| Fiscal Year 2018 | | | | Year To Date Actuals | | | | | |
|------------------|-------|---------|---|----------------------|---------------|----------------|------------------------|---------------------------|----------------------|
| Mantra | Obj | Project | Description | Opening Balance | Int + Div Exp | Appropriations | Capital (Gains/Losses) | Trfs to Ckg Paid from Ckg | Ending Balance Dr/Cr |
| 100 | 11110 | | General Fund Investments | 1,864,599.97 | 31,115.86 | 0.00 | 0.00 | 0.00 | 1,835,715.83 |
| 400 | 21110 | | GF Reserve Investments | 1,116,282.40 | 86,273.56 | 0.00 | 289,192.12 | 431,204.66 | 4,390,543.54 |
| 500 | 31110 | | Marina Reserve Investments | 620,598.17 | 11,510.71 | 0.00 | 0.00 | 107.96 | 632,816.94 |
| | | | Total Investments | 6,261,780.54 | 128,900.13 | 0.00 | 249,192.32 | (130,796.70) | 6,849,076.10 |
| 100 | 21210 | | Investment Earnings | 0.00 | 31,115.86 | 0.00 | 0.00 | 0.00 | 31,115.86 |
| 100 | 21200 | | Capital Land Acquisition | (345,709.66) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100 | 21202 | | Capital Land Reserve | (1,715,716.07) | 0.00 | 0.00 | 0.00 | 0.00 | 253,073.23 |
| | | | | | | | 289,192.32 | 118,000.00 | 1,626,904.39 |
| | | | | | | | | | 0.00 |
| 6410100 | 24680 | | NEH Marina Cap Improve Reserve | (144,125.73) | 2,678.14 | 12,296.00 | 0.00 | 25,436.85 | 113,263.07 |
| 6410100 | 24680 | 459 | Lighting No Dock MEM 110617 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | 460 | Pedestal NE MCM 112017 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | 456 | Underside of Dock Norwood 051517 | (5,450.00) | 0.00 | 0.00 | 0.00 | 2,215.48 | 2,235.48 |
| | | 457 | Walkway No Dock Norwood 051517 | (2,517.52) | 0.00 | 0.00 | 0.00 | 0.00 | 5,150.00 |
| 6410100 | 24681 | | NEH Mooring/Floats Reserve | (170,339.02) | 4,039.11 | 29,740.00 | 0.00 | 0.00 | 224,179.13 |
| 6410100 | 24683 | | NEH Work Truck Reserve | (3,136.11) | 107.68 | 2,700.00 | 0.00 | 0.00 | 5,943.89 |
| 6410100 | 24686 | | NEH Boat Reserve | (10,711.60) | 930.69 | 10,013.00 | 0.00 | 0.00 | 51,655.29 |
| 6410100 | 24687 | | Marina Equipment Reserve (Security) | (19,161.90) | 215.81 | 1,600.00 | 0.00 | 4,102.00 | 7,675.71 |
| 6410200 | 24690 | | Small Harbor Dock Capital Improvement Reserve | (78,819.77) | 1,342.11 | 5,000.00 | 0.00 | 1,127.56 | 73,231.32 |
| 6410200 | 24691 | | Small Harbor Mooring/Floats Reserve | (43,567.84) | 1,088.37 | 15,751.00 | 0.00 | 0.00 | 60,406.81 |
| 6410300 | 24670 | | Barlett Dock Capital Improvement Reserve | (15,710.51) | 351.75 | 3,897.00 | 0.00 | 0.00 | 17,967.26 |
| 6410300 | 24671 | | Barlett Harbor Mooring/Floats Reserve | (36,856.04) | 743.63 | 4,000.00 | 0.00 | 1,179.16 | 43,131.37 |
| | | | TOTAL MARINA RESERVES AVAILABLE | (564,475.69) | (11,510.69) | (81,997.00) | 0.00 | 40,993.71 | (619,989.67) |
| 4010100 | 24209 | | Town Manager Telephone Reserve | (7,281.47) | 302.11 | 2,799.00 | 0.00 | 0.00 | 10,382.59 |
| 4010200 | 24205 | | Checks Cap Imp Reserve | (13,956.57) | 637.01 | 10,749.00 | 0.00 | 1,647.35 | 20,515.12 |
| 4020500 | 24204 | | Treasurer Cap Imp Reserve | (3,063.93) | 219.11 | 4,214.00 | 0.00 | 0.00 | 7,496.04 |
| 4020500 | 24207 | | Revaluation Reserve | (129,910.61) | 1,867.24 | 18,984.00 | 0.00 | 0.00 | 151,360.95 |
| 4310400 | 24208 | | Assessment Cap Imp Reserve | (5,194.02) | 161.73 | 0.00 | 0.00 | 0.00 | 5,559.81 |
| 4320600 | 24211 | | Assessed Annual Photo Reserve | (3,111.00) | 202.20 | 3,134.00 | 0.00 | 0.00 | 6,949.20 |
| 4010700 | 24283 | | CEI Work Truck Reserve | (14,675.19) | 836.21 | 5,000.00 | 0.00 | 24,529.00 | 11,912.61 |
| 4041100 | 24405 | | Police Cap Imp Reserve | (69,897.20) | 2,529.74 | 16,969.00 | 0.00 | 1,024.00 | 86,272.89 |
| | 24405 | | Taxors BIDS 090616-4 @ 30/4 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4041100 | 24413 | | Police Training Cost Reserve | (55,837.94) | 1,673.07 | 0.00 | 0.00 | 0.00 | 57,501.01 |
| 4041400 | 24470 | | Fire Stations Building Reserve | (44,370.66) | 7,639.83 | 41,142.00 | 0.00 | 114.75 | 38,267.21 |
| | 412 | | Roof S15k | (10,120.73) | 0.00 | 0.00 | 0.00 | 10,120.73 | 0.00 |
| | 433 | | Door S6k | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4040900 | 24471 | | Fire Equipment/Engine Reserve | (58,605.46) | 8,503.28 | 219,839.00 | 0.00 | 111,354.10 | 106,649.64 |
| | 434 | | Fire Truck & Accessories | (190.30) | 0.00 | 0.00 | 0.00 | 1,401.00 | 0.00 |
| | 435 | | Thermal Imaging Camera 11/01/17 | 0.00 | 0.00 | 0.00 | 0.00 | 9,345.00 | 9,345.00 |
| | 436 | | Air C/B Station etc 1/24/17 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| | 437 | | Structure Fire Gear 03/05/18 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4310800 | 24473 | | Fire Pumps & Dry Hydrant Reserve | (25,841.57) | 1,074.12 | 10,000.00 | 0.00 | 0.00 | 36,915.64 |
| 4310900 | 24474 | | Dog Welfare Reserve | (5,303.35) | 113.63 | 0.00 | 0.00 | 2,000.00 | 3,519.93 |
| 4040900 | 24490 | | Community Center Cap Imp Reserve | (121,562.53) | 3,644.56 | 13,732.00 | 0.00 | 19,201.75 | 119,737.31 |
| 4050100 | 24500 | | Public Works Equipment Reserve | (159,013.87) | 8,529.67 | 99,009.00 | 0.00 | 141,922.66 | 107,620.44 |
| 4050100 | 24510 | | Town Office Building Reserve | (45,032.12) | 1,944.92 | 20,000.00 | 0.00 | 0.00 | 66,944.14 |
| 4050100 | 24573 | | 000 Public Works Road Reserve | (49,167.83) | 800.52 | 25,000.00 | 0.00 | 50,775.41 | 24,192.61 |
| 4050100 | 24573 | 451 | Encumbered 25000 w/ls 070714 | (6,234.18) | 0.00 | 0.00 | 0.00 | 6,234.18 | 0.00 |
| 4050100 | 24573 | 452 | Encumbered 14500 sh Hefefee 013015 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4050100 | 24573 | 453 | Encumbered 34000 sh Shaw 042115 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4050100 | 24573 | 454 | Encumbered 50000 sh BA CR 1715 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4050200 | 24584 | | Ball House Reserve | (4,919.10) | 132.11 | 500.00 | 0.00 | 0.00 | 4,551.52 |
| 4050400 | 24601 | | Wastewater Fund Payment Reserve | (1,069,412.71) | 73,222.89 | 0.00 | 0.00 | 141,715.29 | 970,539.91 |
| 4050700 | 24601 | | Waste Water Capital Improvement Reserve | (303,645.23) | 10,150.18 | 35,000.00 | 0.00 | 0.00 | 343,844.41 |
| 4050900 | 24683 | | Waste Water Work Truck Reserve | (45,435.01) | 1,144.24 | 9,000.00 | 0.00 | 17,127.06 | 18,156.27 |
| 4051500 | 24681 | | Refuse Truck Reserve | (150,011.67) | 2,472.81 | 10,000.00 | 0.00 | 156,154.47 | 26,040.05 |
| 4051500 | 24671 | | WW Grounds Reserve | (30,754.68) | 711.21 | 10,000.00 | 0.00 | 26,800.00 | 4,695.83 |
| | 24671 | 458 | Food Trucks CES 120417 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4051500 | 24672 | | P.A. Cemetery Reserve | (18,028.17) | 701.74 | 10,000.00 | 0.00 | 23,000.00 | 5,731.56 |
| | | | TOTAL GF Reserves Available | (2,479,781.45) | (78,909.97) | (566,226.00) | 0.00 | 756,159.90 | (2,368,757.52) |
| | | | Total | (5,005,682.87) | (128,900.11) | (651,223.00) | (289,192.32) | 1,115,153.63 | (4,959,844.67) |
| | | | Due to (from) General Fund | 51,497.10 | (128,500.11) | | | | (42,852.81) |
| | | | ALLOT | 51,497.61 | (0.03290595) | | | | 81,631.59 |
| | | | AUDIT DIFFERENCE | 0.00 | | | | | |
| | | | Gen Fund | (4,324.87) | | | | Gen Fund | 71,804.41 |
| | | | marina | 56,422.48 | | | | marina | 12,827.17 |
| | | | | 51,497.61 | | | | | 84,631.59 |
| | | | | (0.00) | | | | | 0.00 |

07/28/2018 15:00
6905kmah

Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY18/JUL TO JUN

FUND

1
glatrbal



| ACCOUNT NAME | BEG. BALANCE | ORG | DEBITS | CREDITS | NET CHANGE | END BALANCE |
|--------------------------------|--------------|-----|--------------|--------------|------------|---------------|
| 400-00-000-000-000-10100 | | 400 | | | | |
| Cash | .00 | 400 | 153,982.32 | 153,982.32 | .00 | .00 |
| Investment-AT | | 400 | 2,473,693.93 | 2,529,432.71 | -55,738.78 | 4,380,543.56 |
| Accounts Payable | .00 | 400 | 86,264.75 | 796,507.95 | -10,243.21 | -10,243.21 |
| Cap Land Acq | -245,700.66 | 400 | 1,216.32 | 8,579.59 | -7,363.57 | -253,073.23 |
| Cap Gains | | 400 | 980,645.38 | 957,927.70 | 28,807.68 | -1,686,908.49 |
| Shellfish Conservation Reserve | .00 | 400 | 0,500.00 | .00 | 2,500.00 | 2,500.00 |
| DF Gen Fund | | 400 | 1,990,067.28 | 2,059,053.33 | -68,985.05 | -64,061.21 |
| 400-00-000-000-000-16310 | -4,934.84 | 400 | | | | |
| DF Gen Fund | .00 | 400 | 172,994.00 | 172,994.00 | .00 | .00 |
| MR NE Capital Resv (6410100) | .00 | 400 | 36,670.84 | 36,670.84 | .00 | .00 |
| M NEH ELEC UPGRADE (6410100) | .00 | 400 | 3,000.00 | 3,000.00 | .00 | .00 |
| 400-00-101-000-000-24680-457 | .00 | 400 | 3,215.00 | 3,215.00 | .00 | .00 |
| M NEH No DK WKWY-(6410100) | .00 | 400 | 29,740.00 | 29,740.00 | .00 | .00 |
| 400-00-101-000-000-24681- | .00 | 400 | 2,700.00 | 2,700.00 | .00 | .00 |
| MR NE Moor/Flt Resv(6410100) | .00 | 400 | 10,013.00 | 10,013.00 | .00 | .00 |
| 400-00-101-000-000-24683- | .00 | 400 | 1,600.00 | 1,600.00 | .00 | .00 |
| MR NE Wk Tk Resv (6410100) | .00 | 400 | 9,927.56 | 9,927.56 | .00 | .00 |
| 400-00-101-000-000-24686- | .00 | 400 | 15,751.00 | 15,751.00 | .00 | .00 |
| MR NE Boat Resv (6410100) | .00 | 400 | 3,897.00 | 3,897.00 | .00 | .00 |
| 400-00-102-000-000-24687- | .00 | 400 | 5,174.30 | 5,174.30 | .00 | .00 |
| MR NE Equip Resv (6410100) | .00 | 400 | 49.58 | 49.58 | -3,101.11 | -10,382.48 |
| 400-00-102-000-000-24690- | .00 | 400 | 4,965.93 | 4,965.93 | -6,558.66 | -20,515.18 |
| MR SH Capital Resv (6410200) | .00 | 400 | 36.32 | 4,468.13 | -4,432.11 | -7,496.04 |
| 400-00-102-000-000-24691- | .00 | 400 | 736.91 | 24,187.19 | -23,450.28 | -153,360.95 |
| MR SH Mooring/Float R(6410200) | .00 | 400 | 26.72 | 188.51 | -161.79 | -5,559.81 |
| 400-00-103-000-000-24670- | .00 | 400 | 33.39 | 3,569.59 | -3,536.20 | -6,949.20 |
| MR Bartlett Moor/Flt (6410300) | .00 | 400 | 28,725.11 | 6,002.34 | 22,692.77 | -11,912.61 |
| 400-00-201-000-000-24209- | -7,281.37 | 400 | | | | |
| TM Telephone Reserve | | 400 | | | | |
| 400-00-202-000-000-24205- | -13,946.52 | 400 | | | | |
| TC Town Clerk Reserve | | 400 | | | | |
| 400-00-205-000-000-24206- | -3,064.93 | 400 | | | | |
| FN Treas Capital Resv | | 400 | | | | |
| 400-00-206-000-000-24207- | -129,910.67 | 400 | | | | |
| AS Resv-Reval | | 400 | | | | |
| 400-00-206-000-000-24208- | -5,394.02 | 400 | | | | |
| AS Resv-Vision Server | | 400 | | | | |
| 400-00-206-000-000-24211- | -3,413.00 | 400 | | | | |
| AS Resv-Aerial Ortho Photo | | 400 | | | | |
| 400-00-207-000-000-24283- | -44,620.48 | 400 | | | | |
| CE Truck Resv | | 400 | | | | |
| 400-00-401-000-000-24405- | | 400 | | | | |

07/28/2018 15:00
6905kmah

Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY18/JUL TO JUN

2
glatrbal



| ACCOUNT NAME | BEG. BALANCE | ORG | DEBITS | CREDITS | NET CHANGE | END BALANCE |
|--------------------------------|---------------|----------|------------|------------|-------------|-------------|
| PD Capital Resv | -62,897.20 | 4 40100 | 3,438.54 | 19,813.53 | -16,374.99 | -86,272.19 |
| 400-00-401-000-000-24474- | | | | | | |
| PD Training Resv | -55,827.94 | 4 40100 | 276.30 | 1,949.37 | -1,673.07 | -57,501.01 |
| 400-00-403-000-000-24470- | | | | | | |
| PD Hldg Resv | -44,370.66 | 4 40100 | 424.13 | 44,320.71 | -43,896.58 | -88,267.24 |
| 400-00-403-000-000-24470-432 | | | | | | |
| PD Hldg Resv-SH Roof 101915 | -10,129.74 | 4 40100 | 10,129.73 | .00 | 10,129.73 | .00 |
| 400-00-403-000-000-24471- | | | | | | |
| PD Equip/Engine Resv | -58,605.45 | 4 40100 | 138,528.52 | 236,572.20 | -108,044.18 | -166,649.64 |
| 400-00-403-000-000-24471-444 | | | | | | |
| PD Eq Rsv-2017 Fire Engine | -190.30 | 4 40100 | 190.30 | .00 | 190.30 | .00 |
| 400-00-403-000-000-24471-435 | | | | | | |
| PD Eq Rsv-TIC | .00 | 4 40100 | .00 | 9,345.00 | -9,345.00 | -9,345.00 |
| 400-00-403-000-000-24471-436 | | | | | | |
| PD Eq Rsv-Air Station/Tanks/Mo | .00 | 4 40100 | 21,000.00 | 22,000.00 | -1,000.00 | -1,000.00 |
| 400-00-403-000-000-24471-437 | | | | | | |
| PD Eq Rsv-FF GEAR | .00 | 4 40100 | 57,125.60 | 57,136.60 | .00 | .00 |
| 400-00-403-000-000-24474- | | | | | | |
| PD-Fire Ponds/Dry Hydrants Rsv | -25,841.52 | 4 40100 | 177.36 | 11,251.50 | -11,074.12 | -36,915.64 |
| 400-00-407-000-000-24104- | | | | | | |
| AC Animal Welfare Rsv | -5,404.15 | 4 40100 | 2,024.26 | 152.89 | 1,895.37 | -3,518.98 |
| 400-00-408-000-000-24406- | | | | | | |
| CM Dispatch Capital Reserve | -122,562.52 | 4 40100 | 14,504.55 | 27,983.36 | 1,825.19 | 119,747.33 |
| 400-00-501-000-000-24500- | | | | | | |
| PW Equip Resv | -154,013.47 | 4 40100 | 274,165.59 | 122,772.54 | 51,392.99 | -107,620.48 |
| 400-00-501-000-000-24570- | | | | | | |
| PW Hldg Resv | -45,012.42 | 4 40100 | 121.85 | 22,270.77 | -21,948.92 | -66,981.34 |
| 400-00-501-000-000-24573- | | | | | | |
| PW Road Resv | -49,167.83 | 4 40100 | 57,895.00 | 32,919.80 | 24,975.20 | -24,192.63 |
| 400-00-501-000-000-24573-451 | | | | | | |
| PW Road Resv-WF SIGNS | -6,224.18 | 4 40100 | 6,224.18 | .00 | 6,224.18 | .00 |
| 400-00-501-000-000-24584- | | | | | | |
| PW Hldg Hse Resv | -3,919.10 | 4 40100 | 21.57 | 654.29 | -632.42 | -4,551.52 |
| 400-00-505-000-000-24203- | | | | | | |
| PW Bond Resv | -1,089,032.21 | 4 40500 | 146,407.61 | 33,915.21 | 112,492.40 | -976,539.81 |
| 400-00-505-000-000-24501- | | | | | | |
| PW Capital Resv | -302,094.24 | 4 40500 | 1,076.21 | 46,826.19 | -45,150.14 | -348,844.41 |
| 400-00-505-000-000-24583- | | | | | | |
| PW Truck Resv | -45,435.01 | 4 40500 | 37,534.57 | 10,255.83 | 27,278.74 | -18,156.27 |
| 400-00-515-000-000-24581- | | | | | | |
| PW Refuse Truck Resv | -150,001.67 | 4 405200 | 155,559.26 | 32,597.64 | 123,961.62 | -26,040.05 |
| 400-00-520-000-000-24571- | | | | | | |
| PW Grounds Reserve | -20,751.64 | 4 405200 | 53,085.96 | 37,027.17 | 16,058.79 | -4,695.85 |
| 400-00-520-000-000-24571-458 | | | | | | |
| PW Hldg RSV-FARMERS MKT | .00 | 4 405250 | 12,732.50 | 12,732.50 | .00 | .00 |
| 400-00-525-000-000-24572- | | | | | | |
| PW Parks & Cemetery Reserve | -18,023.12 | 4 405250 | 47,624.71 | 35,328.45 | 12,296.26 | -5,731.86 |

TOTALS FOR FUND 400
Investment Trusts-Reserves

7,701,023.35
7,701,023.35

REPORT TOTALS

.00
.00

07/28/2018 15:00
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Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY18/JUL TO JUN
FUND



a bynet corp. solution

P 3
glatrba1

| ACCOUNT ACCOUNT NAME | BEG. BALANCE | ORG | DEBITS | CREDITS | NET CHANGE | END BALANCE |
|-------------------------|--------------|-----|--------|---------|------------|-------------|
|-------------------------|--------------|-----|--------|---------|------------|-------------|

.. END OF REPORT - Generated by Kathy Mahaz ..

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Town of Mount Desert
ACCOUNT SUMMARY TRIAL

BALANCE FOR FY18/JUL TO JUN
FUND



P 1
glatrbal

| ACCOUNT NAME | BEG. BALANCE | ORG | DEBITS | CREDITS | NET CHANGE | END BALANCE |
|-------------------------------|---------------|-----|--------------|--------------|-------------|---------------|
| 600-00-000-000-000-11000 | | 600 | | | | |
| M-Land | 103,200.64 | 600 | .00 | .00 | .00 | 103,200.64 |
| 600-00-000-000-000-11100 | | 600 | | | | |
| M-Bldg | 3,586,371.59 | 600 | .00 | .00 | .00 | 3,586,371.59 |
| 600-00-000-000-000-11110 | | 600 | | | | |
| M-Investment | 620,898.17 | 600 | 183,944.70 | 173,066.03 | 11,918.67 | 632,816.84 |
| CONSTRUCTION IN PROGRESS | 400,266.25 | 600 | .00 | .00 | .00 | 400,266.25 |
| 600-00-000-000-000-13000 | | 600 | | | | |
| ACCUMULATED DEPRECIATION | -632,388.48 | 600 | .00 | .00 | .00 | -632,388.48 |
| 600-00-000-000-000-20000 | | 600 | | | | |
| Accounts Payable | -65,553.35 | 600 | 670,056.10 | 663,046.49 | 7,009.61 | -61,553.35 |
| 600-00-000-000-000-24550 | | 600 | | | | |
| M-Accrued Int | -41,466.08 | 600 | .00 | .00 | .00 | -41,466.08 |
| 600-00-000-000-000-24560 | | 600 | | | | |
| Retainage Payable | -5,149.20 | 600 | .00 | .00 | .00 | -5,149.20 |
| 600-00-000-000-000-25000 | | 600 | | | | |
| M-Bond Pay | -1,539,999.99 | 600 | 260,000.00 | 150,000.00 | 110,000.00 | -1,429,999.99 |
| 600-00-000-000-000-35010 | | 600 | | | | |
| DT Gen fund | 1,157,491.01 | 600 | 1,532,075.21 | 1,356,399.42 | 175,675.79 | 1,332,166.80 |
| 600-00-000-000-000-37100 | | 600 | | | | |
| M-Invest Cap | -1,917,450.01 | 600 | .00 | .00 | .00 | -1,917,450.01 |
| 600-00-000-000-000-38400 | | 600 | | | | |
| FB Unres Undes | -1,092,220.05 | 600 | 150,000.00 | 150,000.00 | .00 | -1,092,220.05 |
| 600-00-000-000-000-38320 | | 600 | | | | |
| FB Restricted for Projects | -6,515.20 | 600 | .00 | .00 | .00 | -6,515.20 |
| 600-00-000-000-000-39400 | | 600 | | | | |
| BG FB Unres | .00 | 600 | 31,664.40 | .00 | 31,664.40 | 31,664.40 |
| 600-00-000-000-000-39450 | | 600 | | | | |
| BG Res for Enc | .00 | 600 | 126,821.93 | 126,821.93 | .00 | .00 |
| 600-00-000-000-000-38500 | | 600 | | | | |
| Appropriation | .00 | 600 | .00 | 706,477.95 | -706,477.95 | .00 |
| 600-00-000-000-000-38550 | | 600 | | | | |
| Estimated Revenue | .00 | 600 | 674,813.55 | .00 | 674,813.55 | 674,813.55 |
| 600-00-000-000-000-38600 | | 600 | | | | |
| Encumbrances | .00 | 600 | 126,821.93 | .00 | 126,821.93 | 126,821.93 |
| 600-04-101-000-000-24680 | | 600 | 29,445.18 | 18,582.47 | 10,862.71 | -133,263.07 |
| M NEH CAPITAL RESERVE | -144,125.78 | 600 | .00 | .00 | .00 | -144,125.78 |
| 600-04-101-000-000-24680-456 | | 600 | | | | |
| NEH MAIN PIER-MORWOOD | -5,450.00 | 600 | 2,537.52 | .00 | 2,537.52 | -5,450.00 |
| 600-04-101-000-000-24680-457 | | 600 | | | | |
| NEH NO DOCK/WALKWAY | -2,537.52 | 600 | 6,215.00 | 6,215.00 | .00 | .00 |
| 600-04-101-000-000-24680-459 | | 600 | | | | |
| M NEH Ltq-No & Pub Dk Wk | .00 | 600 | 6,000.00 | 3,784.52 | 2,215.48 | 2,215.48 |
| 600-04-101-000-000-24680-460 | | 600 | | | | |
| M NEH - Pedestal-No Dk | .00 | 600 | 1,441.47 | 35,461.08 | -33,779.11 | -33,779.11 |
| 600-04-101-000-000-24681 | | 600 | | | | |
| M NEH Moorings/Floats Res-rvr | -190,399.02 | 600 | 44.59 | 2,851.67 | -2,807.08 | -5,943.19 |
| 600-04-101-000-000-24683 | | 600 | | | | |
| M Wk Tk Resv | -3,136.11 | 600 | 387.58 | 11,331.27 | -10,943.69 | -51,655.29 |
| 600-04-101-000-000-24686 | | 600 | | | | |
| M Boat Resv | -40,711.60 | 600 | | | | -40,711.60 |
| 600-04-101-000-000-24687 | | 600 | | | | |

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Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY18/JUL TO JUN

FUND

P 2
glatrbal



| ACCOUNT NAME | BEG. BALANCE | ORG | DEBITS | CREDITS | NET CHANGE | END BALANCE |
|---------------------------|--------------|---------|--------------|--------------|------------|-------------|
| NEH Equip Resv | -10,161.90 | | 4,391.86 | 1,905.67 | 2,486.19 | -7,675.71 |
| 600-04-102-000-000-24600- | | 6410200 | | | | |
| SH Capital Reserve | -71,819.77 | | 5,486.34 | 6,900.89 | -1,413.55 | -73,234.32 |
| 600-04-102-000-000-24601- | | 6410200 | | | | |
| SH Mooring/Float Reserve | -43,567.44 | | 453.23 | 27,292.60 | -16,839.37 | -60,406.81 |
| 600-04-103-000-000-24670- | | 6410300 | | | | |
| BI Capital Reserve | -15,710.51 | | 149.80 | 4,406.55 | -4,256.76 | -19,967.26 |
| 600-04-104-000-000-24671- | | 6410400 | | | | |
| BI Moor/Fit Resv | -36,856.04 | | 1,486.46 | 5,061.79 | -3,575.33 | -40,431.37 |
| TOTALS FOR FUND 600 | | | | | | |
| Malina | .00 | | 3,820,517.35 | 3,571,427.26 | 249,090.09 | 249,090.09 |
| REPORT TOTALS | .00 | | 3,820,517.35 | 3,571,427.26 | 249,090.09 | 249,090.09 |

** END OF REPORT - Generated by Kathi Mahay **

22 JULY 2018

DEAR TONY AND DURLIN,

WE THANK YOU AND YOUR
CREW FOR ALL THE WORK BEING
DONE ON HALL QUARRY ROAD. ALL
THE TIME AND EFFORTS ARE VERY
MUCH APPRECIATED.

SINCERELY,

HOWARD & NANCY COLTER

UNFINISHED BUSINESS



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: State Route 102 Paving
Date: August 1, 2018

At the July 2, 2018 regular meeting of the Board of Selectmen we were authorized to solicit competitive pricing for our consideration to pave two sections of State Route 102 in Somesville. The two sections have deteriorated and have been patched by the DOT a number of times. Route 102 is scheduled to receive a thin overlay of pavement in 2020 in accordance with the DOT's regular work plan, including these two deteriorated sections.

In response to our requests, we received three prices for the work:

| | |
|-----------------------------|----------|
| ▪ Atlantic Landscape | \$15,322 |
| ▪ Eaton Paving & Excavation | \$18,950 |
| ▪ Lane Construction | \$18,171 |
| ▪ Pike Industries | \$33,935 |

These prices are considerably higher than I anticipated. My recommendation is to not expend these funds on the state roadway but instead concentrate on improving our town roads and streets. I plan to contact the DOT and offer to work together with them to make better repairs to the deteriorated areas than have been made after the traffic volume drops off in the area after Labor Day.

Thank you.

C. Claire Woolfolk, Town Clerk
Ben Jacobs, Highway Supt.
Kathi Mahar, Treasurer



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: Food Vendor & Farmers Market Site Development Funding
Date: August 2, 2018

Development of the sites for the food vendors and the farmer's market is complete. It is my understanding that both are enjoying a good season so far. A final review of the costs of the development confirmed what I thought, I was over budget. Working with Treasurer Mahar, we determined that I spent \$63,423.35 which exceeded the total design and construction budget of \$60,166.31 by \$3,257.04. These additional costs reflect having to increase the size of the electrical entrance from 20 amps to 50 amps for the food vendors and increasing the width of the farmer's market site for access and safety reasons.

Based on this, I request authorization to use \$1,600.00 from the Buildings & Grounds Reserve Account Number 4055200-24571 and \$1,657.04 from the Parks & Cemeteries Reserve Account Number 4055250-24572 to cover the overage. Each account has \$10,000.00 in it. These are the same two reserve accounts the original funding was drawn from for the project.

Thank you for consideration of my request.

C. Claire Woolfolk, Town Clerk
Kathi Mahar, Treasurer

NEW BUSINESS

**TOWN OF MOUNT DESERT
PUBLIC SPACE SPECIAL EVENT APPLICATION**

Application Fee - \$10.00

**NOTE - Applications are due 60 days prior for major events and
30 days prior to event for minor events.**

PERMIT #: 5-2018 DATE OF EVENT: Aug 16, 2018 ← *Date correction for previously approved event.*
DATE APPLICATION RECEIVED: 7-18-18

PUBLIC SPACE REQUESTED: Please check: Northeast Harbor Marina Green ☒
Seal Harbor Village Green ☐ Suminsby Park ☐ Otter Creek Playground ☐
Hall Quarry Park ☐ Pond's End ☐

TYPE OF EVENT - MAJOR OR MINOR (SEE POLICY FOR DEFINITIONS)

APPLICANT: Island Readers + Writers / TAYLOR MACE
(circle one) (Print) (Signature)

MAILING ADDRESS: PO Box 277, Mount Desert 04660
(Print) (Signature)

PHONE: 244-5111 214-284-6007
(Home) (Business) (cellular)

OTHER CONTACT INFO: t.mace@islandreadersandwriters.org
(Email) (fax)

AGENT: _____
(Print) (Signature)

AGENT MAILING ADDRESS: _____

PHONE: _____
(Agent home) (Agent business) (Agent cellular)

OTHER CONTACT INFO: _____
(Agent email) (Agent fax)

What is the tax status of the applicant? (Non-profit) nonprofit

Does the applicant propose that amplified sound be used for event? Yes _____ No ☒
If yes, include description:

USE REQUESTED (Applicant, review the Public Space Use Policy, then explain what you want to do)
Island Readers + Writers requests to set up a Pop-Up Tent for the duration of the ~~July~~ Aug 16 Farmers Market for a book sale and author signing. Proceeds will go towards our nonprofit programming.

Approved this _____ day of _____, 20____, by a majority of the Board of Selectmen:

**TOWN OF MOUNT DESERT
PUBLIC SPACE SPECIAL EVENT APPLICATION**
Application Fee – \$10.00

**NOTE - Applications are due 60 days prior for major events and
30 days prior to event for minor events.**

PERMIT #: 13-2018 DATE OF EVENT: September 9, 2018

DATE APPLICATION RECEIVED: JUL 18 2018

PUBLIC SPACE REQUESTED: Please check: Northeast Harbor Marina Green _____
Seal Harbor Village Green _____ Suminsby Park ☒ Otter Creek Playground _____
Hall Quarry Park _____ Pond's End _____

TYPE OF EVENT – MAJOR OR MINOR (SEE POLICY FOR DEFINITIONS)
(circle one)

APPLICANT: Jane Cornman
(Print)

MAILING ADDRESS: PO Box 105 Northeast Harbor
(Signature)

PHONE: None 276-5588 460-5972
(Home) (Business) (cellular)

OTHER CONTACT INFO: Jane - Cornman@hotmail.com 276-3220
(Email) (fax)

AGENT: _____
(Print) (Signature)

AGENT MAILING ADDRESS: _____

PHONE: _____
(Agent home) (Agent business) (Agent cellular)

OTHER CONTACT INFO: _____
(Agent email) (Agent fax)

What is the tax status of the applicant? (Non-profit)

Does the applicant propose that amplified sound be used for event? Yes _____ No ☒
If yes, include description:

USE REQUESTED (Applicant, review the Public Space Use Policy, then explain what you want to do)

The Parish of St. Mary + St. Jude Annual Picnic

Approved this _____ day of _____, 20____, by a majority of the Board of Selectmen:



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, Town Manager
From: Tony Smith, Public Works Director
Re: FY-19 Town Paving Contract - Award
Date: July 31, 2018

In conformance with our purchasing policy, competitive bids were solicited for the Town's FY-19 public works paving. Bid packages were provided to Lane Construction, Pike Industries, Wellman Paving and Eaton Paving & Excavation; we received responsive bids from all four companies. With the increase in petroleum products over the last year, and expecting an increase in paving costs, the work was bid for just the Hall Quarry Road with Grant's Hill Road and Rowland Road as alternates. Award of the work is based on just the Hall Quarry Road - the Base Bid - due to these expected increases. The affected streets include:

1) Hall Quarry Road (Approximately 10,100-feet): Reclamation (grinding and leaving in place), grading and construction of a 2-inch thick layer of base pavement the entire length of the road. The surface pavement will be placed next year in accordance with our process.

2) Grant's Hill Road (Approximately 840-feet): Construction of a 1.0-inch thick leveling layer followed by a 1.0-inch thick overlay, from its intersection with the Hall Quarry Road to its intersection with Macomber Pines Road.

3) Rowland Road (Approximately 3,700-feet): Construction of a 1.0-inch thick overlay beginning at its intersection with Cooksey Drive to its intersection with New County Road.

Contract Requirements

As in the past, our bid documents included a requirement for:

- An escalator clause that accounts for the fluctuation in liquid asphalt prices as they go up and down with time. The final price we will be charged for our pavement is based on the difference in cost of liquid asphalt when the bids were submitted and the day the pavement is placed. These liquid asphalt costs are readily available.
- The successful bidder to provide a certificate of insurance that names the Town as an additional insured and also documents that the successful bidder carries workers compensation insurance.
- The successful bidder furnish performance and payment bonds, each in an amount equal to 100-percent of the agreed upon price for the work as security for the faithful performance



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and payment for the successful bidder's obligations described in the bid documents. These bonds shall remain in effect until completion of the 12-month warranty period.

Bid Results: The bid results are as follows:

| Bidder | Base Bid Hall Quarry Rd | Alternate Grant's Hill Rd | Alternate Rowland Rd | Total Bid |
|-------------------|----------------------------|------------------------------|-------------------------|--------------|
| Eaton Paving | \$228,967.60 | 14,099.90 | 33,365.65 | \$276,433.15 |
| Wellman Paving | \$234,739.12 | 10,858.00 | 32,218.00 | \$277,815.12 |
| Lane Construction | \$249,159.00 | 17,500.00 | 33,950.00 | \$300,609.00 |
| Pike Industries | \$276,063.30 | 21,728.00 | 38,325.00 | \$336,116.30 |

Based on the results presented above, Eaton Paving and Excavation is the low base bidder at \$228,967.60. Adding the two alternate bid prices brings their total bid to \$276,433.15 which is \$143,566.85 below our approved budget of \$420,000.00. This was a very pleasant result. The base and alternant bids provided us by all four contractors are close enough to assure me that they are good bids.

It is anticipated that some of the remaining budget of \$143,566.85 might be used:

- For additional work to be added to the contract such as Bartlett's Landing Road and parking lot and Butler Road.
- By public works for our own projects constructed by us or Eaton Paving and Excavating.
- To account for any increase in amount of pavement used by the contractor should we exceed the bid quantities due to the existing condition of the road surfaces.
- To account for any increases in liquid asphalt based on the escalator clause.
- Other work yet to be identified.

Reference Check: All bidders were required to provide us with four municipal references. Since we have not worked with Eaton Paving and Excavating before, we checked all four of their references and received very favorable feedback. Typical questions asked of references include:

1. How did quantities as bid compare to final quantities?
2. How did final thickness of in place pavement compare to as bid?
3. How did total contract costs compare to the bid?



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4. Were they responsive to questions or concerns?
5. Were they easy to work with?
6. Did they leave a clean job site; clean up after themselves e.g. piles of waste mix; sweep up, etc.?
7. Would you hire them again?

Recommendations: Based on the above, I recommend that:

1. Our FY-19 paving contract be awarded to Eaton Paving and Excavating at the base bid price of \$228,967.60 and accept their alternate bid prices as shown in the table on page 1 for a total contract cost of \$276,433.15.
2. I be authorized to sign the contract with Eaton Paving and Excavating on behalf of the Town.
3. As in the past, I be authorized to expend the balance of the FY-19 budget as described in the bulleted items on page 2 of this memo based on my discretion to maximize beneficial use of the funds.

Thank you for your consideration of my recommendations.

Cc. Claire Woolfolk, Clerk
Ben Jacobs, Highway Superintendent
Kathi Mahar, Treasurer



Town of Mount Desert

Michael Bender, Fire Chief
21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248

Telephone 207-276-5111

Fax 207-276-5732

Web Address www.mtdesert.org

firechief@mtdesert.org

Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: July 30, 2018

Re: Authorization for Publishing Firefighters Photos

On the evening of January 17, 2018, Mount Desert firefighters were called out to assist with the search of some overdue snowmobilers in the area of Long Pond. As it turns out, the individuals had fallen through the ice on the Southwest Harbor end of the pond, managed to extract themselves and made their way to the shore where they began yelling for help. Once located, multiple agencies converged on the area and worked to bring the individuals to safety.

Last month, Rogier van Bakel, owner of Eager Eye Photography, and father of one of the victims, contacted me to ask if he could take some professional pictures of our firefighters as way to say thanks for the small role we played in the rescue that January night. I told him he could, and arranged for him to meet with us one night prior to training session. All photos were done on a voluntary basis, and Rogier did not charge us for his time and equipment. After the photo session, **all** firefighters were provided with the opportunity to download their own copies and the department was granted permission to use these photos as we wish, as long as it was not for any type of commercial use.

Once the photos hit the internet and started appearing on several web and social media sites, they became somewhat popular and generated quite a lot of interest. So much so, that Rogier emailed me a couple of weeks later to see if he could release the photos for a national photography publication along with an accompanying article. Below is an excerpt from Rogier's July 19th email -

"Hi Mike:

I'm excited to say that the photos I made last week continue to draw interest. I learned yesterday that the exemplary service of your crew, and of the other MDI first responders, will be honored in an upcoming issue of Professional Photographer, a national monthly magazine (print and online). There will be a story about the January rescue in PP, accompanied by several firefighters' portraits.

(There's also been talk of putting a calendar together, with profits most likely to go to a fire prevention initiative or a related good cause. Also, someone has approached me with the idea of a traveling exhibit of the photos — perhaps only on the island, or, who knows, in a wider Maine / New England context.)

I want to ask the 14 people whose portraits I made to let me know if they object to various uses of the photos as detailed above and below. I would hope everyone is cool with it but figured it's safest and fairest to actually ask. :-)"

Since these photographs were of our firefighters who are technically employees of the Town when performing sanctioned department duties and they are wearing MFD gear, the Town Manager and I thought it would be necessary to request authorization from the Board of Selectman to allow Rogier to release these photos for publication. I think this would be a great honor for our members and I would recommend to the Board that they authorize this use.

Thank you.



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Stephen W. Gove, MMA Executive Director

DATE: July 11, 2018

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 17, 2018 by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote on the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying for and interested in serving as the MMA Vice President and Executive Committee. The MMA Nominating Committee completed its task in May and put forth a Proposed Slate of Nominees for 2018 to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Monday, July 9, by 4:30 pm. There were no municipal officials nominated by petition.

It is now time for each member municipality to cast its official vote.

Election Process – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “Write-in Candidates” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers or a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 17. We have enclosed a self-addressed self-stamped envelope for your convenience. The MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Linda C. Cohen, Mayor, City of South Portland.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Monday, August 20. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held *Wednesday, October 3, at 1:30 p.m. at the Augusta Civic Center*. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon as well as the MMA Annual Business Meeting and will officially take office on January 1, 2018.

If you have any questions on the Election Process, please contact me or Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.



MAINE MUNICIPAL ASSOCIATION VOTING BALLOT

Election of MMA Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 17, 2018

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Christine Landes, Town Manager, Town of Bethel

(Note: Ms. Landes will become the City Manager of Gardiner effective August 13, 2018)

☐

EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

Elaine Aloes, Chair of Selectboard, Town of Solon

☐

William Bridgeo, City Manager, City of Augusta

☐

Melissa Doane, Town Manager, Town of Bradley

☐

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ **Municipality:** _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____
Position: _____

Signature: _____

OR Signed by a Majority of Municipal Officers

Current # of Municipal Officers: _____

Print Names:

Signatures:

Return To:

**MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358 or 626-5947
Email: tchavarie@memun.org**

**MAINE MUNICIPAL ASSOCIATION
BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2019 EXECUTIVE COMMITTEE**

MMA VICE PRESIDENT (1-Year Term)

CHRISTINE LANDES (Town Manager, Town of Bethel)

(Note: Ms. Landes will become the City Manager of Gardiner effective August 13, 2018)

Professional & Municipal Experience:

- Town Manager, Town of Bethel, Maine (November 2014 – present)
- Deputy Clerk, City of Brewer, Maine (December 2012 – May 2014)
- Deputy Clerk, Town of Veazie, Maine (September 2012 – December 2012)
- Deputy Tax Collector/Counter Clerk – Clay County Tax Collectors Office, Orange Park, Florida (July 2010 – September 2012)
- Town Clerk, Town of Warren, Maine – (August 1998 – June 2010)
- Branch Manager, The Waldoboro Bank, Maine (September 1990 – August 1998)

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association (MMA) Executive Committee (September 2016 – present)
- Member, MMA Strategic & Finance Committee (October 2016 – present)
- Chairperson, MMA Strategic & Finance Committee (2017 – 2018)
- Member, MMA Property & Casualty Pool Board of Directors (Sept 2016 – present)
- Member, MMA Workers Compensation Fund Board of Trustees (Sept 2016 – present)
- Member, Maine Service Centers Coalition Executive Committee (2016 – present); Treasurer (2017-2018)
- Member, Maine Town, City & County Management Association
- Member, Evaluation Committee for ICMA Annual Conference
- 2nd Vice President, Maine Welfare Directors Association
- Volunteer, Mahoosuc Heat & Soul Volunteer; Member, Hiring Team

Education:

- Master's Degree, Business Administration with concentration in Public Administration, Southern New Hampshire University
- Bachelor's Degree, Public Administration University of Maine at Augusta, /cum laude graduate
- Associate's Degree, Arts Program, Florida State College, Jacksonville

Awards and Certifications:

- Certified Maine Manager
- Recipient, Dr. Edward F. Dow Student Scholarship Award, Maine Town, City & County Management Association

MMA EXECUTIVE COMMITTEE MEMBERS (Three 3-Year Terms)

ELAINE ALOES (Chair of Selectboard, Town of Solon)

Professional & Municipal Experience:

- Chair of Selectboard, Assessor and Overseer of the Poor, Town of Solon, Maine (March 1998 – present)
- 2nd Selectman, Assessor and Overseer of the Poor, Town of Solon, Maine (March 1990 – March 1994)

- Auto Damage Appraiser, Bishop Adjustment Company (March 1990 – present)
- Owner/Operator, Mid Maine Adjustment Company (independent insurance adjusting company) (June 1987 – March 2005)
- Auto body repair businesses in Massachusetts and Maine (1972 – June 1987)
- Tax Preparer, H & R Block (1985 – 1992)
- Salesperson, Combined Insurance (health and accident insurance) (1985 – 1986)

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association (MMA) Legislative Policy Committee (1999 – present)
- Member, Somerset County Budget Committee (2001 – present); Vice Chair (2012 – 2016); Chair (2017 – 2018)
- Member, MMA Executive Committee (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Strategic & Finance Committee (2002 – 2003) and (2017 – present)
- President, Somerset County Municipal Association (2001 – present)
- Member, Maine Municipal's Rural/Service Center Committee (2002)
- Member, Somerset County Jail Planning Committee (2006 – 2008)
- Vice Chairman, Somerset County Charter Commission (2008 – 2010)
- Chair, Regional School Planning Committee for MSAD 74, MSAD 59, MSAD 12, MSAD 13 and several small towns (2007 – 2009)

Education:

- High school graduate, Medfield High School, Medfield, Massachusetts
- Kennebec Valley Technical College (courses in computers, accounting and supervisory management)
- Insurance Institute of America (Introduction to Claims)
- State of Maine (four part Property Tax Assessment course)
- Maine Municipal Association (many workshops and training on a wide variety of municipal topics such as budget preparation, finance management, personnel issues, right to know, town meetings, assessing)
- Maine Local Roads Center (variety of workshops on road issues and maintenance)

Awards and Certifications:

- State of Maine, All Lines Adjuster
- Maine Roads Scholar – Maine Local Roads (completed ten required road related workshops to earn award)

WILLIAM BRIDGEO (City Manager, City of Augusta)

Professional & Municipal Experience:

- City Manager, Augusta, Maine (1998 – present)
- Adjunct Professor, Government Program, University of Maine at Augusta (2009 – present)
- Adjunct Professor, MBA Leadership and Ethics Courses, Thomas College (2013 – present)
- City Manager, City of Canandaigua, New York (1987 – 1998)
- Assistant Director, Maine State Housing Authority (1985 – 1987)
- City Manager, City of Calais, Maine (1979 – 1985)
- Assistant Town Manager, Town of Killingly, Connecticut (1976 – 1979)

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association (MMA) Executive Committee, (2002 – 2004; July 2015 - present)
- Member, MMA Property & Casualty Pool Board of Directors, Member (2002 – 2004; July 2015 - present)

- Member, Workers Compensation Fund Board of Trustees, Member (2002 – 2004; July 2015 – present)
- Member, Maine Service Centers Coalition, Executive Committee (2002 – present); Chair (2004 – 2007; 2016 – present)
- Member, Ethics Committee, Maine Town, City & County Management Association (present)
- Member, Maine Service Centers Coalition, Steering Committee (2001)
- Member, Maine Town, City & County Management Association, (1979 – 1985) and (1998 – present)
- New York State Municipal Management Association, Member (1987 – 1998); President (1995)
- Charter Member, Board of Regents, International City/County Management Association (1990 – 1996)
- Ex-officio Member, Board of Directors, New York Conference of Mayors & Other Municipal Officials
- Member, Board of Directors, Maine Development Foundation (2000-2005)
- Member, Board of Directors, Augusta YMCA (2009 – present)

Education:

- Master's Degree, Public Administration, University of Hartford
- Bachelor's Degree, Political Service, St. Michael's College in Vermont

Awards and Certifications:

- Link Stackpole Manager of the Year Award, Maine Town, City & County Management Association

MELISSA DOANE (Town Manager, Town of Bradley)

Professional & Municipal Experience:

- Town Manager, Clerk, Treasurer, Tax Collector, General Assistance Administrator, Registrar of Voters and Road Commissions, Town of Bradley, Maine (2005 – present)
- Membership Coordinator, GrowSmart of Maine (2016 – present)
- Secretary/Administrative Assistant, Roy Associates, CPAs (2004 – 2005)
- Administrative Assistant/Town Agent, Town of Bradley, Maine (1998 – 2004)
- Coordinator Clinical Operations/Secretary/Patient Accounts/Patient Registrations, Neurology Associates, (1994 – 1998)
- Secretary/Receptionist, Dr. James Iannetta Medical Office (1991 – 1994)

Other Experience, Committees and Affiliations:

- Member, Executive Board, Maine Town, City & County Management Association (2016 – present)
- Co-Chair Membership Committee, Maine Town, City & County Management Association (2016 – present)
- President, Executive Board, Living History Museum, Maine Forest and Logging Museum

Education:

- Business Management Studies, Husson College
- Associate's Degree, Business Management, Beal College
- Associate Degree, Office Management, Beal College
- Associate College Preparation, Foxcroft Academy

Awards and Certifications:

- Rookie of the Year Award, Maine Town, City & County Management Association

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

08/06/18

| | Description | # | Date | Amount |
|---|--|--------|----------|-------------------------------|
| A. Warrants to be Approved and Signed: | | | | |
| | Town Invoices | AP1908 | 08/06/18 | \$ 1,095,815.36 |
| B. Authorized Warrants to be Signed: | | | | |
| (Wendy needs to abstain) | | | | |
| (Prior Electronic or Manual Authorization) | | | | |
| | Town State Fees & P/R Benefits | | | |
| | void 309250-309251 & reissue 309252-309253 | AP1904 | 07/18/18 | \$ 4,958.75 |
| | | AP1905 | 07/25/18 | \$ 6,995.94 |
| | | AP1906 | 07/26/18 | \$ 423.00 |
| | | AP1907 | 07/31/18 | \$ 7,299.23 |
| | Town Payroll | PR1902 | 07/27/18 | \$ 112,642.74 |
| C. Warrants to be Acknowledged: | | | | |
| | School Invoices | | | |
| | (John DOES NOT need to abstain) | | | |
| | School Payroll | 2 | 07/20/18 | \$ 132,304.70 |
| | | 3 | 08/03/18 | \$ 48,761.71 |
| TOTAL WARRANTS FOR BOS MEETING | | | | <u>\$ 1,409,201.43</u> |

TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1908

CHECK DATE: August 6, 2018

| | | | | |
|------------------------------|---------|---------------|------------------------|---------------------|
| CHECK NUMBER: <u>309347</u> | through | <u>309463</u> | \$ <u>1,025,288.96</u> | Check payments |
| CHECK NUMBER: <u>N/A</u> | through | <u>N/A</u> | \$ <u>-</u> | Electronic payments |
| EFT NUMBER: <u>789</u> | through | <u>804</u> | \$ <u>70,526.40</u> | ACH Payments |
| EFT or CK NUMBER: <u>N/A</u> | through | <u>N/A</u> | \$ <u>-</u> | Voided Checks |

TOTAL DISBURSEMENTS: \$ 1,095,815.36

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

08/02/2018 11:13
6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

P 1
apcsbdb

NET

| INVOICE DTL DESC | INVOICE | INV DATE | PO | WARRANT | NET |
|---|---|---|------------|---------|-----------|
| 789 08/06/2018 EFT Invoice: 33691 | 76 BROWNS COMMUNICATIONS INC 33691 | 07/19/2018 | AP1908 | | 51.00 |
| | 51.00 1440330 57100 | Pager cases EQUIPMENT | | | |
| Invoice: 33690 | BROWNS COMMUNICATIONS INC 33690 | 07/19/2018 | AP1908 | | 224.00 |
| | 224.00 1440330 57401 | XTS portable radio batteries EQUIP-RADIOS | | | |
| Invoice: 33692 | BROWNS COMMUNICATIONS INC 33692 | 07/19/2018 | AP1908 | | 75.88 |
| | 75.88 1990100 59200 9106 | BUS#2 CO-AX CABLE AND POWER CABLE AL MDES - BUS 2 (NEW) | | | |
| Invoice: 33711 | BROWNS COMMUNICATIONS INC 33711 | 07/26/2018 | AP1908 | | 555.76 |
| | 555.76 1440330 55100 4307 | Repairs to T7 emergency lights VEHICLE REPAIR-11 FORD T7 | | | |
| | | CHECK | 789 TOTAL: | | 906.64 |
| 790 08/06/2018 EFT Invoice: 20181782 | 116 CIVIL ENGINEERING SERVICES INC 20181782 | 07/20/2018 | AP1908 | | 10,731.65 |
| | 10,731.65 3000041 57710 | Sylvan construc eng ts Construction | | | |
| Invoice: 20181886 | CIVIL ENGINEERING SERVICES INC 20181886 | 06/30/2018 | AP1908 | | 42.50 |
| | 42.50 6010100 54250 | it work-camera system IT/TECH FEE | | | |
| Invoice: 20181887 | CIVIL ENGINEERING SERVICES INC 20181887 | 07/26/2018 | AP1908 | | 369.43 |
| | 369.43 1221000 54250 | IT Support Fire Department IT/TECH FEE | | | |
| Invoice: 20181885 | CIVIL ENGINEERING SERVICES INC 20181885 | 07/26/2018 | AP1908 | | 1,543.56 |
| | 1,543.56 1221000 54250 | IT Support Municipal Office IT/TECH FEE | | | |
| | | CHECK | 790 TOTAL: | | 12,687.14 |
| 791 08/06/2018 EFT Invoice: 373761 | 792 COASTAL ENERGY 373761 | 07/23/2018 | AP1908 | | 88.50 |
| | 88.50 6010100 57100 | pumpout repair EQUIPMENT | | | |
| | | CHECK | 791 TOTAL: | | 88.50 |
| 792 08/06/2018 EFT Invoice: IV83975 | 124 COLWELL DIESEL SERVICE & GARAGE I IV83975 | 07/11/2018 | AP1908 | | 324.69 |
| | 324.69 1550100 55400 | TR#10 AIR CANS, U-JOINT AND PINS AL GEN REPAIRS & MAINT | | | |
| Invoice: IV83970 | COLWELL DIESEL SERVICE & GARAGE I IV83970 | 07/11/2018 | AP1908 | | 79.56 |
| | 79.56 1440330 55100 4306 | E6 air filter VEHICLE REPAIR- 13 Ferrara E6 | | | |

08/02/2018 11:13
6905kmah

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL



P 2
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| INVOICE | | INVOICE | INV DATE | PO | WARRANT | NET |
|--|--|--|---|------------|---------|-----------|
| Invoice: IV84096 | | | INVOICE DTL DESC | | | |
| | | COLWELL DIESEL SERVICE & GARAGE I IV84096 | 07/20/2018 | | AP1908 | 3,434.95 |
| | | 3,434.95 1550100 55400 | TR#6 TURBO AL GEN REPAIRS & MAINT | | | |
| Invoice: IV83969 | | COLWELL DIESEL SERVICE & GARAGE I IV83969 | 07/20/2018 | | AP1908 | 832.83 |
| | | 832.83 1990100 59200 9106 | BUS#2 FANS AND HEATED MIRROR AL MDES - BUS 2 (NEW) | | | |
| Invoice: IV84068 | | COLWELL DIESEL SERVICE & GARAGE I IV84068 | 07/20/2018 | | AP1908 | 277.23 |
| | | 277.23 1550100 55400 | TR#10 PARKING VALVE AL GEN REPAIRS & MAINT | | | |
| Invoice: IV83990 | | COLWELL DIESEL SERVICE & GARAGE I IV83990 | 07/11/2018 | | AP1908 | 1,000.00 |
| | | 1,000.00 1550100 55400 | BORROWED SOCKET SEE CREDIT CRI14573 AL GEN REPAIRS & MAINT | | | |
| Invoice: IV83983 | | COLWELL DIESEL SERVICE & GARAGE I IV83983 | 07/11/2018 | | AP1908 | 796.59 |
| | | 796.59 1550100 55400 | TR#10 BRAKE MODS,BOLTS AND HOSES AL GEN REPAIRS & MAINT | | | |
| Invoice: IV84068A | | COLWELL DIESEL SERVICE & GARAGE I IV84068A | 07/27/2018 | | AP1908 | 1,786.85 |
| | | 1,786.85 1550100 55400 | TR#10 CHARGE AIR COOLER AL GEN REPAIRS & MAINT | | | |
| Invoice: IV83745 | | COLWELL DIESEL SERVICE & GARAGE I IV83745 | 06/30/2018 | | AP1908 | 30.01 |
| | | 30.01 1550100 55400 | cr 14430 correct GEN REPAIRS & MAINT | | | |
| Invoice: CRI14573 | | COLWELL DIESEL SERVICE & GARAGE I CRI14573 | 07/12/2018 | | AP1908 | -1,000.00 |
| | | -1,000.00 1550100 55400 | RETURN SOCKET ORIG INV 83990 GEN REPAIRS & MAINT | | | |
| | | | CHECK | 792 TOTAL: | | 7,562.71 |
| 793 08/06/2018 EFT Invoice: R071618MD | | 1444 COMPLETE HYDRAULICS INC R071618MD | 07/16/2018 | | AP1908 | 176.98 |
| | | 176.98 1550100 55400 | HYDRAULIC FITTINGS AL GEN REPAIRS & MAINT | | | |
| Invoice: R071218MD | | COMPLETE HYDRAULICS INC R071218MD | 07/13/2018 | | AP1908 | 135.60 |
| | | 135.60 1550100 55400 | HYDRAULIC FITTINGS AL GEN REPAIRS & MAINT | | | |
| | | | CHECK | 793 TOTAL: | | 312.58 |
| 794 08/06/2018 EFT Invoice: 10254534433 | | 148 DELL MARKETING LP 10254534433 | 07/17/2017 | | AP1908 | 124.37 |
| | | 124.37 1440110 57400 | Computer Drive - Admin Asst. EQUIP-TECH HARDWARE | | | |

08/02/2018 11:13
6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

794 TOTAL:

CHECK

124.37

795 08/06/2018 EFT
Invoice: D15422-00

150 DENNIS PAPER & FOODSERVICE

D15422-00

07/24/2018
cleaning supplies
CLEANING SUPPLIES

AP1908

211.65

796 08/06/2018 EFT
Invoice: 522449

181 EATON PEABODY ATTORNEYS AT LAW

522449

06/30/2018
CEO, Harbor Ordinance, Crosswalks, Warrant Article
LEGAL
LEGAL
LEGAL

AP1908

3,784.49

Invoice: 522448

EATON PEABODY ATTORNEYS AT LAW

522448

06/30/2018
Union Mediation
CONSULTANT-ADMIN

AP1908

371.00

Invoice: 522452

EATON PEABODY ATTORNEYS AT LAW

522452

06/30/2018
Interlocal Agreement
LEGAL

AP1908

940.00

Invoice: 520330

EATON PEABODY ATTORNEYS AT LAW

520330

06/30/2018
Interlocal Agreement
LEGAL

AP1908

2,020.00

CHECK

796 TOTAL:

7,115.49

797 08/06/2018 EFT
Invoice: 36175

175 EASTERN MAINE RECOVERY INC

36175

06/30/2018
June tip fees
TIPPING FEE EMR

AP1908

20,176.74

CHECK

797 TOTAL:

20,176.74

798 08/06/2018 EFT
Invoice: 150123-00

1030 INDUSTRIAL PROTECTION SERVICES, L

150123-00

07/12/2018
Akron deck gun repair kit
GEN REPAIRS & MAINT

AP1908

126.00

Invoice: 150934-00

INDUSTRIAL PROTECTION SERVICES, L

150934-00

07/10/2018
Class A foam
EQUIPMENT

AP1908

860.00

CHECK

798 TOTAL:

986.00

799 08/06/2018 EFT
Invoice: 9305977724

947 LAWSON PRODUCTS

9305977724

07/18/2018
SHOP AIR FITTINGS SAW BLADES AND CLAMPS AL
GEN REPAIRS & MAINT

AP1908

312.39

08/02/2018 11:13
6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100 TYPE VENDOR NAME
Ckg-BH General Fund 8066



P 4
apcshdsb

| INVOICE | INV DATE | PO | WARRANT | NET |
|---------|----------|----|---------|-----|
|---------|----------|----|---------|-----|

INVOICE DTL DESC

312.39

CHECK

799 TOTAL:

800 08/06/2018 EFT 1326 DURLIN LUNT 072418 69.22 1220110 52700 07/30/2018 AP1908 69.22
Invoice: 072418 Town Manager Travel 127, @.545 TOWN MGR EXPENSE

69.22

CHECK

800 TOTAL:

801 08/06/2018 EFT 2142 MODERN PEST SERVICES INC 2840358 77.00 1552000 55400 07/12/2018 AP1908 77.00
Invoice: 2840358 pd & fd ts GEN REPAIRS & MAINT

75.00 1440330 55200 433 07/26/2018 AP1908 75.00
Stat. #3 pest control BLDG REPAIR & MAINT-S3 SV

152.00

CHECK

801 TOTAL:

802 08/06/2018 EFT 1379 NORRIS INC 2257 07/23/2018 AP1908 127.22
Invoice: 2257 Stat. 1 Fire Alarm Inspection BLDG REPAIR & MAINT-S1 NE

74.00 1440330 55200 431 07/23/2018 AP1908 74.00
Testing of elevator smoke detector BLDG REPAIR & MAINT-S1 NE

201.22

CHECK

802 TOTAL:

803 08/06/2018 EFT 1844 SMITH, COLLIER & FAHEY, PA 1577 06/30/2018 AP1908 72.50
Invoice: 1577 Legal - J. Collier - MacQuinn-Freshwater Court PB LEGAL

72.50

CHECK

803 TOTAL:

804 08/06/2018 EFT 1609 TYLER TECHNOLOGIES INC 045-231181 07/01/2018 AP1908 19,547.25
Invoice: 045-231181 19,547.25 1221000 55330 800 MUNIS Quarterly 0818-1018 SOFTWARE MUNIS LICENSE

19,547.25

CHECK

804 TOTAL:

309347 08/06/2018 PRD 989 ACADIA DISPOSAL DISTRICT 2019-003 07/01/2018 AP1908 5,087.83
Invoice: 2019-003 FY-19 fee ts DUES & MEMBERSHIPS

08/02/2018 11:13
6905kma

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE

INV DATE PO WARRANT

NET

P 5
apcsbdb

| INVOICE DTL DESC | | CHECK | | 309347 TOTAL: | | 5,087.83 | |
|------------------|-------------------------------------|--|----------|--|--------|----------|--|
| 309348 | 08/06/2018 PRD Invoice: 2019 | 2257 ACADIA FAMILY CENTER | 2019 | 07/01/2018 2019 Appropriation ACADIA FAMILY CENTER | AP1908 | 2,000.00 | |
| | | 2,000.00 1885154 59154 | | | | | |
| 309349 | 08/06/2018 PRD Invoice: 162675 | 1954 ACADIA FUEL LLC | 162675 | 07/06/2018 64.2 ga heating oil bj HEATING FUEL | AP1908 | 173.34 | |
| | | 173.34 1552000 53400 | | | | | |
| 309350 | 08/06/2018 PRD Invoice: 122661 | 2261 ACADIA FUEL LLC | 122661 | 07/13/2018 52.2 lp gas yachtsmen HEATING FUEL | AP1908 | 78.30 | |
| | | 78.30 6010100 53400 | | | | | |
| 309351 | 08/06/2018 PRD Invoice: 2019 | 1502 ACADIA VETERINARY HOSPITAL | 2019 | 07/01/2018 2019 Appropriation Animal Welfare Resv | AP1908 | 500.00 | |
| | | 500.00 100 24204 | | | | | |
| 309352 | 08/06/2018 PRD Invoice: 2019 | 990 ACADIA YOUTH SPORTS (LL) | 2019 | 07/01/2018 2019 Appropriation ACADIA LITTLE LEAGUE | AP1908 | 1,750.00 | |
| | | 1,750.00 1885153 59124 | | | | | |
| 309353 | 08/06/2018 PRD Invoice: 2019 | 1162 PINE TREE CHAPTER | 2019 | 07/01/2018 2019 Appropriation AMERICAN RED CROSS | AP1908 | 1,500.00 | |
| | | 1,500.00 1885154 59132 | | | | | |
| 309354 | 08/06/2018 PRD Invoice: 07062018 | 1984 AT&T MOBILITY | 07062018 | 06/30/2018 cell phones bill bj CELL PHONES CELL PHONES CELL PHONES | AP1908 | 758.44 | |
| | | 400.00 1550100 55130 258.44 1551500 55130 100.00 1551500 55130 | | | | | |

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Town of Mount Desert
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CASH ACCOUNT: 100
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TYPE VENDOR NAME

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| INVOICE | INV DATE | PO | WARRANT | NET |
|---|--------------------------|--|---------|----------|
| INVOICE DTL DESC | CHECK 309354 TOTAL: | | | |
| 309355 08/06/2018 PRD 997 CARDMEMBER SERVICES | 3585 LISAS REST | 07/13/2018 | AP1908 | 21.79 |
| Invoice: 3585 LISAS REST | 21.79 1220660 56100 | AUGUSTA = Travel expenses TRAVEL | | |
| Invoice: 4383 SUNDAY RIVER | 4383 SUNDAY RIVER | 07/09/2018 | AP1908 | 184.58 |
| | 184.58 1220110 52700 | MTCMA NE Lodging Deposit TOWN MGR EXPENSE | | |
| Invoice: 0674 MSFT | 0674 MSFT | 07/15/2018 | AP1908 | 30.74 |
| | 30.74 1221000 54250 | Microsoft Azure-DIGITAL BACKUP 0718 IT/TECH FEE | | |
| Invoice: 3485 Shell Oil | 3485 Shell Oil | 06/21/2018 | AP1908 | 23.32 |
| | 23.32 1220110 53900 | Munis Conversion & Testing Refreshments MISC SUPPLIES | | |
| Invoice: 3153 SEBASCO HBR | 3153 SEBASCO HBR | 07/11/2018 | AP1908 | 244.16 |
| | 244.16 1220660 56100 | LODGING-ASSESSING CONFERERNE TRAVEL | | |
| Invoice: 3316 circle k | 3316 circle k | 07/17/2018 | AP1908 | 39.26 |
| | 39.26 1440110 53710 4109 | 14.025 ga Fuel - Chie's Cruiser VEHICLE FUEL-17 FORD EXP ADM | | |
| Invoice: 1897 99RRANT | 1897 99RRANT | 07/17/2018 | AP1908 | 33.02 |
| | 33.02 1440110 54140 | Meal - Chief/Sgt. Power DMS Training MEAL ALLOWANCE | | |
| Invoice: 9154 AMAZONPRIME | 9154 AMAZONPRIME | 06/25/2018 | AP1908 | 119.00 |
| | 119.00 1440110 53140 | Amazon Prime Shipping Membership POSTAGE | | |
| Invoice: 5857 LLBEAN DIRECT | 5857 LLBEAN DIRECT | 06/28/2018 | AP1908 | 45.00 |
| | 45.00 1440800 53800 | Dispatch Shirt Embroidering LL Bean UNIFORMS | | |
| Invoice: 4442 LLBEAN DIRECT | 4442 LLBEAN DIRECT | 06/22/2018 | AP1908 | 408.10 |
| | 408.10 1440800 53800 | Dispatch Shirts - LL Bean (ordered 0618) UNIFORMS | | |
| Invoice: 0877 MSFT | 0877 MSFT | 07/15/2018 | AP1908 | 76.00 |
| | 76.00 1221000 55140 | OUTLOOK 365 EMAIL 0718 EMAIL/INTERNET | | |
| Invoice: 0273 TRACTOR SUPP | 0273 TRACTOR SUPP | 06/28/2018 1028 | AP1908 | 23.98 |
| | 23.98 1550100 55200 | Cashers/wheels by BLDG REPAIR & MAINT | | |
| Invoice: 9777 VERSARE | 9777 VERSARE | 07/03/2018 20190019 | AP1908 | 1,185.00 |

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| INVOICE | INV DATE | PO | WARRANT | NET |
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| INVOICE DTL DESC | | | | |
| Invoice: 9777 VERSARE | | | | |
| 1,185.00 1552000 55400 | sound proof panels-finance clerk surround b) | | | |
| | GEN REPAIRS & MAINT | | | |
| Invoice: 2228 ME ST POLICE | 07/03/2018 20190016 AP1908 | | | 33.00 |
| 33.00 1990100 59200 | school bus stickers b) | | | |
| | MD ELEMENTARY SCHOOL | | | |
| Invoice: 6111 HANNAFORD | 07/19/2018 20190010 AP1908 | | | 98.40 |
| 98.40 1550552 53820 | Water for Lab Testing-EM | | | |
| | LAB EQUIP | | | |
| Invoice: 9351 AMAZON | 07/18/2018 20190017 AP1908 | | | 35.99 |
| 35.99 6010100 55200 | light bulbs | | | |
| | BLDG REPAIR & MAINT | | | |
| Invoice: 0019 ZEOMI | 06/26/2018 AP1908 | | | 280.70 |
| 280.70 100 18100 | KEYBOARDS FOR CASHIERING | | | |
| | Prepaid Expenses | | | |
| Invoice: 3198 NVFC | 07/17/2018 20190006 AP1908 | | | 24.00 |
| 24.00 1440330 54200 | Annual NVFC Membership Dues | | | |
| | DUES & MEMBERSHIPS | | | |
| Invoice: 1357 TOWN OF MD | 07/02/2018 AP1908 | | | 2.00 |
| 2.00 100 10100 | TESTING CC | | | |
| | Ckg-BH General Fund 8066 | | | |
| Invoice: 1365 TOWN OF MD | 07/02/2018 AP1908 | | | 2.00 |
| 2.00 100 10100 | TESTING CC | | | |
| | Ckg-BH General Fund 8066 | | | |
| Invoice: 8143 MSFT | 07/02/2018 AP1908 | | | 180.00 |
| 180.00 1221000 55140 | OUTLOOK 365 EMAIL 0718 | | | |
| | EMAIL/INTERNET | | | |
| Invoice: 3782 TOWN OF MD | 07/05/2018 AP1908 | | | 2.00 |
| 2.00 100 10100 | TESTING CC | | | |
| | Ckg-BH General Fund 8066 | | | |
| Invoice: 3766 TOWN OF MD | 07/05/2018 AP1908 | | | 2.00 |
| 2.00 100 10100 | TESTING CC | | | |
| | Ckg-BH General Fund 8066 | | | |
| Invoice: 3774 TOWN OF MD | 07/05/2018 AP1908 | | | 2.00 |
| 2.00 100 10100 | TESTING CC | | | |
| | Ckg-BH General Fund 8066 | | | |
| Invoice: 4170 HCRD | 08/06/2018 AP1908 | | | 19.82 |
| 19.82 1220500 54700 | RECORD DEED - COLSON/2005 LIEN | | | |
| | DEED SVCS | | | |

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| INVOICE | INV DATE | PO | WARRANT | NET |
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| INVOICE DTL DESC | | | | |
| 309356 08/06/2018 PRD Invoice: 2019 | 1173 BAR HARBOR FOOD PANTRY | 2019 | | |
| 3,000.00 1885154 59141 | 07/01/2018 2019 Appropriation BAR HARBOR FOOD PANTRY | AP1908 | | 3,000.00 |
| 309357 08/06/2018 PRD Invoice: 219078 | 59 B C M CONSTRUCTION INC | 219078 | | |
| 2,050.00 1551500 55560 | 06/30/2018 recycling 0618 bj PROCESSING SVCS | AP1908 | | 2,050.00 |
| 309358 08/06/2018 PRD Invoice: 212806 | 1757 BERGERON PROTECTIVE CLOTHING | 212806 | | |
| 58.85 1440330 53110 | 07/09/2018 Shipping on gear GENERAL SUPPLIES | AP1908 | | 58.85 |
| 309359 08/06/2018 PRD Invoice: 072018 | 2492 BRUCE D TWEEDIE | 072018 | | |
| 940.00 1550100 55400 | 07/20/2018 cedar rails bj GEN REPAIRS & MAINT | AP1908 | | 940.00 |
| 309360 08/06/2018 PRD Invoice: 29320 | 1424 C & C MACHINE SHOP INC | 29320 | | |
| 39.00 1552000 55200 | 07/20/2018 ANGLE IRON FOR HUSH PANELS AL BLDG REPAIR & MAINT | AP1908 | | 39.00 |
| 309361 08/06/2018 PRD Invoice: 5011147699 | 2228 CINTAS CORPORATION NO. 2 | 5011147699 | | |
| 29.63 6010100 53000 | 07/18/2018 first aid kit service OFFICE SUPPLIES | AP1908 | | 29.63 |
| 309362 08/06/2018 PRD Invoice: 18MTDE10026 | 2435 COASTAL RESOURCES OF MAINE, LLC | 18MTDE10026 | | |
| 12,710.31 1551500 55502 | 06/30/2018 june tip fee ts TIPPING FEE CROM | AP1908 | | 12,710.31 |
| | CHECK 309355 TOTAL: | | | 3,115.86 |
| | CHECK 309356 TOTAL: | | | 3,000.00 |
| | CHECK 309357 TOTAL: | | | 2,050.00 |
| | CHECK 309358 TOTAL: | | | 58.85 |
| | CHECK 309359 TOTAL: | | | 940.00 |
| | CHECK 309360 TOTAL: | | | 39.00 |
| | CHECK 309361 TOTAL: | | | 29.63 |
| | CHECK 309362 TOTAL: | | | 12,710.31 |

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| 309363 | 08/06/2018 | PRTD | 119 COCA-COLA BOTTLING CO OF NNE | 9736201670 | water | 07/18/2018 | AP1908 | | 282.00 |
| | Invoice: 9736201670 | | | | 282.00 6010100 53230 678 CONCESSION SUPP-Soda | CHECK | 309363 TOTAL: | | 282.00 |
| 309364 | 08/06/2018 | PRTD | 136 CURTIS FAMILY SHOE STORE | 25418 | boots mp ts | 07/02/2018 | AP1908 | | 116.96 |
| | Invoice: 25418 | | | | 116.96 1552500 53800 UNIFORMS | CHECK | 309364 TOTAL: | | 116.96 |
| 309365 | 08/06/2018 | PRTD | 163 DOWNEAST HORIZONS INC | 2019 | 2019 Appropriation | 07/01/2018 | AP1908 | | 5,600.00 |
| | Invoice: 2019 | | | | 5,600.00 1885154 59136 DOWNEAST HORIZONS | CHECK | 309365 TOTAL: | | 5,600.00 |
| 309366 | 08/06/2018 | PRTD | 165 DOWNEAST TRANSPORTATION INC | 2019 | 2019 Appropriation- Island Explorer | 07/01/2018 | AP1908 | | 14,000.00 |
| | Invoice: 2019 | | | | 14,000.00 1885154 59138 ISLAND EXPLORER | CHECK | 309366 TOTAL: | | 14,000.00 |
| 309367 | 08/06/2018 | PRTD | 177 EAGLE POINT GUN | 109602 | 14 cases ammunition | 06/27/2018 | AP1908 | | 3,330.16 |
| | Invoice: 109602 | | | | 3,330.16 1440110 53520 AMMUNITION | CHECK | 309367 TOTAL: | | 3,330.16 |
| 309368 | 08/06/2018 | PRTD | 178 EASTERN AREA AGENCY ON AGING | 2019 | 2019 Appropriation-BOS 07/16/18 | 07/01/2018 | AP1908 | | 500.00 |
| | Invoice: 2019 | | | | 500.00 1885154 59133 EASTERN AREA AGENCY | CHECK | 309368 TOTAL: | | 500.00 |
| 309369 | 08/06/2018 | PRTD | 858 TEAM EJP BANGOR, ME | 5387627 | pipe fittings bj | 05/30/2018 | AP1908 | | 655.84 |
| | Invoice: 5387627 | | | | 655.84 1550100 53740 STORM WATER SUPPLIES | CHECK | 309369 TOTAL: | | 655.84 |
| | Invoice: 5389917 | | TEAM EJP BANGOR, ME | 5389917 | Return of 2 8x6 Hymax Reduced Couplings | 05/30/2018 | AP1908 | | -800.00 |
| | | | | | -800.00 1550100 53740 STORM WATER SUPPLIES | | | | |
| | | | TEAM EJP BANGOR, ME | 5393141 | | 07/06/2018 | AP1908 | | 1,199.16 |

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Invoice: 5393141

| | | | | | | | |
|---------------------|------------|-------------|-------------------------------------|------------|------------|--|----------|
| 1,199.16 | 1550100 | 53740 | culverts b1 STORM WATER SUPPLIES | CHECK | 309369 | TOTAL: | 1,055.00 |
| 309370 | 08/06/2018 | PRTD | 197 ELLSWORTH CHAINSAW INC | 77353 | 07/23/2018 | AP1908 | 64.77 |
| Invoice: 77353 | | | 64.77 | 1550552 | 55100 | VEHICLE REPAIR | |
| 309371 | 08/06/2018 | PRTD | 1688 CITY OF ELLSWORTH | 14-180601 | 06/30/2018 | AP1908 | 1,400.00 |
| Invoice: 14-180601 | | | 1,400.00 | 1550552 | 54610 | Sludge Disposal-EM SLUDGE DISPOSAL | |
| 309372 | 08/06/2018 | PRTD | 1842 EMERA MAINE | 10057329-6 | 070618 | 06/30/2018 | 841.23 |
| Invoice: 10057329-6 | | | 841.23 | 1550666 | 55010 | 3139 KWH Gilpat Cove PS Electric-EM ELECTRICITY | |
| Invoice: 10003319-0 | 070718 | EMERA MAINE | 4,102.96 | 1550666 | 55010 | 33360 KWH NEH WWTP Electric-EM ELECTRICITY | 4,102.96 |
| Invoice: 10057343-5 | 070718 | EMERA MAINE | 38.00 | 1550666 | 55010 | 141 KWH Gary Moore PS Electric-EM ELECTRICITY | 38.00 |
| Invoice: 10057322-1 | 070918 | EMERA MAINE | 25.94 | 1550666 | 55010 | 67 KWH SGT Drive PS Electric-EM ELECTRICITY | 25.94 |
| Invoice: 10057341-1 | 071018 | EMERA MAINE | 305.79 | 1660500 | 55010 | 1779 KW electricity Joy Road Pool ELECTRICITY | 305.79 |
| Invoice: 10057337-3 | 070518 | EMERA MAINE | 72.62 | 1550668 | 55010 | 353 KWH Bracy Cove PS Electric-EM ELECTRICITY | 72.62 |
| Invoice: 10057334-6 | 070518 | EMERA MAINE | 828.24 | 1550666 | 55010 | 2105 KWH Sea Street PS Electric-EM ELECTRICITY | 828.24 |
| Invoice: 10057335-9 | 070418 | EMERA MAINE | 43.31 | 1550668 | 55010 | 174 KWH SH Library PS Electric-EM ELECTRICITY | 43.31 |

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| INVOICE | | INVOICE | INV DATE | PO | WARRANT | NET |
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| INVOICE | | INVOICE DTL DESC | | | | |
| Invoice: 10057348-6 072218 | | 10057348-6 072218 | 07/31/2018 | AP1908 | | 192.84 |
| | | 192.84 1440330 55010 433 | 985 KWH Stat. #3 monthly electric bill | | | |
| | | | ELECTRICITY-S3 SV | | | |
| Invoice: 10057349-8 071818 | | 10057349-8 071818 | 06/30/2018 | AP1908 | | 50.15 |
| | | 50.15 1550667 55010 | 214 KWH Babson Creek PS Electric-EM | | | |
| | | | ELECTRICITY | | | |
| Invoice: 10057347-4 071818 | | 10057347-4 071818 | 06/30/2018 | AP1908 | | 145.00 |
| | | 145.00 1550667 55010 | 795 KWH SV Library PS Electric-EM | | | |
| | | | ELECTRICITY | | | |
| Invoice: 10057344-7 071818 | | 10057344-7 071818 | 06/30/2018 | AP1908 | | 2,058.68 |
| | | 2,058.68 1550667 55010 | 17320 KWH SV WWTP Electric-EM | | | |
| | | | ELECTRICITY | | | |
| Invoice: 10057346-2 071818 | | 10057346-2 071818 | 06/30/2018 | AP1908 | | 15.22 |
| | | 15.22 1550667 55010 | 1651 KWH SV Fence PS Electric-EM | | | |
| | | | ELECTRICITY | | | |
| Invoice: 10003318-8 071818 | | 10003318-8 071818 | 06/30/2018 | AP1908 | | 15.22 |
| | | 15.22 1550668 55010 | 180 KWH SH Hill PS Electric-EM | | | |
| | | | ELECTRICITY | | | |
| | | CHECK 309372 TOTAL: | | | | 31,585.46 |
| 309373 08/06/2018 PRD 2256 HOME INC | | 2019 | 07/01/2018 | AP1908 | | 2,053.00 |
| Invoice: 2019 | | 2019 | 2019 Appropriation-Emmaus Homeless Shelter | | | |
| | | 2,053.00 1885154 59152 | EMMAUS HOMELESS SHELTER | | | |
| | | CHECK 309373 TOTAL: | | | | 2,053.00 |
| 309374 08/06/2018 PRD 1925 ALERE ESCREEN | | 5030737 | 06/30/2018 | AP1908 | | 64.00 |
| Invoice: 5030737 | | 5030737 | drug test ts | | | |
| | | 64.00 1220800 54600 | OUTSIDE LAB/MEDICAL | | | |
| | | CHECK 309374 TOTAL: | | | | 64.00 |
| 309375 08/06/2018 PRD 1193 ENVIRONMENTAL SYSTEMS RESEARCH IN 25850718 | | 5030737 | 06/30/2018 | AP1908 | | 300.00 |
| Invoice: 25850718 | | 5030737 | arcgis ts | | | |
| | | 300.00 1550552 54260 | TECHNICAL SVCS | | | |
| | | CHECK 309375 TOTAL: | | | | 300.00 |
| 309376 08/06/2018 PRD 2172 FAIL SAFE TESTING LLC | | INV-007431 | 07/12/2018 | AP1908 | | 2,673.00 |
| Invoice: INV-007431 | | INV-007431 | NEPA LDH testing | | | |
| | | 2,673.00 1440330 55400 | GEN REPAIRS & MAINT | | | |

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CHECK 309376 TOTAL:

2,673.00

309377 08/06/2018 PRD 1398 EASTENAL COMPANY MEELS43062
Invoice: MEELS43062

06/25/2018 AP1908
SHOP BRAKE CLEAN AL
GEN REPAIRS & MAINT

126.00 1550100 55400

126.00

309378 08/06/2018 PRD 215 FIRE TECH & SAFETY OF NEW ENGLAND 173268
Invoice: 173268

07/24/2018 AP1908
Scott AV3000HT SCBA mask
EQUIPMENT

550.00 1440330 57100

550.00

309379 08/06/2018 PRD 2288 FRANK B PIERSON II 071018
Invoice: 071018

07/10/2018 AP1908
safety eyewear ts
MEDICAL TESTING

208.00 1220800 52400

208.00

309380 08/06/2018 PRD 2291 G F JOHNSTON & ASSOCIATES LLC 01112198
Invoice: 01112198

07/25/2018 AP1908
Rt 198 construction engineering ts
Construction

15,133.40 3000038 57710

15,133.40

309381 08/06/2018 PRD 1746 GETCHELL BROS INC 75-806472
Invoice: 75-806472

07/16/2018 AP1908
ice CONCESSION SUPP-Ice

105.00 6010100 53230 671

105.00

Invoice: 71-805849

07/20/2018 AP1908
ice CONCESSION SUPP-Ice

116.00 6010100 53230 671

116.00

Invoice: 75-806580

07/26/2018 AP1908
ice CONCESSION SUPP-Ice

253.00 6010100 53230 671

253.00

CHECK 309381 TOTAL:

474.00

309382 08/06/2018 PRD 1504 BARBARA GOLDMAN
Invoice: EXCISE REFUND

07/27/2018 AP1908
EXCISE REFUND
BMV REGISTRATION - REFUND OF EXCISE OVERCHARGE
Motor Vehicle Excise Tax

108.01 100 40020

108.01

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| INVOICE | INV DATE | PO | WARRANT | NET |
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| INVOICE DTL DESC | | | | |
| 309383 08/06/2018 PRD Invoice: 9837181073 | 254 GRAINGER | 9837181073 | | |
| 69.70 1440330 57100 | 07/05/2018 | | AP1908 | 69.70 |
| | Glove holders EQUIPMENT | | | |
| 309384 08/06/2018 PRD Invoice: 2019 | 2258 GREAT HARBOR MARITIME MUSEUM | 2019 | | |
| 3,700.00 1885152 59115 | 07/01/2018 | | AP1908 | 3,700.00 |
| | 2019 Appropriation GREAT HARBOR MARITIME MUSEUM | | | |
| 309385 08/06/2018 PRD Invoice: 070318 | 260 GREEN THUMB LAWN SERVICE INC | 070318 | | |
| 1,903.50 1552500 55400 | 07/03/2018 | | AP1908 | 1,903.50 |
| | P&C ts GEN REPAIRS & MAINT | | | |
| 309386 08/06/2018 PRD Invoice: L1808-016000282 | 1470 GROUP DYNAMIC INC | L1808-016000282 | | |
| 153.75 1220800 52415 | 07/13/2018 | | AP1908 | 153.75 |
| | HRA Administrative Fee 0818 HSA=MED DEDUCT | | | |
| 309387 08/06/2018 PRD Invoice: 610117/6 | 268 HAMILTON MARINE INC | 610117/6 | | |
| 8.87 6010100 55226 | 07/16/2018 | | AP1908 | 8.87 |
| | bulbs BOAT REPAIRS-LAUNCH | | | |
| 309388 08/06/2018 PRD Invoice: 112583783-01 | 196 HAMMOND LUMBER COMPANY | 112583783-01 | | |
| 27.56 1550100 53740 | 07/02/2018 | | AP1908 | 27.56 |
| | mortar mix bj STORM WATER SUPPLIES | | | |
| 309389 08/06/2018 PRD Invoice: 112583794-01 | HAMMOND LUMBER COMPANY | 112583794-01 | | |
| 502.87 1552500 55400 | 07/02/2018 | | AP1908 | 502.87 |
| | grass seed, fertilizir, and straw mat bj GEN REPAIRS & MAINT | | | |
| 309390 08/06/2018 PRD Invoice: 112585699-01 | HAMMOND LUMBER COMPANY | 112585699-01 | | |
| 29.99 6010100 57121 | 07/07/2018 | | AP1908 | 29.99 |
| | screws for dock EQUIP-MOORINGS/FLOATS | | | |
| 309391 08/06/2018 PRD Invoice: 112584952-01 | HAMMOND LUMBER COMPANY | 112584952-01 | | |
| | ez straw seeding blanket bj | | AP1908 | 373.89 |

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| INVOICE DTL DESC | | INVOICE | INV DATE | PO | WARRANT | NET |
|--|---|------------------------|---|--------|---------|----------|
| 373.89 1552000 55400 GEN REPAIRS & MAINT | | | | | | |
| Invoice: II2587515-01 | HAMMOND LUMBER COMPANY | II2587515-01 | 07/16/2018 | AP1908 | | 21.37 |
| | | 21.37 1550552 53900 | Hooks and Screws for tool hangers-EM OTHER EQUIPMENT | | | |
| Invoice: II2589493-01 | HAMMOND LUMBER COMPANY | II2589493-01 | 07/16/2018 | AP1908 | | 27.44 |
| | | 27.44 1552000 55400 | grade stakes bj GEN REPAIRS & MAINT | | | |
| Invoice: II2590917-01 | HAMMOND LUMBER COMPANY | II2590917-01 | 07/19/2018 | AP1908 | | 265.37 |
| | | 265.37 1552000 55400 | straw mat grade stakes bj GEN REPAIRS & MAINT | | | |
| Invoice: II2589306-01 | HAMMOND LUMBER COMPANY | II2589306-01 | 07/19/2018 | AP1908 | | 27.98 |
| | | 27.98 1552500 55400 | LANDSCAPE PINS BJ GEN REPAIRS & MAINT | | | |
| Invoice: II2593470-01 | HAMMOND LUMBER COMPANY | II2593470-01 | 07/25/2018 | AP1908 | | 53.79 |
| | | 53.79 6010100 57121 | dock repair EQUIP-MOORINGS/FLOATS | | | |
| Invoice: II2593443-01 | HAMMOND LUMBER COMPANY | II2593443-01 | 07/25/2018 | AP1908 | | 14.55 |
| | | 14.55 1550552 53900 | Wasp Spray and Mouse Traps-EM OTHER EQUIPMENT | | | |
| CHECK 309388 TOTAL: | | | | | | 1,344.81 |
| 309389 08/06/2018 PRD | 272 HANCOCK COUNTY REGISTRY OF DEEDS | 080618 | 08/06/2018 | AP1908 | | 38.00 |
| Invoice: 080618 | | 38.00 1220550 54700 | LIEN DISCHARGES-2496,1450 DEED SVCS | | | |
| CHECK 309389 TOTAL: | | | | | | 38.00 |
| 309390 08/06/2018 PRD | 1289 HANCOCK COUNTY HOMECARE & HOSPICE 2019 | | 07/01/2018 | AP1908 | | 1,200.00 |
| Invoice: 2019 | | 1,200.00 1885154 59143 | 2019 Appropriation HANCOCK CNTY HOMECARE | | | |
| CHECK 309390 TOTAL: | | | | | | 1,200.00 |
| 309391 08/06/2018 PRD | 2255 HARBOR HOUSE COMMUNITY SERVICE CE 2019 | | 07/01/2018 | AP1908 | | 3,000.00 |
| Invoice: 2019 | | 3,000.00 1885154 59153 | 2019 Appropriation HARBOR HOUSE/CAMPFIRE COALITIO | | | |
| CHECK 309391 TOTAL: | | | | | | 3,000.00 |



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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| 309392 08/06/2018 PRTD Invoice: 300145812 | 1064 HARCROS CHEMICALS INC | 300145812 | 07/09/2018 Bleach and Caustic in Drums-EM CHLORINATION PH CONTROL PH CONTROL | AP1908 | 860.81 |
| | 519.75 1550666 53211 170.53 1550667 53213 170.53 1550668 53213 | | | | |
| Invoice: 300145813 | HARCROS CHEMICALS INC | 300145813 | 07/09/2018 Caustic for NEH WWTP-EM PH CONTROL | AP1908 | 1,340.00 |
| | 1,340.00 1550666 53213 | | | | |
| Invoice: 300145961 | HARCROS CHEMICALS INC | 300145961 | 07/19/2018 IBD Bisulfite for NEH-EM DECHLORINATION | AP1908 | 1,017.50 |
| | 1,017.50 1550666 53212 | | | | |
| | | | CHECK 309392 TOTAL: | | 3,218.31 |
| 309393 08/06/2018 PRTD Invoice: F-243832 | 1443 HARRISON SHRADER ENTERPRISES | F-243832 | 07/20/2018 Firecom Wireless Base Station for E4 EQUIP-TECH HARDWARE | AP1908 | 997.71 |
| | 997.71 1440330 57400 | | | | |
| | | | CHECK 309393 TOTAL: | | 997.71 |
| 309394 08/06/2018 PRTD Invoice: 2019 | 1061 HOSPICE VOLUNTEERS-HANCOCK COUNTY 2019 | | 07/01/2018 2019 Appropriation HOSPICE OF HANCOCK CNTY | AP1908 | 1,500.00 |
| | 1,500.00 1885154 59140 | | | | |
| | | | CHECK 309394 TOTAL: | | 1,500.00 |
| 309395 08/06/2018 PRTD Invoice: 6250499 | 207 HOWARD P FAIRFIELD LLC (REMIT1) | 6250499 | 07/11/2018 TR#10 FRONT WING PISTON AL GEN REPAIRS & MAINT | AP1908 | 996.53 |
| | 996.53 1550100 55400 | | | | |
| | | | CHECK 309395 TOTAL: | | 996.53 |
| 309396 08/06/2018 PRTD Invoice: 11341381 | 1176 HUB INTERNATIONAL NEW ENGLAND | 11341381 | 07/19/2018 marina ins LIABILITY INSURANCE | AP1908 | 4,361.00 |
| | 4,361.00 6010100 56010 | | | | |
| | | | CHECK 309396 TOTAL: | | 4,361.00 |
| 309397 08/06/2018 PRTD Invoice: 557749 | 876 HYGRADE BUSINESS GROUP INC | 557749 | 07/17/2018 FY119 Tax Bills (2578) , TC, MD Note inserts PRINTING-TAX BILLS PRINTING | AP1908 | 1,864.80 |
| | 1,467.30 1220551 56210 397.50 1220110 56210 | | | | |

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CHECK 309397 TOTAL: 1,864.80

309398 08/06/2018 PRD 824 ICMA - RETIREMENT CORPORATION 41747 07/05/2018 AP1908 250.00
Invoice: 41747 Annual Fee ICMA Plan 109051 0718-0918 ADMIN-ACTUARY

Invoice: 41686 ICMA - RETIREMENT CORPORATION 41686 07/05/2018 AP1908 250.00
Annual Fee ICMA Plan 108059 0718-0918 ADMIN-ACTUARY

CHECK 309398 TOTAL: 500.00

309399 08/06/2018 PRD 1243 LOUIS A INGRISANO EXCISE REFUND 08/06/2018 AP1908 84.54
Invoice: EXCISE REFUND BMV REGISTRATION - REFUND OF EXCISE OVERCHARGE Motor Vehicle Excise Tax

CHECK 309399 TOTAL: 84.54

309400 08/06/2018 PRD 1038 ISLAND CONNECTIONS 2019 07/01/2018 AP1908 2,000.00
Invoice: 2019 2,000.00 1885154 59131 2019 Appropriation ISLAND CONNECTIONS

CHECK 309400 TOTAL: 2,000.00

309401 08/06/2018 PRD 2488 ISLAND HOUSING TRUST 2019 07/01/2018 AP1908 5,000.00
Invoice: 2019 5,000.00 1885154 59156 2019 Appropriation ISLAND HOUSING TRUST

CHECK 309401 TOTAL: 5,000.00

309402 08/06/2018 PRD 1417 R F JORDAN & SONS CONSTRUCTION I P#5 C-402 518-3129 07/24/2018 AP1908 21,145.47
Invoice: P#5 C-402 518-3129 Portion of retainage Rt 198 MPI ts (RBAL=21145.46) Retainage Payable

CHECK 309402 TOTAL: 21,145.47

309403 08/06/2018 PRD 2491 K & B AUTOMOTIVE INC 36370 07/20/2018 AP1908 253.00
Invoice: 36370 253.00 1440330 55100 4304 VEHICLE REPAIR-06 SMEAL E4 Repairs to E4 AC

CHECK 309403 TOTAL: 253.00

309404 08/06/2018 PRD 2493 JAMES KNAPP MDI PORTA 10654 06/30/2018 AP1908 300.00
Invoice: MDI PORTA 10654 300.00 1335000 54620 Septic Tank Pumping Reimbursement. RWSP Septic Pumping

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| 309405 08/06/2018 PRD | 389 LAKE & SEA BOATWORKS INC | 102671 | CHECK 309404 TOTAL: | 300.00 |
|-----------------------|------------------------------|--------|---------------------|--------|

| | | | | |
|-----------------|----------------------|------------------------|--------|--------|
| Invoice: 102671 | | | | |
| | 219.35 6010100 55228 | 07/31/2018 | AP1908 | 219.35 |
| | | mooring boat repair | | |
| | | BOAT REPAIRS-MOOR RNTL | | |

| | | | | |
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| 309406 08/06/2018 PRD | 699 THE LANE CONSTRUCTION CORPORATION 1902636 | | CHECK 309405 TOTAL: | 219.35 |
|-----------------------|---|--|---------------------|--------|

| | | | | |
|------------------|--------------------------|-----------------|--------|--------|
| Invoice: 1902636 | | | | |
| | 700.80 1550100 53730 731 | 07/03/2018 | AP1908 | 700.80 |
| | | cold patch bj | | |
| | | MISC-COLD PATCH | | |

| | | | | |
|-----------------------|-------------------------------------|--|---------------------|--------|
| 309407 08/06/2018 PRD | 1890 THE LIFEFLIGHT FOUNDATION 2019 | | CHECK 309406 TOTAL: | 700.80 |
|-----------------------|-------------------------------------|--|---------------------|--------|

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|---------------|------------------------|------------------------|--------|----------|
| Invoice: 2019 | | | | |
| | 1,000.00 1885154 59149 | 07/01/2018 | AP1908 | 1,000.00 |
| | | 2019 Appropriation | | |
| | | LIFE FLIGHT FOUNDATION | | |

| | | | | |
|-----------------------|---|--|---------------------|----------|
| 309408 08/06/2018 PRD | 958 MAINE ASSOCIATION OF ASSESS OFFIC 090518-090718 Confr | | CHECK 309407 TOTAL: | 1,000.00 |
|-----------------------|---|--|---------------------|----------|

| | | | | |
|------------------------------|---------------------|------------------------------|--------|-------|
| Invoice: 090518-090718 Confr | | | | |
| | 92.00 1220660 54100 | 07/11/2018 | AP1908 | 92.00 |
| | | 228973 - Kyle Avila Training | | |
| | | TRAINING | | |

| | | | | |
|-----------------------|-------------------------|------|---------------------|-------|
| 309409 08/06/2018 PRD | 414 HAROLD MACQUINN INC | 7516 | CHECK 309408 TOTAL: | 92.00 |
|-----------------------|-------------------------|------|---------------------|-------|

| | | | | |
|---------------|----------------------------|------------------|--------|----------|
| Invoice: 7516 | | | | |
| | 2,795.00 1550100 53730 732 | 07/09/2018 | AP1908 | 2,795.00 |
| | | 2 inch gravel bj | | |
| | | MISC-GRAVEL | | |

| | | | | |
|---------------|----------------------|--------------------------|--------|--------|
| Invoice: 7679 | | | | |
| | 148.18 1550100 53730 | 07/17/2018 | AP1908 | 148.18 |
| | | 9.56 tn crushed stone bj | | |
| | | MISC-MATERIALS | | |

| | | | | |
|-----------------------|---------------------------|-------|---------------------|----------|
| 309410 08/06/2018 PRD | 421 MAINE FIRE PROTECTION | 40914 | CHECK 309409 TOTAL: | 2,943.18 |
|-----------------------|---------------------------|-------|---------------------|----------|

| | | | | |
|----------------|-------------------------|----------------------------|--|-------|
| Invoice: 40914 | | | | |
| | 80.00 1440330 55200 431 | 07/01/2018 20190001 AP1908 | | 80.00 |
| | | Stat. 1 Sprinkler Insp. | | |
| | | BLDG REPAIR & MAINT-S1 NE | | |

| | | | | |
|----------------|-------------------------|----------------------------|--|-------|
| Invoice: 40915 | | | | |
| | 80.00 1440330 55200 433 | 07/01/2018 20190002 AP1908 | | 80.00 |
| | | Stat 3 Sprinkler Insp | | |
| | | BLDG REPAIR & MAINT-S3 SV | | |

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160.00

CHECK 309410 TOTAL:

309411 08/06/2018 PRD 2164 MAINE LOCAL GOVERNMENT HUMAN RESO 1000228252
Invoice: 1000228252

07/10/2018 AP1908
Annual Membership-Woolfolk
DUES & MEMBERSHIPS

25.00

25.00

CHECK 309411 TOTAL:

309412 08/06/2018 PRD 413 M C M ELECTRIC INC 16440
Invoice: 16440

06/30/2018 AP1908
SV WWTP Surge Protector Aeration Building-EM
BLDG REPAIR & MAINT

1,644.02

1,644.02

Invoice: 16438

06/30/2018 AP1908
SH WWTP Outside Receptacle Repair Contact Chmbr-EM
BLDG REPAIR & MAINT

72.23

72.23

Invoice: 16442

06/30/2018 AP1908
SH WWTP Repair Outside GFI Boxes-EM
BLDG REPAIR & MAINT

120.28

120.28

Invoice: 16443

07/24/2018 AP1908
generator hook up
EQUIPMENT

1,000.00

1,000.00

Invoice: 16444

07/24/2018 AP1908
hoist repair
EQUIPMENT

477.94

477.94

Invoice: 16445

07/24/2018 AP1908
seal light repair
GEN REPAIRS & MAINT

210.00

210.00

Invoice: 16446

07/24/2018 AP1908
bartlett power repair
GEN REPAIRS & MAINT

165.14

165.14

CHECK 309412 TOTAL:

3,689.61

309413 08/06/2018 PRD 2494 TOWN OF MOUNT DESERT COMMUNITY DE 2019
Invoice: 2019

07/01/2018 AP1908
2019 Appropriation
MD COMMUNITY DEV CORP

30,000.00

30,000.00

CHECK 309413 TOTAL:

30,000.00

309414 08/06/2018 PRD 1346 M D I LEAGUE OF TOWNS 168
Invoice: 168

07/01/2018 AP1908
Membership Dues-2019
DUES & MEMBERSHIPS

691.33

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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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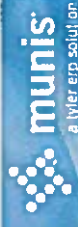
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| | CHECK | 309420 TOTAL: | | | | 5,500.00 |
| 309421 08/06/2018 PRD | 07/01/2018 | 2019 Appropriation | AP1908 | | | 35,000.00 |
| Invoice: 2019 | | MD NURSING ASSOCIATION | | | | |
| | CHECK | 309421 TOTAL: | | | | 35,000.00 |
| 309422 08/06/2018 PRD | 06/30/2018 | SHOP DRINGIN WATER AL | AP1908 | | | 44.70 |
| Invoice: 6544 0618 | | GEN REPAIRS & MAINT | | | | |
| | CHECK | 309422 TOTAL: | | | | 44.70 |
| 309423 08/06/2018 PRD | 06/11/2018 | alcohol test ts | AP1908 | | | 47.00 |
| Invoice: 108934 | | OUTSIDE LAB/MEDICAL | | | | |
| | CHECK | 309423 TOTAL: | | | | 47.00 |
| 309424 08/06/2018 PRD | 07/17/2018 | 0418-0618 dues bj | AP1908 | | | 549.88 |
| Invoice: 13771 | | DUES & MEMBERSHIPS | | | | |
| | CHECK | 309424 TOTAL: | | | | 549.88 |
| 309425 08/06/2018 PRD | 07/03/2018 | E4 replacement LED cab light | AP1908 | | | 17.68 |
| Invoice: 944153 | | VEHICLE REPAIR-06 SMEAL E4 | | | | |
| | CHECK | 309425 TOTAL: | | | | 106.49 |
| 309426 08/06/2018 PRD | 07/12/2018 | SHOP SOCKET AL | AP1908 | | | 170.00 |
| Invoice: 948620 | | GEN REPAIRS & MAINT | | | | |
| | CHECK | 309426 TOTAL: | | | | 36.72 |
| 309427 08/06/2018 PRD | 07/12/2018 | K11A488 Air Filters for SH | AP1908 | | | 93.24 |
| Invoice: 948583 | | GEN REPAIRS & MAINT | | | | |
| | CHECK | 309427 TOTAL: | | | | 36.72 |
| 309428 08/06/2018 PRD | 07/18/2018 | pump out belts | AP1908 | | | 93.24 |
| Invoice: 951329 | | EQUIPMENT | | | | |
| | CHECK | 309428 TOTAL: | | | | 93.24 |
| 309429 08/06/2018 PRD | 07/24/2018 | Absorbant | AP1908 | | | 93.24 |
| Invoice: 954667 | | GENERAL SUPPLIES | | | | |
| | CHECK | 309429 TOTAL: | | | | 93.24 |

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| CHECK 309425 TOTAL: | | | | | 1,266.08 |
| 309426 08/06/2018 PRD | 1594 NE HARBOR VILLAGE IMPROVEMENT SOC 2019 | | | AP1908 | 5,000.00 |
| Invoice: 2019 | 5,000.00 1885152 59111 | | | | |
| CHECK 309426 TOTAL: | | | | | 5,000.00 |
| 309427 08/06/2018 PRD | 522 NEIGHBORHOOD HOUSE | 8019 | | AP1908 | 641.93 |
| Invoice: 8019 | 641.93 1660500 55205 | | | | |
| CHECK 309427 TOTAL: | | | | | 641.93 |
| 309428 08/06/2018 PRD | 522 NEIGHBORHOOD HOUSE | 2019-Adult | | AP1908 | 3,000.00 |
| Invoice: 2019-Adult | 3,000.00 1885153 59123 | | | | |
| CHECK 309428 TOTAL: | | | | | 3,000.00 |
| 309429 08/06/2018 PRD | 522 NEIGHBORHOOD HOUSE | 2019-Youth | | AP1908 | 38,000.00 |
| Invoice: 2019-Youth | 38,000.00 1885153 59122 | | | | |
| CHECK 309429 TOTAL: | | | | | 38,000.00 |
| 309430 08/06/2018 PRD | 522 NEIGHBORHOOD HOUSE | 2019 | | AP1908 | 47,000.00 |
| Invoice: 2019 | 47,000.00 1885153 59121 | | | | |
| CHECK 309430 TOTAL: | | | | | 47,000.00 |
| 309431 08/06/2018 PRD | 936 NEW ENGLAND TRUCK TIRE CENTERS I 066292-08 | | | AP1908 | 264.75 |
| Invoice: 066292-08 | 264.75 1550100 53720 | | | | |
| CHECK 309431 TOTAL: | | | | | 264.75 |
| 309432 08/06/2018 PRD | 536 NORTHEAST HARBOR LIBRARY | 2019 | | AP1908 | 20,500.00 |
| Invoice: 2019 | 20,500.00 1885151 59101 | | | | |
| CHECK 309432 TOTAL: | | | | | 20,500.00 |

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| 309433 08/06/2018 PRD Invoice: 162503098001 | 547 OFFICE DEPOT | 162503098001 | AP1908 | 5.98 |
| | note pads bj | 07/12/2018 | | |
| | 5.98 1550100 53000 | OFFICE SUPPLIES | | |
| Invoice: 162502698001 | OFFICE DEPOT | 162502698001 | AP1908 | 17.99 |
| | stamp bj | 07/13/2018 | | |
| | 17.99 1550100 53000 | OFFICE SUPPLIES | | |
| | | CHECK | 309433 TOTAL: | 23.97 |
| 309434 08/06/2018 PRD Invoice: 0AB232235 | 2489 ONEBEACON INSURANCE COMPANY | 0AB232235 | AP1908 | 1,000.00 |
| | claim deductible launch boat | 06/30/2018 | | |
| | 1,000.00 6010100 56010 | LIABILITY INSURANCE | | |
| | | CHECK | 309434 TOTAL: | 1,000.00 |
| 309435 08/06/2018 PRD Invoice: 0718 | 2110 OTT COMMUNICATIONS | 0718 | AP1908 | 710.37 |
| | 710.37 1221000 55120 | 0718Telephone Charges | | |
| | | TELEPHONE-USAGE | | |
| | | CHECK | 309435 TOTAL: | 710.37 |
| 309436 08/06/2018 PRD Invoice: 168931 | 565 PERMA-LINE CORP OF NE | 168931 | AP1908 | 167.80 |
| | 167.80 1550100 55400 | signs bj | | |
| | | GEN REPAIRS & MAINT | | |
| | | CHECK | 309436 TOTAL: | 167.80 |
| 309437 08/06/2018 PRD Invoice: 06070901 | 1009 POSITIVE PROMOTIONS INC | 06070901 | AP1908 | 711.87 |
| | 711.87 1440110 56300 | 06/30/2018 | | |
| | | Junior Police Stickers, Magnets, water bottles | | |
| | | SPECIAL PROGRAMS | | |
| | | CHECK | 309437 TOTAL: | 711.87 |
| 309438 08/06/2018 PRD Invoice: 4 | 2490 REVISION SOLAR IMPACT PARTNERS LL 4 | 06/30/2018 | AP1908 | 4,529.95 |
| | 4,529.95 1550100 55010 | Solar power hwy gar~ generated 4th qtr FY-18 ts | | |
| | | ELECTRICITY | | |
| | | CHECK | 309438 TOTAL: | 4,529.95 |
| 309439 08/06/2018 PRD Invoice: 2019 | 654 SEAL HARBOR LIBRARY ASSOCIATION 2019 | 07/01/2018 | AP1908 | 4,000.00 |
| | 4,000.00 1885151 59102 | 2019 Appropriation | | |
| | | SH LIBRARY | | |

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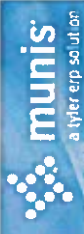
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| | | CHECK | 309439 | TOTAL: | 4,000.00 |
| 309440 | 08/06/2018 PRD Invoice: 2019 | 977 SEAL HARBOR VILLAGE IMPROVEMENT S 2019 40,000.00 1885152 59112 | 07/01/2018 2019 Appropriation SH VILLAGE IMPROVE SOC | AP1908 | 40,000.00 |
| | | CHECK | 309440 | TOTAL: | 40,000.00 |
| 309441 | 08/06/2018 PRD Invoice: 2019 | 674 SOMESVILLE LIBRARY ASSOCIATION 2019 9,000.00 1885151 59103 | 07/01/2018 2019 Appropriation SV LIBRARY | AP1908 | 9,000.00 |
| | | CHECK | 309441 | TOTAL: | 9,000.00 |
| 309442 | 08/06/2018 PRD Invoice: 2019 | 1170 SOMESVILLE VILLAGE IMPROVE SOCIET 2019 2,500.00 1885152 59113 | 07/01/2018 2019 Appropriation SV VILLAGE IMPROVE SOC | AP1908 | 2,500.00 |
| | | CHECK | 309442 | TOTAL: | 2,500.00 |
| 309443 | 08/06/2018 PRD Invoice: SRV000336532 | 1863 STANLEY ELEVATOR COMPANY INC 1,200.00 1552000 55400 | 07/12/2018 service call bj GEN REPAIRS & MAINT | AP1908 | 1,200.00 |
| | | CHECK | 309443 | TOTAL: | 1,200.00 |
| 309444 | 08/06/2018 PRD Invoice: 0094859-IN | 859 SUPER SHOE INC 339.99 1550100 53800 | 06/29/2018 safety shoes cf, al, em ts UNIFORMS | AP1908 | 339.99 |
| | | CHECK | 309444 | TOTAL: | 339.99 |
| 309445 | 08/06/2018 PRD Invoice: 2807 | 2482 TGP ENTERPRISES INC 812.50 1550100 55400 | 06/30/2018 sweeping 062918 bj GEN REPAIRS & MAINT | AP1908 | 812.50 |
| | | CHECK | 309445 | TOTAL: | 812.50 |
| 309446 | 08/06/2018 PRD Invoice: 2019 | 1596 THE AID SOCIETY OF OTTER CREEK MA 2019 6,500.00 1885154 59147 | 07/01/2018 2019 Appropriation OTTER CREEK AID SOCIETY | AP1908 | 6,500.00 |
| | | CHECK | 309446 | TOTAL: | 6,500.00 |



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| 309447 | 08/06/2018 PRD 1387 TREASURER, STATE OF MAINE | BIL071918000000022907/19/2018 | AP1908 | | 120.00 |
| Invoice: BIL0719180000000229 | | Circuit Charges 07/2018 IT/TECH FEE | | | |
| | | 120.00 1440800 54250 | | | |
| | | CHECK | 309447 | TOTAL: | 120.00 |
| 309448 | 08/06/2018 PRD 917 TREASURER, STATE OF MAINE | 2-24522 2019 | AP1908 | | 20.00 |
| Invoice: 2-24522 2019 | | ice license 2019 CONCESSION SUPPLIES | | | |
| | | 20.00 6010100 53230 | | | |
| | | CHECK | 309448 | TOTAL: | 20.00 |
| 309449 | 08/06/2018 PRD 2109 TREASURER, STATE OF MAINE | DEP0709181NPD000005907/09/2018 | AP1908 | | 677.72 |
| Invoice: DEP0709181NPD0000059 | | NEH Annual WW Discharge Fee-EM FEES, LICENSES, PERMITS | | | |
| | | 677.72 1550552 54300 | | | |
| | | TREASURER, STATE OF MAINE | AP1908 | | 476.06 |
| Invoice: DEP0709181NPD0000060 | | SV WWTP Annual WW Discharge Fee-EM FEES, LICENSES, PERMITS | | | |
| | | 476.06 1550552 54300 | | | |
| | | TREASURER, STATE OF MAINE | AP1908 | | 638.48 |
| Invoice: DEP0709181NPD0000061 | | SH WWTP Annual WW Discharge Fee-EM FEES, LICENSES, PERMITS | | | |
| | | 638.48 1550552 54300 | | | |
| | | TREASURER, STATE OF MAINE | AP1908 | | 101.95 |
| Invoice: WQIF990710044 | | WQIF990710044 07/16/2018 ME0101346 NEH WWTP Water Quality Improvement Fee-EM FEES, LICENSES, PERMITS | | | |
| | | 101.95 1550552 54300 | | | |
| | | TREASURER, STATE OF MAINE | AP1908 | | 46.46 |
| Invoice: WQIF990710045 | | WQIF990710045 07/16/2018 ME0102555 SH WWTP Water Quality Improvement Fee-EM FEES, LICENSES, PERMITS | | | |
| | | 46.46 1550552 54300 | | | |
| | | TREASURER, STATE OF MAINE | AP1908 | | 13.81 |
| Invoice: WQIF990710043 | | WQIF990710043 07/16/2018 ME0102547 SV WWTP Water Quality Improvement Fee-EM FEES, LICENSES, PERMITS | | | |
| | | 13.81 1550552 54300 | | | |
| | | CHECK | 309449 | TOTAL: | 1,954.48 |
| 309450 | 08/06/2018 PRD 869 TREASURER, STATE OF MAINE | 190713CJA21 | AP1908 | | 591.00 |
| Invoice: 190713CJA21 | | T. Cake - Firearms Instructor Training 060418 TRAINING | | | |
| | | 591.00 1440110 54100 | | | |
| | | CHECK | 309450 | TOTAL: | 591.00 |
| 309451 | 08/06/2018 PRD 1737 TIME WARNER CABLE | 854714801072318 | AP1908 | | 321.86 |
| Invoice: 854714801072318 | | IT Support Fire Station 32 CABLE/INTERNET-FIRE ST#2 SH | | | |
| | | 321.86 1221000 55150 1737 | | | |



| INVOICE DTL DESC | | | | |
|---|---------------------------------|------------|---------------|---------------|
| 309452 08/06/2018 PRTD 1616 TIME WARNER CABLE Invoice: 713662701072418 | 713662701072418 | 07/24/2018 | 309451 TOTAL: | 321.86 |
| | Internet Fire Station #3 | | AP1908 | |
| | CABLE/INTERNET-FIRE ST#3 SV | | | 321.86 |
| | 321.86 1221000 55150 1616 | | | |
| | | | CHECK | 309452 TOTAL: |
| | | | | 321.86 |
| 309453 08/06/2018 PRTD 1370 TIME WARNER CABLE Invoice: 719743901071718 | 719743901071718 | 07/17/2018 | AP1908 | 233.85 |
| | time warner | | | |
| | CABLE/INTERNET | | | |
| | 233.85 6010100 55150 | | | |
| | | | CHECK | 309453 TOTAL: |
| | | | | 233.85 |
| 309454 08/06/2018 PRTD 1773 TIME WARNER CABLE Invoice: 859562901072118 | 859562901072118 | 07/21/2018 | AP1908 | 406.86 |
| | Internet highway Garage | | | |
| | CABLE/INTERNET-HGWY GAR | | | |
| | 406.86 1221000 55150 1773 | | | |
| | | | CHECK | 309454 TOTAL: |
| | | | | 406.86 |
| 309455 08/06/2018 PRTD 1771 TIME WARNER CABLE Invoice: 708593401071118 | 708593401071118 | 07/11/2018 | AP1908 | 285.95 |
| | Internet Police Department | | | |
| | CABLE/INTERNET-POLICE DEPT | | | |
| | 285.95 1221000 55150 1771 | | | |
| | | | CHECK | 309455 TOTAL: |
| | | | | 285.95 |
| 309456 08/06/2018 PRTD 1770 TIME WARNER CABLE Invoice: 697517601071018 | 697517601071018 | 07/10/2018 | AP1908 | 1,968.10 |
| | Internet town Office | | | |
| | CABLE/INTERNET-TOWN OFFICE | | | |
| | 1,968.10 1221000 55150 1770 | | | |
| | | | CHECK | 309456 TOTAL: |
| | | | | 1,968.10 |
| 309457 08/06/2018 PRTD 1693 TIME WARNER CABLE Invoice: 697540001072418 | 697540001072418 | 07/24/2018 | AP1908 | 371.86 |
| | Internet NEH WWTP | | | |
| | CABLE/INTERNET-NEH WWTP | | | |
| | 371.86 1221000 55150 1693 | | | |
| | | | CHECK | 309457 TOTAL: |
| | | | | 371.86 |
| 309458 08/06/2018 PRTD 1553 ULINE, INC Invoice: 98989549 | 98989549 | 07/02/2018 | AP1908 | 582.61 |
| | cleaning supplies bj | | | |
| | GEN REPAIRS & MAINT | | | |
| | 582.61 1552000 55400 | | | |
| | | | | |
| Invoice: 99747661 | 99747661 | 07/27/2018 | AP1908 | 703.74 |
| | trash bags center pull towelsbj | | | |

08/02/2018 11:13
6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

NET

WARRANT

PO

INVOICE

INV DATE

INVOICE DTL DESC

GEN REPAIRS & MAINT

703.74 1551500 55400

CHECK 309458 TOTAL:

1,286.35

309459 08/06/2018 PRD
Invoice: 0272599753

737 UNIFIRST CORP

0272599753

WW Uniforms-EM
UNIFORMS

07/18/2018

AP1908

109.65

Invoice: 0272599752

UNIFIRST CORP

0272599752

HWY/MSW/P&C Uniforms-EM
UNIFORMS
UNIFORMS
UNIFORMS

07/18/2018

AP1908

198.64

Invoice: 0272601365

UNIFIRST CORP

0272601365

WW Uniforms-EM
UNIFORMS

07/25/2018

AP1908

115.65

Invoice: 0272601364

UNIFIRST CORP

0272601364

HWY/MSW/P&C Uniforms-EM
UNIFORMS
UNIFORMS
UNIFORMS

07/25/2018

AP1908

198.64

Invoice: 0272600921

UNIFIRST CORP

0272600921

Annual Public Works T-Shirt Order-EM
UNIFORMS
UNIFORMS
UNIFORMS
UNIFORMS
Acc Receivable

07/20/2018

AP1908

858.00

309460 08/06/2018 PRD
Invoice: FORM 720 EXC&MOFEE18

887 UNITED STATES TREASURY

FORM 720 EXC&MOFEE1806/30/2018

FROM 720 QUARTERLY FED EXCISE TAX RETURN
HSA-MED DEDUCT

07/20/2018

AP1908

97.99

309461 08/06/2018 PRD
Invoice: 616630

742 USA BLUEBOOK

616630

Hach DPD pkts, Hach ORP meter & Standard-EM
LAB EQUIP

07/05/2018

AP1908

485.98

CHECK 309461 TOTAL:

485.98

CHECK 309460 TOTAL:

97.99

CHECK 309459 TOTAL:

1,480.58

08/02/2018 11:13
6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

munis
a tier-erp solution

P 29
apcsbdb

CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE INVOICE DTL DESC INV DATE PO WARRANT NET

| | | | | | | |
|------------------|------------|------|---|----------------------------|---------------|--------------|
| 309462 | 08/06/2018 | PRTD | 1288 WASHINGTON HANCOCK COMMUNITY AGEN 2019 | 07/01/2018 | AP1908 | 1,758.00 |
| Invoice: 2019 | | | | 2019 Appropriation | | |
| | | | 1,758.00 1885154 59144 | WHCA | | |
| | | | | CHECK | 309462 TOTAL: | 1,758.00 |
| 309463 | 08/06/2018 | PRTD | 906 WITMER ASSOCIATES INC | 07/06/2018 | AP1908 | 190.92 |
| Invoice: 1874050 | | | | FoxFire helmet bands | | |
| | | | 190.92 1440330 57100 | EQUIPMENT | | |
| | | | | CHECK | 309463 TOTAL: | 285.88 |
| Invoice: 1877277 | | | | 07/25/2018 | AP1908 | 94.96 |
| | | | WITMER ASSOCIATES INC | Mic Keepers | | |
| | | | 94.96 1440330 57100 | EQUIPMENT | | |
| | | | | CHECK | 309463 TOTAL: | 285.88 |
| | | | NUMBER OF CHECKS 133 | *** CASH ACCOUNT TOTAL *** | | 1,095,815.36 |

| | COUNT | AMOUNT |
|----------------------|-------|--------------|
| TOTAL PRINTED CHECKS | 117 | 1,025,288.96 |
| TOTAL EFT'S | 16 | 70,526.40 |

*** GRAND TOTAL *** 1,095,815.36

08/02/2018 11:13
6905kmah
CLERK: 6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

P 30
apcsbdsb

| YEAR PER SRC ACCOUNT | JNL EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|-------------------------|-----------------|----------|-------|-------|-------|---|------|--------------|--------------|
| 2019 | 2 | 14 | | | | | | | |
| APP 100-20000 | 08/06/2018 | AP1908 | KAM | | | Accounts Payable | | 1,024,309.59 | |
| APP 100-10100 | 08/06/2018 | AP1908 | KAM | | | AP CASH DISBURSEMENTS JOURNAL Ckg-BH General Fund 8066 | | | 1,095,815.36 |
| APP 300-20000 | 08/06/2018 | AP1908 | KAM | | | Accounts Payable | | 59,137.03 | |
| APP 600-20000 | 08/06/2018 | AP1908 | KAM | | | AP CASH DISBURSEMENTS JOURNAL Accounts Payable | | 12,368.74 | |
| | 08/06/2018 | AP1908 | KAM | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| | | | | | | GENERAL LEDGER TOTAL | | 1,095,815.36 | 1,095,815.36 |
| APP 100-35030 | 08/06/2018 | AP1908 | KAM | | | DTF-CAP IMP | | 59,137.03 | |
| APP 300-35010 | 08/06/2018 | AP1908 | KAM | | | DT Gen fund | | | 59,137.03 |
| APP 100-35060 | 08/06/2018 | AP1908 | KAM | | | DT-MARINA | | 12,368.74 | |
| APP 600-35010 | 08/06/2018 | AP1908 | KAM | | | DT Gen fund | | | 12,368.74 |
| | | | | | | SYSTEM GENERATED ENTRIES TOTAL | | 71,505.77 | 71,505.77 |
| | | | | | | JOURNAL 2019/02/14 TOTAL | | 1,167,321.13 | 1,167,321.13 |

08/02/2018 11:13
6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 31
apcsbdsb

| FUND | ACCOUNT | YEAR | PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|------|------------------|------|-----|-----|------------|---------------------|--------------|--------------|
| 100 | General Fund | 2019 | 2 | 14 | 08/06/2018 | | | |
| | 100-10100 | | | | | Ckg-BH General Fund | | |
| | 100-20000 | | | | | Accounts Payable | 1,024,309.59 | 1,095,815.36 |
| | 100-35030 | | | | | DTF-CAP IMP | 59,137.03 | |
| | 100-35060 | | | | | DT-MARINA | 12,368.74 | |
| | | | | | | FUND TOTAL | 1,095,815.36 | 1,095,815.36 |
| 300 | Capital Projects | 2019 | 2 | 14 | 08/06/2018 | | | |
| | 300-20000 | | | | | Accounts Payable | 59,137.03 | |
| | 300-35010 | | | | | DT Gen fund | | 59,137.03 |
| | | | | | | FUND TOTAL | 59,137.03 | 59,137.03 |
| 600 | Marina | 2019 | 2 | 14 | 08/06/2018 | | | |
| | 600-20000 | | | | | Accounts Payable | 12,368.74 | |
| | 600-35010 | | | | | DT Gen fund | | 12,368.74 |
| | | | | | | FUND TOTAL | 12,368.74 | 12,368.74 |

08/02/2018 11:13
6905kmah

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 32
apcsbdb

| FUND | DUE TO | DUE FROM |
|----------------------|-----------|-----------|
| 100 General Fund | | |
| 300 Capital Projects | 71,505.77 | 59,137.03 |
| 600 Marina | | 12,368.74 |
| TOTAL | 71,505.77 | 71,505.77 |

** END OF REPORT - Generated by Kathi Mahar **

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1904

CHECK DATE: July 18, 2018

| | | | | | | |
|-------------------|---------------|---------|---------------|----|-----------------|---------------------|
| CHECK NUMBER: | <u>309342</u> | | <u>309342</u> | \$ | <u>4,958.75</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: \$ 4,958.75

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: Matthew Hart <matt@theneighborhoodhouse.com>
Sent: Monday, July 16, 2018 4:04 PM
To: Kathi Mahar
Subject: Re: Warrant AP#1904 State Fees/Payroll Benefits Approval Request

Hi Kathi,

I approve AP Warrant #1904.

Thanks,
Matt

Matthew Hart

From: Kathi Mahar <treasurer@mtdesert.org>
Date: Monday, July 16, 2018 at 2:13 PM
To: John Macauley <jbmacauley3@gmail.com>, "Martha Dudman (martha.dudman@gmail.com)" <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>, Rick Mooers <rmooers@mtdesert.org>
Subject: Warrant AP#1904 State Fees/Payroll Benefits Approval Request

Good afternoon!

Attached is Accounts Payable Warrant # 1904 (for Payroll and/or State Fees) in the amount of \$4,958.75 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)

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1905

CHECK DATE: July 25, 2018

| | | | | | |
|-------------------|--------|---------|--------|-------------|---------------------|
| CHECK NUMBER: | 309343 | through | 309343 | \$ 6,995.94 | Check payments |
| CHECK NUMBER: | N/A | through | N/A | \$ - | Electronic payments |
| EFT NUMBER: | N/A | through | N/A | \$ - | ACH Payments |
| EFT or CK NUMBER: | N/A | through | N/A | \$ - | Voided Checks |

TOTAL DISBURSEMENTS: \$ 6,995.94

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# 1906

CHECK DATE: July 26, 2018

| | | | | | |
|-------------------|---------------|----------------|---------------|------------------|---------------------|
| CHECK NUMBER: | <u>309344</u> | <u>through</u> | <u>309344</u> | \$ <u>423.00</u> | Check payments |
| CHECK NUMBER: | <u>N/A</u> | <u>through</u> | <u>N/A</u> | \$ <u>-</u> | Electronic payments |
| EFT NUMBER: | <u>N/A</u> | <u>through</u> | <u>N/A</u> | \$ <u>-</u> | ACH Payments |
| EFT or CK NUMBER: | <u>N/A</u> | <u>through</u> | <u>N/A</u> | \$ <u>-</u> | Voided Checks |

TOTAL DISBURSEMENTS: \$ 423.00

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: Matthew Hart <matt@theneighborhoodhouse.com>
Sent: Tuesday, July 31, 2018 6:28 PM
To: Kathi Mahar
Subject: Re: 2nd Request - Warrant AP#1905 & AP1906 State Fees/Payroll Benefits Approval Request

Sorry Kathi—I just realized a typo in the warrant number in my prior approval.

I approve both warrants #1905 and #1906.

Third time's a charm!

-Matt

Matthew Hart

From: Kathi Mahar <treasurer@mtdesert.org>
Date: Tuesday, July 31, 2018 at 6:24 PM
To: John Macauley <jbmacauley3@gmail.com>, "Martha Dudman (martha.dudman@gmail.com)" <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>, Rick Mooers <rmooers@mtdesert.org>
Subject: 2nd Request - Warrant AP#1905 & AP1906 State Fees/Payroll Benefits Approval Request

These didn't get approved last week and I just noticed the oversight.
Would you please approve these two Motor Vehicle Fee warrants?

Kathi

Kathryn A Mahar, Treasurer
Town of Mount Desert
(207) 276-5531 (T) (207) 276-3232 (F)



TEAMWORK...is the fuel that allows
Common people to attain uncommon results.

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1907

CHECK DATE: July 31, 2018

| | | | | | | |
|-------------------|---------------|---------|---------------|----|-----------------|---------------------|
| CHECK NUMBER: | <u>309345</u> | | <u>309346</u> | \$ | <u>7,299.23</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: \$ 7,299.23

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: Matthew Hart <matt@theneighborhoodhouse.com>
Sent: Tuesday, July 31, 2018 6:24 PM
To: Kathi Mahar
Subject: Re: Warrant AP#1907 State Fees/Payroll Benefits Approval Request

Good Evening Kathi-

I approve AP Warrant #1907.

Thanks!

-Matt

Matthew Hart

From: Kathi Mahar <treasurer@mtdesert.org>
Date: Tuesday, July 31, 2018 at 6:22 PM
To: John Macauley <jbmacauley3@gmail.com>, "Martha Dudman (martha.dudman@gmail.com)" <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>, Rick Mooers <rmooers@mtdesert.org>
Subject: Warrant AP#1907 State Fees/Payroll Benefits Approval Request

Good evening!

Attached is Accounts Payable Warrant # 1907 (for Payroll and/or State Fees) in the amount of \$7,299.23 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)

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT PR# 1902

CHECK DATE: July 27, 2018

| | | | |
|-----------------|-------|---------|-------|
| ADVICE NUMBERS: | 8710 | through | 8765 |
| CHECK NUMBERS: | 63888 | through | 63908 |

TOTAL DISBURSEMENTS: \$ 112,642.74

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: Thursday, July 26, 2018 10:49 AM
To: Kathi Mahar
Cc: Martha Dudman (martha.dudman@gmail.com); Matt Hart; Rick Mooers
Subject: Re: 2ND REQUEST-Warrant PR#1902 Approval Request

Yes, I approve.

On Thu, Jul 26, 2018 at 10:42 AM Kathi Mahar <treasurer@mtdesert.org> wrote:

Good morning!

Today, I have attached Payroll Warrant # 1902 in the amount of \$112,642.74 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 PAYROLL WARRANT REGISTER

Report # 1248

Include Authorization Codes: Ye
Batch: 278
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.01
Sorted By: Check Number

| Check # | Check Date | Code | Name | Chk Grp | Gross Pay | Net Pay | Direct Deposit | Check Amt | Void |
|---------|------------|-----------|---------------------------|---------|-----------|-----------|----------------|-----------|------|
| | 07/20/2018 | IRS | INTERNAL REVENUE SERVIC | | 6,707.42 | 6,707.42 | 0.00 | 0.00 | |
| | 07/20/2018 | STAT | TREASURER, STATE OF MAIN | | 2,189.00 | 2,189.00 | 0.00 | 0.00 | |
| 42984 | 07/20/2018 | 149 | MARIAH D. BAKER | I | 852.26 | 756.38 | 756.38 | 0.00 | |
| 42985 | 07/20/2018 | 311 | LAURA-JEAN BEAL | I | 2,072.88 | 1,514.93 | 1,514.93 | 0.00 | |
| 42986 | 07/20/2018 | 11 | KELLY S. BEAULIEU | I | 2,269.07 | 1,538.95 | 1,538.95 | 0.00 | |
| 42987 | 07/20/2018 | 266 | JULIANNA R. BENNOCH | I | 2,258.42 | 1,620.45 | 1,620.45 | 0.00 | |
| 42988 | 07/20/2018 | 314 | ANDREW J. CARLSON | I | 1,440.73 | 1,105.43 | 1,105.43 | 0.00 | |
| 42989 | 07/20/2018 | 337 | AMBER G. CHARRON | I | 1,886.65 | 1,366.96 | 1,366.96 | 0.00 | |
| 42990 | 07/20/2018 | 26 | BRIAN R. COTE | I | 2,290.96 | 1,637.60 | 1,637.60 | 0.00 | |
| 42991 | 07/20/2018 | 91 | JUDITH CULLEN | I | 2,984.20 | 2,278.39 | 2,278.39 | 0.00 | |
| 42992 | 07/20/2018 | 308 | Gloria A. Delsandro | I | 3,341.65 | 2,376.07 | 2,376.07 | 0.00 | |
| 42993 | 07/20/2018 | 229 | JENNIFER G. DUNBAR | I | 1,440.73 | 972.88 | 972.88 | 0.00 | |
| 42994 | 07/20/2018 | 52 | WANDA J. FERNALD | I | 2,113.80 | 1,372.82 | 1,372.82 | 0.00 | |
| 42995 | 07/20/2018 | 57 | JASON W. FOUNTAINE | I | 1,512.80 | 1,096.14 | 1,096.14 | 0.00 | |
| 42996 | 07/20/2018 | 332 | MARINA P. FREDERICK | I | 732.87 | 574.18 | 574.18 | 0.00 | |
| 42997 | 07/20/2018 | 329 | ALEXANDER GARRETT | I | 1,536.88 | 1,210.98 | 1,210.98 | 0.00 | |
| 42998 | 07/20/2018 | 146 | CECILIA R. GARRITY | I | 1,572.88 | 1,084.88 | 1,084.88 | 0.00 | |
| 42999 | 07/20/2018 | 63 | HEATHER M. GRAVES | I | 2,045.11 | 1,233.25 | 1,233.25 | 0.00 | |
| 43000 | 07/20/2018 | 65 | GAYLE M. GRAY | I | 3,877.84 | 2,764.60 | 2,764.60 | 0.00 | |
| 43001 | 07/20/2018 | 293 | Amy L. James | I | 2,258.42 | 1,514.16 | 1,514.16 | 0.00 | |
| 43002 | 07/20/2018 | 90 | REBECCA A. JARVIS | I | 1,970.88 | 1,351.85 | 1,351.85 | 0.00 | |
| 43003 | 07/20/2018 | 135 | SAMUEL D. LEONARDI | I | 1,492.80 | 990.76 | 990.76 | 0.00 | |
| 43004 | 07/20/2018 | 292 | TARA MCKERNAN | I | 2,070.00 | 1,482.49 | 1,482.49 | 0.00 | |
| 43005 | 07/20/2018 | 289 | ELIZABETH M. MINOTT | I | 357.00 | 324.51 | 324.51 | 0.00 | |
| 43006 | 07/20/2018 | 237 | JUSTIN B. NORWOOD | I | 1,874.73 | 1,498.36 | 1,498.36 | 0.00 | |
| 43007 | 07/20/2018 | 238 | WENDELL L. OPPEWALL | I | 1,292.65 | 728.90 | 728.90 | 0.00 | |
| 43008 | 07/20/2018 | 240 | JFANNE C. OTT | I | 1,506.84 | 843.64 | 843.64 | 0.00 | |
| 43009 | 07/20/2018 | 275 | JOELLE A. RUDDY | I | 2,400.11 | 1,831.19 | 1,831.19 | 0.00 | |
| 43010 | 07/20/2018 | 74 | LEON E. SARGENT | I | 1,852.80 | 1,229.77 | 1,229.77 | 0.00 | |
| 43011 | 07/20/2018 | 120 | KAREN L. SHARPE | I | 653.14 | 527.72 | 527.72 | 0.00 | |
| 43012 | 07/20/2018 | 404 | KERRY L. TAYLOR | I | 2,162.26 | 1,571.98 | 1,571.98 | 0.00 | |
| 43013 | 07/20/2018 | 448 | JACQUELINE A. WHEATON | I | 2,079.42 | 1,514.26 | 1,514.26 | 0.00 | |
| 43014 | 07/20/2018 | 307 | LAUREN M. WHITE | I | 130.00 | 118.16 | 118.16 | 0.00 | |
| 43015 | 07/20/2018 | AFLAC | AFLAC | | 127.42 | 127.42 | 0.00 | 127.42 | |
| 43016 | 07/20/2018 | BCBS | ANTHEM BC/BS | | 7,168.42 | 7,168.42 | 0.00 | 7,168.42 | |
| 43017 | 07/20/2018 | HML | HORACE MANN LIFE INSURA | | 23.40 | 23.40 | 0.00 | 23.40 | |
| 43018 | 07/20/2018 | MSRS | MAINE PERS | | 12,045.00 | 12,045.00 | 0.00 | 12,045.00 | |
| 43019 | 07/20/2018 | MET | METROPOLITAN LIFE INSUR | | 350.00 | 350.00 | 0.00 | 350.00 | |
| 43020 | 07/20/2018 | DELTA DEN | NORTHEAST DELTA DENTAL | | 689.16 | 689.16 | 0.00 | 689.16 | |
| 43021 | 07/20/2018 | PRIM | PRIMERICA FINANCIAL SVCS. | | 370.00 | 370.00 | 0.00 | 370.00 | |
| 43022 | 07/20/2018 | FEDHEALTH | TREASURER, STATE OF MAIN | | 0.00 | 0.00 | 0.00 | 0.00 | |
| | | | | | 86,000.60 | 69,702.46 | 40,032.64 | 20,773.40 | |

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 12485

| Check # | Check Date | Code | Name | Chk Grp | Gross Pay | Net Pay | Direct Deposit | Check Amt | Void |
|---------|------------|------|------|---------|-----------|---------|----------------|-----------|------|
|---------|------------|------|------|---------|-----------|---------|----------------|-----------|------|

| Check Authorization Summary | | | |
|-----------------------------|-------------------------------------|-------|-----------|
| Type | Description | Count | Amount |
| Employee | Checks | 0 | 0.00 |
| | Voided Checks | 0 | 0.00 |
| | Direct Deposits (Fully Distributed) | 31 | 40,032.64 |
| | ACH Employee Credits | 31 | 40,032.64 |
| | ACH Employee Debits (Voids) | 0 | 0.00 |
| Deduction | Checks | 8 | 20,773.40 |
| | Voided Checks | 0 | 0.00 |
| | ACH Vendor Credits | 0 | 0.00 |
| | ACH Vendor Debits (Voids) | 0 | 0.00 |
| Taxes | EFTPS Payment - Debit | 2 | 8,896.42 |

WARRANT # 02

DATE: JUL 20 2010

Mark Edward Gause, Ed.D.
SUPERINTENDENT

FINANCE OFFICER

FINANCE OFFICER

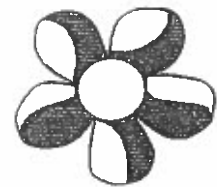
FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER



69702.46
62602.24 payroll A/P
132304.70

Mount Desert School Department Check Register

Report # 12489

Batch: 2787
Check Edit #: N/A
Sort By: Vendor Name
Include DTF Info: No

| Batch # | Control Total | Status | Created By | Date Created | Last Updated By | Date Last Updated |
|---------------------|---------------|---------------------------------|-----------------|--------------|--------------------------|-------------------|
| 2787 | 62,602.24 | Posted | Bria | 07/17/2018 | Bria | 07/17/2018 |
| Vendor Code / Name | Check Edit # | Check Number | Check Type | Check Date | Check Header Information | |
| 1200 ANTHEM BC & BS | 8383 | 18360 | Payable Payment | 07/20/2018 | Posted | |
| | Payable # | Reference | Invoice # | Invoice Date | Amount | Discount |
| | 13016 | ANTHEM BC & BS JULY 2018 BCBS B | JULY 2018 BCE | 07/20/2018 | 61,430.86 | 0.00 |
| | | | | | 61,430.86 | |
| | | | | | 61,430.86 | |
| 6000 MAINE PERS | 8380 | 18361 | Payable Payment | 07/20/2018 | Posted | |
| | Payable # | Reference | Invoice # | Invoice Date | Amount | Discount |
| | 13018 | MAINE PERS JUNE 2018 PLD GLI | JUNE 2018 PL | 07/20/2018 | 79.12 | 0.00 |
| | | | | | 79.12 | |
| | | | | | 79.12 | |
| 6000 MAINE PERS | 8381 | 18362 | Payable Payment | 07/20/2018 | Posted | |
| | Payable # | Reference | Invoice # | Invoice Date | Amount | Discount |
| | 13019 | MAINE PERS-JUNE 2018 TEACHER G | JUNE 2018 TE | 07/20/2018 | 218.25 | 0.00 |
| | | | | | 218.25 | |
| | | | | | 218.25 | |
| 6000 MAINE PERS | 8382 | 18363 | Payable Payment | 07/20/2018 | Posted | |
| | Payable # | Reference | Invoice # | Invoice Date | Amount | Discount |
| | 13017 | MAINE PERS-JULY 2018 MDES PLD R | JULY 2018 MD | 07/20/2018 | 874.01 | 0.00 |
| | | | | | 874.01 | |
| | | | | | 874.01 | |
| Batch 2787 Totals: | | | | | 62,602.24 | 0.00 |

4 Checks Listed

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 12521

Include Authorization Codes: Yes
Batch: 2793
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 |
|---------|------------|------|--------------------------|---------|-----------|-----------|----------------|-----------|------|
| | 08/03/2018 | IRS | INTERNAL REVENUE SERVIC | | 6,703.75 | 6,703.75 | 0.00 | 0.00 | |
| | 08/03/2018 | STAT | TREASURER, STATE OF MAIN | | 2,207.00 | 2,207.00 | 0.00 | 0.00 | |
| 43023 | 08/03/2018 | 149 | MARIAH D. BAKER | I | 852.26 | 756.38 | 756.38 | 0.00 | |
| 43024 | 08/03/2018 | 311 | LAURA-JEAN BEAL | I | 2,072.88 | 1,514.93 | 1,514.93 | 0.00 | |
| 43025 | 08/03/2018 | 11 | KELLY S. BEAULIEU | I | 2,269.07 | 1,538.95 | 1,538.95 | 0.00 | |
| 43026 | 08/03/2018 | 266 | JULIANNA R. BENNOCH | I | 2,258.42 | 1,620.45 | 1,620.45 | 0.00 | |
| 43027 | 08/03/2018 | 314 | ANDREW J. CARLSON | I | 1,440.73 | 1,105.43 | 1,105.43 | 0.00 | |
| 43028 | 08/03/2018 | 337 | AMBER G. CHARRON | I | 1,886.65 | 1,366.96 | 1,366.96 | 0.00 | |
| 43029 | 08/03/2018 | 26 | BRIAN R. COTE | I | 2,290.96 | 1,637.60 | 1,637.60 | 0.00 | |
| 43030 | 08/03/2018 | 91 | JUDITH CULLEN | I | 3,139.75 | 2,387.57 | 2,387.57 | 0.00 | |
| 43031 | 08/03/2018 | 308 | Gloria A. Delsandro | I | 3,341.65 | 2,376.07 | 2,376.07 | 0.00 | |
| 43032 | 08/03/2018 | 229 | JENNIFER G. DUNBAR | I | 1,440.73 | 972.88 | 972.88 | 0.00 | |
| 43033 | 08/03/2018 | 52 | WANDA J. FERNALD | I | 2,113.80 | 1,372.82 | 1,372.82 | 0.00 | |
| 43034 | 08/03/2018 | 57 | JASON W. FOUNTAINE | I | 1,512.80 | 1,096.14 | 1,096.14 | 0.00 | |
| 43035 | 08/03/2018 | 332 | MARINA P. FREDERICK | I | 440.68 | 362.00 | 362.00 | 0.00 | |
| 43036 | 08/03/2018 | 329 | ALEXANDER GARRETT | I | 1,536.88 | 1,210.98 | 1,210.98 | 0.00 | |
| 43037 | 08/03/2018 | 146 | CECILIA R. GARRITY | I | 1,572.88 | 1,054.73 | 1,054.73 | 0.00 | |
| 43038 | 08/03/2018 | 63 | HEATHER M. GRAVES | I | 2,045.11 | 1,233.25 | 1,233.25 | 0.00 | |
| 43039 | 08/03/2018 | 65 | GAYLE M. GRAY | I | 3,924.50 | 2,798.84 | 2,798.84 | 0.00 | |
| 43040 | 08/03/2018 | 293 | Amy L. James | I | 2,258.42 | 1,514.16 | 1,514.16 | 0.00 | |
| 43041 | 08/03/2018 | 90 | REBECCA A. JARVIS | I | 1,970.88 | 1,351.85 | 1,351.85 | 0.00 | |
| 43042 | 08/03/2018 | 135 | SAMUEL D. LEONARDI | I | 1,492.80 | 990.76 | 990.76 | 0.00 | |
| 43043 | 08/03/2018 | 292 | TARA MCKERNAN | I | 2,070.00 | 1,482.49 | 1,482.49 | 0.00 | |
| 43044 | 08/03/2018 | 237 | JUSTIN B. NORWOOD | I | 1,874.73 | 1,498.36 | 1,498.36 | 0.00 | |
| 43045 | 08/03/2018 | 238 | WENDELL L. OPPEWALL | I | 1,292.65 | 728.90 | 728.90 | 0.00 | |
| 43046 | 08/03/2018 | 240 | JEANNE C. OTT | I | 1,506.84 | 843.64 | 843.64 | 0.00 | |
| 43047 | 08/03/2018 | 275 | JOELLE A. RUDDY | I | 2,400.11 | 1,831.19 | 1,831.19 | 0.00 | |
| 43048 | 08/03/2018 | 74 | LEON E. SARGENT | I | 1,852.80 | 1,229.77 | 1,229.77 | 0.00 | |
| 43049 | 08/03/2018 | 120 | KAREN L. SHARPE | I | 922.08 | 726.39 | 726.39 | 0.00 | |
| 43050 | 08/03/2018 | 404 | KERRY L. TAYLOR | I | 2,162.26 | 1,571.98 | 1,571.98 | 0.00 | |
| 43051 | 08/03/2018 | 448 | JACQUELINE A. WHEATON | I | 2,079.42 | 1,514.26 | 1,514.26 | 0.00 | |
| 43052 | 08/03/2018 | 307 | LAUREN M. WHITE | I | 180.00 | 161.23 | 161.23 | 0.00 | |
| | | | | | 65,113.49 | 48,761.71 | 39,850.96 | 0.00 | |

| Check Authorization Summary | | | |
|-----------------------------|-------------------------------------|-------|-----------|
| Type | Description | Count | Amount |
| Employee | Checks | 0 | 0.00 |
| | Voided Checks | 0 | 0.00 |
| | Direct Deposits (Fully Distributed) | 30 | 39,850.96 |
| | ACH Employee Credits | 30 | 39,850.96 |
| | ACH Employee Debits (Voids) | 0 | 0.00 |
| Deduction | Checks | 0 | 0.00 |
| | Voided Checks | 0 | 0.00 |
| | ACH Vendor Credits | 0 | 0.00 |
| | ACH Vendor Debits (Voids) | 0 | 0.00 |
| Taxes | EFTPS Payment - Debit | 2 | 8,910.75 |

Mount Desert School Department
PAYROLL WARRANT REGISTER

Report # 12521

| Check # | Check Date | Code | Name | Chk Grp | Gross Pay | Net Pay | Direct Deposit | Check Amt | Void |
|---------|------------|------|------|---------|-----------|---------|----------------|-----------|------|
|---------|------------|------|------|---------|-----------|---------|----------------|-----------|------|

WARRANT # 03

DATE: AUG 03 PAID


SUPERINTENDENT

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER