



Town of Mount Desert
Board of Selectmen
Agenda

Regular Meeting
Monday, September 17, 2018

Location: Meeting Room, Town Hall, Northeast Harbor

- I. **Call to order at 6:30 p.m.**
- II. **Public Hearing(s)**
 - A. *General Assistance Ordinance Amendments*
- III. **Post Public Hearing**
 - A. *General Assistance Ordinance Amendments, action if necessary*
- IV. **Minutes**
 - A. *Approval of minutes from September 4, 2018 meeting*
 - B. *Approval of minutes from September 13, 2018 meeting*
- V. **Appointments/Recognitions/Resignations**

None Presented
- VI. **Consent Agenda** *(These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)*
 - A. *Thank you letters from Downeast Horizons, Emmaus Homeless Shelter, and LifeFlight Foundation*
 - B. *Hancock County Commissioners Meeting Minutes August 7 and August 21, 2018*
- VII. **Selectmen's Reports**
- VIII. **Unfinished Business**
 - A. *Consideration of purchase of a new street sweeper, including costs and terms, as discussed and approved at the 9-10-18 special town meeting*
 - B. *Discussion regarding the reconsideration of the Northeast Harbor Main Street Project per passage of Article 5 at the September 10, 2018 Special Town Meeting*
- IX. **New Business**
 - A. *Request approval for up to \$17,473.12 from Historic Preservation Reserve Account #4020200-24205 and authorization to sign the proposal with General Code for the Digitalization of Town Records including Town Reports, Warrants, Meeting/Election and Selectmen's Minutes which has a current balance of \$29,486.18.*
 - B. *Acadia National Park Advisory Committee Member Jackie Johnston discussion of letter sent to ANP Advisory Commission by George Davis re: Otter Creek*
 - C. *MMA Annual Election – Voting Delegate Credentials*
 - D. *Authorize purchase our FY-19 road salt from Morton Salt at a price of \$51.65 per ton delivered*
 - E. *Approve and sign an updated Custody Agreement with The First – updated with current Selectmen*

Board of Selectmen Meeting Agenda September 17, 2018

- F. Approve and sign Letter of Authority with Bar Harbor Trust Services – updated with current Selectmen*
- G. Congratulations to Josh Jordan and the Safety committee for increasing their Leader's Score*

X. Other Business

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

XI. Treasurer's Warrants

- A. Approve & Sign Treasurer's Warrant AP1915 in the amount of \$5,002,638.87*
- B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1913, AP1914, and PR1905 in the amounts of \$4,942.44, \$28,808.53, and \$109,098.48, respectively*
- C. Acknowledge Treasurer's School Board AP/Payroll Warrants 03 and 06 in the amounts of \$25,669.64 and \$75,508.24, respectively*

XII. Adjournment

The next regularly scheduled meeting is at 6:30 p.m., Monday, October 1, 2018 in the Meeting Room, Town Hall, Northeast Harbor

PUBLIC HEARINGS

Oct 1, 2018 to Sept 30, 2019

OVERALL MAXIMUMS

Persons in Household				
1	2	3	4	5
698	798	1,009	1,274	1,397
Household of 6 = 1,472				
* Add \$75 for each additional person				

FOOD MAXIMUMS

Persons	Weekly	Monthly
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155
Add \$144 per month for each + person		

HEATING FUEL

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

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

Housing Maximums

BEDROOM	UNHEATED		HEATED	
	Weekly	Monthly	Weekly	Monthly
0	124	535	147	633
1	140	602	169	726
2	183	788	215	924
3	230	988	273	1,175
4	246	1,058	299	1,285

PERSONAL CARE & HOUSEHOLD SUPPLIES

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00
NOTE: For each additional person add \$1.25 per week or \$5.00 per month.		

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

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

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

ELECTRIC

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

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

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.20	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00
NOTE: For each additional person add \$7.50 per month.		

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

Number in Household	Weekly	Monthly
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00
NOTE: For each additional person add \$10.00 per month.		

1-800-442-6003

Revised 8/30/18 SLR

2018-2019 GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	733	814	1,032	1,294	1,748
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	693	697	908	1,137	1,297
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	669	736	932	1,193	1,461
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,058	1,159	1,483	1,986	2,303
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	989	1,039	1,382	1,749	2,433
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	784	831	1,091	1,593	1,820

Appendix A

Effective: 10/01/18-09/30/19

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	786	875	1,017	1,345	1,636
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	766	884	1,098	1,487	1,515

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

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	622	662	773	1,016	1,112
Franklin County	650	680	807	1,005	1,431
Hancock County	698	798	1,009	1,274	1,397
Kennebec County	727	756	944	1,241	1,326
Knox County	759	765	944	1,210	1,344
Lincoln County	788	845	1,004	1,259	1,503
Oxford County	694	699	839	1,221	1,426
Piscataquis County	615	681	843	1,115	1,238
Somerset County	679	714	859	1,156	1,219
Waldo County	696	761	903	1,231	1,389
Washington County	679	683	840	1,062	1,212

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

Appendix B

Effective: 10/01/18 to 09/30/19

2018-2019 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2018, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

Note: For each additional person add \$144 per month.

2018-2019 GA Housing Maximums (Heated & Unheated Rents)

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

Non-Metropolitan FMR Areas

<u>Aroostook County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	112	483	131	565
1	115	496	140	600
2	133	572	163	700
3	180	776	217	932
4	192	826	236	1,016
<u>Franklin County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	511	138	593
1	120	514	144	618
2	141	606	171	734
3	178	765	214	921
4	266	1,145	310	1,335
<u>Hancock County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	124	535	147	633
1	140	602	169	726
2	183	788	215	924
3	230	988	273	1,175
4	246	1,058	299	1,285
<u>Kennebec County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	131	564	154	662
1	131	564	159	684
2	168	724	200	859
3	222	955	266	1,142
4	230	987	282	1,214

Appendix C

Effective: 10/01/18-09/30/19

Non-Metropolitan FMR Areas

Knox County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	139	596	161	694
1	139	596	161	694
2	168	724	200	859
3	215	924	258	1,111
4	234	1,005	287	1,232
Lincoln County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	625	168	723
1	151	649	180	773
2	182	783	214	919
3	226	973	270	1,160
4	271	1,164	323	1,391
Oxford County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	528	146	629
1	123	528	146	629
2	140	600	175	754
3	218	935	261	1,122
4	253	1,087	306	1,314
Piscataquis County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	110	474	130	559
1	119	512	144	619
2	149	640	179	771
3	203	871	240	1,032
4	220	946	266	1,142
Somerset County				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	120	517	143	614
1	121	519	149	642
2	147	631	180	774
3	202	870	246	1,057
4	205	880	257	1,107

Non-Metropolitan FMR Areas

<u>Waldo County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	123	530	147	631	
1	131	565	160	689	
2	159	683	190	818	
3	220	945	263	1,132	
4	244	1,050	297	1,277	
<u>Washington County</u>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	119	513	143	614	
1	119	513	143	614	
2	140	601	176	755	
3	181	776	224	963	
4	203	873	256	1,100	

Metropolitan FMR Areas

<u>Bangor HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	132	567	155	668	
1	144	618	173	742	
2	185	793	220	947	
3	234	1,008	278	1,195	
4	328	1,409	380	1,636	
<u>Penobscot Cty. HMFA</u>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	123	527	146	628	
1	123	527	146	628	
2	156	669	191	823	
3	198	851	241	1,038	
4	223	958	276	1,185	
<u>Lewiston/Auburn MSA</u>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	117	503	140	604	
1	125	540	154	664	
2	165	711	197	847	
3	211	907	254	1,094	
4	261	1,122	314	1,349	

Metropolitan FMR Areas

<u>Portland HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	208	892	231	993
1	224	963	253	1,087
2	289	1,244	325	1,398
3	395	1,700	439	1,887
4	457	1,964	510	2,191
<u>York/Kittery/S. Berwick HMFA</u>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	215	924
1	196	843	225	967
2	266	1,143	302	1,297
3	340	1,463	384	1,650
4	487	2,094	540	2,321
<u>Cumberland Cty. HMFA</u>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	144	618	167	719
1	148	635	177	759
2	202	868	234	1,006
3	304	1,307	347	1,494
4	344	1,481	397	1,708
<u>Sagadahoc Cty. HMFA</u>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	721
1	158	679	187	803
2	185	795	217	932
3	246	1,059	290	1,246
4	302	1,297	354	1,524
<u>York Cty. HMFA</u>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	600	163	701
1	160	688	189	812
2	203	875	236	1,013
3	274	1,201	323	1,388
4	274	1,201	326	1,403

2018-2019 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2018 to September 30, 2019.**

APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
NOTE: For each additional person add \$75 per month.						
(The applicable figures from Appendix A, <i>once adopted</i> , should be inserted here.)						

APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155
NOTE: For each additional person add \$144 per month.		

APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0				
1				
2				
3				
4				
(The applicable figures from Appendix C, <i>once adopted</i> , should be inserted here.)				

FOR MUNICIPAL USE ONLY

APPENDIX D - UTILITIES

ELECTRIC

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

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

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

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

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

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

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

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

APPENDIX E - HEATING FUEL

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

FOR MUNICIPAL USE ONLY

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

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

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

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

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

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

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

FOR MUNICIPAL USE ONLY

**Town of
MOUNT DESERT**

PUBLIC HEARING

The Board of Selectmen will hold a public hearing at its regular meeting which commences at 6:30 p.m., Monday, September 17, 2018 in the Meeting Room, Town Hall, 21 Sea St., Northeast Harbor for the purpose of hearing public comments and enacting the following:

**GENERAL ASSISTANCE
ORDINANCE APPENDICES A-D
2018-2019**

The public will be given an opportunity to be heard prior to the consideration of the above ordinance by the selectmen. A copy of the ordinance appendices are available at the Town Office.

**Town of
MOUNT DESERT**

**Refuse Collection Notice
Return to Winter Schedule**

The Town of Mount Desert's summer trash collection schedule will end on Saturday, September 8, 2018. This will be the last week for twice a week collection. The winter trash collection schedule will start Monday, September 10, 2018. Trash will be collected once a week as of this date. The collection schedule is available in the town report and on our website.

You may call the "Garbage Hotline" at 276-5733 to leave a message regarding trash collection.

**Town of
MOUNT DESERT**

**PLANNING BOARD MEETING
PUBLIC MEETING**

September 26, 2018, 6:00 PM

21 Sea Street, Town Hall Meeting Room, Northeast Harbor

II. Subdivision Approval Application(s):

Public Hearing:

OWNERS NAME: Brian D. Shaw, Donald Stern

AGENT: Greg Johnston, G.F. Johnston & Associates

TAX MAP: 009 LOT(S): 010, 010-001, 010-002, 010-003, 010-004, 010-005, 010-006, 010-007, 010-008, 010-009 & 009-001, 009-002 & 009-003

ZONE(S): Shoreland Residential 5 (SR5), Rural Woodland 2 (RW2) & Resource Protection (RP)

PURPOSE: Modification of lot lines within three previously approved Subdivisions - The Farnum Subdivision - Ripples Road - Long Pond. (File 31 Number 43). Final Subdivision Plan of Long Pond Vista II, A Second Revision of the Farnum Subdivision, Ripples Road - Long Pond. (File 33 Number 95) & Long Pond Camp Subdivision. (File 37 Number 18).

Woodbury Road. The bus was cleared from the scene within 15 minutes.

Megan Hopkins, 36, of Bar Harbor was arrested on a charge of operating under the influence after the car she was driving reportedly went off the road on Eagle Lake Road Aug. 28. No injuries were reported.

Police received a report of an odd odor on Ash Street on Aug. 28, and determined the odor to be a skunk.

Lauden Eller, 28, of Los Angeles, Calif. was driving west along Pretty Marsh Road on Aug. 28, when a deer reportedly ran in front of his 1999 Volvo. The Volvo struck the deer and killed it. Damage to the front driver's side of the car was reported.

Harbor was traveling on Main Street Aug. 30 it was reportedly struck 2006 Honda leaving a pa spot. The Honda was ope by Lloyd Smith, 67, of C; Mass. There was front damage to both cars, an injuries reported.

A man was repor jumping out into the ro; Otter Creek and flagging hicles down to get them to down Aug. 30. Police cont; the man and advised hi contact police with any sj ing concerns.

Police checked on a fox was "acting strange" in t Creek Aug. 30, and refi the case to the Maine Wa Service.

A person was reported

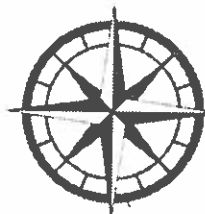
Town of Tremont

PUBLIC NOTICE

Attention Tremont Residents

Starting October 1, 2018, all users of the Community Building will required to show a Town-issued ID when getting the key from Go Store. To get your free ID card, please stop by the Town Office duri normal business hours (Monday-Friday, 8am-4pm). All ID-card hold must be Tremont residents, age 18 or older. Users will be required provide proof of Tremont residency and age. Acceptable proof includ Driver License/State ID, or a recent utility bill or current lease with applicant's name and Tremont address accompanying a photo ID w the applicant's name. Town Staff reserve the right to require additio evidence of residency and/or age.

Questions? Please contact the Tremont Town Office either in person by phone at 244-7204.



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Bringing Quality

MINUTES

**Town of Mount Desert
Board of Selectmen Meeting Minutes
Meeting Room, Town Hall
6:30 PM, September 4, 2018**

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

Also in attendance were Town Manager Durlin Lunt and Public Works Director Tony Smith

Members of the public were also present.

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

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

II. Minutes

A. Approval of minutes from August 20, 2018 meeting

MOTION: Selectman Hart moved, with Selectman Littlefield seconding, to approve the Minutes of August 20, 2018 as presented. Motion approved 5-0.

III. Appointments/Recognitions/Resignations

None presented

IV. Consent Agenda

A. Thank you from Acadia Family Center

B. Thank you from Island Connections

C. Maine Municipal Association Workers Compensation Fund Dividend Payment in the amount of \$5,663.00

D. MRC Quarterly Distributions in the amount of \$2,239.65 for the Town of Mount Desert

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

Additionally, Selectman Rick Mooers lauded the Town staff on the efforts they make, resulting in the Workers Compensation Fund Dividend payment.

V. Selectmen's Reports

Selectman Dudman reported that she had received a citizen's complaint about people parking overnight in the lot near the marina tennis courts, but not being ticketed. Town Manager Lunt promised to look into the issue.

VI. Unfinished Business

A. Letter to ANP Superintendent Kevin Schneider confirming nominees to the Acadia National Park Advisory Commission

1 Selectman Dudman noted that there is a meeting on September 10th at the Schoodic Institute.
2 She felt the Town should have representation there. Ways to ensure representation were
3 discussed.
4

5 **VII. New Business**

6 *A. Request from Seal Harbor VIS President Alex Stephens for the Town to assume costs for the*
7 *supplies for the Seal Harbor Comfort Station*

8 Town Manager Lunt noted the VIS was running into several thousands in cost for the supplies
9 this year. Fundraising occurs to raise these funds that help defray the cost and the Town
10 provides funding as well. Public Works Director Smith noted the money can be budgeted for
11 next year. Budgeting the comfort station supplies come from several Town budgets, including
12 Harbor and Parks and Cemeteries.
13

14 Selectman Hart suggested the VIS request the necessary funds next year in their third-party
15 request, like the Maritime Museum's request. Town Manager Lunt agreed it would be more
16 transparent making the request this way.
17

18 MOTION: Selectman Hart moved, with Selectman Mooers seconding, request the Seal Harbor
19 VIS to incorporate any needed additional funding into next year's third-party request. Motion
20 approved 5-0.
21

22 *B. Request to Authorize a Public Space Special Event Application - MDI YMCA for Half Iron*
23 *Distance Triathlon; August 4, 2019, Ponds End*

24 MOTION: Selectman Mooers moved, with Selectman Dudman seconding, authorization of the
25 public space special event application – MDI YMCA for Half Iron Distance Triathlon; August 4,
26 2019, Ponds End, as presented. Motion approved 5-0.
27

28 Town Manager Lunt noted details such as police coverage and traffic control would be figured
29 out in coming months.
30

31 *C. Request to Authorize a Public Space Special Event Application – Bar Harbor Garden Club*
32 *Vendor Marketplace; July 20, 2019, NEH Marina Green*

33 MOTION: Selectman Littlefield moved, with Selectman Mooers seconding, authorization of the
34 public space special event application – Bar Harbor Garden Club Vendor Marketplace; July 20,
35 2019, NEH Marina Green, as presented. Motion approved 5-0.
36

37 **VIII. Other Business**

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

39 Public Works Director Smith reported on the Route 3 road improvements matching funds.
40

41 The voters authorized up to \$100,000.00 to fund a road improvement feasibility study for
42 Pedder's Corner to Stanley Brook Road. Gordon Beck put together a bike route for the area. A
43 Public Partner Initiative was identified and explored. The budget was approximately \$90,000.00,
44 and the DOT was willing to split the cost 50/50. There are now commitments for donations
45 covering the \$45,000.00. The money received will only apply to the Planning Phase of the work.
46

47 Potential construction may occur a mile at a time; the entire area being three miles. This would
48 create a three-year process. If additional private donations could be had, the work could

1 theoretically be done in a year. Director Smith hoped to get the work done in two years' time.
2 The construction cost for the three-mile stretch is estimated at approximately 3 million.

3
4 MOTION: Selectman Dudman moved, with Selectman Hart seconding, recommendation of the
5 project and authorization of Public Works Director Smith to proceed, with gratitude and
6 congratulations to Director Smith and Mr. Beck for their efforts. Motion approved 5-0.
7

8 Director Smith further noted that seven crosswalks for construction have been bid out by the
9 DOT. There were no interested bidders. The crosswalks will be incorporated into this project.
10 For the crosswalks at the Azalea Gardens and the one at the sharp corner, the DOT will provide
11 some compensation.

12
13 Public Works Director Smith reported that approximately seven crosswalks have now been
14 designed. The others are currently being evaluated.
15

16 **IX. Treasurer's Warrants**

17 *A. Approve & Sign Treasurer's Warrant AP1912 in the amount of \$3,796,519.62*

18 MOTION: Selectman Hart moved, with Selectman Littlefield seconding, approval and signature
19 of the Treasurer's Warrant AP1912 in the amount of \$3,796,519.62, as presented. Motion
20 approved 5-0.
21

22 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1911 and PR1904*
23 *in the amounts of \$18,314.71 and \$114,603.71, respectively*

24 MOTION: Selectman Mooers moved, with Selectman Hart seconding, approval of signed
25 Treasurer's Payroll, State Fees, and PR Benefit Warrants AP1911 and PR1904 in the amounts of
26 \$18,314.71 and \$114,603.71, respectively, as presented. Motion approved 4-0-1 (Littlefield in
27 Abstention).
28

29 *C. Acknowledge Treasurer's School Board AP/Payroll Warrants 5 in the amount of \$141,414.07*

30 MOTION: Selectman Mooers moved, with Selectman Hart seconding, acknowledgement of
31 Treasurer's School Board AP/Payroll Warrants 5 in the amount of \$141,414.07, as presented.
32 Motion approved 5-0.
33

34 **Adjournment**

35 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, adjournment.
36 Motion approved 5-0.
37

38 The meeting was adjourned at 6:48 PM.
39

40 Respectfully Submitted,
41

42
43 Wendy Littlefield

Town of Mount Desert
Board of Selectmen
Location: Meeting Room, Town Hall, Northeast Harbor

Special Meeting
September 13, 2018

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

Also in attendance were Town Manager Durlin Lunt, Public Works Director Tony Smith, Town Clerk Claire Woolfolk, and Town Counsel Andrew P. Hamilton

Members of the public were also present.

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

Chairman John Macauley called the meeting to order at 5:59 PM.

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

MOTION: Selectman Martha Dudman moved, with Selectman Matt Hart seconding, to enter into Executive Session. Motion approved 4-0. The Board entered Executive Session at 5:59PM.

Members of the public arrived and questioned entering Executive Session prior to 6:00pm.

MOTION: Selectman Dudman moved, with Selectman Hart seconding, to leave Executive Session. Motion approved 4-0. The Board left Executive Session at 6:03PM.

Members of the public questioned what was to be discussed in the Executive Session and were advised by Town Counsel, Andrew Hamilton that as stated on the agenda, the meeting is a consultation between the Board and its Attorney concerning the legal rights and duties of the Mount Desert Board of Selectmen, and that further information is confidential. The selectmen would have the opportunity to announce the nature of the business discussed without details upon the close of the Executive Session if they so choose.

MOTION: Selectman Martha Dudman moved, with Selectman Matt Hart seconding, to enter into Executive Session. Motion approved 4-0. The Board entered Executive Session at 6:05PM.

MOTION: Selectman Dudman moved, with Selectman Hart seconding, to leave Executive Session. Motion approved 4-0. The Board left Executive Session at 8:10PM.

No public remained.

III. Adjournment

MOTION: Selectman Dudman moved, with Selectman Hart seconding, adjournment. Motion approved 4-0.

The meeting was adjourned at 8:10PM.

Respectfully Submitted,

Wendy Littlefield

CONSENT AGENDA



"Helping people reach their dreams"

1200 STATE HIGHWAY 3
BAR HARBOR, ME 04609
TEL: 207-288-4234
FAX: 207-288-1056

77 UNION STREET
ELLSWORTH, ME 04605
TEL: 207-667-7464
FAX: 207-667-1977

August 31, 2018

Town of Mount Desert
PO Box 248
Northeast Harbor, ME 04662

Dear Donor,

It is with sincere gratitude that all of us at Downeast Horizons, would like to take this opportunity to thank you for your recent contribution of \$5,600.00. We are extremely grateful for your generosity. It is with your help that we continue to reach our goals.

Downeast Horizons has grown from a few concerned parents sitting around a kitchen table in 1974 to now serving adults and children with developmental disabilities in Hancock, Penobscot, Piscataquis, and Waldo Counties.

DEHI is committed to constantly improving the lives of those in our agency. Our dedicated staff takes great pride in providing the best services for our program participants. We are providing what they need to be part of the communities and to enjoy life to the fullest. Your donation makes a difference and you matter to us. We hope you will keep up with all the ways you're helping at www.dehi.org and thank you for being a part of Downeast Horizons.

Sincerely,

Anthony Zambrano
Executive Director

Downeast Horizons
Board of Directors

- Mr. Armand Auclair**
President, Orino
- Mr. Robert Hemenway**
Vice President, Winter Harbor
- Ms. Tine Barrett**
Secretary, Bar Harbor
- Mr. Jeffrey Fernald**
Treasurer, Ellsworth

- Mr. Jack Dowling**
Newburgh
- Mrs. Rebecca Dowling**
Newburgh
- Mr. Michael Drake**
Eddington
- Ms. Teri Ann Drake**
Eddington
- Mrs. Jennie Gray**
Greenville
- Mr. John Moore**
Ellsworth
- Michael Tadenev**
Ellsworth
- Dana Young**
Lamoine

Mr. Anthony Zambrano
Executive Director

Please note: The amount of your check that is deductible as a charitable contribution for federal income tax purposes is limited to the excess of your contribution over the value of any goods and services provided to you by Downeast Horizons. Since we provided you will no goods or services, the full amount of the contribution is deductible. We suggest that you keep this as a receipt for income tax purposes.



*Thank you so much!
we truly appreciate
your support!*
Joy



The Emmaus Homeless Shelter

P.O. Box 811 * 51 Main Street * Ellsworth, ME 04605-0811

Phone: 207.667.3962 Fax: 207.667.1086

Email: director@emmaushelter.org

Web: <http://www.emmaushomelessshelter.org>



September 7, 2018

Dear Town of Mt Desert:

Thank you so much for your wonderful donation of \$2053.00 on August 06, 2018 which was greatly appreciated. These funds and/or goods are needed in order to continue to keep our doors open for the homeless and to help our neighbors who are struggling to make ends meet.

The following are some of the achievements the shelter accomplishment in the first six months of this year. We had 72 guests at the shelter and we transitioned 46 guests into permanent housing. Most of these guests were set up with household goods, linens, and furniture which were graciously donated by members in the community and were very much appreciated by all who received them.

7,564 people received food from our food pantry and many vegetables, fruits, breads, and meats, which we receive from Hannaford, Shaw's, and local farmers on Thursdays and Saturdays.

All of the above is achieved because of you and no matter how small or big your donation, it makes a huge difference to the lives of the people we serve. We wouldn't exist without your help and for that we are grateful.

We are now gearing up for fall and the winter months which is the start of our very busy season both with the guests of the shelter and the people in need in our community. Soon our Fall Appeal letters will be arriving at your door so we can continue to help all who need our services.

Best regards,

Mary J. Boylan (MJ)
Emmaus Shelter Director

Please retain this receipt for income tax purposes. No goods or services have been provided in exchange for this contribution. Thus, the full value of this contribution is tax deductible.



RECEIVED

SEP 11 2018

THE TOWN OF
MOUNT DESERT

Thank You!

THE LIFEFLIGHT FOUNDATION

Date:	August 21, 2018
Amount:	\$1000.00
Fund:	Unrestricted

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

Dear Durlin and Residents of Mount Desert:

Thank you. You just made Maine a safer place to live, visit, work and play. Your gift will help LifeFlight bring our flying hospitals to someone who is critically ill or injured when they most need us.

Your contribution helps people like Mindy Sprague, who experienced a horrific accident when she was crushed between a train car and loading dock while at work at a train yard in Maine. While stuck she was unable to breathe. Once freed, her blood pressure bottomed out more than once, indicating serious internal bleeding. As soon as LifeFlight arrived to transport her to specialty care our clinical crew was able to administer blood since we carry it on every flight. Although Mindy sustained injuries to her liver, spleen, kidney and pancreas along with multiple major fractures, she has made a remarkable recovery and has returned to her life much as it was before the accident.

You make second chances possible. We are profoundly grateful to **you** for believing that every person in Maine deserves to have a second chance at survival.

Sincerely,

Tom Judge
 LifeFlight Executive Director--on behalf of the entire LifeFlight team

No goods or services were provided in consideration of this gift. All gifts are tax deductible to the fullest extent of the law. Please retain this receipt for your tax records.



THE LIFEFLIGHT FOUNDATION
www.lifeflightmaine.org

8.23.18

Mount Desert Citizens,

Thank you for your
partnerships!

We are deeply grateful
to the citizens of the 190⁺
Maine towns who stand
with us as we strive to
provide critical care for all
in need — regardless
of income or location.

We thank you!

Melissa Marchetti, Development Assistant
mmarchetti@lifeflightmaine.org

COMMISSIONERS REGULAR MEETING

Learn more about **HANCOCK COUNTY** by visiting
www.co.hancock.me.us

Audio recordings of the meeting are available upon request

The regular meeting of the Hancock County Commissioners was brought to order by Commissioner Blasi at 8:30 am on **Tuesday, August 7, 2018** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Brown and Clark in attendance.

Bid opening- Airport Terminal Building Standby Generator Project: One bid was received, as follows:

Fortier Electric- purchase and installation \$14,898.00

The Commission recognized Jail Administrator Timothy Richardson for 5 years of service to Hancock County.

Adjustments to / approval of agenda:

MOTION: move item 7d to 1d (Clark/Brown 3-0, motion passed)

MOTION: move item 10a to 9h, with 9h becoming 9i (Blasi/Brown 3-0, motion passed)

MOTION: move item 9e to 9a (Blasi/Brown 3-0, motion passed)

Public Comment: none

Approval of minutes:

MOTION: to approve the minutes of the June 25, 2018 Commissioners' Regular Meeting (Brown/Clark 3-0, motion passed)

MOTION: to approve the minutes of the July 3, 2018 Commissioners' Special Meeting (Clark/Blasi 2-0-1, Brown abstains)

Discussion: Commissioner Brown was not present at the July 3 meeting. Commissioner Blasi said Hancock County should not be concerned with rebuilding the Back Road Bridge or the Lower Lead Mountain Dam. Commissioner Clark said we could agree we did not want to assume liability for the dam, but he did not want to completely disregard the idea that the county could use Community Benefit money to possibly contribute to the project.

MOTION: to approve the minutes of the July 17, 2018 Commissioners' Special Meeting (Clark/Blasi 3-0, motion passed)

Ron Fortier gave a brief synopsis of the damage done to the conduit during the jail yard job. He presented a project proposal for new conduit routing and communication cables. During review of the damage, it was recommended by IT Administrator Grindle and Consolidated Communications to run fiber along with the copper. Commissioner Brown asked about the general contractor's role in damaging the cables. Fortier said the general contractor fixed the damage, and that this project is an upgrade. The general contractor did not assume

responsibility, but took care of the repair. Commissioner Clark noted that the general contractor was not given diagrams illustrating the location of the conduits; they were unknown. Fortier said the outside of the building is the only option for this project. Commissioner Clark expressed concern about vulnerability to damage or vandalism. Fortier said the price was based on 500' of cabling, but it may be less, or more, and the cost would be adjusted accordingly. CA Adkins pointed out that this was not simply rerouting, but also upgrading.

MOTION: recognize Fortier Electric Company as sole source because they are the general contractor's electrician and have done the preliminary work of restoring the original damage (Clark/Blasi 3-0, motion passed)

MOTION: to accept the bid from Fortier Electric for the new conduit run from the jail to the courthouse for an amount not to exceed \$36,000.00 to be paid for through account G1-3011-00 (Clark/Blasi 3-0, motion passed)

Airport:

Airport Manager Madeira reviewed the generator bid and recommended that the commission approve it.

MOTION: accept the bid from Fortier Electric for the Airport Terminal Building standby generator project in the amount of \$14,898.00 using account G2-3010-00 (Brown/Clark 3-0, motion passed)

Airport Manager Brad Madeira gave his monthly report. He reported that enplanement numbers are approximately 30% below where they were last year at this time; he does not project reaching the 10,000. Silver Airways is doing well. Commissioner Blasi asked how marketing efforts reflected in numbers. Manager Madeira said that was difficult to quantify. Madeira met with Representatives regarding the Caruso drive and Route 230 project. MDOT did not classify this as a high crash location; however they may do a traffic study upon formal request. Manager Madeira made reference to the county and state working together on a BPI (Business Partnership Initiative) project and suggested the county use community benefit funds to help fund that. Manager Madeira reported that the FAA released a docket regarding AIP funding for FYs 2018-2020, an additional \$1 billion in discretionary funds to airports. The first deadline is August 8 and impossible to meet, however there is a second deadline of October 31; Madeira would like to pursue that, his priority is for the Snow Removal Equipment building.

MOTION: approval for the Chairman to sign the project contract with Jacobs Engineering to perform an obstruction survey in 2018 for \$27,567.88 (Brown/Clark 3-0, motion passed)

MOTION: approval for the Chairman to sign the grant offer from the FAA for AIP 3-23-0006-044-2018 to complete 2018 obstruction analysis (Brown/Clark3-0, motion passed)

MOTION: approval for the Chairman to sign the grant offer from the FAA for AIP 3-23-0006-045-2018 to replace the runway light system, taxiway light system, to purchase certain ARFF PPE, and to purchase an ADA compatible passenger boarding ramp (Brown/Clark 3-0, motion passed)

MOTION: approval to transfer \$6,000.00 from account G2-3040-00 (Future Unspecified AIP Local) to account G2-3040-45 (AIP Local Share) (Brown/Blasi 3-0, motion passed)

MOTION: approval for Chairman to sign Modification No. 1 of the project contract with Jacobs Engineering to Replace Airfield Lighting in 2018 which will increase the contract by \$289,897.52 and result in a total contract of \$302,533.25 (Brown/Blasi 3-0, motion passed)

MOTION: approval for the Chairman to sign the contract with Moulison, LLC to replace the runway and taxiway light systems and the apron light system at the HC-Bar Harbor Airport for \$1,388,722.00 (Brown/Blasi 3-0, motion passed)

MOTION: Approval to hire Jill Constantine to fill the Administrative Assistant vacancy at the part-time rate of \$13.00 per hour effective immediately (Brown/Blasi 3-0, motion passed)

MOTION: request approval to spend up to \$2,000 from account G2-3010-52 to complete phase II of the new baggage claim (inbound baggage) area project (Brown/Clark 3-0, motion passed)

UT:

Unorganized Territory Supervisor Millard Billings gave his monthly report. Commissioner Blasi read from the BEP announcement which referred to Tunk Stream for the Class change from Class B to Class A. Commissioner Clark questioned the commission's involvement in the issue. Commissioner Brown said he would need to know the impact of these changes.

MOTION: approval for the UT supervisor go through RFP process with snowplow contract as requested (Blasi/Clark 3-0, motion passed)

Fire contracts are all in place, but negotiations with Franklin regarding townships 9, 10 and possibly 16 are ongoing.

Supervisor Billings reported he met Friday Josh McIntire of EMDC. They discussed issuing a questionnaire, and discussed the impact of LUPC's potential adjacency rule change. McIntire did not feel the need to engage the advisory board at this point.

The commission reviewed a thank you letter from Chelsea Louder, scholarship recipient. The commissioners were happy to get the letter, and Commissioner Brown said we should all feel good about the opportunity to help a family.

Break 10:05a.m.

Treasurer:

MOTION: to approve the July GF, Airport, and Jail Payroll Warrants #18-26, #18-27, #18-28, #18-29 in the aggregate amount of \$346,611.06 (Clark/Blasi 3-0, motion passed)

MOTION: to approve the July GF, Airport, and Jail Expense Warrants #18-52, #18-53, #18-54, #18-55, #18-56, #18-57 in the aggregate amount of \$851,952.47 (Clark/Brown 3-0, motion passed)

MOTION: to approve the July UT Payroll Warrants #18-52, #19-1, #19-2, #19-3 in the aggregate amount of \$1,150.52 (Clark/Blasi 3-0, motion passed)

MOTION: to approve the July UT Expense Warrants #18-26, #19-1, #19-2, in the aggregate of \$72,323.60 (Brown/Clark 3-0, motion passed)

MOTION: to approve 2018 July expenditures in the Health Insurance account of \$161,339.73 (Clark/Blasi 3-0, motion passed)

MOTION: to approve the expenditure from capital reserve account G1-3011-00 Jail Yard Job (Pmt #2) for clerk fee in the amount of \$5,000 (Blasi/Clark 3-0, motion passed)

MOTION: to approve the expenditure from capital reserve account G1-3010-90 Jail Yard job 2nd requisition in the amount of \$84,569.27 (Brown/Clark 3-0, motion passed)

MOTION: to approve the expenditure from capital reserve account G1-3011-00 Maine Controls EMS upgrade Final payment in the amount of \$17,160 (Brown/Blasi 3-0, motion passed)

Report on municipal taxes:

At this point 2.91% has been collected- 2 towns have paid.

Comdata card for IT Administrator:

IT Administrator Grindle has requested a card in his name for IT related purchases.

MOTION: authorize Chris Grindle to be issued a ComData card (Clark/Blasi 3-0, motion passed)

Sheriff:

MOTION: to administratively remove Jonathan Mahon from payroll; to administratively remove Kenneth Mitchell from payroll; to administratively remove Robert Findley from payroll; to administratively remove Franklin Burke from payroll; to administratively remove Brian Tripp from payroll (Clark/Blasi 3-0, motion passed)

MOTION: permission for Deputy Travis Frost and K9 Finn to travel out of state- to Manchester, New Hampshire on August 9, 2018 for narcotics certification (Brown/Clark 3-0, motion passed)

Jail:

MOTION: to administratively remove Cory Scribner from payroll; to administratively remove Edwin Leighton, II from payroll; to administratively remove Sherryanne Kief from payroll; to administratively remove Ronald Lund from payroll (Brown/Clark 3-0, motion passed)

Prison Rape Elimination Act (PREA) audit discussion:

JA Richardson said he had an audit budgeted for next year, but would like permission to have this done in October of this year. All jails that house federal inmates are required to have this.

MOTION: approve conducting the PREA audit for 2018 and the cost will come from account 24-40-022 Other Professional Services, knowing that we will overrun that account (Clark/Brown 3-0, motion passed)

Maintenance:

Facilities Director Dennis Walls gave his monthly report.

EMS update: this expense has been paid in full. During the process some defective components were identified and replaced. Anyone with access can sign in remotely to check conditions, once the system is up and running.

Jail yard job update: The second requisition meeting took place last week; Facilities Director Walls is pleased with the progress.

Small boiler update: This job is complete, tying it into the energy management system has been done. Director Walls reported that he is pleased with the results.

Access control update: This project will include 7 doors throughout the building for the swipe card system. The quote from Cincinnati Time of Maine is a total of \$14,137.68. This would cover the perimeter doors.

MOTION: that the maintenance director be allowed to go out to bid for the entry system (Clark/Blasi 3-0, motion passed)

Assistant director position discussion: Director Walls said a proposal in his budget prep for 2019 is that Asst. Facilities Director Dave Linnell be given a pay grade increase and maintain the same level of seniority. Commissioner Clark suggested meeting with Director Walls and Asst. Facilities Director Linnell at the next meeting to discuss this request and the job description.

RCC:

RCC Director Robert Conary gave his monthly report. On July 27 there was a failure of 911 equipment; the cause was a faulty Uninterrupted Power Supply. Components need to be replaced but we are up and running. Commissioner Blasi thought regular voltage checks should be in place. The Emergency Police Dispatch Protocols are currently being reviewed.

MOTION: approval to move full time dispatcher Jamie Denbow to part time status effective August 4, 2018 (Brown/Blasi 3-0 motion passed)

Commissioners:

RCC expansion: There was continued discussion on potential scenarios for expanding the RCC on our current campus. Facilities Director Walls was directed to continue to look for scenarios that make sense to everyone involved. The commissioners will make the final determination about design in upcoming meetings.

Set departmental budget workshops: CA Adkins suggested discussion at the August 21 meeting and will arrange with Dept. Heads. The commission agreed to set the COLA at 0% at this point in the budget process.

Discuss Commissioner Caucuses: The caucus for Commissioner Blasi's District will be held on September 4 at 2:00 pm at Lamoine Municipal Building. The commissioners will hold the budget informational meeting on Nov 27, at 8:45 am.

Dept. 17 questionnaires review; set 2019 department budget amount: The commission agreed they wanted to view the overall budget before making a decision, and to discuss this at a later date.

Correspondence regarding federal funding for inmate medical costs will be sent to MCCA; they are working with NACO on the issue.

Schedule jail union contract negotiations: The commission agreed to schedule negotiations for a date after Labor Day.

County Convention: The annual convention will be held in Portland September 14-16.

Commissioners Brown and Blasi will not attend; Commissioner Clark is undecided at this point.

County Administrator:

Health insurance: CA Adkins expressed concern about high projections. A meeting with Acadia Benefits is scheduled. Commissioner Clark suggested increasing the Buy Out.

Community Benefit grant discussion: the commission was not inclined to entertain a grant cycle this year.

Reserve Fund Balances: CA Adkins presented a draft proposal for the use and maintenance of the G accounts. The commission reviewed the document and discussed the various accounts.

Motion: adopt the document *Policy for the Use and Maintenance of the Escrow (TRIO/G Accounts) RESERVE FUND BALANCES* as the official descriptions of the Reserve Accounts (Blasi/Clark 3-0 motion passed)

Loss Control Survey of Jail and Airport: Deputy CA Rebekah Knowlton explained that our loss control consultant from MMA performed a Loss Control survey of the jail and the airport. The result was a positive review, with considerable improvement in the jail. One issue to follow up on- placing jersey barriers to protect a fuel tank at the airport maintenance building- has been taken care of.

Motion to adjourn: 1:45 pm (Blasi/Clark 3-0 motion passed)

Respectfully submitted,

Rebekah Knowlton
Deputy County Administrator

COMMISSIONERS SPECIAL MEETING

Learn more about **HANCOCK COUNTY** by visiting
www.co.hancock.me.us

Audio recordings of the meeting are available upon request

The regular meeting of the Hancock County Commissioners was brought to order by Commissioner Blasi at 8:30 am on **Tuesday, August 21, 2018** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Brown and Clark in attendance.

Adjustments to / approval of agenda:

MOTION: add after probate request to advertise for a patrolman for an anticipated opening in the sheriff's department (Clark/Blasi 3-0, motion passed)

Public Comment: none

Airport:

Commissioner Clark said he thought this type of document should be resolved between Bangor airport and Bar Harbor airport, and that the manager should be given the flexibility to amend or terminate the document when appropriate. He suggested allowing Airport Manager Madeira to sign it and manage it himself. Manager Madeira explained there is a new TSA requirement that calls for additional vetting of airport employees, and there is a necessity to have a formal agreement, and he could take care of it. Manager Madeira explained how the process works. It is a one time cost per employee; this is an ongoing check every 24 hours. The commission agreed Manager Madeira has the ability to modify as he deems necessary.

MOTION: authorize manager to enter into agreement with Bangor Airport for complying with TSA background requirements (Clark/Blasi 3-0, motion passed)

Probate:

MOTION: Accept resignation of part time Probate clerk Joan Higgins, effective August 30, 2018 (Clark/Blasi 3-0, motion passed)

MOTION: Approve request to pay part time Probate clerk Elizabeth Linnell from account E 08-01-300 Personnel/Part time (Clark/Brown 3-0, motion passed)

Sheriff:

MOTION: approval to advertise for an anticipated patrolman vacancy (Clark/Brown 3-0, motion passed)

The opening is anticipated in September.

Budget Workshop:

EMA (02)

EMA Director Sankey presented his initial budget. He explained two minor changes. There was some discussion regarding an increase to the 01-100 Personnel Services/Director line.
MOTION: add department head salary discussion (Blasi, motion fails for lack of 2nd)

Maintenance (06)

Facilities Director Dennis Walls presented his initial department budget. There was a small increase in line 100 Court Lease. There was some discussion on line 200 Jail/Maintenance. Director Walls referenced changes to lines 01-100 personnel services / manager and line 01-110 personnel services deputy manager. CA Adkins suggested outsourcing handyman services rather than adding to the part time line. Director Walls suggested \$17,000 in Reserve account 70-300 equipment in anticipation of a tractor purchase.

Break 10:08 a.m.-10:18 a.m.

Probate (08)

Register Coughlin said she increased filing fees, publications, mailing fees, copies, and forms. She also added the revenue line "Visitor Fees". There was some discussion on the surcharge account and what it is used for.

The commission agreed to reduce line 08-35-200 Equipment Purchases/Computer to \$0, because money is available in G accounts. Register Coughlin indicated that she would have a capital improvement plan for the next workshop.

Deeds (09)

Register Curtis anticipated an initial increase to revenues of 3.63%. Reserve accounts 70-100 Equipment and 70-200 Technology will be combined to coincide with G-1-3012-10 Deeds Equipment.

Commissioners (04)

CA Adkins said nearly everything was flat-lined. There was discussion about keeping Sierra Communications as a service.

Jail CAP (11)

There was discussion about the jail CAP of \$1,890,009

Communications (14)

There was discussion about account 14-15-115 Cell Phones. The commission agreed to \$26,000.

Reserves (30)

There was discussion about increasing account 20-300 Building /Maintenance & Repairs.

Treasurer (05)

Revenues remain the same. There was some discussion on line 01-115 Personnel Services/Treasurer. Account 30-300 Contractual services/audit may need to be increased.

Treasurer:

Transfer from Unorganized Territories Department- Treasurer Eldridge submitted documents regarding the \$500,000 loan to the county from the UT. The loan will be paid back at a rate of 1.5%; this matches the interest that would have accrued had the money remained in UT bank accounts.

Maintenance:

Access Control System- this project has been put out to bid. Commissioner Brown expressed concern about employees' access; discussion on the issue followed.

Assistant Director position discussion- Facilities Director Walls reviewed the job description, and recommended that Asst. Facilities Director Dave Linnell be advanced to pay grade 11. Discussion will continue at a future meeting.

County Administrator:

Ellsworth American- Thank a Police Officer Day- the commission agreed to add a sentiment to the "Thank a Police Officer" special section of the Ellsworth American.

Commissioners:

RCC Expansion- ballpark pricing from Randy Sinclair for expanding the RCC was discussed. There was some discussion about extending the current RCC space into the foyer. Commissioner Brown questioned ADA accessibility. There was some discussion on the number of stations required for adding more towns to dispatch for, and if the expanded space would accommodate that. Commissioner Blasi suggested progressing in stages, with stage A being an expansion large enough to bring in two towns. Commissioner Brown suggested bringing in Bob Gaspar to assess infrastructure and materials.

Spirit of America- the commission agreed to consider holding a ceremony in October.

MOTION: to adjourn 2:05 pm (Brown/Clark 3-0, motion passed)

Respectfully submitted,

Rebekah Knowlton
Deputy County Administrator

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: Street Sweeper
Date: September 14, 2018

The town meeting held September 10, 2018 approved our purchase of a new street sweeper at a not-to-exceed- cost of \$225,000. This purchase is necessary to replace the sweeper that was lost to us earlier this year after being struck by a large chunk of ledge on Route 3.

Earlier this year, and in conformance with our purchasing policy, we solicited competitive bids from three qualified sweeper dealers. The dealers were located in Maine (Lewiston), New York and California. We contacted all three, and were eventually able to speak with all three, all of whom sell the same model. This model is the same brand as the totaled one but now being sold under a different name. Our damaged one is a Johnston now being sold under the name "Global Environmental Products". The Lewiston dealer has the franchise for all of New England for this brand of sweeper. Respective bids were:

- Lewiston \$204,500 Sweeper on site; availability is immediately
- New York \$209,000 Would have to order with a three-four month wait
- California \$214,000 Would have to order with a three-four month wait

Also this year, and also in conformance with our purchasing policy, while we were in the process of obtaining sweeper bid prices we solicited competitive lease and purchase terms from local banks for financing in the amount of \$225,000 for both five (5) and seven (7) year terms for the lease or purchase of the sweeper. The purchase option was more favorable than the leasing as shown on the enclosed spreadsheet.

As noted above, we have received a final purchase price from the Lewiston dealer of \$204,500. As discussed at town meeting, I would like to use \$50,000 from the Public Works Reserve Account 4050100-24500 with a current balance of \$158,502 to buy the \$204,500 purchase price down to \$154,500 leaving a reserve account balance of \$108,502. I am comfortable with this reserve account balance moving forward. The spreadsheet referenced above also presents a summary of the financing using the \$154,500 and the terms of the best financing option which was presented by the First National Bank for a term of 5-years and an interest rate of 3.10%.



Town of Mount Desert

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www.mtdesert.org director@mtdesert.org

Based on the above, I recommend the following:

- We purchase the street sweeper from Viking Cives at a purchase price of \$204,500.
- That I be authorized to execute the necessary documents with Viking Cives to facilitate the purchase at \$204,500.
- We use \$50,000 from the Public Works Reserve Account 4050100-24500 towards the purchase of the sweeper and to buy the \$204,500 purchase price down to \$154,500.
- We award the financing of \$154,500 for the sweeper to the First National Bank at an interest rate of \$3.10% for a term of five years.
- Authorization be given to Town Manager Durlin Lunt, Jr. to execute all documents with the First National Bank required to borrow the \$154,500 to be used towards the purchase of the sweeper.

If the information presented above is approved, we have been told we can expect delivery of the sweeper the week of September 17, 2018. A representative of the manufacturer will conduct a site visit to review the operations and maintenance with us the same week.

Thank you for consideration of my recommendations.

Cc. Claire Woolfolk, Town Clerk; Kathi Mahar, Treasurer

COMPARISON: Purchase and Lease

Street Sweeper: Lease and Purchase Terms

9-14-18/TS

Cost of Sweeper: **NOTE** - \$225,000 used for all calculations during financing requests

5 Year Term Comparison: 5 annual payments

	Purchase	Purchase	Purchase	Purchase	Lease
	Bar Harbor	Camden	First	Machias	Gorham
	Bank & Trust	National	National	Savings	Savings
Interest Rate	3.18	3.63	3.10	3.95	4.35
Total Payments	246,465	249,503	245,925	251,663	255,195
Total Interest Paid	21,465	24,503	20,925	26,663	30,195

7 Year Term Comparison: 7 annual payments

	Purchase	Purchase	Purchase	Purchase	Lease
	Bar Harbor	Camden	First	Machias	Gorham
	Bank & Trust	National	National	Savings	Savings
Interest Rate	3.31	3.76	3.30	4.25	4.50
Total Payments	254,790	258,840	254,700	263,250	267,281
Total Interest Paid	29,790	33,840	29,700	38,250	42,281

First National Bank Loan Terms: \$154,500; 5-years; Interest rate 3.10%

Summary:	Period No.	Payment	Principal Amt.	Interest Amt.	Balance
	1	35,689.50	30,900.00	4,789.50	123,600.00
	2	34,731.60	30,900.00	3,831.60	92,700.00
	3	33,773.70	30,900.00	2,873.70	61,800.00
	4	32,815.80	30,900.00	1,915.80	30,900.00
	5	31,857.90	30,900.00	957.90	0.00
	Totals	168,868.50	154,500.00	14,368.50	NA
	Total Cost	168,868.50			

NEW BUSINESS



Town of Mount Desert

Claire Woolfolk, Town Clerk
21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248

Telephone 207-276-5531 Fax 207-276-3232
E-mail townclerk@mtdesert.org Web Address www.mtdesert.org

MEMO

DATE: September 13, 2018

TO: Board of Selectmen

FROM: Claire Woolfolk, Town Clerk

RE: General Code proposal for the Digitalization of Town Records

As part of the historical preservation project we have purchased and installed Laserfiche software for the facilitation of digitalizing historical records for the Town in a searchable format.

To date we have loaded images of

- Vital records from 1891-1999, and
- Historic Town Records from 1776 through 1852

We are presently working on converting more recent digital records in-house from Selectmen Meetings and Annual/Special Town Meetings from 2000 – present.

The attached proposal is for scanning and processing of older town records for Town Meetings, Reports & Warrants, and Selectmen's Minutes prior to 2000. The remaining balance in the current budget for Historic Preservation Reserve Account #4020200-24205 is \$29,486.18

Recommendation:

I request approval of \$17,473.12 from Historic Preservation Reserve Account #4020200-24205 and authorization to sign the proposal with General Code for the Digitalization of Town Records including Town Reports, Warrants, Meeting/Election and Selectmen's Minutes which has a current balance of \$29,486.18.



A Member of the ICC Family of Companies

MOUNT DESERT, ME - INVESTMENT SUMMARY

(THIS SUMMARY IS BEING PROVIDED FOR OVERVIEW PURPOSES ONLY. PLEASE REFER TO EACH RESPECTIVE PROPOSAL FOR COMPREHENSIVE PRICING AND PROJECT DETAILS.)

PROJECT	VENDOR	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
eImaging - Book Scanning					
	Image Data	Document Conversion Services Project Estimate (w/out Transport)	1	\$ 15,037.37	\$ 15,037.37
	General Code	Processing/Keying/Uploading of Scanned Images	1	\$ 2,435.75	\$ 2,435.75
eIMAGING - BOOK SCANNING TOTAL:					\$ 17,473.12



Document Imaging Services

**Town of Mount Desert, ME
Hancock County
Maine**

***Book Scanning / Town Records
(Election, Reports & Warrants,
Meetings & Selectmen's Minutes)***



A Member of the ICC Family of Companies

***Document Management Solution
Scanned Image Indexing and Processing Services***

TOWN OF MOUNT DESERT, ME

Hancock County

Book Scanning / Town Records
(Election, Reports & Warrants, Meetings & Selectmen's Minutes)

August 7, 2018

Valid for 6 months



Document Management Solution
Scanned Image Processing Service

Director of Sales: Bruce Cadman

518-441-6496

BCadman@generalcode.com

DOCUMENT CONVERSION / PROJECT DELIVERABLES / INVESTMENT DETAIL

DOCUMENT CONVERSION PROJECT

Reference is made to the Book Scanning Proposal between Image Data, Inc. ("Image Data") and the Town of Mount Desert, ME ("Town") dated July 25, 2018 ("Image Data Proposal").

PROJECT DELIVERABLES

The following deliverables are included in your project pricing. This price is based on the Project Assumptions as set forth in the Image Data Proposal.

- The document conversion services associated with the project will be performed by Image Data.
- Upon completion of the scanning portion of the project by Image Data, Image Data will upload the image files to General Code.
- Once received from Image Data, General Code will index and process the images and index data into Laserfiche Viewer format and upload same onto the Town's Laserfiche system.
- General Code is not responsible for the accuracy and quality of the images (e.g., black borders, skewed images, blurry images, non-legible images, etc.), index data or other errors on the scanning portion provided to General Code by Image Data.
- One (1) copy of the Laserfiche Viewer formatted documents will be provided on removable media.

DOCUMENT INDEXING/PROCESSING SPECIFICATIONS

Document Type / Description		Est. of images	Est. of Documents
Warrant Reports (ex. Town Reports) 1895-2004 + Clipped		9,855	1,320
Town Meetings (1939-2004)		2,737	880
Selectmen Meetings 1932-1999		11,751	820
Index Field(s)/Keying	Name, Date (YYYY-MM-DD)		
Who is Keying/Indexing	General Code		
Document Naming Convention	Name - Date		
Document Organization (Folders)	Warrant Reports/Decade/Year/file		
Microfilm needed?	No		
Comments / Special Instructions	Documents will be OCRd. IDI will complete the document breaks for indexing.		

PROJECT MANAGEMENT AND OTHER SERVICES

- Our charge includes project management and assumes that all of the documents contained in this project will be imaged and provided by Image Data to General Code.
- Project Management will include job setup, creation of file structures and databases (as applicable) and Laserfiche Viewer containing images and data on removable media.
- Placement of the shipped documents in the Town's repository will be performed as a courtesy service upon request of the Town.
- To schedule the placement of the documents, please contact Crista Deniz at 855-GEN-CODE.

INVESTMENT DETAIL

Our price is based upon the information set forth above and is valid for six (6) months from the date of this proposal.

Town of Mount Desert - Book Scanning				
	Est. of Images	Est. of Documents	Unit Price	Extended Price
Document Keying/Indexing on selected documents for population of template fields, creation of document naming and folder structure.		1,810	\$ 0.075	\$ 135.75
OCR of Documents: Utilizing OCR processing on all documents to extract type-written text. OCR will only identify type-written characters printed from left-to-right on the page.	24,343		\$ 0.006	\$ 146.06
Data Processing/Upload services on all records into Laserfiche, including applying templates and indexing to images, file naming and folder structure creation.	24,343		<i>Flat Charge</i>	\$2,300.00
Project Management and other related services including job setup, creation of file structures and database (as applicable) and Laserfiche viewer containing images and data on removable media.				<i>Included in per-image price</i>
Total Indexing, Processing/Upload Pricing:				\$2,435.75

AUTHORIZATION & AGREEMENT

The Town of Mount Desert, Maine hereby agrees to the procedures outlined above, to General Code's Document Management Solution Terms & Conditions which are available at <http://cms.generalcode.com/terms-conditions> and are incorporated herein by reference as they apply to this proposal, and authorizes General Code to proceed with the project.

Indexing & Processing / Upload Service Total: \$ 2,435.75

Payment Schedule:

General Code will invoice the Town for Indexing and Processing services upon shipment of each batch of the scanned documents to the Town.

Performance Schedule:

The project will be completed within 90 days of General Code's receipt from Image Data of all materials necessary to complete the project.

(Client please fill out) Invoice for this Project to be sent to:

Department: _____ Contact Name: _____

TOWN OF MOUNT DESERT, ME

By: _____ In the Presence of: _____

Title: _____ Title: _____

Date: _____ Date: _____

GENERAL CODE, CMS, LLC

By: _____ In the Presence of: _____

Title: _____ Title: _____

Date: _____ Date: _____

In order to authorize the project:

1. *Sign the Proposal*
 2. *Fax or email the Authorization & Agreement Section only to: Sales@generalcode.com • fax (585) 328-8189*
 3. *Mail the signed Proposal to General Code at: 781 Elmgrove Road • Rochester, NY 14624*
- General Code will then sign and mail a copy of this agreement back to the Town for its records.*



**Book Scanning Proposal
For
Town of Mount Desert, ME**

**Submitted: July 25, 2018
Pricing valid for 90 days**

**Submitted By: Laurie Green
Senior Account Executive
Image Data, Inc.
(518) 862-2740
lgreen@imgdata.com**

Statement of Services

Scope of Work

1.0 OBJECTIVE

The objective of this proposal is to provide preparation and book scanning for the Town of Mount Desert's Town Records including Election, Reports & Warrants, Meetings, and Selectmen's Minutes. The project will be converted in our Albany, New York production facility according to the requirements detailed in this Statement of Work.

Image Data Team will work closely with the designated representatives from the Town of Mount Desert throughout the term of this project to provide for a smooth, timely, confidential and successful partnership.

2.0 SUMMARY OF CONTENTS

The following sections are included in this SOW:

- Production Contacts
- Pickup and Delivery
- Conversion Services
- Transmission of Images
- Post Scan Indexing
- Delivery and File Back-up
- Facility, Production and QC Overview
- Pricing Schedules

3.0 PRODUCTION CONTACTS

The conversion will be managed by a team consisting of the following Image Data individuals, who will be responsible for completion of production activities.

- | | |
|---|--------------------------|
| 1. Kara Heniges
(518) 862-2740 ext. 1030 | Operations Manager |
| 2. Ken Major
(518) 862-2740 ext.1023 | Director of IT |
| 3. Laurie Green
(518) 862-2740 ext.1021 | Senior Account Executive |

4.0 PROJECT PICKUP AND DELIVERY SCHEDULES

The Town of Mount Desert will box all records for pick-up by driver and delivery to Image Data's production facility in Albany, or for shipment to Image Data. Shipment method, dates, schedules and volume of boxes to be determined.

Based upon the supplied image volumes, Image Data anticipates the production time on a typical pick-up to be 120 to 180 days from the date of pick-up.

5.0 DOCUMENT PREPARATION

Document preparation will be needed to remove staples, paperclips, sticky notes and documents from books prior to scanning and will be completed by IDI. Taping of any torn paper would be completed to make the documents scan ready.

6.0 CONVERSION SERVICES

Documents will be scanned at 200 DPI to black and white, TIFF images. Image Data will provide a POC of the images and directory formats for approval by the Town of Mount Desert prior to entering into production.

- Hard bound spine will NOT be cut
- Nothing larger than legal size paper
- Text from document “crowding” book spine may not be captured clearly due to book curvature or text inserted into book binding during assembly

Image Data is not able to improve the quality of a poor original. If poor quality originals are found, a “Best Image Available” document may be scanned prior to the original imaged document.

IDI will provide a POC of the images and directory format for approval by the Town of Mt. Desert prior to entering into production.

7.0 TRANSMISSION OF IMAGES

Data will be transmitted to General Code for upload into Laserfiche software. NOTE: Load fees into LF are not included in this proposal and will be provided separately by General Code.

8.0 POST-SCANNING INDEXING & ORGANIZING

GC will index the images as follows:

Warrants/Reports— NAME, YEAR-MM-DD (i.e. Annual Town Report Date)

Selectmen Minutes--- NAME, YEAR-MM-DD (i.e. BOS Meeting Minutes 2018-01-02)

- Each book will contain several meetings

Town Meetings— NAME, YEAR-MM-DD (i.e. Annual Town Meeting or Special Town Meeting and 2018-05-07)

Note: During the imaging process IDI will complete the document breaks that will enable GC to “jump” to the next index field.

9.0 DELIVERY & FILE BACK-UP

Once the file organization naming and indexing is complete your electronic records are ready to be delivered to the Town. The files may be brought into your existing Laserfiche system or you can store the records on the provided Laserfiche Viewer

10.0 IMAGE RETRIEVALS DURING PRODUCTION

While the Records are at Image Data during production, a process will be determined for easy access to the images when requested. Requests by Authorized Representatives from the Town of Mount Desert can be made via telephone, email or fax and delivered via email, FTP, FedEx or UPS. This proposal includes (if requested) two retrievals per day which will be returned within a maximum of 24 hours or less from the receipt of the request. The cost to retrieve would be \$17.00 per retrieval plus the imaging fee.

Retrieval: One record pulled from one file = one retrieval. All FedEx, USPS, UPS, or other ground service costs incurred are not part of this pricing structure and will be billed accordingly.

11.0 SERVICE LEVEL AND RETENTION

Documents will be returned to the Town of Mount Desert once scanning is complete.

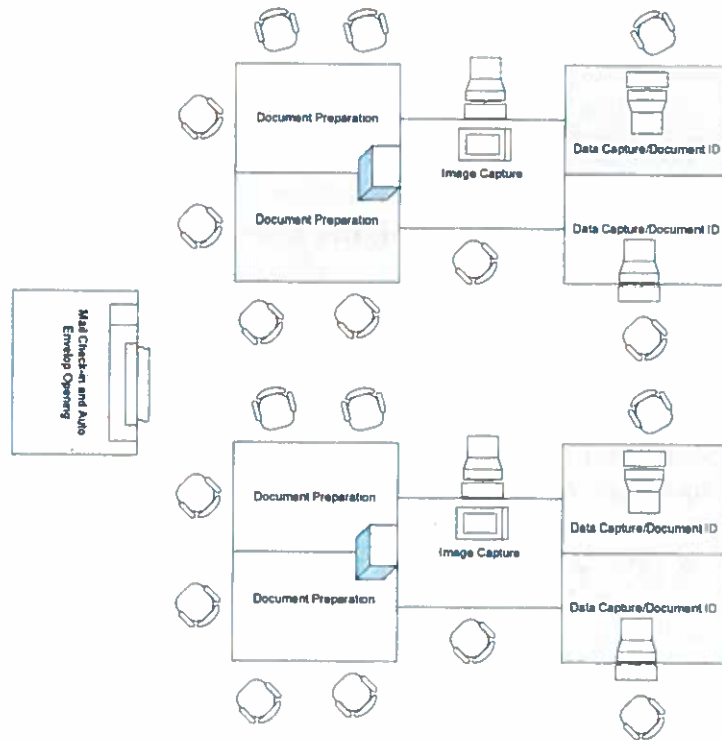
12.0 PRODUCTION AND QUALITY CONTROL (QC) OVERVIEW

Lean Sigma Cells

All IMAGE DATA centers operate in a Lean Sigma Cell design. This design ensures efficiency by eliminating delays in any work queue. Work is not stacked or bottlenecked with the possibility that errors may be contained in an over produced work station. With this workflow design, all elements are synchronized to maximize a daily throughput rate by balancing and managing workloads at each station of the cell. The error prone design of separating prep/imaging/index/document identification within different areas of the room is not utilized by Team IMAGE DATA. Errors are virtually eliminated by employees working side-by-side to ensure that process or product deficiencies are reported to the previous station. This flow enables the Lean Cell to find and correct deficiencies instantly, ensuring that the correction is made at the time of occurrence. In addition, our Lean Sigma work cells process the information in smaller batches, resulting in faster net throughput times. Fast processing times promote the turnaround times required and ensures quality assurance checks continue to be completed in conjunction with deliverable times. Team IMAGE DATA will create a lean cell for each unique task order under this agreement.

Lean Sigma continuously improves overall production and eliminates errors resulting in providing the Town of Mount Desert higher quality images and data with the highest accuracy levels and at the same time lowering overall costs to our clients.

Sample Lean Cell Design

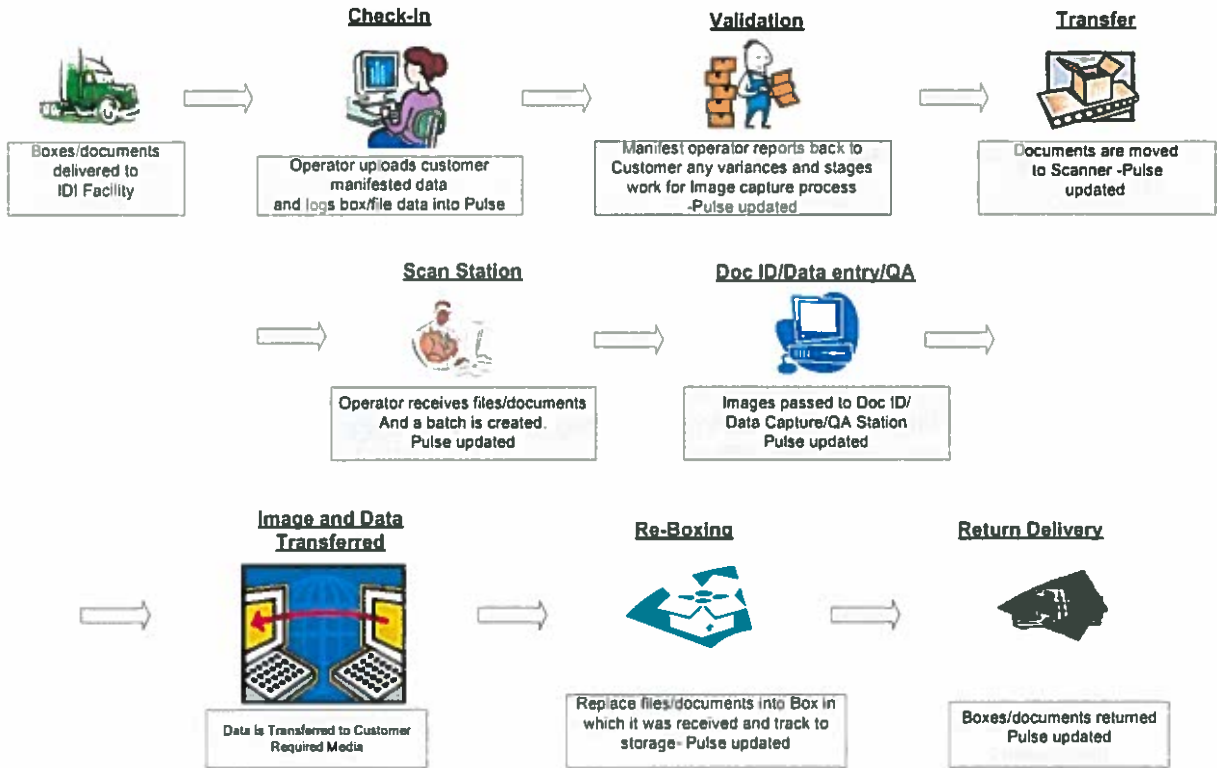


Production Planning and Process Control Activities

The Production phase commences with the transfer of project knowledge from Ramp up to production personnel through systematic training. A team of cross-functional personnel carries out the production activities. This team is dedicated to meet the customers' requirement in terms of quality, timeliness and other deliverables. The cross-functional team contains expertise for document preparation, conversion instruction, ramp up, software, and production planning activities.

The initial activity in the production phase is the creation of the project management/implementation plan that describes the quality objectives, the project deliverables, project schedules, resource requirements, training schedules, risk assessment, risk mitigation plans and individual responsibilities towards meeting the project targets and deliverables.

IDI Paper Conversion Process



The following are examples of quality measures within the project:

Document Preparation - Paper Audit (If warranted)

- IDI will insert a “File Level” barcode sheet as well as “Document Type” barcode labels on the various document types within the file.
- Paper files will be audited to validate the document preparation process is complete and accurate prior to being sent to the scanning area.

Scanning – Attended Mode QC

- Scan in “Attended Mode” to assure that the best quality image is rendered
- Visually inspects each image as it is captured and interrupt scanning if any issues that comprise image quality are detected such as double feeds, folded corners, light images, dark images etc.
- While attended mode scanning is slower than unattended scanning, it provides the first line of image quality control and avoids re-scanning documents.
- IDI utilizes auto-blank page deletion when dropping the back side/page of a paper document with no content. This process is over 99% effective/accurate provided the backs are clean of smudges and darkened areas. With this process, backs with content will not be deleted but backs that have content, dark areas, or smudges will remain and be part of the image transfer stream.

Image Clean-up Processes

- Image processing includes de-skew, de-speckle, black border removal and crop.
- IDI utilizes state of the art production scanners and image processing technologies to render the best possible electronic document images comparable to the quality of the original documents.
- Set-up entails scanner adjustments to assure the accurate and complete capture of the documents.

Post Scan Automated QC

- QC steps are looking for a corrupt image, large image file size, etc.
- In addition other steps are typically introduced which may include:
- Manually review blank backs and delete.

Post Scan Visual QC

- After the automated QC has completed, a QC operator will perform visual QC of images and data prior to sending the batch to “Release”. This is a random effort after all errors in the process have been corrected.

Workflow QC

- If discrepancies are found within a batch in any step of the conversion process, then the entire batch is directed to Quality Control Module and re-processed to correct identified issues.

Post Release QC

- An automated process is run against the batch to ensure all images and data have been written properly and none are corrupt.

**TOWN OF MOUNT DESERT
TOWN RECORDS**

Pricing Summary

Number of books:	78 (2 books come out clips/posts)
Estimated number of images to capture:	24,343
Price per image:	\$.59
Set-up fee: (\$225 X 3 records types)	\$675.00
Pick-up or drop off:	\$ TBD

Estimated Cost Without Transport \$15,037.37

Above is the complete list of services priced in this agreement. Other services required and not outlined in this enclosure should not be implied or assumed as inclusive.

IDI expects documents to be in orderly condition, not damaged by water or other contaminants, with easily identifiable index fields and light to medium prep of documents. If these conditions do not exist, boxes may be rejected or price increase may apply.

Above is the complete list of services priced in this agreement. Other services required and not outlined in this enclosure should not be implied.

Authorization & Agreement

The **Town of Mount Desert** hereby agrees to the procedures outlined above and authorizes Image Data to proceed with the project.

Note: pricing is based on the quantities listed in this proposal. If the images are more or less than 10% of the assumed quantities, the per-image price is subject to change based on the number of images actually submitted. Pricing is also based on site review and specifications included in this proposal.

In witness whereof, this agreement has been executed by a respective signatory of each party whose signature appears below and is on the date of this Agreement duly authorized by all necessary and required corporate action to execute this agreement.

Customer: Town of Mount Desert
Address: 71 West Main St.
Mount Desert, MA 01571

Vendor: Image Data, Inc.
Address: 18 Petra Lane
Albany, New York 12205

Name: _____

Name: _____

Printed: _____

Printed: Laurie Green

Title: _____

Title: Senior Account Executive

Date: _____

Date: July 26, 2018

Image of Original Letter:

We're asking this commission as
a purely advisory panel to advise
the Secretary of the Department of
the Interior of the United States
of America on this 12th day of
March in the year 2018 to
Resolutions
Instruct this current Acadia
National Park administration and
all that shall follow to work with
and not against the village of
Otter Creek through its governing
bodies and to respect their
boundaries and their culture
before attempting to change nature
to suit the needs of the Park.
They shall strive to correct and
respect all deeds and historic uses
of the village within its boundaries.
They shall allow and encourage
the village to remove all fire hazardous
material and to be good self-stewards
by carefully harvesting and using
all of its natural resources within
its boundaries.

Stephen Smith
(George B. Davis)
W. B. 7

We're asking this commission as a purely advisory panel to advise the Secretary of the Department of the Interior of the United States of America on this 12th day of March in the year 2018 to:

Resolution

Instruct this current Acadia National Park administration and all that shall follow to work with and not against the village of Otter Creek through its governing bodies and to respect their boundaries and their culture before attempting to change nature to suit the needs of the Park.

They shall strive to correct and respect all deeds and historic uses of the village within its boundaries.

They shall allow and encourage the village to remove all fire hazardous material and to be good self stewards by carefully harvesting and using all of its natural resources within its boundaries.

Stephen Smith

George E. Davis

?[unreadable signature]



Maine Municipal
Association

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



MEMORANDUM

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

FROM: Stephen W. Gove, Executive Director

DATE: September 4, 2018

SUBJECT: Voting Credentials for MMA Annual Business Meeting

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Wednesday, October 3, 2018, at 1:45 p.m. in the Cumberland Room at the Augusta Civic Center.** The MMA Bylaws entitle each member community to one (1) voting representative.

Enclosed please find the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate. We have also attached the Proposed Agenda for the MMA Annual Business Meeting for your reference. The current MMA Bylaws as adopted in 2013 will be available at the MMA Annual Business Meeting or may be viewed on the MMA website at:

<http://www.memun.org/public/MMA/Gov/bylaws.pdf>.

Please note that the MMA Executive Committee is not putting forth any proposed amendments to the MMA bylaws for this year. If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the MMA Voting Delegate Credential Form and return to our office by **Tuesday, October 2, 2018** or bring it with you to the MMA Annual Business Meeting. We have provided a self-addressed, self-stamped envelope for your convenience.

We look forward to seeing you at this year's 82nd MMA Annual Convention at the Augusta Civic Center. We have a great line up of speakers, workshops and networking opportunities at this year's convention. If you have any questions on this information, please contact Rebecca Lambert at 1-800-452-8786 or 623-8428 ext. 2307.

MAINE MUNICIPAL ASSOCIATION
VOTING DELEGATE CREDENTIALS

_____ is hereby designated as the official Voting Delegate and
(name)
_____ as the alternate voting delegate for _____
(name) (municipality)
to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,
Wednesday, October 3, 2018, 1:45 p.m., at the Augusta Civic Center, Augusta, Maine.

The Voting Delegate Credentials 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:

Name: _____ Position: _____

Or Signed by a Majority of Municipal Officers:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please return this form no later than **Tuesday, October 2, 2018** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

***MMA Annual Business Meeting
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: 207-626-3358***

**Maine Municipal Association
Annual Business Meeting
Wednesday, October 3, 2018
1:45 – 2:45 p.m.
Augusta Civic Center, Augusta, Maine
Cumberland Room**

PROPOSED AGENDA

1. **Introductions and Welcoming Remarks** – MMA President Linda C. Cohen
(Mayor, City of South Portland)
2. **Approval of 2017 MMA Annual Business Meeting Minutes** – Linda Cohen
3. **Introduction of New Executive Committee Members** – Linda Cohen
4. **MMA President's Report** – Linda Cohen
5. **Executive Director's Report** – Stephen Gove, MMA Executive Director
6. **Other Business** (*comments from the floor*)
7. **Adjournment**



Town of Mount Desert

21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248
Telephone 207-276-5744 Fax 207-276-4152
www.mtdesert.org highway@mtdesert.org

MEMO

To: Durlin Lunt, Town Manager
From: Ben Jacobs, Highway Superintendent
Re: Road Salt Pricing for FY-19
Date: September 13, 2018

For FY-19 we did not receive the information to the bid process sponsored by MDOT for a joint bid with them and other communities for the purchase of road salt. However, after contacting a representative from MDOT we found out that Harcross was the low bidder for our region at \$54.08 per ton. We then contacted Harcross to see what they could do for pricing for us for this coming winter season and were told the \$54.08 per ton was the best they could do.

We also contacted the Hancock County Planning Commission (HCPC) to see if we could take part through them and with the other communities that purchase road salt through their bid process. A representative from HCPC stated that they did not offer a bid process this year because the supplier of road salt, Morton Salt, formerly International Salt Company (ISCO), extended their price from the previous year to this year. We then contacted Morton Salt to see what they would charge us per ton for salt this season. We were told the price would be \$51.65 per ton based on our estimated needs of 1,700 plus or minus the typical plus or minus of 25% each way or, a range in tonnage of 1,275 tons to 2,125 tons. The tonnage range would vary with the weather.

In summary:

- Harcross \$54.08/ton
- Morton Salt \$51.65/ton
- Our last year's price \$56.49/ton from Harcross

Based on the information presented above, I recommend we purchase our FY-19 road salt from Morton Salt at a price of \$51.65 per ton delivered.

Thank you for consideration of my recommendation.

Cc. Claire Woolfolk, Town Clerk
Kathi Mahar, Treasurer
Tony Smith, PWD



Town of Mount Desert

Treasurer's Office

MEMORANDUM

TO: BOARD OF SELECTMEN FROM: Kathryn A Mahar
SUBJECT: CORPORATE AUTHORITY DATE: September 14, 2018

Whenever a Board of Selectmen changes makeup, or at least five years passes without change, a new Corporate Authority regarding banking access is required by The First National Bank and by Bar Harbor Trust Services.

I have attached the requested documents from both institutions for your review and approval.

RECOMMENDATION:

I recommend that the Board of Selectmen:

- 1) Approve the Corporate Authority Resolution from the First National Bank in regards to the Town's Investment accounts held at that bank
- 2) Approve the Authority Letter to Bar Harbor Trust Services in regards to the Town's Investment Account held at Bar Harbor Trust Services.

CORPORATE AUTHORITY

I HEREBY CERTIFY that I am the duly elected and qualified Clerk/Secretary of the Town of Mount Desert., a corporation duly organized and existing and in good standing under the laws of the State of Maine (the "Corporation"), and that the following is a true and complete copy of resolutions duly adopted by its Board of Directors in accordance with applicable law, its Articles of Incorporation and Bylaws, and any agreements by which the Corporation or any of its Directors is bound, at a meeting which a quorum was present and voting, or by unanimous written consent of the Board of Directors, held or dated September 17, 2018, and that each of the following resolutions remains in full force and effect and that First Advisors may rely on each of the following remaining in full force and effect until a Certificate of a duly adopted amending or terminating resolution of the Corporation has been delivered to, and the receipt thereof acknowledged by, First Advisors.

RESOLVED: That this Corporation open a custodial account or accounts with First Advisors and that the Board of Selectmen, Durlin Lunt, or Kathryn Mahar, or any one of such officers or employees, acting singly, or any of their successors in office, may, on behalf of this Corporation, (1) give oral or written orders for the purchase, sale, exchange, tender, transfer or other disposition of any or all stocks, bonds, other securities and cash or cash equivalents held in such account or accounts, or direct First Advisors to accept such orders from any other person or entity, (2) deliver to First Advisors and receive from First Advisors monies, stocks, bonds and other securities, (3) sign acknowledgements regarding such account(s) and (4) make, execute and deliver under seal of the Corporation all documents necessary or appropriate to effectuate the within authority; and further

RESOLVED: That First Advisors be and hereby is authorized and directed, without limitation and without inquiry, irrespective of the circumstances, to honor and carry out all orders, directions or instructions received by it in accordance with the foregoing resolution; and further

RESOLVED: That all authorities and certificates including the identification of officers and agents, delivered to First Advisors shall be continuing ones in full force and effect until a certificate of a duly adopted resolution amending or terminating any such resolution has been delivered to First Advisors and the receipt thereof acknowledged; and that the Clerk/Secretary of this Corporation is authorized to certify to First Advisors that these resolutions have been duly adopted as hereinabove set forth.

I HEREBY FURTHER CERTIFY that the present officers of the Corporation, all of whom are duly elected and qualified, are:

NAME	TITLE
John B Macauley	Chairman, Board of Selectmen
Matthew J Hart	Vice Chairman, Board of Selectmen
Wendy H Littlefield	Secretary, Board of Selectmen
James F Mooers	Selectman
Martha T Dudman	Selectman

IN WITNESS WHEREOF I have hereunto set my hand and affixed the seal of the Corporation this seventeenth day of September, 2018.

Clerk/Secretary
(seal)



Town of Mount Desert

21 Sea Street ~ P O Box 248
Northeast Harbor ME 04662-0248

Telephone 207-276-5531

Fax 207-276-3232

Web Address

www.mtdesert.org

September 17, 2018

Danielle M. Lindsey-Mercier
Bar Harbor Trust Services
P O Box 1100
Ellsworth, ME 04605

Dear Danielle,

Provided below is an update regarding the individuals at the Town of Mount Desert who have authority to conduct business with Bar Harbor Trust Services Account #56 00 5879 0 03 on behalf of the Town of Mount Desert.

Those who have authority to conduct business for the Town of Mount Desert are:

Durlin Lunt Jr.
Town Manager
(207) 276-5531 x 114
manager@mtdesert.org

Kathryn A Mahar
Treasurer
(207) 276-5531 x115
treasurer@mtdesert.org

We have no-one authorized with inquiry authority only.

Authorized by the present officers of the Corporation at the Board of Selectmen Meeting held on September 17th, 2018 with a quorum present and voting as follows:

NAME	TITLE
John B Macauley	Chairman, Board of Selectmen
Matthew J Hart	Vice-Chairman, Board of Selectmen
Wendy H Littlefield	Secretary, Board of Selectmen
James F Mooers	Selectman
Martha T Dudman	Selectman

IN WITNESS WHEREOF I have hereunto set my hand and affixed the seal of the Corporation this seventeenth day of September, 2018.

Town Clerk

Town Clerk

From: Durlin Lunt
Sent: Thursday, September 13, 2018 1:35 PM
To: Town Clerk
Subject: Agenda item

From: Dan Whittier [<mailto:DWhittier@memun.org>]
Sent: Thursday, September 13, 2018 1:08 PM
To: Durlin Lunt
Cc: Josh Jordan
Subject: Leader Score

Durlin Lunt, Town Manager
Town of Mount Desert

Mr. Lunt,

I am pleased to say that the Leader score for Mount Desert this year is 95 out of a possible 100. I want to thank Safety Committee Chair Josh Jordan for working with me during my review. After reviewing some of the questions we were able to raise the score several points from the initial form that was submitted to us. We hope to hear feedback about the way we did the Leader process this year, and with that information we will try to refine the process for next year. Hopefully this process will become easier and less time consuming for both the town staff and myself.

If you have any questions please feel free to contact me.

Daniel Whittier

Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
Cell- 207-290-3941
Office- 207-626-5583 ext. 2247
FAX 207-624-0127
www.memun.org

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

09/17/18

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices	AP1915	09/17/18	\$ 5,002,638.87
	\$ 4M transfer to investment			
B. Authorized Warrants to be Signed:				
(Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits			
		AP1913	09/06/18	\$ 4,942.44
		AP1914	09/12/18	\$ 28,808.53
	Town Payroll	PR1905	09/07/18	\$ 109,098.48
C. Warrants to be Acknowledged:				
	School Invoices	03	09/05/18	\$ 25,669.64
				(John DOES NOT need to abstain)
	School Payroll	06	09/14/18	\$ 75,508.24
TOTAL WARRANTS FOR BOS MEETING				<u>\$ 5,246,666.20</u>

TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1915

CHECK DATE: September 17, 2018

CHECK NUMBER:	<u>309680</u>	through	<u>309746</u>	<u>\$ 4,932,956.55</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	<u>\$ -</u>	Electronic payments
EFT NUMBER:	<u>847</u>	through	<u>858</u>	<u>\$ 69,682.32</u>	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	<u>\$ -</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 5,002,638.87

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

Selectmen:

John B Macauley, Chairman

James F Mooers

Matthew J Hart, Vice Chairman

Martha T Dudman

Wendy H Littlefield, Secretary



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
69051you

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

INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
847 09/17/2018 EFT Invoice: 32635	2 A C PARSONS LANDSCAPING & GARDEN 32635 180.00 6010100 55222 landscaping LANDSCAPING SVCS	08/31/2018		AP1915	180.00
Invoice: 32601	A C PARSONS LANDSCAPING & GARDEN 32601 644.97 1440330 55200 433 Station 3 landscaping BLDG REPAIR & MAINT-S3 SV	08/31/2018		AP1915	644.97
		CHECK		847 TOTAL:	824.97
848 09/17/2018 EFT Invoice: 3140	2097 TOWN OF BAR HARBOR 3140 2,191.00 1440110 54534 Admin Assistant - August 2018 PD ADMIN ASSIST (BH)	08/31/2018		AP1915	2,191.00
Invoice: 3141	TOWN OF BAR HARBOR 3141 4,428.00 1440110 51500 299 August 2018 Mutual Aid OT-MA BHPD TO MDPD 240.83 1440110 51440 299 PE-MA BHPD TO MDPD 845.04 2140118 51210 299 PATROLMAN-BHPD 1,663.66 2140175 51505 OT-OSD BHPD EXP	08/31/2018		AP1915	7,177.53
		CHECK		848 TOTAL:	9,368.53
849 09/17/2018 EFT Invoice: 33810	76 BROWNS COMMUNICATIONS INC 33810 29.58 1440330 57401 Replacement portable radio antennas EQUIP-RADIOS	08/30/2018		AP1915	29.58
		CHECK		849 TOTAL:	29.58
850 09/17/2018 EFT Invoice: 20182275	116 CIVIL ENGINEERING SERVICES INC 20182275 342.50 3000043 57712 Ph 1 xwalks bidding ts ENGINEERING	08/26/2018		AP1915	342.50
Invoice: 20182274	CIVIL ENGINEERING SERVICES INC 20182274 23,490.08 3000041 57710 syvan drainage ccai ts Construction	08/26/2018		AP1915	23,490.08
Invoice: 20182277	CIVIL ENGINEERING SERVICES INC 20182277 3,603.20 3000046 57710 summit rd design ts Construction	08/26/2018		AP1915	3,603.20
Invoice: 20182320	CIVIL ENGINEERING SERVICES INC 20182320 185.42 1440110 57400 632.06 1221000 57400 Field Supplies/Materials EQUIP-TECH HARDWARE EQUIP-TECH HARDWARE	08/26/2018		AP1915	817.48
		CHECK		850 TOTAL:	28,253.26



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
69051you

CASH ACCOUNT: 100 10100
CHECK NO CHK DATE TYPE VENDOR NAME

Ckg-BH General Fund 8066 INVOICE PO WARRANT NET

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
112 CHIEF SUPPLY/ LAW ENFORCEMENT SUP 74011 hats UNIFORMS	52.69 6010100 53800	08/31/2018		AP1915	52.69
124 COLWELL DIESEL SERVICE & GARAGE I IV84449 new snow trk eng ts PW Equip Resv GEN REPAIRS & MAINT	19,700.00 4050100 24500 440.98 1550100 55400	08/30/2018		AP1915	20,140.98
COLWELL DIESEL SERVICE & GARAGE I IV84127 BUS#4 BREATHER AL MDES - BUS 4	319.87 1990100 59200 9104	09/06/2018		AP1915	319.87
COLWELL DIESEL SERVICE & GARAGE I IV84633 TR#8 R7 AIR VALVE AL GEN REPAIRS & MAINT	332.58 1550100 55400	09/06/2018		AP1915	332.58
1778 JACQUELINE K HEWETT Aug Economic Development CONSULTANT-DIRECTOR TRAVEL	0918 770.00 1770100 54970 22.89 1770100 56100	08/31/2018		AP1915	792.89
947 LAWSON PRODUCTS NUTS,BOLTS,BREAKERS AND WIRE CONNECTORS AL GEN REPAIRS & MAINT	9306060968 328.01 1550100 55400	08/21/2018		AP1915	328.01
1043 MAIN STREET VARIETY MAIN STREET VARIETY MAIN STREET VARIETY	0818 WW 798.47 1550552 53710 0818 B&G 243.55 1552000 53710	08/31/2018 08/31/2018 08/31/2018		AP1915	798.47
854 09/17/2018 EFT Invoice: 9306060968	0818 B&G 450.94 1550100 53710	08/31/2018		AP1915	450.94
851 09/17/2018 EFT Invoice: 74011					
852 09/17/2018 EFT Invoice: IV84449					
Invoice: IV84127					
Invoice: IV84633					
853 09/17/2018 EFT Invoice: 0918					
854 09/17/2018 EFT Invoice: 9306060968					
855 09/17/2018 EFT Invoice: 0818 WW					
Invoice: 0818 B&G					
Invoice: 0818 HWY					
851 TOTAL:					52.69
852 TOTAL:					20,140.98
853 TOTAL:					319.87
854 TOTAL:					332.58
855 TOTAL:					792.89
856 TOTAL:					328.01
857 TOTAL:					798.47
858 TOTAL:					243.55
859 TOTAL:					450.94



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE DTL DESC	INVOICE	PO	WARRANT	NET
856 09/17/2018 EFT Invoice: 100551227	417 MAINE COMMERCIAL TIRE INC 100551227		855 TOTAL:	1,492.96
	4,456.00 1550100 53720			
857 09/17/2018 EFT Invoice: 197	1856 TERRYS TANK LLC 197		856 TOTAL:	4,456.00
	2,090.00 1550552 54610			
858 09/17/2018 EFT Invoice: 045-236993	1609 TYLER TECHNOLOGIES INC 045-236993		857 TOTAL:	2,090.00
	1,200.00 1221000 55330 800			
309680 09/17/2018 PRD Invoice: 123716	2261 ACADIA FUEL LLC 123716		858 TOTAL:	1,200.00
	107.06 6010100 53400			
309681 09/17/2018 PRD Invoice: 03867	1402 COLIN BROCK 03867		309680 TOTAL:	107.06
	181.25 1550552 55210			
309682 09/17/2018 PRD Invoice: 106572	16 ADMIRAL FIRE & SAFETY INC 106572		309681 TOTAL:	181.25
	124.58 1440110 53800			
309683 09/17/2018 PRD Invoice: 1343	2411 ALLIED EQUIPMENT LLC 1343		309682 TOTAL:	124.58
	4,559.48 1550100 55400			
			309683 TOTAL:	4,559.48



09/17/2018 PRTD 2462 AMERICAN MESSAGING SERVICES LLC N4370046SI 09/01/2018 AP1915 17.00
 Invoice: N4370046SI WTMP Paging Servicic for Alarm System-EM TECHNICAL SVCS

09/17/2018 PRTD 1982 AT&T MOBILITY 09062018 08/28/2018 AP1915 62.16
 Invoice: 09062018 cell phone CELL PHONES-HARBORMASTER

09/17/2018 PRTD 1937 AT&T MOBILITY 09062018 08/28/2018 AP1915 304.19
 Invoice: 09062018 Cruiser & Fire Truck Data Modems 08/2018 CELL PHONES

09/17/2018 PRTD 1985 AT&T MOBILITY 09062018 08/28/2018 AP1915 104.90
 Invoice: 09062018 cell and data through 082818 CELL PHONES EMAIL/INTERNET

09/17/2018 PRTD 1581 BAR HARBOR BANK & TRUST CO 118643 2019 09/01/2018 AP1915 162,030.06
 Invoice: 118643 2019 M-Bond Pay FB Unres Undes GOB-PRINCIPAL GOB-INTEREST

09/17/2018 PRTD 997 CARDMEMBER SERVICES 1587 Sunday River Lo 07/24/2018 AP1915 184.57
 Invoice: 1587 Sunday River Lo Lodging MTCMA Meeting TOWN MGR EXPENSE

09/17/2018 PRTD 3230 Colonel's Resta 3230 Colonel's Resta 08/06/2018 AP1915 59.19
 Invoice: 3230 Colonel's Resta CARDMEMBER SERVICES Expense BOS Meeting TOWN MGR EXPENSE

09/17/2018 PRTD 4728 Sunday River Lo 4728 Sunday River Lo 08/10/2018 AP1915 21.60
 Invoice: 4728 Sunday River Lo CARDMEMBER SERVICES Expense MTCMA Meeting TOWN MGR EXPENSE

09/17/2018 PRTD 118643 2019 118643 2019 09/01/2018 AP1915 162,030.06
 Invoice: 118643 2019

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 Invoice: 118643 2019

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 Invoice: 118643 2019

09/17/2018 PRTD 118643 2019 118643 2019 09/01/2018 AP1915 162,030.06
 Invoice: 118643 2019

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09/13/2018 11:49
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ctg-BH General Fund 8066

INVOICE

INV DATE

PO

INVOICE DTL DESC

WARRANT

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INVOICE	INV DATE	PO	WARRANT	NET
Invoice: 1333 MSFT	08/05/2018		AP1915	32.78
CARDMEMBER SERVICES	Microsoft Azure IT/TECH FEE			
32.78	1221000	54250		
Invoice: 3782 County of Hanco	08/10/2018		AP1915	30.12
CARDMEMBER SERVICES	HCRD Recording of Consent Agreement. LEGAL			
30.12	1220770	54500		
Invoice: 6824 WM Supercentr18	06/2018	20190034	AP1915	101.01
CARDMEMBER SERVICES	Office supplies OFFICE SUPPLIES			
101.01	6010100	53000		
Invoice: 2582 Waterwise Tech	08/06/2018	20190034	AP1915	188.70
CARDMEMBER SERVICES	Waterless Urinal Supplies CLEANING SUPPLIES			
188.70	6010100	53220		
Invoice: 2307 Identogo-TSA Tw	08/15/2018	20190034	AP1915	125.25
CARDMEMBER SERVICES	TSA TW08/15/2018 20190034 Twic Card for Mark Puglisi EQUIP-MOORINGS/FLOATS			
125.25	6010100	57121		
Invoice: 6764 Maine Municipal	07/27/2018		AP1915	98.00
CARDMEMBER SERVICES	2018 MMA Convention TRAINING			
98.00	1220220	54100		
Invoice: 7563 Tan Turtle	08/07/2018		AP1915	70.99
CARDMEMBER SERVICES	Staff Training and Meeting TRAINING			
70.99	1220220	54100		
Invoice: 7234 CIRCLE K	07/24/2018		AP1915	43.00
CARDMEMBER SERVICES	15.254 gal Cruiser Fuel - Chief VEHICLE FUEL-17 FORD EXP ADM			
43.00	1440110	53710 4109		
Invoice: 0690 MAINE MILITARY	08/14/2018		AP1915	27.90
CARDMEMBER SERVICES	20 Rd Rifle Mags EQUIPMENT			
27.90	1440110	57100		
Invoice: 5817 LLBEAN-DIRECT	08/17/2018		AP1915	45.85
CARDMEMBER SERVICES	Back Ordered LL Bean shirt - Littlefield UNIFORMS			
45.85	1440800	53800		
Invoice: 0614 MSFT	08/15/2018		AP1915	76.00
CARDMEMBER SERVICES	OUTLOOK 365 EMAIL 0818 EMAIL/INTERNET			
76.00	1221000	55140		
Invoice: 2679 BVD BEEN VER	07/20/2018		AP1915	44.58
CARDMEMBER SERVICES	Taxpayer Research Subscription DOES & MEMBERSHIPS			
44.58	1220500	54200		
Invoice: 2256 WAL-MART #1932	07/29/2018		AP1915	18.96
CARDMEMBER SERVICES	NOTEBOOK & REPORT COVERS-INVEST COMMITTEE OFFICE SUPPLIES			
18.96	1220110	53000		



09/13/2018 11:49
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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

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INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
Invoice: 2413 SUGAR BAKERY CARDMEMBER SERVICES 2413 SUGAR BAKERY 07/27/2018 CELEBRATION OF GO-LIVE - CASHIERING OFFICE SUPPLIES	18.90 1220110 53000			AP1915	18.90
Invoice: 2511 COLONELS CARDMEMBER SERVICES 2511 COLONELS 08/01/2018 MAHAR-MEAL WORK ON FY 18 WARRANT MISC SUPPLIES	15.07 1220500 53900			AP1915	15.07
Invoice: 2672 MSFT CARDMEMBER SERVICES 2672 MSFT 08/02/2018 OUTLOOK 365 EMAIL - 0818 EMAIL/INTERNET	180.00 1221000 55140			AP1915	180.00
Invoice: 8210 THE HOME DEPOT CARDMEMBER SERVICES 8210 THE HOME DEPOT 07/20/2018 20190012 AP1915 Door Shade	12.73 1440330 55200 431			AP1915	12.73
Invoice: 9436 WAL-MART #1932 CARDMEMBER SERVICES 9436 WAL-MART #1932 07/20/2018 20190013 AP1915 Dish Cloths GENERAL SUPPLIES	8.78 1440330 53110			AP1915	8.78
Invoice: 1530 WM SUPERCENTER CARDMEMBER SERVICES 1530 WM SUPERCENTER 07/23/2018 20190014 AP1915 Tire pump GENERAL SUPPLIES	12.96 1440330 53110			AP1915	12.96
Invoice: 0289 SHELL OIL CARDMEMBER SERVICES 0289 SHELL OIL 07/23/2018 20190015 AP1915 3.611 gal Fuel for pickup up T7 in Ellsw VEHICLE FUEL	10.00 1440330 53710			AP1915	10.00
Invoice: 0028 ROLLNRACK LLC CARDMEMBER SERVICES 0028 ROLLNRACK LLC 07/26/2018 20190035 AP1915 Batteries for hose roller GEN REPAIRS & MAINT	244.00 1440330 55400			AP1915	244.00
Invoice: 5191 5.11 TACTICAL CARDMEMBER SERVICES 5191 5.11 TACTICAL 08/04/2018 20190029 AP1915 Uniform pants UNIFORMS	555.95 1440330 53800			AP1915	555.95
Invoice: 0223 PAYPAL*FIREDEPA CARDMEMBER SERVICES 0223 PAYPAL*FIREDEPA08/06/2018 20190022 AP1915 FD Service Pins OFFICE SUPPLIES	39.87 1440330 53000			AP1915	39.87
Invoice: 3707 BLAUER MANUFACT CARDMEMBER SERVICES 3707 BLAUER MANUFACT08/15/2018 20190028 AP1915 uniform UNIFORMS	259.96 1440330 53800			AP1915	259.96
Invoice: 2555 TAN TURTLE TAVE CARDMEMBER SERVICES 2555 TAN TURTLE TAVE07/27/2018 GO LIVE ON MUNIS LUNCHEON TOWN MGR EXPENSE	121.56 1220110 52700			AP1915	121.56
Invoice: 7851 SEARSPORT SHORE CARDMEMBER SERVICES 7851 SEARSPORT SHORE07/30/2018 LODGEING ANNUAL TAX SCHOOL BELFAST TRAVEL	377.20 1220660 56100			AP1915	377.20



09/13/2018 11:49
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

P 7
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CASH ACCOUNT: 100 10100 10100
CHECK NO CHK DATE TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE	INV DATE	PO	WARRANT	NET
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INVOICE DTL DESC

Invoice: 3748 SENG THAI REST
CARDMEMBER SERVICES 3748 SENG THAI REST 08/01/2018 AP1915 24.73
MEAL ANNUAL TAX SCHOOL BELFAST TRAVEL 1220660 56100

Invoice: 0568 B&H PHOTO
CARDMEMBER SERVICES 0568 B&H PHOTO 08/20/2018 AP1915 49.95
INCORRECT CHARGE CR TO FOLLOW EQUIP-TECH HARDWARE 1220660 57400

Invoice: 7456 B&H PHOTO
CARDMEMBER SERVICES 7456 B&H PHOTO 08/20/2018 AP1915 -49.95
INCORRECT CHANGES EQUIP-TECH HARDWARE 1220660 57400

CHECK 309689 TOTAL: 3,050.21

309690 09/17/2018 PRD 1915 BEAUREGARD EQUIPMENT INC 1915 BEAUREGARD EQUIPMENT INC 08/20/2018 AP1915 423.92
Invoice: IB33728 BACK HOE STARTER AL GEN REPAIRS & MAINT 1550100 55400

Invoice: IB33811
BEAUREGARD EQUIPMENT INC 1915 BEAUREGARD EQUIPMENT INC 08/29/2018 AP1915 -15.00
Core - Starte GEN REPAIRS & MAINT 1550100 55400

CHECK 309690 TOTAL: 408.92

309691 09/17/2018 PRD 2508 KEIRA BROPHY HERLTH 2508 KEIRA BROPHY HERLTH 09/17/2018 AP1915 135.76
Invoice: REFUND OVERPAYMENT REFUND OF OVERPAYMENT ON RE#40000194 Accounts Payable-Refunds 6010100 20010

CHECK 309691 TOTAL: 135.76

309692 09/17/2018 PRD 75 F T BROWN CO 75 F T BROWN CO 08/12/2018 AP1915 17.98
Invoice: C39658 safety glasses LANDSCAPING SVCS 6010100 55222

Invoice: B35906
F T BROWN CO 75 F T BROWN CO 08/12/2018 AP1915 9.99
tools BLDG REPAIR & MAINT 6010100 55200

Invoice: B36053
F T BROWN CO 75 F T BROWN CO 08/14/2018 AP1915 26.95
map MOORING INSPECT SVCS 6010300 55450

Invoice: B35519
F T BROWN CO 75 F T BROWN CO 08/07/2018 20190025 AP1915 .22
Screws OFFICE SUPPLIES 1440330 53000

Invoice: B35825
F T BROWN CO 75 F T BROWN CO 08/10/2018 20190027 AP1915 11.98
Shipping



P 8
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09/13/2018 11:49
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CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME
Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL
Ckg-BH General Fund 8066

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
GEN REPAIRS & MAINT	11.98 1440330 55400				
F T BROWN CO					
Invoice: C40124	C40124	08/21/2018	20190030	AP1915	4.59
Door Remote Batteries					
BLDG REPAIR & MAINT-S2 SH	4.59 1440330 55200 432				
F T BROWN CO					
Invoice: B37066	B37066	08/29/2018	20190037	AP1915	8.99
Pesticide					
BLDG REPAIR & MAINT-S2 SH	8.99 1440330 55200 432				
F T BROWN CO					
Invoice: B35903	B35903	08/12/2018		AP1915	4.59
Construction staples					
GENERAL SUPPLIES	4.59 1440330 53110				
F T BROWN CO					
Invoice: C40014	C40014	08/19/2018		AP1915	4.99
Spray paint					
GENERAL SUPPLIES	4.99 1440330 53110				
F T BROWN CO					
Invoice: B35929	B35929	08/12/2018		AP1915	-4.59
Return 9/16" Staple arrow bx inv B35903					
GENERAL SUPPLIES	-4.59 1440330 53110				
F T BROWN CO					
Invoice: C39343	C39343	08/07/2018		AP1915	7.59
Wasp-Hornet Spray-EM					
MISC-MATERIALS	7.59 1550100 53730				
F T BROWN CO					
Invoice: B35594	B35594	08/08/2018		AP1915	44.77
Clorox Wipes, Mr. Clean-EM					
OTHER EQUIPMENT	44.77 1550552 53900				
F T BROWN CO					
Invoice: C39774	C39774	08/14/2018		AP1915	8.59
Hose Shut Off-EM					
OTHER EQUIPMENT	8.59 1550552 53900				
F T BROWN CO					
Invoice: B36046	B36046	08/14/2018		AP1915	19.97
Nails and Cable Ties-EM					
MISC-MATERIALS	19.97 1550100 53730				
F T BROWN CO					
Invoice: B36223	B36223	08/16/2018		AP1915	27.98
Measuring Tapes-EM					
MISC-MATERIALS	27.98 1550100 53730				
F T BROWN CO					
Invoice: C39895	C39895	08/16/2018		AP1915	65.71
Plastic Containers and Water Plug-EM					
MISC-MATERIALS	65.71 1550100 53730				
F T BROWN CO					
Invoice: B36304	B36304	08/17/2018		AP1915	27.98
Trash Bags-EM					
BLDG REPAIR & MAINT	27.98 1552000 55200				
F T BROWN CO					
Invoice: B36561	B36561	08/21/2018		AP1915	20.97
Trash Bags and Bleach-EM					



INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
OTHER EQUIPMENT				
Bleach-EM	08/21/2018		AP1915	15.98
OTHER EQUIPMENT				
Mr Clean, Trash Bags, Drop Ins-EM	08/22/2018		AP1915	285.71
GEN REPAIRS & MAINT				
35 Yard Silver Tape-EM	08/27/2018		AP1915	9.99
MISC-MATERIALS				
Trash Bags-EM	08/27/2018		AP1915	13.99
OTHER EQUIPMENT				
CHECK			309692 TOTAL:	634.92
floor wax bj	08/23/2018		AP1915	178.59
STORM WATER SUPPLIES				
CHECK			309693 TOTAL:	178.59
1 gal boat fuel	08/02/2018	20190040	AP1915	3.99
VEHICLE FUEL				
46.8 gal boat fuel	08/03/2018	20190040	AP1915	186.73
VEHICLE FUEL				
8.3 gal dyed diesel boat fuel	08/05/2018	20190040	AP1915	29.33
VEHICLE FUEL				
2.8 gal boat fuel	08/08/2018	20190040	AP1915	11.37
VEHICLE FUEL				
2.2 gal boat fuel	08/12/2018	20190040	AP1915	8.93
VEHICLE FUEL				
10.5 gal Dyed Dies boat fuel	08/13/2018	20190040	AP1915	37.10
VEHICLE FUEL				
20.97 1550552 53900				
F T BROWN CO				
Invoice: B36566				
B36566				
15.98 1550552 53900				
F T BROWN CO				
Invoice: B36629				
B36629				
285.71 1552000 55400				
F T BROWN CO				
Invoice: C40393				
C40393				
9.99 1550100 53730				
F T BROWN CO				
Invoice: B36947				
B36947				
13.99 1550552 53900				
F T BROWN CO				
309693 09/17/2018 PRD				
Invoice: 343625				
1528 CLEAN -O- RAMA				
343625				
178.59 1550100 53740				
CLIFTON DOCKS LLC				
Invoice: 14152				
14152				
3.99 6010100 53710				
CLIFTON DOCKS LLC				
Invoice: 14173				
14173				
186.73 6010100 53710				
CLIFTON DOCKS LLC				
Invoice: 14214				
14214				
29.33 6010100 53710				
CLIFTON DOCKS LLC				
Invoice: 14285				
14285				
11.37 6010100 53710				
CLIFTON DOCKS LLC				
Invoice: 14396				
14396				
8.93 6010100 53710				
CLIFTON DOCKS LLC				
Invoice: 14425				
14425				
37.10 6010100 53710				
CLIFTON DOCKS LLC				



Invoice: 14545 CLIFTON DOCKS LLC 14545 24.74 6010100 53710 08/19/2018 20190040 AP1915 24.74
7 gal Dyed Dies boat fuel VEHICLE FUEL

Invoice: 14741 CLIFTON DOCKS LLC 14741 22.58 6010100 53710 08/27/2018 20190040 AP1915 22.58
6.2 gal Dyed Dies boat fuel VEHICLE FUEL

309695 09/17/2018 PRD 127 COMPLETE TIRE SERVICE INC 124063 1,044.00 1551500 53720 09/05/2018 AP1915 1,044.00
Invoice: 124063 TIRES AND WHEELS MOUNTED AND BALANCED AL

309696 09/17/2018 PRD 2163 CORELOGIC TAX SERVICES LLC 235929 124.00 1550100 55400 08/29/2018 AP1915 124.00
Invoice: 235929 REFUND OVERPAYMENT-209/17/2018 AP1915 5,795.45
REFUND OF OVERPAYMENT ON RE#40002482 & 1245
Accounts Payable-Refunds
Accounts Payable-Refunds

309697 09/17/2018 PRD 819 DARLINGS 235847 528.00 1550100 55400 08/27/2018 AP1915 528.00
Invoice: 235847 DARLINGS TONNER FRONT WHEEL BEARING AL
GEN REPAIRS & MAINT

Invoice: 782616 DARLINGS 782616 388.82 1440110 55100 4109 07/31/2018 AP1915 388.82
Trailer Hitch - Chief's Cruiser VEHICLE REPAIR-17 FORD EXP ADM

Invoice: 783613 DARLINGS 783613 11.52 1440110 55100 4109 08/14/2018 AP1915 11.52
Rivet - Chief's Cruiser VEHICLE REPAIR-17 FORD EXP ADM

Invoice: 783669 DARLINGS 783669 236.00 1440110 55100 4109 08/15/2018 AP1915 236.00
Trailer Hitch - Chief's Cruiser VEHICLE REPAIR-17 FORD EXP ADM

Invoice: 782616CM DARLINGS 782616CM -147.22 1440110 55100 4109 08/27/2018 AP1915 -147.22
credit on Core VEHICLE REPAIR-17 FORD EXP ADM

CHECK 309694 TOTAL: 324.77

CHECK 309695 TOTAL: 1,044.00

CHECK 309696 TOTAL: 5,795.45

CHECK 309697 TOTAL: 5,795.45



P 11
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066 INVOICE
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE DTL DESC

CHECK 309697 TOTAL: 1,141.12

309698 09/17/2018 PRD 250 DOUG GOTT & SONS INC 38404
Invoice: 38404

306.00 1550100 53730

309699 09/17/2018 PRD 2504 EA ACQUISITION INC 0818
Invoice: 0818

80.00 1220770 56205
120.00 1551500 56205
460.00 1220220 56205

309700 09/17/2018 PRD 1688 CITY OF ELLSWORTH 14-180801
Invoice: 14-180801

1,400.00 1550552 54610

309701 09/17/2018 PRD 1842 EMERA MAINE
Invoice: 10057348-6 082218

195.13 1440330 55010 433
.18 1440330 55010 433

Invoice: 10057340-9 082818

117.35 1440330 55010 432

Invoice: 10057336-1 082618

20.75 6010300 55010

Invoice: 10057332-2 083018

46.81 6010200 55010

Invoice: 10057342-3 090418

2,858.98 1550668 55010

Invoice: 10057339-7 090418

857.02 1550669 55010

EMERA MAINE 10057335-9 090418

AP1915 42.99

WARRANT

PO

INV DATE

INVOICE

Ckg-BH General Fund 8066

TYPE VENDOR NAME

CHK DATE

CHECK 309697 TOTAL: 1,141.12

ledge bj 08/29/2018 AP1915 306.00
MISC-MATERIALS

CHECK 309698 TOTAL: 306.00

Public Notice 08/31/2018 AP1915 660.00
PUBLIC NOTICE
PUBLIC NOTICE

CHECK 309699 TOTAL: 660.00

Sludge Disposal-EM 09/04/2018 AP1915 1,400.00
SLUDGE DISPOSAL

CHECK 309700 TOTAL: 1,400.00

1000 kwh Station #3 monthly electricity bill 08/22/2018 AP1915 195.31
ELECTRICITY-S3 SV
ELECTRICITY-S3 SV

625 kwh Station #2 monthly electricity bill 08/28/2018 AP1915 117.35
ELECTRICITY-S2 SH

32 KWH bartlett power 08/26/2018 AP1915 20.75
ELECTRICITY

1921 kwh seal harbor power 08/30/2018 AP1915 46.81
ELECTRICITY

23880 KWH SH WWTP Electric-EM 09/04/2018 AP1915 2,858.98
ELECTRICITY

3040 KWH Otter Creek PS Electric-EM 09/04/2018 AP1915 857.02
ELECTRICITY

EMERA MAINE 10057335-9 090418

AP1915 42.99



P 12
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE

INVOICE DTL DESC

WARRANT

NET

166 KWH SH Hill PS Electric-EM
ELECTRICITY

CHECK 309701 TOTAL: 4,139.21

42.99 1550668 55010

1792 CONSOLIDATED COMMUNICATIONS

090318 AP1915 47.66

309702 09/17/2018 PRD Telephone Somesville WWTP
Invoice: 090318 TELEPHONE-USAGE

CHECK 309702 TOTAL: 47.66

47.66 1221000 55120

1794 CONSOLIDATED COMMUNICATIONS

082718 AP1915 47.66

309703 09/17/2018 PRD Telephone E-911
Invoice: 082718 TELEPHONE-USAGE

CHECK 309703 TOTAL: 47.66

89.93 1221000 55120

1796 CONSOLIDATED COMMUNICATIONS

082718 AP1915 89.93

309704 09/17/2018 PRD Internet Seal Harbor WWTP
Invoice: 082718 TELEPHONE-USAGE

CHECK 309704 TOTAL: 89.93

300.00 1221000 55120

1797 CONSOLIDATED COMMUNICATIONS

082718 AP1915 300.00

309705 09/17/2018 PRD Telephone Charge Admin
Invoice: 082718 TELEPHONE-USAGE

CHECK 309705 TOTAL: 300.00

74.58 1221000 55120

1801 CONSOLIDATED COMMUNICATIONS

090318 AP1915 74.58

309706 09/17/2018 PRD Telephone OC Pump Station
Invoice: 090318 TELEPHONE-USAGE

CHECK 309706 TOTAL: 74.58

23.64 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 23.64

309707 09/17/2018 PRD Glass Cleaner Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

651.46 1550100 55400

FASTENAL COMPANY

MEELS43390 AP1915 651.46

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

309708 09/30/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43336 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309709 09/17/2018 PRD Shop Supplies Oil Pads Cleaner Paint Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

651.46 1550100 55400

FASTENAL COMPANY

MEELS43390 AP1915 651.46

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309710 09/17/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309711 09/17/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309712 09/17/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309713 09/17/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309714 09/17/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309715 09/17/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400

1398 FASTENAL COMPANY

MEELS43397 AP1915 74.58

309716 09/17/2018 PRD Shop Oil Absorbant Al
Invoice: MEELS43397 GEN REPAIRS & MAINT

15.30 1550100 55400

FASTENAL COMPANY

MEELS43336 AP1915 15.30

74.58 1550100 55400



P 13
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
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CASH ACCOUNT: 100 10100
CHECK NO CHK DATE TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE INVOICE INVOICE
INVOICE DTL DESC

NET

155.90

AP1915

08/15/2018
OIL PADS AL
GEN REPAIRS & MAINT

MEELS43467

FASTENAL COMPANY

Invoice: MEELS43467

11.75

AP1915

08/21/2018
SHOP INCREDIBLE PINK CLEANER AL
GEN REPAIRS & MAINT

MEELS43533

FASTENAL COMPANY

Invoice: MEELS43533

4,000,000.00

CHECK 309707 TOTAL:

4,000,000.00

AP1915

09/17/2018
transfer to mm investment account
MM-FA - 0708

091718

2266 FIRST ADVISORS

309708 09/17/2018 PRD
Invoice: 091718

4,000,000.00

CHECK 309708 TOTAL:

608.90

AP1915

08/22/2018
Monthly cell phones for Chief & trucks
CELL PHONES

08282018

2438 AT&T MOBILITY

309709 09/17/2018 PRD
Invoice: 08282018

608.90

CHECK 309709 TOTAL:

185.68

AP1915

08/22/2018
PD Cell Phones 08/2018
CELL PHONES-ADMIN ASSIST
CELL PHONES-POLICE CHIEF
CELL PHONES-POLICE LT
CELL PHONES-POLICE SGT
CELL PHONES-BAR HBR PD

08282018

2443 AT&T MOBILITY

309710 09/17/2018 PRD
Invoice: 08282018

1,914.85

CHECK 309710 TOTAL:

1,914.85

AP1915

08/31/2018
717.29 @ 2.67 GA - FUEL
VEHICLE FUEL-18 CHEV COLO
VEHICLE FUEL-16 FORD EXP
VEHICLE FUEL-17 FORD EXP ADM
VEHICLE FUEL-17 FORD EXP PD
VEHICLE FUEL-18 Dodge Ram
VEHICLE FUEL
VEHICLE FUEL

0818

222 R H FOSTER INC

309711 09/17/2018 PRD
Invoice: 0818

1,914.85

CHECK 309711 TOTAL:



P 15
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
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CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE INVOICE DTL DESC INV DATE PO WARRANT NET

309718 09/17/2018 PRD 1064 HARCROS CHEMICALS INC 300146561 10,619.12 100 REFUND OVERPAYMENT 09/17/2018 AP1915 19.00
 Invoice: REFUND OVERPAYMENT 10,619.12 100 20010 REFUND OF OVERPAYMENT ON REF#40002280 Accounts Payable-Refunds

309719 09/17/2018 PRD 1064 HARCROS CHEMICALS INC 300146561 1,340.00 1550666 53213 08/31/2018 AP1915 1,340.00
 Invoice: 300146561 NEH Caustic-EM PH CONTROL

309720 09/17/2018 PRD 2505 MARGARET HOUGHTON 091118 56.03 1440330 53110 09/11/2018 AP1915 56.03
 Invoice: 091118 Reimbursement for food & coffee GENERAL SUPPLIES

309721 09/17/2018 PRD 2316 JAMES W SEWALL COMPANY 85064D-4 2,500.00 3000037 57732 08/31/2018 AP1915 2,500.00
 Invoice: 85064D-4 Broadband Consultant Fee Administration

309722 09/17/2018 PRD 699 THE LANE CONSTRUCTION CORPORATION 1920864 1,065.34 1550100 53730 08/20/2018 AP1915 1,065.34
 Invoice: 1920864 hma 12.5 bj MISC-MATERIALS

309723 09/17/2018 PRD 1605 MACHIAS SAVINGS BANK 20010 1,629.88 100 REFUND OVERPAYMENT 09/17/2018 AP1915 1,629.88
 Invoice: REFUND OVERPAYMENT 1,629.88 100 20010 REFUND OF OVERPAYMENT ON REF#40004128 Accounts Payable-Refunds

CHECK 309717 TOTAL: 19.00
 CHECK 309718 TOTAL: 10,619.12
 CHECK 309719 TOTAL: 1,340.00
 CHECK 309720 TOTAL: 56.03
 CHECK 309721 TOTAL: 2,500.00
 CHECK 309722 TOTAL: 1,065.34
 CHECK 309723 TOTAL: 1,629.88



P 16
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL
CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME Ckg-BH General Fund 8066

INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
309724	09/01/2018 Quarterly sprinkler inspection BLDG REPAIR & MAINT-S3 SV	09/01/2018	AP1915		80.00
41879	55200 433				
80.00	1440330				
309725	09/01/2018 Quarterly sprinkler inspection BLDG REPAIR & MAINT-S1 NE	09/01/2018	AP1915		80.00
41878	55200 431				
80.00	1440330				
24.69	1550100				
309726	08/16/2018 LINER FOR WELDER AL GEN REPAIRS & MAINT	08/16/2018	AP1915		24.69
31737919	55400				
24.69	1550100				
309727	09/12/2018 Fall 2018 Meeting TRAINING MEAL ALLOWANCE	09/12/2018	AP1915		161.00
54100	54100				
86.00	1440110				
54100	54140				
309728	08/30/2018 Marijuana Legislation Update TRAINING TRAINING	08/30/2018	AP1915		90.00
1000228151	54100				
45.00	1220110				
45.00	1220770				
309729	10/01/2018-1108/06/2018 ADMIN FEES & INT GOB Fees-MMBB Sewer NH 2014 GOB Fees-MMBB Sewer NH 2014 Int-MMBB Sewer NH 2014	10/01/2018	AP1915		6,322.52
2013FR 10/01/2018-11	58605				
210.75	1880100				
90.32	1880100				
6,021.45	1880100				
58505	58505				
309729	10/01/2018-308/06/2018 ADMIN FEES, INT & PRINCIPAL Bond-2016 CW SRF BC 2 FB Debt Service GOB Fees-MMBB Bracy Cv 2016-1 GOB Fees-MMBB Bracy Cv 2016-1 Int-MMBB Bracy Cove PS 2016-1 Prin-MMBB Bracy Cove 2016-1	10/01/2018	AP1915		7,976.78
2016FR2 10/01/2018-3	22016				
6,881.00	700				
-6,881.00	700				
265.89	1880100				
113.95	1880100				
715.94	1880100				
6,881.00	1880100				



P 17
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
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CASH ACCOUNT: 100 10100 CASH DISBURSEMENTS JOURNAL
CHECK NO CHK DATE TYPE VENDOR NAME Ckg-BH General Fund 8066 INVOICE INV DATE PO WARRANT NET

309730 09/17/2018 PRD 986 MAINE MUNICIPAL BOND BANK 2016FRI 10/01/2018-308/06/2018 AP1915
Invoice: 2016FRI 10/01/2018-3
50,456.00 700 ADMIN FEES, INT & PRINCIPAL
-50,456.00 700 Bond-2016 CW SRF BC 1
1,949.72 1880100 FB Debt Service
835.59 1880100 GOB Fees-MMBB Bracy Cv 2016-2
55,706.22 1880100 GOB Fees-MMBB Bracy Cv 2016-2
58107 Prin-MMBB Bracy Cove 2016-2

309731 09/17/2018 PRD 986 MAINE MUNICIPAL BOND BANK 2003FFRS 10/01/18-2908/06/2018 AP1915
Invoice: 2003FFRS 10/01/18-29
220,000.00 700 ADMIN FEES, INT & PRINCIPAL
-220,000.00 700 Bond-2004 WW SRF SH
4,604.82 1880100 FB Debt Service
3,453.61 1880100 GOB Fees-MMBB Sewer SH 2003
10,241.00 1880100 GOB Fees-MMBB Sewer SH 2003
220,000.00 1880100 Int-MMBB Sewer SH 2003
58102 Prin-MMBB Sewer SH 2003

309732 09/17/2018 PRD 986 MAINE MUNICIPAL BOND BANK 2008FR 10/01/2018-2108/06/2018 AP1915
Invoice: 2008FR 10/01/2018-21
353,333.33 700 ADMIN FEES, INT & PRINCIPAL
-353,333.33 700 Bond-2008 WW SRF SV
12,785.90 1880100 FB Debt Service
5,479.67 1880100 GOB Fees-MMBB Sewer SV 2008
11,977.98 1880100 GOB Fees-MMBB Sewer SV 2008
353,333.33 1880100 Int-MMBB Sewer SV 2008
58104 Prin-MMBB Sewer SV 2008

309733 09/17/2018 PRD 502 MOUNT DESERT SPRING WATER 4929 0818 AP1915
Invoice: 4929 0818
43.75 1220110 Office Water
MOUNT DESERT SPRING WATER 9498 0818 OFFICE SUPPLIES
Invoice: 9498 0818
MOUNT DESERT SPRING WATER 9498 0818 spring water
92.40 6010100 OFFICE SUPPLIES
Invoice: 26567 0818
MOUNT DESERT SPRING WATER 26567 0818
110.25 1440800 Spring water delivery 491191 & 492338
MOUNT DESERT SPRING WATER 99440 0818 OFFICE SUPPLIES
Invoice: 99440 0818
MOUNT DESERT SPRING WATER 99440 0818
Invoice: 99440 0818

CHECK 309729 TOTAL: 7,976.78
CHECK 309730 TOTAL: 58,491.53
CHECK 309731 TOTAL: 238,299.43
CHECK 309732 TOTAL: 383,576.88
CHECK 309733 TOTAL: 43.75
CHECK 309734 TOTAL: 92.40
CHECK 309735 TOTAL: 110.25
CHECK 309736 TOTAL: 22.95



P 18
apcs hdeb

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
69051you

CASH ACCOUNT: 100 10100
CHECK NO CHK DATE TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE

PO

WARRANT

NET

INVOICE DTL DESC	INVOICE	PO	WARRANT	NET
Drinking water for office & trucks OFFICE SUPPLIES	22.95 1440330 53000			
MOUNT DESERT SPRING WATER	9514 0818			
Water for NEH Maint. Shop-EM OTHER EQUIPMENT	30.80 1550552 53900	AP1915		30.80
CHECK 309733 TOTAL:				300.15
309734 09/17/2018 PRD Invoice: 87323759	504 MSC INDUSTRIAL SUPPLY CO	87323759	AP1915	76.74
Brass Spray Nozzle, Hand Cleaner-EM OTHER EQUIPMENT	76.74 1550552 53900			
CHECK 309734 TOTAL:				76.74
309735 09/17/2018 PRD Invoice: 972332	2160 COASTAL AUTO PARTS	972332	AP1915	46.98
GAS TREATMENT FOR SMALL ENGINES AL GEN REPAIRS & MAINT	46.98 1550100 55400			
Invoice: 969838	COASTAL AUTO PARTS	969838	AP1915	72.62
TRACKLESS FLOOD LIGHTS AL GEN REPAIRS & MAINT	72.62 1550100 55400			
Invoice: 969841	COASTAL AUTO PARTS	969841	AP1915	9.42
LIGHT BATTERY AL GEN REPAIRS & MAINT	9.42 1550100 55400			
Invoice: 968289	COASTAL AUTO PARTS	968289	AP1915	9.82
TR#23 PIGTAIL AL GEN REPAIRS & MAINT	9.82 1550100 55400			
Invoice: 968290	COASTAL AUTO PARTS	968290	AP1915	48.66
TR#23 LIGHTS AL GEN REPAIRS & MAINT	48.66 1550100 55400			
Invoice: 968254	COASTAL AUTO PARTS	968254	AP1915	20.70
OIL LEAK DYE AL GEN REPAIRS & MAINT	20.70 1550100 55400			
Invoice: 968343	COASTAL AUTO PARTS	968343	AP1915	30.88
TR#33 FITTINGS AL GEN REPAIRS & MAINT	30.88 1550100 55400			
Invoice: 969061	COASTAL AUTO PARTS	969061	AP1915	195.96
TRACKLESS 25 GAL ATF AL GEN REPAIRS & MAINT	195.96 1550100 55400			
Invoice: 970959	COASTAL AUTO PARTS	970959	AP1915	8.32
LICENSE PLATE LIGHT AL GEN REPAIRS & MAINT	8.32 1550100 55400			



09/13/2018 11:49
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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

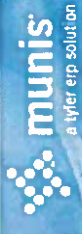
INVOICE DTL DESC

309739 09/17/2018 PRD 874 STAPLES CREDIT PLAN 2133335981 07/31/2018 20190020 AP1915 149.81
 Invoice: 2133335981 Ass'd Office Supplies

Invoice: 2133975021 STAPLES CREDIT PLAN 2133975021 07/31/2018 AP1915 -34.99
 Invoice: 2148912761 STAPLES CREDIT PLAN 2148912761 08/24/2018 20190031 AP1915 29.48
 Invoice: 2149700611 STAPLES CREDIT PLAN 2149700611 08/25/2018 20190031 AP1915 10.89
 Invoice: 2143295781 STAPLES CREDIT PLAN 2143295781 08/16/2018 AP1915 157.73
 Invoice: 2144146381 STAPLES CREDIT PLAN 2144146381 08/17/2018 AP1915 95.03
 Invoice: 2144595491 STAPLES CREDIT PLAN 2144595491 08/17/2018 AP1915 23.68
 Invoice: 2144050591 STAPLES CREDIT PLAN 2144050591 08/16/2018 AP1915 36.39
 Invoice: 2147995211 STAPLES CREDIT PLAN 2147995211 08/23/2018 AP1915 128.05
 Invoice: 2144667701 STAPLES CREDIT PLAN 2144667701 08/23/2018 AP1915 -19.99
 Invoice: 2148793851 STAPLES CREDIT PLAN 2148793851 08/24/2018 AP1915 95.94

CHECK 309738 TOTAL: 132.00

CHECK 309739 TOTAL: 672.02



Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

09/13/2018 11:49
69051you

CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME

10100
Ckg-BH General Fund 8066

INVOICE	INV DATE	PO	WARRANT	NET
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INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
309740 09/17/2018 PRD 2482 TGP ENTERPRISES INC	2851	08/27/2018	AP1915	750.00	
Invoice: 2851		street sweeping bj			
	750.00 1550100 55400	GEN REPAIRS & MAINT			
		CHECK	309740 TOTAL:	750.00	

309741 09/17/2018 PRD 725 TRANSCO BUSINESS TECHNOLOGIES	INI530324	09/05/2018	AP1915	296.97
Invoice: INI530324		Copier Maintenance		
	296.97 1221000 55320	COPIER LEASE		
		CHECK	AP1915	48.49

TRANSCO BUSINESS TECHNOLOGIES	INI533155	09/06/2018	AP1915	48.49
Invoice: INI533155		Copier Maintenance		
	48.49 1221000 55320	COPIER LEASE		
		CHECK	AP1915	293.91

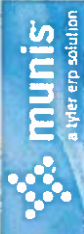
TRANSCO BUSINESS TECHNOLOGIES	INI533156	09/06/2018	AP1915	293.91
Invoice: INI533156		Copier Maintenance		
	293.91 1221000 55320	COPIER LEASE		
		CHECK	309741 TOTAL:	639.37

309742 09/17/2018 PRD 1616 TIME WARNER CABLE	713662701082418	08/24/2018	AP1915	321.86
Invoice: 713662701082418		Internet Fire Station #3		
	321.86 1221000 55150 1616	CABLE/INTERNET-FIRE ST#3 SV		
		CHECK	309742 TOTAL:	321.86

309743 09/17/2018 PRD 1693 TIME WARNER CABLE	697540001082418	08/24/2018	AP1915	371.86
Invoice: 697540001082418		Internet NEH WWTP		
	371.86 1221000 55150 1693	CABLE/INTERNET-NEH WWTP		
		CHECK	309743 TOTAL:	371.86

309744 09/17/2018 PRD 1465 U S BANK EQUIPMENT FINANCE INC	365923556	09/05/2018	AP1915	603.77
Invoice: 365923556		Copier Rental		
	603.77 1221000 55320	COPIER LEASE		
		CHECK	309744 TOTAL:	603.77

309745 09/17/2018 PRD 736 UNDERWRITERS LAB INC	72020268812	08/28/2018	AP1915	2,292.30
Invoice: 72020268812		Annual NFPA aerial & ground ladder testing		
	1,619.32 1440330 55100 4301	VEHICLE REPAIR-09 Ferrara L1		
	224.32 1440330 55100 4302	VEHICLE REPAIR-17 FI E2		
	224.32 1440330 55100 4304	VEHICLE REPAIR-06 SMEAL E4		
	224.34 1440330 55100 4306	VEHICLE REPAIR-13 Ferrara E6		
		CHECK	309745 TOTAL:	2,292.30



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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

INVOICE DTL DESC

INVT DATE PO

WARRANT

NET

309746 09/17/2018 PRTD 737 UNIFIRST CORP 0272609469 08/29/2018 AP1915 198.64
 Invoice: 0272609469
 35.00 1551500 53800 HWY/MSW/P&C Uniforms-EM
 20.00 1552500 53800 UNIFORMS
 143.64 1550100 53800 UNIFORMS

UNIFIRST CORP 0272609470 08/29/2018 AP1915 109.65
 Invoice: 0272609470
 109.65 1550552 53800 WW Uniforms-EM
 UNIFORMS

UNIFIRST CORP 0272608426 08/29/2018 AP1915 72.35
 Invoice: 0272608426
 72.35 1550100 53800 3 Polo Shirts for Ben Jacobs-EM
 UNIFORMS

UNIFIRST CORP 0272611070 09/05/2018 AP1915 109.65
 Invoice: 0272611070
 109.65 1550552 53800 WW Uniforms-EM
 UNIFORMS

UNIFIRST CORP 0272611069 09/05/2018 AP1915 195.44
 Invoice: 0272611069
 35.00 1551500 53800 HWY/MSW/P&C Uniforms-EM
 20.00 1552500 53800 UNIFORMS
 140.44 1550100 53800 UNIFORMS

UNIFIRST CORP 0272612701 09/12/2018 AP1915 109.65
 Invoice: 0272612701
 109.65 1550552 53800 WW Uniforms-EM
 UNIFORMS

UNIFIRST CORP 0272612700 09/12/2018 AP1915 198.64
 Invoice: 0272612700
 35.00 1551500 53800 HWY/MSW/P&C Uniforms-EM
 20.00 1552500 53800 UNIFORMS
 143.64 1550100 53800 UNIFORMS

CHECK 309745 TOTAL: 2,292.30

CHECK 309746 TOTAL: 994.02

NUMBER OF CHECKS 79 *** CASH ACCOUNT TOTAL *** 5,002,638.87

COUNT	AMOUNT
67	4,932,956.55
12	69,682.32
TOTAL PRINTED CHECKS	
TOTAL EFT'S	

*** GRAND TOTAL *** 5,002,638.87

CLERK: 69051you

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	LINE DESC	T	OB	DEBIT	CREDIT
2019	3	APP 600-20000	09/17/2018	AP1915	LLY			Accounts Payable				163,717.84	
		APP 100-10100	09/17/2018	AP1915	LLY			AP CASH DISBURSEMENTS JOURNAL	AP CASH DISBURSEMENTS JOURNAL				5,002,638.87
		APP 100-20000	09/17/2018	AP1915	LLY			Accounts Payable	CKg-BH General Fund 8066			4,777,281.69	
		APP 200-20000	09/17/2018	AP1915	LLY			Accounts Payable	AP CASH DISBURSEMENTS JOURNAL			2,536.55	
		APP 300-20000	09/17/2018	AP1915	LLY			Accounts Payable	AP CASH DISBURSEMENTS JOURNAL			29,935.78	
		APP 400-20000	09/17/2018	AP1915	LLY			Accounts Payable	AP CASH DISBURSEMENTS JOURNAL			29,167.01	
								GENERAL LEDGER TOTAL				5,002,638.87	5,002,638.87
		APP 100-35060	09/17/2018	AP1915	LLY			DT-MARINA				163,717.84	
		APP 600-35010	09/17/2018	AP1915	LLY			DT Gen fund					163,717.84
		APP 100-35020	09/17/2018	AP1915	LLY			DTF-SPEC REV				2,536.55	
		APP 200-35010	09/17/2018	AP1915	LLY			DT Gen fund					2,536.55
		APP 100-35030	09/17/2018	AP1915	LLY			DTF-CAP IMP				29,935.78	
		APP 300-35010	09/17/2018	AP1915	LLY			DT Gen fund					29,935.78
		APP 100-35040	09/17/2018	AP1915	LLY			DT-TRUST				29,167.01	
		APP 400-35010	09/17/2018	AP1915	LLY			DT Gen fund					29,167.01
								SYSTEM GENERATED ENTRIES TOTAL				225,357.18	225,357.18
								JOURNAL 2019/03/53	TOTAL			5,227,996.05	5,227,996.05

FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100	General Fund	2019 3	53	09/17/2018			
	100-10100				Ckg-BH General Fund 8066		5,002,638.87
	100-20000				Accounts Payable	4,777,281.69	
	100-35020				DTF-SPEC REV	2,536.55	
	100-35030				DTF-CAP IMP	29,935.78	
	100-35040				DT-TRUST	29,167.01	
	100-35060				DT-MARINA	163,717.84	
					FUND TOTAL	5,002,638.87	5,002,638.87
200	Special Revenue	2019 3	53	09/17/2018			
	200-20000				Accounts Payable	2,536.55	
	200-35010				DT Gen fund		2,536.55
					FUND TOTAL	2,536.55	2,536.55
300	Capital Projects	2019 3	53	09/17/2018			
	300-20000				Accounts Payable	29,935.78	
	300-35010				DT Gen fund		29,935.78
					FUND TOTAL	29,935.78	29,935.78
400	Investment Trusts-Reserves	2019 3	53	09/17/2018			
	400-20000				Accounts Payable	29,167.01	
	400-35010				DT Gen fund		29,167.01
					FUND TOTAL	29,167.01	29,167.01
600	Marina	2019 3	53	09/17/2018			
	600-20000				Accounts Payable	163,717.84	
	600-35010				DT Gen fund		163,717.84
					FUND TOTAL	163,717.84	163,717.84

09/13/2018 11:49
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 25
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FUND	DUE TO	DUE FROM
100 General Fund	225,357.18	
200 Special Revenue		2,536.55
300 Capital Projects		29,935.78
400 Investment Trusts-Reserves		29,167.01
600 Marina		163,717.84
TOTAL	225,357.18	225,357.18

** END OF REPORT - Generated by Lisa Young **

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1913

CHECK DATE: September 6, 2018

CHECK NUMBER:	<u>309675</u>	through	<u>309676</u>	\$	<u>4,942.44</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: \$ 4,942.44

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
PAYROLL WARRANT

WARRANT PR# 1905

CHECK DATE: September 7, 2018

ADVICE NUMBERS: 8876 through 8930
CHECK NUMBERS: 63948 through 63966

TOTAL DISBURSEMENTS: \$ 109,098.48

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: Wednesday, September 05, 2018 2:24 PM
To: Kathi Mahar
Cc: Martha Dudman (martha.dudman@gmail.com); Matt Hart; Rick Mooers
Subject: Re: Warrant AP#1913 & PR#1905 Approval Request

Yes, I approve.

On Wed, Sep 5, 2018 at 1:36 PM Kathi Mahar <treasurer@mtdesert.org> wrote:

Good afternoon!

Attached are the following warrants for your approval:

Accounts Payable	#1913	total of	\$ 4,942.44
Payroll	#1905	total of	\$109,098.48

Please indicate your authorization to release the funds for these warrants by approving or rejecting.

I will “reply to all” when the first approval comes in so that you know that we have the one required email approval.

Thank you!

Kathi

Kathryn A Mahar, Treasurer

Town of Mount Desert

(207) 276-5531 (T) (207) 276-3232 (F)

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 1914

CHECK DATE: September 12, 2018

CHECK NUMBER: <u>309679</u>	through	<u>309679</u>	\$ <u>6,268.74</u>	Check payments
CHECK NUMBER: <u>309677</u>	through	<u>309678</u>	\$ <u>22,539.79</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: \$ 28,808.53

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: Wednesday, September 12, 2018 10:55 AM
To: Kathi Mahar
Cc: Martha Dudman (martha.dudman@gmail.com); Matt Hart; Rick Mooers
Subject: Re: Warrant AP#1914 State Fees/Payroll Benefits Approval Request

Yes, I approve.

On Wed, Sep 12, 2018 at 10:50 AM Kathi Mahar <treasurer@mtdesert.org> wrote:

Good morning!

Attached is Accounts Payable Warrant # 1914 (for Payroll and/or State Fees) in the amount of \$28,808.53 for your approval.

Please indicate your authorization to release the funds for this warrant by approving or rejecting.

I will “reply to all” when the first approval comes in so that you know that we have the one required email approval.

Thank you!

Kathi

Kathryn A Mahar, Treasurer

Town of Mount Desert

(207) 276-5531 (T) (207) 276-3232 (F)

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 12597

Check Batch: 2813
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00

Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
2813	18393	09/05/2018	1025	A.C. PARSONS LANDSCAPING Mowing	0.00	520.00
	18394	09/05/2018	1160	AMAZON July Charges	0.00	564.56
	18395	09/05/2018	1215	AOS #91 M.C.L.C conf Charges	0.00	400.00
	18396	09/05/2018	1753	BOWMAN, CHRISTINE	0.00	162.50
	18397	09/05/2018	1975	CARDMEMBER SERVICE Aug + July Charges	0.00	382.69
	18398	09/05/2018	1978	CARLEX INC.	0.00	48.83
	18399	09/05/2018	2098	CHARMTECH LABS LLC Aster Ground - Bakery	0.00	400.00
	18400	09/05/2018	2300	CLEAN-O-RAMA	0.00	2,588.92
	18401	09/05/2018	2843	CTL CORPORATION Tech software	0.00	8,640.00
	18402	09/05/2018	3108	DELSANDRO, GLORIA	0.00	378.26
	18403	09/05/2018	3325	DISPLAY SALES CO.	0.00	70.00
	18404	09/05/2018	3525	DRUMMOND, WOODSUM Legal Fees - Red zone	0.00	402.00
	18405	09/05/2018	4152	EMERA MAINE	0.00	1,329.73
	18406	09/05/2018	4180	F.T. BROWN CO.	0.00	454.57
	18407	09/05/2018	4410	GILMAN ELECTRICAL SUPPLY	0.00	461.40
	18408	09/05/2018	5150	J.W. PEPPER & SONS, INC.	0.00	211.99
	18409	09/05/2018	5405	LAMBERT, CYNTHIA	0.00	10.78
	18410	09/05/2018	5910	MAINE PAPER & JANITORIAL PRODUCTS	0.00	1,202.58
	18411	09/05/2018	6205	MDI REGIONAL SCHOOL DISTRICT Gloria + Wendell Cell, Negotiation Fees	0.00	1,906.15
	18412	09/05/2018	6225	MECHANICAL SERVICES, INC.	0.00	1,393.03
	18413	09/05/2018	6312	MINOTT, ELIZABETH	0.00	140.03
	18414	09/05/2018	6370	MORRIS FIRE PROTECTION, INC. Inspection	0.00	236.00
	18415	09/05/2018	6510	NASCO	0.00	64.78
	18416	09/05/2018	6580	NATURALAWN OF AMERICA	0.00	104.76
	18417	09/05/2018	6910	OPPEWALL, ELIZABETH PT	0.00	747.50
	18418	09/05/2018	6938	OTELCO	0.00	265.90
	18419	09/05/2018	6962	OXTON HOUSE PUBLISHERS, LLC	0.00	75.55
	18420	09/05/2018	7463	QUILL CORP. Supplies	0.00	1,623.99

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 12597

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18421	09/05/2018	7463	QUILL CORP.	0.00	0.00
	18422	09/05/2018	7570	REALLY GOOD STUFF, INC.	0.00	184.22
	18423	09/05/2018	7835	SALSBURY HARDWARE INC Garden Supplies	0.00	129.97
	18424	09/05/2018	7885	SARGENT, LEON	0.00	50.00
	18425	09/05/2018	8040	SCHOOLLAW.COM Maine School Law both editions	0.00	157.35
	18426	09/05/2018	8250	SINGAPORE MATH INC.	0.00	203.50
	18427	09/05/2018	9144	W. A. STANELY, INC.	0.00	102.65
	18428	09/05/2018	9270	WHEATON, JACKIE	0.00	55.45
Totals:					0.00	<u>\$25,669.64</u>



Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
---------	---------	------------	-------------	-------------	-------------------	--------------

WARRANT # 5
 DATE: 9/5/18
[Signature] E.D. 05 September 2018
 SUPERINTENDENT

FINANCE OFFICER _____
 DocuSigned by:
[Signature]
 FINANCE OFFICER
 DocuSigned by:
[Signature]
 FINANCE OFFICER
 DocuSigned by:
[Signature]
 FINANCE OFFICER
 DocuSigned by:
[Signature]
 FINANCE OFFICER

36 Checks Listed.

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 12618

Include Authorization Codes: Yes
Batch: 2814
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
	09/14/2018	STAT	TREASURER, STATE OF MAIN		3,082.00	3,082.00	0.00	0.00	
	09/14/2018	IRS	INTERNAL REVENUE SERVIC		10,438.58	10,438.58	0.00	0.00	
43124	09/14/2018	463	RENE L. BECKER	1	988.96	890.75	0.00	890.75	
43125	09/14/2018	462	JACQUELINE E A CARPENTER	1	1,481.00	1,052.78	0.00	1,052.78	
43126	09/14/2018	190	ROBERT C. MACLEOD JR.	1	285.18	228.36	0.00	228.36	
43127	09/14/2018	461	JANET NORDELUS	1	1,168.50	909.08	0.00	909.08	
43128	09/14/2018	240	JEANNE C. OTT	1	2,562.25	1,644.66	850.00	794.66	
43129	09/14/2018	459	SHANNON L. WESTPHAL	1	1,733.75	1,323.66	0.00	1,323.66	
43130	09/14/2018	149	MARIAH D. BAKER	1	1,729.25	1,422.37	1,422.37	0.00	
43131	09/14/2018	311	LAURA-JEAN BEAL	1	2,134.50	1,561.11	1,561.11	0.00	
43132	09/14/2018	11	KELLY S. BEAULIEU	1	2,331.25	1,559.18	1,559.18	0.00	
43133	09/14/2018	266	JULIANNA R. BENNOCH	1	2,392.75	1,688.85	1,688.85	0.00	
43134	09/14/2018	333	RHODA J. BURKE	1	1,380.75	939.86	939.86	0.00	
43135	09/14/2018	314	ANDREW J. CARLSON	1	1,511.75	1,157.12	1,157.12	0.00	
43136	09/14/2018	18	JANICE P. CARROLL	1	889.84	595.82	595.82	0.00	
43137	09/14/2018	248	ROBERT P. CHAPLIN	1	80.00	78.84	78.84	0.00	
43138	09/14/2018	337	AMBER G. CHARRON	1	1,947.50	1,411.54	1,411.54	0.00	
43139	09/14/2018	21	LARRY A. COLE	1	990.08	70.12	70.12	0.00	
43140	09/14/2018	26	BRIAN R. COTE	1	2,353.00	1,657.74	1,657.74	0.00	
43141	09/14/2018	91	JUDITH CULLEN	1	1,801.00	1,411.30	1,411.30	0.00	
43142	09/14/2018	69	EMILY N. DAMON	1	1,333.08	927.87	927.87	0.00	
43143	09/14/2018	308	Gloria A. Delsandro	1	3,341.65	2,376.07	2,376.07	0.00	
43144	09/14/2018	229	JENNIFER G. DUNBAR	1	948.85	604.51	604.51	0.00	
43145	09/14/2018	43	SARAH R. DUNBAR	1	1,830.00	1,378.05	1,378.05	0.00	
43146	09/14/2018	52	WANDA J. FERNALD	1	2,189.75	1,421.43	1,421.43	0.00	
43147	09/14/2018	57	JASON W. FOUNTAINE	1	1,512.80	1,096.14	1,096.14	0.00	
43148	09/14/2018	332	MARINA P. FREDERICK	1	1,532.80	994.82	994.82	0.00	
43149	09/14/2018	329	ALEXANDER GARRETT	1	1,607.75	1,262.54	1,262.54	0.00	
43150	09/14/2018	63	HEATHER M. GRAVES	1	2,107.00	1,265.47	1,265.47	0.00	
43151	09/14/2018	65	GAYLE M. GRAY	1	3,174.39	2,250.12	2,250.12	0.00	
43152	09/14/2018	331	RUSSELL W. GRAY	1	1,082.55	918.90	918.90	0.00	
43153	09/14/2018	92	ABIGAIL A. HARMON	1	842.26	525.98	525.98	0.00	
43154	09/14/2018	244	KRISTIN D. HOLLEY	1	1,166.47	941.48	941.48	0.00	
43155	09/14/2018	293	Amy L. James	1	3,139.39	2,069.98	2,069.98	0.00	
43156	09/14/2018	90	REBECCA A. JARVIS	1	2,032.25	1,396.83	1,396.83	0.00	
43157	09/14/2018	312	BETHANY G. JOHNSON	1	1,158.30	849.59	849.59	0.00	
43158	09/14/2018	291	PATRICIA A. KELLEY	1	1,251.95	916.17	916.17	0.00	
43159	09/14/2018	335	CYNTHIA A. LAMBERT	1	1,061.50	867.99	867.99	0.00	
43160	09/14/2018	135	SAMUEL D. LEONARDI	1	1,492.80	990.76	990.76	0.00	
43161	09/14/2018	321	MAX E. MASON	1	918.96	751.73	751.73	0.00	
43162	09/14/2018	292	TARA MCKERNAN	1	2,070.00	1,482.49	1,482.49	0.00	
43163	09/14/2018	289	ELIZABETH M. MINOTT	1	1,262.12	954.61	954.61	0.00	
43164	09/14/2018	193	HARVEY BRUCE NORWOOD	1	737.88	491.87	491.87	0.00	
43165	09/14/2018	237	JUSTIN B. NORWOOD	1	1,936.25	1,543.47	1,543.47	0.00	
43166	09/14/2018	238	WENDELL L. OPPEWALL	1	1,292.65	728.90	728.90	0.00	
43167	09/14/2018	301	Teny P. Paulos	1	770.13	503.01	503.01	0.00	
43168	09/14/2018	138	AMY Y. PHILBROOK	1	2,265.60	1,525.05	1,525.05	0.00	
43169	09/14/2018	275	JOELLE A. RUDDY	1	3,174.39	2,400.20	2,400.20	0.00	
43170	09/14/2018	74	LEON E. SARGENT	1	1,922.28	1,276.71	1,276.71	0.00	
43171	09/14/2018	120	KAREN L. SHARPE	1	2,601.80	1,576.45	1,576.45	0.00	
43172	09/14/2018	375	KATHLEEN C. ST DENIS	1	2,639.25	1,518.07	1,518.07	0.00	
43173	09/14/2018	334	EMILY P. STAPLES	1	973.83	688.02	688.02	0.00	
43174	09/14/2018	404	KERRY L. TAYLOR	1	2,296.50	1,671.14	1,671.14	0.00	
43175	09/14/2018	448	JACQUELINE A. WHEATON	1	2,141.25	1,553.91	1,553.91	0.00	

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 12618

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
43176	09/14/2018	307	LAUREN M. WHITE	I	907.97	664.19	664.19	0.00	
					101,998.29	75,508.24	56,788.37	5,199.29	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	6	5,199.29
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	47	55,938.37
	ACH Employee Credits	48	56,788.37
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	0	0.00
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	2	13,520.58

WARRANT # 06

DATE: SEP 14 PAID

Marie Edward Gause, Ed.D.

SUPERINTENDENT

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

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