

Town of Mount Desert
Board of Selectmen
(Combined with Warrant Committee)
Agenda

Regular Meeting
Tuesday, February 19, 2019
Location: Meeting Room, Town Hall, Northeast Harbor

- I. Call to order at 6:30 p.m.**
- II. Minutes**
 - A. *Approval of minutes from February 4, 2019 meeting*
- III. Appointments/Recognitions/Resignations**
 - A. *Accept resignation of Patrol Officer Ryan Lawson effective February 4, 2019*
- IV. Consent Agenda** *(These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)*
 - A. *Department Reports: Public Works*
 - B. *Hancock County Commissioners Meeting Minutes January 3 , 10 and 22, 2019*
 - C. *MRC Newsletter; Issue 11.1/January 2019*
- V. Selectmen's Reports**
- VI. Unfinished Business**
 - A. *Interlocal Agreement discussion*
- VII. New Business**
 - A. *Service Groups/3rd Party Budget 2019-2020 Requests*
 - B. *Consideration of a request for a waiver of Section 4.04 of the Town's Sewer Ordinance requirement for a separate and individual sewer connection for individual structures*
 - C. *Consideration of recommendation of PWD Tony Smith to retain the services of Hedefine Engineering at their fee of \$13,180 to provide professional design and bidding services to the town related to renovations to the bait house to bring it into compliance with current building codes and, that funds from the Buildings & Grounds Reserve Account Number 4055200-24751 with a current balance of approximately \$38,500 be used to pay for these services up to an amount of \$15,000 which includes Hedefine's fee and a contingency for our use to address any unforeseen costs that might arise and, that PWD Tony Smith be authorized to sign the agreement with Hedefine Engineering on behalf of the Town*
 - D. *DRAFT Warrant Review*
- VIII. Other Business**
 - A. *Such other business as may be legally conducted*

Board of Selectmen Meeting Agenda February 19, 2019

IX. Treasurer's Warrants

- A. Approve & Sign Treasurer's Warrant AP1948 in the amount of \$345,770.41*
- B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1947, AP1916, and AP1916M in the amounts of \$31,738.67, \$102,481.51, and \$73.48, respectively*
- C. Acknowledge Treasurer's School Board AP/Payroll Warrants 08 and 17 in the amounts of \$144,126.64 and \$176,772.63 , respectively*

X. Adjournment

The next scheduled meeting is at 4:00 p.m., Monday, February 25, 2019 in the Meeting Room, Town Hall, Northeast Harbor

MINUTES

1 MOTION: Selectman Moores moved, with Selectman Dudman seconding, entering
2 Executive Session. Motion approved 5-0.

3
4 The Board entered Executive Session at 6:00PM.

5
6 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, leaving
7 Executive Session. Motion approved 5-0.

8
9 The Board left Executive Session at 6:20PM.

10
11 **II. Minutes**

12 *A. Approval of minutes from January 22, 2019 meeting*

13 MOTION: Selectman Hart moved, with Selectman Littlefield seconding, approval of the
14 January 22, 2019 Minutes as presented. Motion approved 5-0.

15
16 **III. Appointments/Recognitions/Resignations**

17 *A. Appointment of Donna Reis to the Warrant Committee*

18 It was noted that Ms. Reis applied for both the Warrant Committee and the Harbor
19 Committee. The Harbor Committee currently has a full Committee, and a waiting list for
20 new members. Ms. Reis was put on the Harbor Committee waiting list.

21
22 MOTION: Selectman Mooers moved, with Selectman Hart seconding, approval of
23 Donna Reis to the Warrant Committee, as presented. Motion approved 5-0.

24
25 **IV. Consent Agenda** *(These items are considered routine, and therefore, may be passed by*
26 *the Selectmen in one blanket motion. Board members may remove any item for*
27 *discussion by requesting such action prior to consideration of that portion of the*
28 *agenda.)*

29 *A. Department Reports: Wastewater, Treasurer: Permanent Trust – 1st and 2nd Quarter*

30 *B. Planning Board Minutes from December 12, 2018*

31 *C. Thank you letter from Emmaus Homeless Shelter*

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

34
35 **V. Selectmen's Reports**

36 There were no Selectman's Reports.

37
38 **VI. Unfinished Business**

39 *A. Proposed Part-time Clerical Assistant Position*

40 Treasurer Mahar referred to her memo to the Board. She noted the exorbitant hours
41 she works to try to keep up with the work load. It was noted the position would be
42 permanent part-time and shared with the CEO. The position would start at 24 hours per
43 week.

1
2 MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval of
3 hiring a proposed part-time clerical assistant position as proposed. Motion approved 5-
4 0.

5
6 **VII. New Business**

7 *A. Great Harbor of Mount Desert Small Vessel Sanctuary discussion*

8 Earl Brechlin presented a resolution to the Board of Selectmen. The resolution
9 endeavors to designate the Great Harbor of Mount Desert a Small Vessel Sanctuary.
10 The waters currently designated a "no discharge zone" would be given additional
11 protection and remain free of commercial vessels offering overnight accommodations
12 and greater than 200 feet in length or carrying more than 100 passengers. Research,
13 military, municipal, state and federal vessels would be exempt from this resolution.
14 Privately owned vessels would also be exempt.

15
16 Chairman Macauley asked who regulates these waters. Mr. Brechlin noted that Maine
17 Representative Brian Hubbel was inquiring with the Maine Attorney General's office on
18 the legality of such a resolution and who has jurisdiction.

19
20 Such a resolution would alleviate different sets of rules implemented by different
21 Towns. Privately owned large boats and chartered yachts were discussed as well.

22
23 Mr. Brechlin hoped to get a vote from the Board supporting the idea.

24
25 Selectman Littlefield inquired whether the Harbor Committee had seen the resolution.
26 She would feel better hearing the Harbor Committee's recommendation before making
27 a decision.

28
29 Storey Litchfield, a member of the Harbor Committee, reported that she had seen the
30 resolution although it was not presented to the Committee. She was in favor of it. Ms.
31 Litchfield voiced concern over smaller recreational craft and children boating and ferry
32 traffic. Large ships have right of way over all smaller craft in the water.

33
34 Chairman Macauley agreed with Ms. Litchfield. He noted he would feel better having a
35 recommendation from the Harbor Committee, and he would like confirmation on who
36 has jurisdiction over the waters.

37
38 Selectman Hart worried about passing control over these waters to the State. He would
39 prefer the jurisdiction, if it belongs to the municipality, to stay with the municipality.

40
41 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, the
42 resolution as presented to the Board in concept form, and the legislation being
43 proposed by State Representative Brian Hubbel be forwarded to the Harbor Committee

1 for an opinion, and to receive a confirmation of jurisdiction of the waters. Motion
2 approved 5-0.

3
4 *B. Consideration of hiring Hedefine Engineering & Design, Inc. to evaluate a failing*
5 *section of the stone retaining wall located along the westerly side of Steamboat*
6 *Wharf Road, to prepare design documents for the reconstruction of the wall and to*
7 *solicit competitive bids for the reconstruction of the wall for the fee of \$9,800 and to*
8 *authorize Public Works Director Tony Smith to execute a contract with them for their*
9 *services on behalf of the Town*

10 Public Works Director Smith noted that two sections of wall have previously been
11 repaired. The section near the stairs now requires repair.

12
13 MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, hiring
14 Hedefine Engineering & Design, Inc. to evaluate a failing section of the stone retaining
15 wall located along the westerly side of Steamboat Wharf Road, to prepare design
16 documents for the reconstruction of the wall and to solicit competitive bids for the
17 reconstruction of the wall for the fee of \$9,800 with money to be drawn from Road
18 Reserve Account 4050100-24573 with a balance of approximately \$74,193.19 and to
19 authorize Public Works Director Tony Smith to execute a contract with them for their
20 services on behalf of the Town, as presented. Motion approved 5-0.

21
22 *C. Request authorization to purchase 2019 Ford Police Interceptor Utility AWD for*
23 *patrol equipped as outlined in the bid package from Quirk Auto Group for \$29,984.00*
24 *to be funded through the Police Equipment-Vehicle line # 14400110-57200 with a*
25 *current balance of \$37,000*

26 It was noted that the replacement is listed in the CIP, but the money is in the Police
27 Department budget.

28
29 MOTION: Selectman Hart moved, with Selectman Mooers seconding, authorization to
30 purchase 2019 Ford Police Interceptor Utility AWD for patrol equipped as outlined in the
31 bid package from Quirk Auto Group for \$29,984.00, less the trade in value of \$5,000 for
32 the 2016 Ford SUV which equals a net purchase price of \$24,984.00 to be funded
33 through the Police Equipment-Vehicle line # 14400110-57200 with a current balance of
34 \$37,000. Motion approved 5-0.

35
36 *D. Request Authorization for release and expenditure of \$491.70 from Historic*
37 *Preservation Reserve Account #4020200-24205 which has a current balance of*
38 *\$572.16 for the Digitalization of Town Records including Town Reports, Warrants,*
39 *Meeting/Election and Selectmen's Minutes*

40 MOTION: Selectman Littlefield moved, with Selectman Dudman seconding,
41 authorization for release and expenditure of \$491.70 from Project 422, Historic
42 Preservation Reserve Account 4020200-24205-422, which has a current balance of
43 \$572.16 for the Digitalization of Town Records including Town Reports, Warrants,
44 Meeting/Election and Selectmen's Minutes, as presented. Motion approved 5-0.

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VIII. Other Business

A. Such other business as may be legally conducted

There was no other business.

IX. Treasurer's Warrants

A. Approve & Sign Treasurer's Warrant AP1946 in the amount of \$193,980.56

MOTION: Selectman Hart moved, with Selectman Dudman seconding, approval and Signature of Treasurer's Warrant AP1946 in the amount of \$193,980.56, as presented. Motion approved 5-0.

B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1944, AP1945, and PR1915 in the amounts of \$4,743.59, \$834.00, and \$99,206.60, respectively

MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval of signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1944, AP1945, and PR1915 in the amounts of \$4,743.59, \$834.00, and \$99,206.60, respectively, as presented. Motion approved 4-0-1 (Littlefield in Abstention).

C. Acknowledge Treasurer's School Board AP/Payroll Warrant 16 in the amount of \$81,284.12

MOTION: Selectman Littlefield moved, with Selectman Hart seconding, acknowledgement of Treasurer's School Board AP/Payroll Warrant 16 in the amount of \$81,284.12, as presented. Motion approved 4-0-1 (Macauley in Abstention).

X. Adjournment

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

Meeting was adjourned at 6:53PM.

Respectfully Submitted,

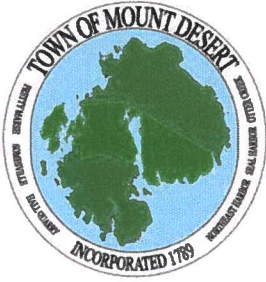
Wendy Littlefield, Secretary

APPOINTMENTS

RECOGNITIONS

RESIGNATIONS

CONSENT AGENDA



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

Otter Creek, Seal Harbor, Northeast Harbor, Somesville,
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MEMO

To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Director
Re: December, 2018 - January, 2019 Monthly Report
Date: February 8, 2019

Highway Plow Crew: The conditions this winter have varied more than I have seen in many years; rain, snow, sleet - not necessarily in that order and sometimes mixed in the same storm; zero-degrees one day and in the 40's two days later. By the look of our salt-sand pile you would think we have had a "real" winter with two to three feet of snow on the ground as opposed to little to none at times. I do recall, however, that we had our three heaviest snow storms last winter in March. This being said, this year outranks all others in my experience with townspeople going out of their way to thank the highway crew for the great job of snow and ice control they have done.

- "I don't know how they do it, long days and longer nights."
- "I can't figure out how they can see where they are going."
- "How many times a night does one of them go off the road because it is slippery or they can't see? Not at all? Wow."
- "I travel Sargeant Drive instead of 198 because it is usually safer".
- "I know this is the first year for them plowing Farnham's Way and Sydney's Way but they do an amazing job! Thank you."
- "Who takes care of their driveways at home when they are in here plowing? They wait? Please thank them for me."

I echo the townspeople's sentiments. Thank you to the highway crew and the rest of public works which, by the way, includes wastewater. They all do a great job; all come in for extra time when asked without any grumbling. Thank you gentlemen.

The Northeast Harbor Main Street Infrastructure Improvements Project (the Project): The Project is closer than ever to becoming a reality. As we know, in October 2018 the Board of Selectmen decided on the "Eastside Option" layout for the electric, telephone and cable wires for the project out of three options to the original design that were identified. In addition and as we know, the Mount Desert Water District (the District) decided to get back into the overall improvements project and reconstruct their assets in Main Street as originally planned.

We are presently working on revised project costs and a construction schedule with the contractor that was the low bidder for the construction of the original project when it was bid. Representatives of the Town, the District, the respective engineering firms and the contractor have met and are very close to finalizing the costs and the schedule. Our goal is to begin work on the Town portion of the project early in



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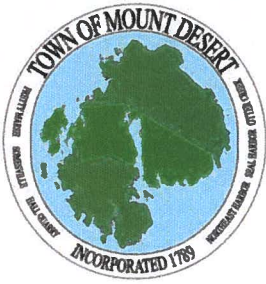
March 2018 and, for temperature and temporary water reasons, have the District start in early April. We are using the same scheduling guidelines going forward as we would have if the original project had been constructed. As mentioned above:

- We plan to have the contractor begin work in early March 2019 and work to the week before Memorial Day 2019 weekend, cleaning up and leaving town for the summer before the holiday weekend.
- The contractor will resume work in mid-October 2019 and work through to the week before Memorial Day 2020, cleaning up and leaving town for the summer before the holiday weekend.
- If additional time is needed for the Town's or the Districts work, the contractor will be allowed to resume work in mid-October 2020 and work through to the week before Memorial Day 2021, cleaning up and leaving town for the summer before the holiday weekend.
- It is my feeling that the overall project, barring any excessively bad winter weather, should be complete during the fall of 2020.

We still have a few things to work out with Emera but we are getting close.

Recycling Changes: Presently, the materials we recycle at our recycling center are sent to the City of Ellsworth's recycling center. Four of the five member towns of the Acadia Disposal District recycle with Ellsworth. This is done through an agreement we have with them that has been in place since 2011. We pay an annual fee to Ellsworth, do not pay an additional tipping fee and in return receive 80% of the revenue realized when the materials are sold. Ellsworth is a member of the Maine Resource Recovery Association (MRRRA) which helps them manage and identify markets that will purchase their recyclables, including the ones we send them. Revenue from the sale of the materials helps with the costs associated with the towns recycling programs. As of March 1, 2019, the types of materials we can send to Ellsworth will be changed. I have enclosed a copy of a table that identifies what is and what is not acceptable to send to them. People can also go to our Town website for additional information, including a link to the Ellsworth homepage that directs people to a short video about the changes.

As we are aware, there is a very limited demand for recycled items here in the U.S. and abroad. With such a worldwide abundance of recyclables, the companies that buy the materials for processing can be very fussy. Our agreement with Ellsworth has always been to send them sorted, clean, acceptable materials e.g. those that they can readily sell. If materials that are not acceptable are mixed in with those that are, the entire load in that container faces the risk of being rejected. If rejected, we will not receive any revenue for any of the load and we will have to pay for it as trash at their current tipping fee of \$110 per ton plus our costs of transportation to get the materials to Ellsworth. To date, the recycling center staff has been removing unacceptable material from some of our loads when they have time rather than rejecting the load. They have been doing this for us as a courtesy. This is going to be ending. They do not have the staffing to continue to do this, it could be harmful to the staff depending on what is in the load, and, as noted above, our agreement is for sorted acceptable, clean materials.



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There are copies of informational sheets at our recycling center that describe acceptable and unacceptable materials and other pertinent information. There is also a link to a helpful video on the Ellsworth website.

Fiberight dba Coastal Resources of Maine (Coastal): Following is a brief point form update on Coastal, the facility located in Hampden we opted to go with instead of PERC for municipal solid waste (MSW) disposal.

- Coastal is not really a disposal facility. They are a “Materials Recovery Facility” or MRF (murf). They pull materials out of the MSW to be recycled. They estimate they will be able to use approximately 80% of the materials sent to them once they are up and running with the kinks and bugs all worked out.
- They are scheduled to begin the start-up process in March 2019 and to be accepting waste on a regular, fully operating basis by the end of June 2019. We had planned to be up and running April 1, 2018, the time when the municipal contracts with PERC and the requirement that Emera pay them four to six times the going rate per kilowatt hour for the power they generated ended. The DEP permit that was issued to Coastal for their operations was appealed. The appeal took seven months to resolve - in the Coastal-MRC favor. Add these seven months to April 2018 and we are at the first of November 2018. Add one to two more months to get the investors squared away and we are at December - January timeframe. For a project of this size, I am very comfortable with the extension to the original schedule and am very pleased with where we are to date.
- Regarding costs of the plant, there is \$20-25 million private investment in the plant and a FAME supported loan of \$40 million in place for the financing.
- Some people still question the technology - say it is unproven. Coastal is a combination of successful technologies that have been in use in Europe for decades e.g. it was interesting to see large sections of the anaerobic digesters in storage with “Made in Holland” stamped on them. This is the first facility of its kind that has pulled some of these technologies together and put them all under one roof. There are a number of other areas in the country keeping a close watch on this project as they are interested in developing one of their own.
- Not opening on time is not hurting the joining members of Coastal - we are joining members as are the other MDI towns and Trenton. We are not incurring any additional costs due to the plant not being open. Anticipating that the plant might not open on time or that it might have to close down periodically for scheduled maintenance or for unanticipated reasons, the MRC prepared a back-up plan. This plan called for our MSW to be taken to the Crossroads landfill in Norridgewock. The MRC also set up a contingency fund to offset additional transportation costs to member towns if the plant was not open on time and the distance to Crossroads was further from a town than it was from that town to Coastal in Hampden. For example, for us, EMR, who hauls our



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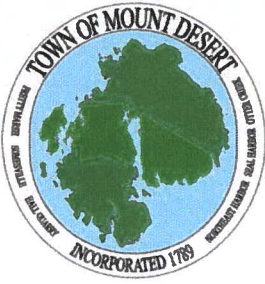
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trash, is being paid the additional costs associated with hauling the longer distance from Southwest Harbor to the JRL landfill in Old Town as opposed to hauling to Hampden. The landfill was the backup plan and was reviewed and approved by DEP.

- You will note in the previous bullet that I first mentioned the Crossroads landfill in Norridgewock as our backup plan then changed a line or two later to the JRL landfill in Old Town. Crossroads was the original back up plan. The staff of the MRC identified that MSW from southern Maine was being shipped to Old Town while our MSW was being shipped south to Norridgewock - the MSW waved at each other as they passed on I-95. Working with the DEP and operators of the two landfills, the MRC negotiated a “swap” on behalf of its members. Our trash could go to JRL while southern MSW could go to Norridgewock. Savings all around.
- As you are aware, Ellsworth changed what it can accept at their recycling facility based on supply and demand worldwide. They will no longer accept things like # 3 through #7 plastics, boxboard (cereal and cracker boxes for example), yellow cardboard or office paper. The sky is falling! Actually, it isn't. These materials are a hot commodity for Fiberight – they want them.

When the trash is dumped on the tipping floor of the plant, the bags of MSW are torn apart by mechanical equipment. It is then fed into a series of conveyors, blowers, and other equipment that will pull paper, plastics, metals and other “commodities” out of the waste stream for Coastal's use. They can convert the plastics to either a briquette that can be sold to be burned to fire kilns for cement production or converted to saleable liquid No. 2 fuel. Paper type products will be pulled out of the trash and used to produce cellulose in the pulper or added to the anaerobic digester to produce bio-gas. They have local market for these products. Regarding the bio-gas, it is interesting to note that the location of Coastal in Hampden - MRC owns the property and Coastal is our tenant - is within a stone's throw of the former jet fuel pipe line that runs from Searsport to the former Loring AFB in Limestone. This line will be retrofitted to pipe the biogas to the local natural gas supplier.

Glass has never been successfully recycled locally or across the nation. Returnable glass beer and soda bottles are typically trashed – although I can attest that New Brunswick does sell beer in recycled glass bottles - they are pretty beat up at times. The glass in our glass bin at the highway garage goes to EMR and is crushed then used as fill material in holes that develop on their site. Based on my experience with Fiberight these last five or six years and what I see at the plant today – I believe they will develop a use for recycled glass at some point. They have worked very hard at identifying marketable products and markets for them. An example is textiles - clothing. They really don't want them because they are hard to deal with through the series of conveyors and other processing equipment but will take them. What is great is they are working with a national company; veteran owned I believe, to recycle the clothing before it gets into the MSW stream. One other thing of note is that other than their boilers, nothing is incinerated at Coastal hence, no



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emissions. Aha you ask, what about the smell - a different type of emission - in the middle of a hot humid day in July. As they anticipated doing, and as required by their permit, Coastal has installed a state-of-the-art odor control system at the facility. They have been, and will continue to make great effort, to be a very good neighbor.

- Our tipping fee will be \$70 per ton when Coastal opens in June. Coastal will also accept single sort recyclables at a tipping fee of \$35 per ton or, half of the going rate per ton for MSW. We do not get a share of the revenue they realize from the sale of the materials but it does figure into the rebates we will receive. I am going to be working on a cost comparison of continuing doing what we do now for recycling - our current contract with Ellsworth expires June 30, 2020, change to single-sort and go to Coastal or, do away with recycling altogether and send the materials to Coastal in our MSW for them to pull out.
- One of the costs of doing business: Coastal had a large piece of equipment go to the bottom of the Atlantic Ocean when a cargo ship it was on sank within the last couple of months. Aside from the obvious, the loss of the piece of equipment did not cause any major problems since it was not on any critical path for construction. A replacement was ordered and is either on site or will be.

Crosswalk Improvements: The design of our crosswalks that can be brought into conformance with DOT and ADA has been completed and the project has been put out for competitive construction bids. The bid opening is scheduled for February 26th. Once we have the bid price, we will prepare a warrant article requesting construction funding for the voters to consider at the May 2019 town meeting. Award of the contract will be contingent on the availability of funding. This is clearly stated in the bid documents. If the funds are approved, and depending upon the type of funding we elect to use, I anticipate work beginning shortly after town meeting. We will be putting together a construction schedule of when certain crosswalks can or cannot be worked on based on their location.

Route 3 Improvements Project under the DOT Planning Partnership Initiative (PPI) Program: The project we are working with DOT and engineering consultant VHB of southern Maine on is beginning to gain steam. We have a project kick-off meeting scheduled with VHB and DOT at the latter's offices in Augusta on February 12th. As a reminder, the project is for a feasibility study related to roadway improvements in Route 3 between the intersection of Routes 198 and 3 (Pedder's Corner) and the intersection of the Stanley Brook Road and Route 3. The DOT appears to be all in and ready to proceed with the project. They expect to have representatives from their traffic engineering and planning group, bicycle and pedestrian safety and control staff, our regional engineer and folks from their highway program and environmental office. We are looking forward to getting started!

Route 198 Improvements: Design and preparation of bid documents are nearly complete for the second Route 198 improvements project we are partnering with DOT on under their MPI (Municipal Partnership Initiative) program. We hope to advertise for competitive bids for construction within the next couple of



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weeks. Just as a reminder, the project on Route 198 is approximately 1.10 miles in length beginning just past its intersection with Sargeant Drive and extending nearly to its intersection with Route 233.

This second MPI will make similar improvements to the roadway as the first one did including:

- reclaiming (grinding and leaving in place) the existing pavement, grading and compacting these materials,
- construction of new base and surface pavement layers on the reclaimed materials,
- construction of four-foot (4') wide extended shoulders on each side of the road,
- drainage improvements and
- other typical roadway improvements associated with projects of this kind.

It is our intent to have the work substantially complete by Memorial Day 2019 weekend with some minimal work left for June.

Streetlights: The LED streetlight installation project was finally completed in February 2019. The contractor hired by our consultant, RealTerm Energy, proved to be rather elusive. They installed the lights over a period of two-and-a-half months, periodically pulling out for a few days at a time. Near mid-January they were down to a handful of items to complete that they scheduled to do in a particular week only to not show up but to reschedule. These delays did not cost us anything but were frustrating. Anyway, the old lights are gone, having been hauled off for recycling and the new ones are in place. Now that we own the street lights and don't lease them from Emera we are responsible for their maintenance. We are going to work with a local contractor to provide maintenance service to us as needed. Aside from replacing the fixtures if they fail - they are all under warranty for a year - or installing light screening shields, there is not much maintenance to them. These new LED fixtures do not lend themselves to being painted out like the old ones were to shield the light from various directions. The only shields that are available for them are referred to as "back shields" e.g. blocking some of the light from illuminating the area behind the fixture. We will have to fabricate shields ourselves for the front and sides as needed.

Sylvan Drainage Project: This project was completed and turned out very nice. The new paved streets look nice and the closed drainage system works as designed.

Irrigation: The irrigation company we hired to install a system in the Village Green and at the Yachtsman facility finished the project in December. The piping was charged with water and successfully tested. The company then drained the pipes for the winter. I am looking forward to competing with neighboring properties for "green" lawn areas.

Enc.

C. Claire Woolfolk, Town Clerk; Kathi Mahar, Treasurer; Ben Jacobs, Hwy Supt.; Ed Montague, WW Supt.

Changes Effective March 1, 2019 for ADD Member Towns

ADD Recycling - Ellsworth Recycling Center	
!!!Acceptable Materials must be clean and rinsed!!!	
Yes please = Acceptable	No thank you = Unacceptable
Must be Clean and Rinsed	
Newspapers & magazines: One container	NOT accepted
<p>CLEAN:</p> <ol style="list-style-type: none"> 1. Newspapers and magazines. 2. Hard covered books: covers removed then book torn in half along the binder. 3. Paperback books: covers removed; no need to tear book in half along the binder. 4. Full-sized flyers that come in newspapers and some in the mail: Hannaford, Shaw's, IGA, Ace. 5. Catalogs, phone books. 	<ol style="list-style-type: none"> 1. Office paper. 2. Shredded paper. 3. Envelopes with plastic windows in them. 4. Manila folders. 5. Manila envelopes (can be white or yellow). 6. Gift wrap of any kind. 7. Used tissues. 8. Used paper towels.
Cardboard: Second container	NOT accepted
<p>CLEAN:</p> <ol style="list-style-type: none"> 1. Cardboard: brown, corrugated, rigid. 2. Brown paper bags in with cardboard. 	<ol style="list-style-type: none"> 1. Yellow cardboard: corrugated but weak; very flimsy; can easily be rubbed into fibrous particles. 2. Wax coated cardboard. 3. Boxboard, for example: cracker boxes, cereal boxes or pasta boxes. 4. Soda, beer and other beverage cartons and holders. 5. Pizza boxes, clean or not. 6. Junk mail like half page, single sheet fliers that come in newspapers and some in the mail.
Plastics: Third container	NOT accepted
<p>CLEAN:</p> <p>#1 and #2 plastics: clear and colored can go in the same bin.</p>	<ol style="list-style-type: none"> 1. #3, #4, #5, #6 nor #7. 2. No lid tops at all including those on milk jugs, laundry and dishwashing soap jugs, ketchup, bar-b-q sauce, ketchup, mustard, etc. 3. Bubble wrap. 4. Plastic chairs, swing sets, swimming pools, kid's toys or tools. 5. No sandwich, salad or food/lunch-type containers. 6. No glass bottles; no glass jars of any type or shape. 7. Grocery bags, Coat hangers. 8. Plant and flower pots, kitty litter buckets. 9. PVC pipe, broken trash cans, trash can lids, or totes.
Cans: Fourth container	NOT accepted
<p>CLEAN:</p> <ol style="list-style-type: none"> 1. Aluminum and tin cans: dog and cat food, fish, soup cans, coffee cans, vegetable and fruit cans, etc. - paper on or off them is OK. 2. Pie plates 3. Disposable baking pans. 	<ol style="list-style-type: none"> 1. Glass bottles and glass jars of any type or shape. 2. Cookies sheets. 3. Pots and pans. 4. Coat hangers. 5. Aerosol cans of any type.
	NOT accepted
<p>For additional information go to: https://www.ellsworthmaine.gov/</p>	<p>Styrofoam; packing peanuts; packaging materials of any kind, including meat and chicken or egg cartons</p>
Acceptable Materials must be clean and rinsed	Acceptable Materials must be clean and rinsed

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 at 8:30 a.m. on **Thursday January 3, 2019** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Clark, Wombacher, and Blasi in attendance.

Vote: to elect a chairman

Commissioner Blasi brought the meeting to order and announced that nominations for Chairman would be accepted. Commissioner Clark nominated William Clark for Chairman.

Commissioner Blasi nominated Antonio Blasi for Chairman. Commissioner Clark said he wanted to make a comment before the vote was called. He said he wanted to inform Commissioner Wombacher and remind Commissioner Blasi that a year ago Commissioner Blasi came to him and said that if Commissioner Clark supported his candidacy for Chairman for 2018, Commissioner Blasi would support Commissioner Clark as Chairman in 2019.

Commissioner Clark said he would like to believe that Commissioner Blasi was a man of his word and if he said something he is going to do it, and he would appreciate Commissioner Blasi's support for this vote. The vote was called; Commissioner Clark voted for Clark for Chairman, Commissioners Blasi and Wombacher voted for Blasi for Chairman. Commissioner Clark said to Commissioner Wombacher that if Commissioner Blasi has made any assertions to him over the last few months, Commissioner Wombacher should let this vote decide whether or not Commissioner Blasi's word is worth anything.

The commission recognized Deputy Register of Probate Velma Jordan for 5 years of service to Hancock County, and Register of Deeds Julie Curtis for 15 years of service to Hancock County.

Adjustments to / approval of agenda: none

MOTION: remove item 10b from agenda (Blasi/Wombacher 2-0-0 Clark did not vote)

Public Comment: none

Approval of minutes:

MOTION: Approve the minutes of the December 4, 2018 Commissioners' Regular Meeting (Blasi, motion failed for lack of second)

Airport:

December 2018 Monthly Report- Manger Madeira updated the commission on an incident involving an unsecured wheel lock that came loose from a county vehicle. The incident was reported to Risk Pool. Manager Madeira also updated the commission on the airfield lighting replacement project. He informed Commissioner Wombacher that an airport advisory member is needed from his district. Manager Madeira requested permission to overdraft 2018 account E40-07-100 Airport –Travel/Mileage by up to \$200.00. Madeira said a motion is typically used for this type of request. Commissioner Clark said if department heads are doing well with their overall budget, the only time he would like to see a vote is if a reserve account is overexpended.

Commissioner Blasi said he was comfortable that it was in the report, and a motion was not required.

MOTION: to approve Project Contract with Jacobs Engineering to complete Obstruction Analysis for \$25,555.72 (AIP Project No. 3-23-0006-044-2018) (Clark/Wombacher 3-0, motion passed)

MOTION: approval to promote Joshua George from ARFF to Lead ARFF at Step 9G1, \$18.96 per hour, effective January 5, 2019 (Clark/Blasi 3-0, motion passed)

UT:

Monthly report- UT Supervisor Millard Billings was informed by the UT Director of Education that currently there is one UT 12th grade student, attending Ellsworth High. Billings asked for direction from the commission- whether the scholarship would be available to high school students, or students who are already enrolled in post-secondary education as well. Commissioner Clark said he would like to see \$25,000 offered to a first year student, but if none applied, a student enrolled already could receive up to \$10,000. Commissioner Blasi asked for the balance in the education lines in both CB and TIFs. CA Adkins suggested he and Supervisor Billings meet to review the accounts. The commission agreed. The commission discussed the postcard mailed to UT residents regarding development. Commissioner Clark expressed frustration that question 4 was misleading. Supervisor Billings will invite a representative from EMDC to the January 22 meeting to discuss what the next steps are.

Marijuana opt-in discussion- Supervisor Billings said we are waiting for DAFS to develop licensing criteria, and there was not much we could do until that happens. Commissioner Blasi said he didn't believe there was anything precluding municipal officers to opt-in for their municipality while waiting for regulations to be finalized.

MOTION: draft an opt-in statement per the zoning in each township or island
(Blasi/Wombacher, *motion and second withdrawn*)

Supervisor Billings asked if the commission's intent was to opt in the different UTs or to get the document ready in case petitions to opt in are submitted. Billings said if the commission does not act, they would wait for a petition from citizens and then act on the petition. Commissioner Clark said he thought that would be the appropriate way to go; he said the regulations have not been defined and no one has expressed interest in starting an establishment. He said he thinks charging ahead like this is reckless. Sheriff Kane said he did not see why the county needed to be involved in this and he would not support this. Commissioner Clark said absent a petition the county should refrain from this. Supervisor Billings suggested at least having a public hearing first to determine if there is interest. Commissioner Clark agreed- he said he wanted to see what the public opinion would be. Billings pointed out the map of the UT and referenced the difficulty of policing activity there. Commissioner Clark said endorsing this is encouragement and taking no action means the commission is taking no position. Sheriff Kane said the commission would be taking a vote on something and the guidelines are unknown, and reasoned that it would make sense to wait and hold a public hearing when someone does come forward with interest. Commissioner Blasi said it would make sense either way in his mind.

Commissioner Wombacher asked if any other counties have done this; Supervisor Billings said he did not believe so. Commissioner Clark asked Supervisor Billings for his recommendation. Supervisor Billings said his recommendation would be to wait, and his personal opinion was that marijuana should be grown in municipalities that have their own police forces. Commissioner Clark said he shared that opinion. Commissioner Blasi asked Billings if this would bring in any revenues- Billings said MRS will assess any taxation in UTs, and the county itself would see no revenue. Commissioner Clark said the county would see no revenue, but the work for the Sheriff's Department would increase. Billings said the LUPC would treat all marijuana uses as commercial and industrial, not agricultural. Commissioner Blasi said he would withdraw his motion, but wanted to the public to understand the petition process. Commissioner Clark questioned why the county would encourage a petition without regulations in place. Commissioner Blasi said he would not opt in without holding a public hearing and a petition. Commissioner Wombacher said he would withdraw his second; he said he was in agreement that this may be moving a little fast, but at some point someone will be coming to the commission with a petition; pretending it won't happen is not a solution.

MOTION: approve 2019 Stray Contract and abandoned or surrendered animal policy with Small Animal Clinic (Clark/Wombacher 3-0, motion passed)

Supervisor Billings introduced Ray Slaybaugh, Chair of Selectboard in Osborn. He said the cell phone coverage in that area is very spotty and citizens have interest in using Osborn's CB dollars from Weaver Wind to improve cell phone service in Osborn and township 16. They would be willing to pay for that with their town's community benefit funds if US Cellular was willing to go along with it, but they need to secure space on the Bull Hill tower for installation of a repeater. Commissioner Clark said he saw no reason why the county would not assist Osborn with that request, provided technology allows that. All 3 commissioners agreed.

Treasurer:

MOTION: approve the warrants as shown on the Treasurer's memo to the commission (Blasi/Clark 3-0, motion passed)

The Treasurer's memo showed the following:

December GF, Airport, and Jail Payroll Warrants #18-49, #18-49, #18-50, and #18-51 in the aggregate amount of \$347,224.01;

December GF, Airport, and Jail Expense Warrants #18-89, #18-90, #18-91, #18-91, #18-92, #18-93, #18-94, #18-95, #97, and #18-98 in the aggregate amount of \$928,131.77;

December UT Payroll Warrants #19-22, #19-23, #19-24, and #19-25 in the aggregate of \$1,285.09 ;

December UT Expense Warrants #19-11 and #19-12 in the aggregate of \$18,829.66

Commissioner Blasi questioned the amount due from Peninsula Airways. Airport Manager Madeira said all the assets for Penair have been purchased. County of Hancock was listed as a creditor-Madeira said he has received nothing to date. Commissioner Clark said he wanted to see where the assets were distributed.

MOTION: approve \$209,339.96 for December health care costs (Blasi/Clark 3-0, motion passed)

Break

Business Holiday Calendar – Consider Changing to Indigenous Peoples’ Day

MOTION: move to change what is now Columbus Day to Indigenous Peoples’ Day on the County Holiday business calendar (Blasi/Wombacher 2-1, Clark opposed)

Commissioner Clark said he thought we should be recognizing our history and the part that Columbus played in our history is significant. He said he is bothered by some of the efforts to change history, and this is one of them. He suggested dropping one of the other holidays and adding Indigenous Peoples’ Day. Charles Stevens of Blue Hill Maine spoke in favor of recognizing Indigenous Peoples’ Day to replace Columbus Day.

Resolution to the Land Use Planning Commission to retain the existing Adjacency Principle-
Commissioner Blasi read the following:

“Resolution to the Land Use Planning Commission (LUPC) to retain the current one mile Adjacency Principle under the LUPC’s statute 12 M.R.S.A §681 and consistent with the Comprehensive Land Use Plan

We, the commissioners of Hancock County, are concerned about protecting water quality, wildlife habitat, and forests from expanded commercial, industrial, retail, and residential development, which would also impact county residents’ outdoor recreation opportunities and the state’s tourism industry. Resulting sprawl would damage natural resources and would place additional burdens on Unorganized Territory taxpayers. Water quality protection must become a top priority of all land use planning, and the one mile Adjacency Principle that has been in place should be retained to achieve that objective.”

MOTION: adopt this petition and submit it to LUPC and copy it to Governor Mills (Blasi/Wombacher 2-1, motion passed Clark opposed)

Commissioner Clark said he was opposed to the petition referencing the county commissioners, but wanted it to reference a majority of commissioners. He said he intended to submit a minority letter expressing his position because the commissioners in totality do not support the petition.

Commissioner Clark said from what he can determine this is making a mountain out of a mole hill. He said this was short-sighted, that there is not a host of developers waiting for available land and any development is going to meet strict criteria for consideration. It is short-sighted to limit developers to one mile because development will be forced where regulators might not approve if they had better options. Commissioner Wombacher said when he ran for office he ran specifically as this being one of the main issues, and was elected to the office over this issue. He referenced the development that we don’t know might happen and said over a million acres will be open to development. Commissioner Wombacher said the one mile rule has been around for 45 years and served the north woods well and he does not support the expansion. Commissioner Blasi invited members of the public to speak. The following members of the public spoke in support of retaining the existing adjacency principle: Patsy Shankle of Surry; Jennifer Riefler of Verona Island; and Peter Crocket, a resident of UT in Penobscot County.

Chief Court Marshal- discussion regarding access control

Mike Coty, Director of Judicial Marshals for Judicial Branch, addressed the commission regarding courthouse screening. Coty said one of his goals is to achieve 100% screening in all the courthouses across the state, and explained the mechanics and difficulty of staffing that. Coty said they try to have a minimum impact on the people who work in the courthouse. Hancock County is one of the more difficult courts because of multiple entrances. The number one goal is to have one public entrance- this keeps the building safer and weapons out of the courthouse. Commissioner Clark asked how that would happen in this building- Coty said this building would have 2 entrances- an entry system and a buzzer system. The other entrances would be locked entrances, or if the staff uses those a card reader would be installed so that employees who are already vetted can gain access. Commissioner Clark asked how people would be able to access the Sheriff's Department for complaints, civil papers, etc. Asst. Facilities Director Dave Linnell said the Sheriff's Department will remain open to the public, but the public would not have access to the rest of the courthouse. Travis Oakes, Sergeant for Washington and Hancock County said at the staffing level they have now they would not be screening every day, and are attempting to get more applicants. The screening units would be permanent. The Court Marshal is looking for consensus that the county and court marshal offices are working together- all commissioners agreed to work in cooperation with the Court Marshal's office.

Water Quality Protection Ordinance- Schedule Public Hearing

MOTION: hold a public hearing on February 7, 2019 at 6 pm to hear the Hancock County UT residents input on whether we should adopt the water quality protection ordinance to prohibit construction of the east west corridor through the unorganized territory of Hancock County and that the territorial property owners of Hancock County be notified by mail and that a copy of the ordinance be in our office for their review and to advertise for the public hearing in the normal channels of advertising and to refer the public to a link that would contain the ordinance on the county website (Blasi/Wombacher 2-0-1 Clark abstains)

The original motion was for January 24, 2019; after discussion Commissioner Blasi modified that to February 7, 2019

Sheriff:

MOTION: Accept resignation of Eric McLaughlin effective January 4, 2019 (Blasi/Clark 3-0, motion passed)

MOTION: Approval to hire Christopher Sargent of Surry as full time Deputy, effective January 19, 2019, step 12C \$20.65 / hour (Clark/Wombacher 3-0, motion passed)

MOTION: Approve purchase of 2018 cruiser from Darlings at the price of \$30,975.00 from Sheriff's account 70-300 (Clark/Blasi 3-0, motion passed)

This is agenda item 5(d).

MOTION: Deputy McLaughlin be designated as part time patrol officer (Blasi/Wombacher, motion and second withdrawn)

MOTION: employ Eric McLaughlin as part time employee in Sheriff's department (Clark/Blasi 3-0, motion passed)

Commissioner Blasi opened the cruiser bids. Three bids were submitted; the results are as follows:

- Quirk Auto Group-2019 Chevrolet Silverado- \$28,722.00 (after \$14,133.00 trade for 2013 Tahoe)
- Darling's- 2018 Silverado 1500- \$24,725.00 (after \$14,000.00 trade for 2013 Tahoe)
- Darling's- 2018 GMC Sierra 1500- \$29,434.00 (after \$14,000.00 trade for 2013 Tahoe)

Sheriff Kane took the bids to review and advised he would return with a recommendation.

Jail:

MOTION: approval to hire Isiah Davis of Bangor as a part time on call as needed corrections officer, at the rate of \$14.00 per hour with no benefits, effective January 5, 2019 not to exceed 29 hours per week (Blasi/Clark 3-0, motion passed)

MOTION: approval to hire Daniel Cox of Brewer as a part time on call as needed corrections officer, at the rate of \$14.00 per hour with no benefits, effective January 5, 2019, not to exceed 29 hours per week average (Clark/Blasi 3-0, motion passed)

Maintenance:

Monthly report- Asst. Facilities Director Dave Linnell said the access control system is installed and operating on a limited (test) basis. The system has a one-year warranty. The other doors will require access policies. Commissioners Blasi and Clark agreed that Department Heads should have the authority to determine employee access to their offices. The Commission agreed to have the basement entrance be established as an employee only entrance. Linnell will report to the commission once the entrance is switched over.

Lunch break 11:40 a.m. – 12:00 p.m.

There was some discussion on the generator. Commissioner Clark said he would like to see that as a non-jail expense. He said anytime there is a resource at the jail that benefits elsewhere, it should be paid for elsewhere; anytime jail expenses can be legitimately paid for through another budget, we should do that. Commissioner Blasi agreed.

Jail yard job- the job is complete to everyone's satisfaction. Linnell reported that the final disbursement was made- the county will hold the retainage until next October to ensure everyone is still completely satisfied; then that will be the final payment. Jail Administrator Richardson said the electric lock for the rec yard is not working, so he has not used the rec yard.

Jail Emergency expenses- significant bills have come in relating to the jail, including generator repair and temporary generator rental, and the sprinkler system. Currently the emergency expenses are estimated to be \$26,893. Commissioner Clark would like to see this be a non-jail expense, any time we can pay legitimately for expenses, we should. Commissioner Clark suggested all repairs related to the generator not be funded by the jail, as the generator services

the entire courthouse. The invoices should come out of 2018, but may be able to borrow from 2019. Generator expenses will come out of capital building account, and the sprinkler expenses from the jail.

RCC RFP recommendation

Asst. Facilities Director Linnell recommended Sealander Architects to be the architect for the RCC expansion job.

MOTION: invite Sealander Architects to visit us and discuss this topic (RCC Expansion) (Blasi/Wombacher 3-0, motion passed)

Commissioner Clark did not think a motion was needed; he wanted to meet and discuss the project before taking any action.

RCC:

Monthly report- RCC Director Conary updated the commission with his monthly report. He attended the quarterly 911 advisory council meeting. One of the topics was the proposed emergency police protocols; they stated they had no position on the protocols at this point. Conary reported that the total calls for service handled at the RCC in the last four years have increased 32.7%.

Ellsworth Dispatching Contract- Commissioner signature

MOTION: renew Ellsworth dispatching contract with the amounts specified with the 3% increase that the commission voted on during the budget cycle (Blasi/Clark 3-0, motion passed)

This automatically renews, but any changes need to be agreed to by both parties. This contract holds a 3% increase over the previous year. Conary reported that there does not appear to be an issue with Ellsworth agreeing.

Chief Deputy Pat Kane recommended that the commission recognize the bid from Darling's Chevrolet in the amount of \$24,725.00.

MOTION: Recognize the bid from Darling's Chevrolet for \$24,725.00 (Clark/Blasi 3-0, motion passed)

MOTION: Exec. Session under MRS A Title 1 405 (6) (A) / Personnel Matter / Probate Office (Clark/Blasi 3-0, motion passed)

Commissioners:

MOTION: Appoint Commissioner Wombacher as Workforce and Investment Board Member Representative (Blasi/Clark 3-0, motion passed)

MOTION: Appoint Rebekah Knowlton as Hancock County Public Access Officer (Clark/Wombacher 3-0, motion passed)

MOTION: set mileage rate for FY19 at 50 cents per mile (Blasi/Wombacher 3-0, motion passed)

MOTION: Authorize the Treasurer and Deputy County Administrator to issue checks up to \$1,000 (Blasi/Clark 3-0, motion passed)

Warrant Policy-

MOTION: Adopt warrant policy as amended, and adding a second commissioner may authorize his signature through email (Blasi/Wombacher 2-1, Clark opposed)

The policy change required warrant review and signatures from two commissioners. Commissioner Clark said this made things terribly inconvenient; Commissioner Blasi agreed but said it was an internal control and was long overdue. There was some discussion on the process.

Community Benefit Grant Applications Review – schedule scoring and award workshop
Commissioner Blasi wanted to review scores on January 22. He referenced the scoring process used for the previous round of grant applications.

Health insurance conversion to Maine Municipal Trust update- CA Adkins said he has completed all requests for information from the Union and is waiting for their response.

MOTION: prepare a letter for the January 22 meeting to issue notice of termination to Meritain on March 31(Blasi/motion withdrawn)

Commissioner Clark suggested this action was premature. Commissioner Wombacher asked how we get to the point where we are ready. Commissioner Clark indicated that union communication and negotiation needs to continue.

MOTION: to pay travel expenses for commissioners living over 5 miles from the county seat (Clark/Blasi 3-0, motion passed)

MOTION: approve proposed language in the termination clause of the Hancock County personnel policy (Clark/Blasi 3-0, motion passed)

Advertising Policy regarding job vacancies- Commissioner Clark would like to see policy language that includes publishing job vacancies through a region-wide electronic media appropriate to the position.

Interest on Municipal Assessment – Town of Sorrento- Commissioner Blasi stated the interest on the tax bill from the Town of Sorrento should be collected. This has not been enforced in the past. Commissioner Blasi said today's discussion will show the public that the county intends to enforce interest collection. The commission agreed that going forward interest will be collected on delinquent tax bills.

Reserve accounts-

MOTION: remove trio reserve accounts from the general ledger for non-revenue earning departments (Blasi/motion fails for lack of second

Commissioner Blasi said he was attempting to remove the discrepancy between what is shown on the ledger and what is in the bank. CA Adkins said there was no discrepancy there; it is

simply the premise in finance and accounting of cash flow versus budgetary. Commissioner Blasi said he would answer questions about the discrepancy between bank statements and the reserve ledger account balances by referencing the bank statement when answering.

Commissioner Blasi suggested placing the unapproved December 4, 2018 CRM minutes on the January 22 CSM agenda for approval. Commissioner Clark said they should simply go in the book in unapproved form; the true record is the audio recording.

Corrections Officers Union Negotiations will continue.

MOTION: to adjourn 2:54 pm (Wombacher/Blasi 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 special meeting of the Hancock County Commissioners was brought to order at 8:30 a.m. on **Thursday January 10, 2019** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Wombacher, and Blasi in attendance.

Adjustments to / approval of agenda: none

Public Comment: none

Jail: Sheriff Kane

MOTION: approval to hire Rebecca Long of Blue Hill as a part time on call as needed corrections officer, at the rate of \$14.00 per hour with no benefits, effective January 12, 2019 not to exceed 29 hours per week (Wombacher/Blasi 2-0, motion passed)
Commissioner Clark absent

MOTION: approval to hire Dona Closson-Westcott of Old Town as a part time on call as needed jail cook, at the rate of \$12.50 per hour with no benefits and not to exceed 29 hours per week effective January 12, 2019 (Wombacher/Blasi 2-0, motion passed) Commissioner Clark absent

Warrant Review: 15:35

Motion: Go into workshop to review AP & PR Warrants (Blasi/Wombacher 2-0)
Commissioner Clark absent

Respectfully submitted,

Scott Adkins
County Administrator

COMMISSIONERS SPEICAL 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 at 8:30 a.m. on **Tuesday January 22, 2019** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Clark, Wombacher, and Blasi in attendance.

Public Comment: none

MOTION: Recommend we proceed with Sealander Architects as the architect of choice for the RCC expansion (Clark/Blasi 3-0)

Mike Sealander, AIA, Sealander Architects came before the Commissioners to discuss his approach to the RCC expansion project per the recent RFQ. After much discussion, it was agreed upon that Mr. Sealander would draft up a contract to include, but not limited to an hourly rate for services, estimate of time needed for the preliminary measuring & planning stages along with an agreeable retainer amount (not to exceed without Commissioner approval).

Adjustments to / approval of agenda

MOTION: Approve addition of Item 4b at the request of the District Attorney's Office and Agenda Item of the Probate Agenda permission to advertise (Clark/Blasi 3-0)

UT:

Josh McIntyre & Vicki Rusbult presented the findings of the Fletcher's Landing economic development survey. There was concern by all regarding Question 4 conflicting with question 3's answers. Responses from mailing were split in theory and inconsistent with answers to questions 3 & 4. Many residents didn't want any changes. Some would be agreeable to agriculture.

Commissioner Clark's commented that perhaps we have devoted enough attention to this project. CC Clark stated that the County didn't need any additional services from EMDC at this time. He made the consensus statement to terminate the County's relationship on this project, thanked both Josh & Vick for their services and expressed that the two of them have enlightened the Commission as to some aspects. All Commissioners were in agreement to terminate services.

In an effort to address the common replies in the survey, Millard Billings, UT Supervisor led the discussion regarding the boat launch in Fletcher's Landing and the connection to the Sunrise Trail. The Commissioners tasked Millard to look into the State's ownership of the parking lot, plans for the boat launch and / or any possibility of dredging for access. There was some discussion on how to connect from Fletcher's Landing to the Sunrise Trail and it seemed as though very viable. Supervisor Billings is to look into the matter further and report back.

The final topic was a discussion on whether the current educational scholarship opportunities would be made available to adults. The Commissioners were in favor and would like the verbiage on the County website to be revised.

Jail:

MOTION: approve the resignation of Correction Officer Heather Sullivan as a full time correctional officer effective 1/18/2019 (Clark/Blasi 3-0)

Maintenance:

Dennis Walls, Maint. Dir., reported to the Commissioners that a vendor is being contacted to assess the capabilities and excess capacity of the current generator at the Jail. There is interest amongst the Commission to enhance coverage to other offices not currently connected to the generator during a power outage.

Dennis was questioned on the status of the cabling project. This project is to re-route new improved technology cabling replacing the old lines that are buried under the Jail Yard. These were the cables destroyed during construction excavation. Ron Fortier, electrical vendor, is set to perform this project once the weather gets a bit better.

The agenda was taken out of order while waiting for the DA Foster to appear and address his hiring request above. The Commissioners moved to begin discussions on the scoring criteria and the spreadsheet that CA Adkins had developed and distributed to the Commission.

District Attorney:

MOTION: Approve the resignation of Legal Secretary Catherine Emerson, effective January 18, 2019 (Clark/Blasi 3-0, motion passed)

MOTION: Approval to hire Juliette Wilbur of Ellsworth as full time Legal Secretary I in the District Attorney's Office, at step 8-C with the rate consistent with the current wage scale, effective January 26, 2019 (Clark/Blasi 3-0)

DA Foster requested the hiring of Juliette Wilbur, from the Probate Office, under the current employee pay Step of 8E. CC Clark referenced the Personnel Policy under the upward transfer, formerly promotion, and the 5% minimum clause. Clark made the recommendation for Step 8C as it provided the 5% clause and was above the beginning hire of Steps 8A & B.

Probate:

MOTION: Approve request to advertise for a clerical position in the Probate Office (Clark/Blasi 3-0)

Registrar Gale Coughlin requested permission to advertise in-house and with the Ellsworth American for a clerical position in Probate. (see DA hire above).

After the DA & Probate discussions, the Commissioners went back to the CB Scoring Sheet item.

Commissioners:

MOTION: Use suggested benefit scoring sheet developed by Scott Adkins (Clark/Wombacher 3-0)

The Commissioners discussed the scoring approach to the Community Benefit Grant currently under review. CA Adkins had sent one spreadsheet version for scoring via email to the Commissioners and was adopted after some minor edits. The Commissioners felt even though the current scoring process was adequate and better than prior it still may need some tweaking for the next round. All agreed that this would be done before the application was released.

After the discussion above regarding the scoring criteria and spreadsheet, the CC's went back up to the DA & Probate presentations.

CB Scoring – cont'd

There was some discussion led by CC Clark as to how the Commissioners may have scored the sheets and would it be consistent. The Commissioners then talked about how much of the \$100k was to be doled out and under what system. Would it be categories per the application process or simply take a look at all of the scores and award collectively.

The Commissioners moved further down the agenda to allow CA Adkins time to either input the scores into the spreadsheet or this would be done at the end depending on time.

Health Insurance Conversion Update –

After a brief introduction to the topic, Chair Blasi indicated that he still had intentions to deliver a 60 day notice of cancellation to Meritain. CC Clark and CA Adkins indicated that this was not a responsible action. There were several Department Heads, Registrar Curtis & Sheriff Kane particularly, in the meeting room and a few of them expressed concern that the Chair would consider cancelling the Meritain Health Insurance without having a replacement plan in place.

After much discussion, it was agreed upon that the 120 day timeline, recommended by Scott McKee, would be used as guidance. The timeline would begin once the Commissioners have met with representation of the replacement vendor.

In further discussion, CA Adkins reminded the Commission that a change in health insurance would have to be negotiated with the Union for all three contracts before implementation. As of right now, this does not appear to be an issue, but employees would become concerned should there be continued discussion about implementing the health cancellation process prematurely.

CC Blasi acknowledged the concern of all, but wanted to reiterate his concern for continuing costs of staying with Meritain and delaying the transition.

CC Clark also wished to express that there is a lot of work to be completed regarding any change in health coverage and would like for the Commission to send a message that it would perform this task in a highly responsible fashion. CC Clark explained to the Chair and CC Wombacher

that there are many complexities to this decision and appropriate time needs to be taken. Please stop the rhetoric of sending the 60 cancellation notice and concentrate on the options.

CA Adkins informed the Commission that Scott McKee, Acadia Benefits, is performing a comparative analysis of the plans. There are many questions including the retiree coverage and the complications around those policies. In addition, how does this policy play out in union negotiations. Scott McKee should be able to guide us appropriately. CA Adkins was instructed to coordinate meetings with Joe Piccone, Union / Allegiant Care and Scott McKee.

Union Negotiations –

Nothing to report. We have been waiting for the health insurance information as that will be a major concern of the union.

Sheriff Kane reported that there was some language regarding “investigation” that he would like to see revised. JA Richardson is aware of this item as well.

Chair Blasi asked if negotiations could be scheduled when the health care presentations were held. It was pointed out that to do this on a Commissioner meeting day did not allow enough time. Consideration of having this done on a day by itself where negotiations take place after the health insurance presentation.

Advertising Policy Update –

CA Adkins had nothing to report. Will try and complete this for next meeting. The goal is to revise the current policy which states that newspaper advertising must be done. The new language would allow for some flexibility based upon need. However, in opposition to newspaper advertising, specialty websites may be used.

Internal Controls Update –

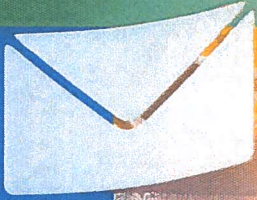
CA Adkins reports that he has spoken with Treasurer Boucher who is willing to begin this task. This project will be done in stages with CA Adkins review and presentation to the Commission. The item will be moved to the Treasurer spot on the agenda in the future.

CB Scoring – cont'd

After reviewing the overall tallies for the various entities that applied, there was some concern over CC Blasi's scores of zero (0) for several applicants and how it affected the final scores. As a result of this, CC Clark & CC Wombacher felt it would be prudent to review their own scores collectively (without CC Blasi's). Upon review, this method showed a more fair distribution amongst the applicants and became accepted for further consideration. The Commissioners would now take this information and decide the monetary amounts to award and forward their choices individually to CA Adkins. Once all of the information was received, CA Adkins would compile the spreadsheet and send back to the CC's in advance of the next meeting to expedite the final decisions.

MOTION: to adjourn: 11:55 a.m. (Blasi/Clark 3-0)

Respectfully submitted,



NEWSLETTER

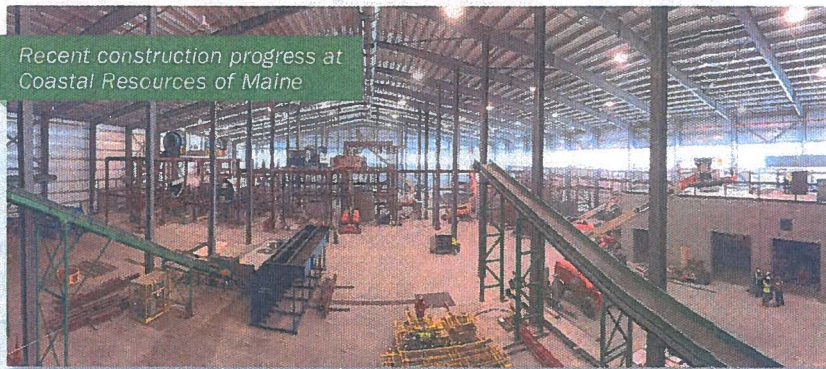
Municipal Review Committee | 395 State Street | Ellsworth, ME 04605 | www.MRCMaine.org

ISSUE 11.1 | January 2019

Construction Update

December was a busy month at the Coastal Resources of Maine Facility. Bancroft has been able to expedite parts of the schedule and make substantial progress at the site. They have continued to mobilize and increase manpower in compliance with the schedule for equipment, steel and piping installations.

- The roofers were able to enclose the roof and allow for temporary heating of the building.
- Temporary heat has increased work productivity and allowed Maine Masonry to start the South Electrical Room, lab and Control Room and eliminated the need of concrete warming on all indoor equipment pads and piers etc.
- Bangor Natural Gas has completed 90% of the Natural Gas Service Work.
- Separation tanks and Anaerobic Sludge tanks near completion.
- Interior duct work for the scrubber is 85% complete.
- Remaining structural steel installation is ongoing and nears completion.
- The majority of equipment on site has been installed.
- The Administration Building slab was placed on January 5.



Recent construction progress at Coastal Resources of Maine

The MRC is on track to review the comprehensive commissioning plan by the middle of February and will provide related details to the membership in advance of the February 27 Board of Directors Meeting.

UPCOMING MEETINGS

The Board will be meeting monthly for the foreseeable future, typically on the fourth Wednesday of every month from 1 - 3 pm. Every three months the date will coincide with the regular quarterly board meeting. Please note the meetings will now take place in Brewer.

January 23, 2019

Finance Committee Meeting: 9 AM
Regular Board Meeting: 10 AM
Machias Savings Bank
Community Room – 2nd floor
581 Wilson Street, Brewer

February 27, 2019

Board Meeting: 1 - 3 PM
Machias Savings Bank
Community Room – 2nd floor
581 Wilson Street, Brewer

March 27, 2019

Board Meeting: 1 - 3 PM
Machias Savings Bank
Community Room – 2nd floor
581 Wilson Street, Brewer

April 24, 2019

Finance Committee Meeting: 9 AM
Regular Board Meeting: 10 AM
Machias Savings Bank
Community Room – 2nd floor
581 Wilson Street, Brewer

CRM's Textile Recycling Program expanding to more communities in MRC region

Fiberight/Coastal Resources of Maine continues to work with Apparel Impact to actively promote and facilitate textile and garment recycling in CRM's member communities. Collection bins have been placed in over a dozen MRC communities in Downeast and Central Maine and with a planned expansion north this year.



Recent construction progress at Coastal Resources of Maine

Election Results

Familiar faces were re-elected to the Board of Directors with Cathy Conlow, Karen Fussell, and Irene Belanger winning the three, three-year terms. New to the Board and filling a one-year term is Dana Wrigley, Sr., an Oakland Selectman. Dana is a regular attendee of the MRC's Board Meetings and looks forward to helping guide the MRC in its oversight role of the Coastal Resources of Maine facility as we move into in the next phase of recycling and solid waste processing.

For updated Board term and contact information please visit: <https://www.mrcmaine.org/board/>

Now Available! Single Stream Recycling Contract

The Board of Directors and Coastal Resources of Maine have approved a template for MRC Member Communities to use for single stream recycling. If your town or city would like to send single stream recyclables to benefit from the advantageous pricing at Coastal, please contact Shelby Wright, Director of Community Services at swright@fiberight.com. The template is also available on MRC's website.



ARE YOU ON SOCIAL MEDIA?

MRC regularly sends updates and announcements by email to those who have signed up for our alerts. We also have active Facebook and Twitter accounts where we share articles and post about events and interact with members. **Make sure to "like" or follow us through your town's accounts too!**

ABOUT THE MRC

The Municipal Review Committee (MRC) is a non-profit association of Maine communities led by an elected, volunteer board of directors. 115 members have joined together to ensure the affordable, environmentally sound disposal of MSW in the long-term and will send their MSW to Fiberight's Coastal Resources of Maine facility in Hampden, Maine for processing.

Visit www.mrcmaine.org or contact Greg Louder at 207-664-1700 or glouder@mrcmaine.org to learn more about the Municipal Review Committee and to add your name to our email contact list.

UNFINISHED BUSINESS

(no supplementary documentation included)

NEW BUSINESS

	A	B	C	D	E	F	G	H	I	J	K
1	02/15/2019 09:26	Town of Mount Desert				IP	1				
2	6905dlun	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS									
3	PROJECTION:	2020 2019-2020 Budget Projection									
4											
5	COUNTS FOR:				2018	2018	2019	2019	2019	2020	PCT
6	eneral Fund				ORIG Bud	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
7											
8	851 Public Agencies										
9	851 Libraries										
10	59101 NEH LIBRARY										
11	1885151 59101			NEH LIBRARY	\$ 20,500	\$ 20,500	\$ 20,500	\$ 20,500	\$ 20,500	\$ 20,500	0.00%
12											
13											
14	59102 SH LIBRARY										
15	1885151 59102			SH LIBRARY	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0.00%
16											
17											
18	59103 SV LIBRARY										
19	1885151 59103			SV LIBRARY	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	0.00%
20											
21											
22	TOTAL	Libraries			\$ 33,500	\$ 33,500	\$ 33,500	\$ 33,500	\$ 33,500	\$ 33,500	0.00%
23											
24	852 Village Improvement										
25	59111 NEH VILLAGE IMPROVE SOC										
26	1885152 59111			NEH VILLAGE IMPROVE SOC	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	0.00%
27											
28											
29	59112 SH VILLAGE IMPROVE SOC										
30	1885152 59112			SH VILLAGE IMPROVE SOC	\$ 36,000	\$ 36,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 45,000	12.50%
31											
32											
33	59113 SV VILLAGE IMPROVE SOC										
34	1885152 59113			SV VILLAGE IMPROVE SOC	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 3,000	20.00%
35											
36											
37	59114 MDI HISTORICAL SOC										
38	1885152 59114			MDI HISTORICAL SOC	\$ 2,500	\$ 2,500	\$ 2,800	\$ 2,800	\$ 2,800	\$ 2,500	-10.70%
39											
40											
41	59115 GREAT HARBOR MARITIME MUSEUM										
42	1885152 59115			GREAT HARBOR MARITIME MUSEUM	\$ 3,500	\$ 3,500	\$ 3,700	\$ 3,700	\$ 3,700	\$ 5,000	35.10%
43											
44											
45	TOTAL	Village Improvement			\$ 49,500	\$ 49,500	\$ 54,000	\$ 54,000	\$ 54,000	\$ 60,500	12.00%

	A	B	C	D	E	F	G	H	I	J	K
5	COUNTS FOR:										
6	General Fund				2018 ORIG Bud	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2020 DEPT REQ	PCT CHANGE
46											
47		853 Recreation									
48	59121	NEIGHBORHOOD HOUSE			\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	0.00%
49	1885153	59121									
50											
51											
52	59122	NHH-YOUTH PROGRAM			\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	0.00%
53	1885153	59122									
54											
55											
56	59123	NHH-ADULT PROGRAM			\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
57	1885153	59123									
58											
59											
60	59124	ACADIA YOUTH SPORTS			\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	0.00%
61	1885153	59124									
62											
63											
64	TOTAL	Recreation			\$ 89,500	\$ 89,750	\$ 89,750	\$ 89,750	\$ 89,750	\$ 89,750	0.00%
65											
66		854 Social Service Agencies									
67	59130	WOMENS INFANT & CHILDREN PROG			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 495	0.00%
68	1885154	59130									
69											
70											
71	59131	ISLAND CONNECTIONS			\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,500	25.00%
72	1885154	59131									
73											
74											
75	59132	AMERICAN RED CROSS			\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
76	1885154	59132									
77											
78											
79	59133	EASTERN AREA AGENCY			\$ 500	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
80	1885154	59133									
81											
82											
83	59134	MD NURSING ASSOCIATION			\$ 29,000	\$ 29,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	0.00%
84	1885154	59134									
85											
86											
87	59136	DOWNEAST HORIZONS			\$ 5,600	\$ 5,600	\$ 5,600	\$ 5,600	\$ 5,600	\$ 5,600	0.00%
88	1885154	59136									

	A	B	C	D	E	F	G	H	I	J	K
5	COUNTS FOR:				2018	2018	2019	2019	2019	2020	PCT
6	General Fund				ORIG Bud	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
89											
90											
91		59137	MD NURSERY SCHOOL		\$ 15,000	\$ 15,000	\$ 5,500	\$ 5,500	\$ 5,500	\$ 2,000	-63.60%
92		1885154	59137	MD NURSERY SCHOOL							
93											
94											
95		59138	ISLAND EXPLORER		\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	0.00%
96		1885154	59138	ISLAND EXPLORER							
97											
98											
99		59139	MD CHAMBER OF COMMERCE		\$ 48,450	\$ 48,450	\$ 34,750	\$ 34,750	\$ 34,750	\$ 27,500	-20.90%
100		1885154	59139	MD CHAMBER OF COMMERCE							
101											
102											
103		59140	HOSPICE OF HANCOCK CNTY		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
104		1885154	59140	HOSPICE OF HANCOCK CNTY							
105											
106											
107		59141	BAR HARBOR FOOD PANTRY		\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,500	16.70%
108		1885154	59141	BAR HARBOR FOOD PANTRY							
109											
110											
111		59142	DOWNEAST AIDS NETWORK		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	0.00%
112		1885154	59142	DOWNEAST AIDS NETWORK							
113											
114											
115		59143	HANCOCK CNTY HOMECARE		\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	0.00%
116		1885154	59143	HANCOCK CNTY HOMECARE							
117											
118											
119		59144	WHCA		\$ 1,758	\$ 1,758	\$ 1,758	\$ 1,758	\$ 1,758	\$ 2,280	29.70%
120		1885154	59144	WHCA							
121											
122											
123		59145	MD LODGE		\$ 1,300	\$ 1,300	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,350	0.00%
124		1885154	59145	MD LODGE							
125											
126											
127		59147	OTTOR CREEK AID SOCIETY		\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 3,000	-53.80%
128		1885154	59147	OTTOR CREEK AID SOCIETY							
129											
130											
131		59149	LIFE FLIGHT FOUNDATION		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
132		1885154	59149	LIFE FLIGHT FOUNDATION							

	A	B	C	D	E	F	G	H	I	J	K
5	COUNTS FOR:										
6	general Fund				2018 ORIG Bud	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2020 DEPT REQ	PCT CHANGE
133											
134											
135	59152	EMMAUS HOMELESS SHELTER			\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	0.00%
136	1885154	59152	EMMAUS HOMELESS SHELTER		\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	0.00%
137											
138											
139	59153	HARBOR HOUSE/CAMPFIRE COALITIO			\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
140	1885154	59153	HARBOR HOUSE/CAMPFIRE COALITIO		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
141											
142											
143	59154	ACADIA FAMILY CENTER			\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	-100.00%
144	1885154	59154	ACADIA FAMILY CENTER		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	-100.00%
145											
146											
147	59155	MD COMMUNITY DEV CORP			\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	0.00%
148	1885154	59155	MD COMMUNITY DEV CORP		\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	0.00%
149											
150											
151	59156	ISLAND HOUSING TRUST			\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,500	50.00%
152	1885154	59156	ISLAND HOUSING TRUST		\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,500	50.00%
153											
154											
155	59157	NEH AMBULANCE SERVICE INC			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	0.00%
156	1885154	59157	NEH AMBULANCE SERVICE INC		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	0.00%
157											
158											
159	59158	FAMILIES FIRST COMM CENTER			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0.00%
160	1885154	59158	FAMILIES FIRST COMMUNITY CTR		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0.00%
161											
162											
163	TOTAL	Social Service Agencie			\$ 137,861	\$ 137,861	\$ 156,711	\$ 156,711	\$ 157,211	\$ 161,478	3.00%
164											
165	TOTAL	Public Agencies			\$ 310,611	\$ 310,611	\$ 333,961	\$ 333,961	\$ 334,461	\$ 345,228	3.40%

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Acadian Youth Sports
Mailing Address: P.O. Box 659
Bar Harbor, ME, 04609
Phone Number: 460-9249
Contact Person: Kyle McKim
Contact Email: kylemckim93@gmail.com
Gross operating budget: \$ 94,569
Gross payroll: 15,000
Salary and other compensation of highest paid employee: 15,000
Salary and other compensation of lowest paid employee: _____
Number of Paid Employees: _____ Full Time 2 Part Time
Number of volunteers: 700

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
We provide youth sports programs (Football, basketball, baseball, softball, golf, chessing) to all young athletes of MDI and Trenton

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 100

How many times per month was this service used? Anywhere from 3 to 20

What amount is each Mount Desert resident being served charged? ~100-

What are your plans for fundraisers?
We host a basketball and baseball tournament as well as hold an annual "Extravaganza" to celebrate the year.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

These funds will help us to provide new equipment, uniforms, and provide scholarships for children who would not otherwise be able to play.

Amount you are requesting for FY 2019 - 2020: \$ 1750.00

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 1500.00 2017: \$ 1750.00 2018: \$ 1750.00

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

50% Equipment/Uniforms
50% Scholarships

[Signature]
Signature of Requester

2/1/19
Date of Request

Kyle McKim, Executive Director, Acadian Youth Sports
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

RECEIVED

FEB 04 2019

THE TOWN OF
MOUNT DESERT

TOWN OF MOUNT DESERT
FY 2019-2020 BUDGET REQUEST

Organization Name: **AID SOCIETY OF OTTER CREEK, MAINE**
Mailing Address: **82 OTTER CREEK DRIVE**
MOUNT DESERT, MAINE 04660
Phone Number: **(207) 801-1866**
Contact Person: **JOHN B MACAULEY**
Contact Email: **JBMACAULEY3@GMAIL.COM**
Gross operating budget: **\$5,000**
Gross payroll: **\$0**
Salary and other compensation of highest paid employee: **NA**
Salary and other compensation of lowest paid employee: **NA**
Number of Paid Employees: **NA**
Number of volunteers: **10**

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

The Aid Society of Otter Creek was incorporated in 1901 largely as a village improvement society to provide a social and culture outlet to local residents. The Society currently supports The Hall at Otter Creek which has historically always served as a church and community meeting hall. The Society itself provides, where possible, limited financial and other community support to the residents of Otter Creek.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): **150**

How many times per month was this service used? **3**

What amount is each Mount Desert resident being served charged? **0**

What are your plans for fundraisers? ***In 2018 The Hall was used for a variety of community events including potluck suppers, birthdays and holiday parties. In 2019, we will continue to seek grant support for a new driveway and complete plans for the handicapped access ramp which the Bar Harbor Police Dept. has offered to donate time helping to construct. We expect to host the Rock Lobster Relay event which represents a fundraising opportunity for participating non-profits. We will continue to pursue funding to sprinker the building and renovate the bathroom and kitchen area to better accommodate persons with disabilities.***

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert: ***The funds requested will be applied toward the completion of the veterans memorial directly across the street from The Hall. The Society plans to cover***

Town of Mount Desert Budget Questionnaire

approximately half of the total cost associated with the project.

Please indicate the amount you *are requesting* from the Town of Mount Desert for ~~FY 2019-2020~~: **\$3,000**

Please show what you *have received* from the Town of Mount Desert in previous years:
201~~8~~: **\$6,500** 2017: **\$6,500** 201~~6~~: **\$5,000** 201~~5~~: **\$7,500**

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.) The funds will be used to purchase loam and complete landscaping work for the Otter Creek Veterans Memorial.



Signature of Requester

Feb 4, 2019
Date of Request

JOHN B MACAULEY, TREASURER
AID SOCIETY OF OTTER CREEK, MAINE

Printed Name and Title of Requester

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: American Red Cross
Mailing Address: 145 Exchange Street
Bangor, ME 04401
Phone Number: 941-2903 x 402
Contact Person: Caroline King, Executive Director
Contact Email: caroline.king3@redcross.org
Gross operating budget: \$ 3,150,883 (Maine)
Gross payroll: _____
Salary and other compensation of highest paid employee: _____
Salary and other compensation of lowest paid employee: _____
Number of Paid Employees: 19 Full Time 1 Part Time (Maine)
Number of volunteers: 1200 (Maine)

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

Disaster planning, response and recover.

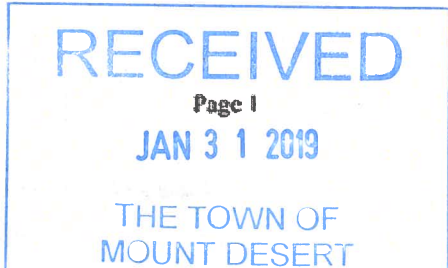
Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 0

How many times per month was this service used? 0

What amount is each Mount Desert resident being served charged? 0

What are your plans for fundraisers?

We have one annual fundraiser - Red Cross Real Heroes Breakfast where we honor members of the community for extraordinary actions



Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

The Red Cross will help individuals & families to prevent, prepare for and respond to emergencies.

Amount you are requesting for FY 2019 – 2020: \$ 1500

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 1500 2017: \$ 1500 2018: \$ 1500

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

All funds received will support disaster services.

Caroline King
Signature of Requester

1/29/19
Date of Request

Caroline King
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



American Red Cross
Maine

www.MaineRedCross.org

Serving **every** community in Maine
Offices located:

**Regional Headquarters
Southern Maine**
2401 Congress Street
Portland, ME 04102
Tel (207) 874-1192
Fax (207) 874-1976

Central & Mid Coast Maine
16 Community Way
Topsham, ME 04086
Tel (207) 729-6779
Fax (207) 729-2738

475 Pleasant St., Suite 25
Lewiston, ME 04240
Tel (207) 795-4004
Fax (207) 795-4037

Red Cross / Knox County EMA
301 Park Street
Rockland, ME 04841
Tel: (207) 729-6779 x407
Fax: (207) 729-2738

Northern & Eastern Maine
145 Exchange St., Suite 1
Bangor, ME 04401
Tel (207) 941-2903
Fax (207) 941-2906

7 Hatch Drive, Suite 250
Caribou, ME 04736
Tel (207) 493-4620
Fax (207) 493-4869

Provide Immediate Assistance to Families in Mount Desert

The American Red Cross responds to nearly 70,000 disasters each year, and the vast majority of those are home fires. We work in communities across Maine to prepare for, prevent and respond to natural and man-made disasters and help families to recover.

The Red Cross is committed to meet the emergency needs of each and every family in Mount Desert. In FY2018, the Red Cross responded to the emergency needs of 1182 people from 374 families in Maine and will continue to be there to help our neighbors in need around the clock and across Maine!

The American Red Cross respectfully requests a municipal allocation in the amount of \$1500 from the residents of Mount Desert for the coming year. This money will be put to use locally, right here in Maine to support individuals and families following a disaster.

Within minutes of learning about a home fire, local Red Cross volunteers are on the scene providing care and comfort to those affected. One way we help is by ensuring that their immediate needs, such as food and shelter, are met. We do this by providing families with client assistance cards, which they use to purchase essential items that were lost in the fire. This card often represents the first step in recovery following a home fire, but we need your continued support to offer these vital financial resources to your neighbors.

All Red Cross disaster relief is provided free of charge to individuals and families. The American Red Cross is not a government agency. Though our services are congressionally mandated, the American Red Cross relies on voluntary contributions from individuals, companies, municipalities and charitable organizations to deliver on our mission to alleviate human suffering.

The Red Cross is counting on the people of Mount Desert because we must be there 24 hours a day to answer the call. With the support of neighbors like you, Red Cross will always be ready.

Warm regards,

Caroline King
Executive Director
207-272-9561
Caroline.King3@redcross.org

American Red Cross Maine Region

Impact Report
for Fiscal Year 2018
July 1, 2017—June 30, 2018



Disaster Response

The Red Cross mission is to prevent and alleviate human suffering – work that is carried out by hundreds of local volunteers daily. In responding to about 300 disasters each year, the Red Cross in Maine ensures that people in need have food, shelter and other essentials as well as casework, guidance and other assistance to help them on their road to recovery. All Red Cross disaster assistance is free.

In Maine, with our deep local presence and community knowledge, we stand ready to respond alongside our partners should the need arise. Additionally, we can call on the support of Red Cross chapters nationwide for resources to help our neighbors in need following large-scale disasters.



Responded to 269
disasters in Maine



Assisted 430 families
affected by local disasters

Home Fire Campaign

Seven people die in home fires each day in the United States and another 36 suffer injuries. Home fires account for more than 90 percent of Red Cross domestic disaster responses.

Research shows that working smoke alarms reduce the risk of home fire fatalities by 50 percent¹. The Red Cross Home Fire Campaign aims to reduce home fire deaths and injuries by increasing the number of working smoke alarms in at-risk communities. With the generous support of donors, Red Cross volunteers and partners install free smoke alarms, help families create escape plans and provide other preparedness education.



Installed 3,874 free smoke alarms
as part of the Home Fire Campaign



Made 1,087 homes safer
through home fire safety visits



Saved 8 lives in Maine and 511 nationally
since the 2014 launch
of the Home Fire Campaign



Training Services

The American Red Cross teaches and empowers nearly 5.9 million people annually with lifesaving skills through training courses such as first aid, CPR, AED, water safety and babysitter's training as well as through emergency and first aid information from our mobile apps.



Taught 20,227 people in Maine
preparedness and lifesaving skills

Service to the Armed Forces

The Red Cross Hero Care Network provides support to members of the military and their families pre-deployment, during deployment and when they return home through emergency communication services, financial assistance programs, re-integration and veteran services.



Served 1,180 military
members veterans and families

Blood Services

The American Red Cross is the single largest supplier of blood in the United States, providing nearly 40 percent of the nation's blood supply. Blood and platelets are needed for many different reasons. Accident and burn victims, heart surgery patients, organ transplant patients and people receiving treatment for leukemia, cancer or sickle cell disease may all need blood.



Collected 52,218 units
of lifesaving blood

International Services

As part of a global network of 190 Red Cross and Red Crescent societies and more than 17 million volunteers, we respond to disasters, build safer communities and educate future humanitarians around the world every day.

FEB 04 2019

THE TOWN OF MOUNT DESERT

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Bar Harbor Food Pantry
Mailing Address: PO Box 434 BH, ME 04609
Phone Number: 205-3375
Contact Person: Jennifer Jones
Contact Email: jennifer@bhfp.org
Gross operating budget: 5221,210.52
Gross payroll: 568,161.52
Salary and other compensation of highest paid employee: 47,467
Salary and other compensation of lowest paid employee: 22,420 (30hr/wk)
Number of Paid Employees: 1 Full Time 1 Part Time
Number of volunteers: 35-40

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert: we provide food to those in need in Harbortown country at no charge.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 41 households

How many times per month was this service used? 2

What amount is each Mount Desert resident being served charged? 0

What are your plans for fundraisers? Solidarity Resale and continued partnerships with business throughout the year. Annual appeal meetings.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

The funds will go towards the purchase of food to be given to those in need.

Amount you are requesting for FY 2019 – 2020: \$ 3,500

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 1,500 2017: \$ 2,000 2018: \$ 3,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% will go towards our \$15,000 budget for food.


Signature of Requester

1/30/2019
Date of Request

Jennifer Jones Executive Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Bar Harbor Food Pantry

STATEMENT OF ACTIVITY

January - December 2018

	TOTAL
Revenue	
Cough Trust	17,982.84
Grants	18,000.00
Individ, Bus Contribs	111,897.39
Interest Earned/Dividends	414.11
Program Backpack Income	17,515.67
Serendipity-Revenue	61,610.38
Town Funding	16,099.00
Total Revenue	\$243,519.39
GROSS PROFIT	\$243,519.39
Expenditures	
Accounting/Bookkeeping	3,931.25
Advertising Expense	832.73
Contributions	87.00
Events expenses	8,697.72
Facilities and Equipment	
Office Equipment Expense	1,960.06
Rent / Parking	26,896.51
Repair & Maintenance	2,979.64
Total Facilities and Equipment	31,836.21
Insurances	
Business Owner's Policy	729.00
Worker's Compensation	850.75
Total Insurances	1,579.75
Operations	
Books, Subscriptions, Reference	550.00
Licenses	85.00
Office Supplies	276.34
Postage, Mailing Service	475.57
Printing and Copying	1,810.95
Supplies	199.96
Telephone/Internet	1,564.48
Total Operations	4,962.30
Other Program Expenses	
Backpack Program	15,818.37
BHFP Other Costs	250.00
Serendipity - Sales Tax	3,554.63
Total Other Program Expenses	19,623.00
Other Types of Expenses	
Bank/Credit Fees	258.84
Total Other Types of Expenses	258.84
Pantry Divisions	
Food Purchases	68,696.42

	TOTAL
Other household	90.53
Small Equipment	3,490.00
Total Pantry Divisions	72,276.95
Payroll Expenses	
Payroll Expenses Wages/Taxes	68,161.52
Payroll Expenses Taxes	7,286.58
Total Payroll Expenses Wages/Taxes	75,448.10
Payroll Processing Fee	1,320.00
Total Payroll Expenses	76,768.10
Travel and Meetings	356.67
Total Expenditures	\$221,210.52
NET OPERATING REVENUE	\$22,308.87
NET REVENUE	\$22,308.87

Bar Harbor Food Pantry



SERVING HANCOCK COUNTY SINCE 1994

January 30, 2019

To the Town of Mount Desert:

The Bar Harbor Food Pantry would like to request the town of Mount Desert offer support to our work by offering a \$3,500 appropriation to our organization to help us with our annual food budget.

The BHFP serves on average, 440 families each year. 41 households from the town of Mount Desert visit the BHFP throughout the year. BHFP saw an increase of 10 households from Mount Desert in 2018. We are proud to be able to offer this service to all Hancock County residents as we see many families each month struggle to make ends meet.

If approved, this money will help with our annual food costs which; last year was \$75,000. We hope our organization will be included in your annual appropriations for the upcoming year. We thank you for your ongoing and generous support

Thank you,

Jennifer Jones

Executive Director



Bar Harbor Food Pantry



SERVING HANCOCK COUNTY SINCE 1994

Bar Harbor Food Pantry Annual Report 2018

To the residents of Mount Desert,

The Bar Harbor Food Pantry continues to grow both in service to those in our community and in partnerships and fundraising.

On average 440 households, which represents roughly 1100 individuals for the year of 2018 used the pantry on a regular basis. Of those, 41 households, 110 individuals, are residents of Mount Desert.

We continue to work with Good Shepherd Food Bank to service the needs of our community. We are piloting a new online digital client intake process, which will allow the pantry to have a better understanding of our clients, what their needs are and how we are serving them.

We had another successful golf tournament this year. We also partnered with Fogtown Brewing to make a potato beer, as a fundraiser for the pantry. This event was wildly successful.

We received many grants this year totaling \$13,000. These funds were used to help purchase food and new industrial refrigerator.

Serendipity, the BHFP's fundraising resale clothing shop, had another successful year of business bringing in almost \$35,000 in profit, after store expenses to help support the budget of the food pantry. Serendipity is a valuable community resource providing a place to recycle quality clothing and purchase practical items at low prices. The store also received a \$5,000 grant that will be used for interior store improvements. The store is entirely volunteer staffed and open year round, but overseen by the Executive Director.

Our greatest source of funding however is from the support of Mount Desert Island community through donations. The support from individuals and local businesses is 77% of our annual operating budget. Town funding support provides 8% of our total annual operating budget, which is roughly \$200,000 per year. We rely heavily on your continued support.

On behalf of those that benefit from the services we provide, thank you! We could not do the work we do without the support of the Mount Desert Island community and the generous town of Mount Desert.

Best Regards,

A handwritten signature in black ink that reads "Jennifer Jones".

Jennifer Jones
Executive Director

Send the Questionnaire in early January followed by the request for an Annual Report at the end of January, including a reminder for the questionnaire deadline

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

RECEIVED

Questionnaire Due Date: Board of Selectmen and Warrant Committee Meeting Date to Review:

February 4, 2019

FEB 04 2019

February 19, 2019

THE TOWN OF MOUNT DESERT

Organization Name: Downeast Community Partners
Mailing Address: 248 Buckport Rd Ellsworth, ME 04805
Phone Number: 207-664-2424
Contact Person: Sarah Nugent
Contact Email: Sarah.nugent@downeastcommunitypartners.org
Gross operating budget: 10,559,618
Gross payroll: 5,887,521
Salary and other compensation of highest paid employee: 109,160
Salary and other compensation of lowest paid employee: 21,341
Number of Paid Employees: 140 Full Time 131 Part Time
Number of volunteers: 652

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

Please see attached letter.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 37

* This is the number served through LIHEAP, and is as close as we can get to an unduplicated number.
How many times per month was this service used? Varies.
LIHEAP is annual, Transportation, AT Home could be as often as daily.

What amount is each Mount Desert resident being served charged? Most services are free; AT Home charges a sliding scale fee that ranges from \$150 - \$2700 annually.

What are your plans for fundraisers? As a non-profit organization, we apply for many grants to support our work, we also ask all towns in our service area for support. Several of our programs put out an annual appeal letter, and AT Home puts on a Teen's Round Robin fundraiser each year. This year, AT Home is also planning a Bowling Regatta fundraiser.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

All of the services outlined in the attached letter and Fact Sheet are available to residents of MT. Desert.

Amount you are requesting for FY 2019 – 2020: \$ 2280 = 5% services provided

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 1452 2017: \$ 1758 2018: \$ 1758

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

Town funds are used to support many of Dcp's programs not fully funded through contracts. Town support also allows us the flexibility to create innovative programs to meet the needs of low-income and at risk individuals.

Sarah Nugent
Signature of Requester

1/31/19
Date of Request

Sarah Nugent Third Party Request Co-ordinator
Printed Name and Title of Requester

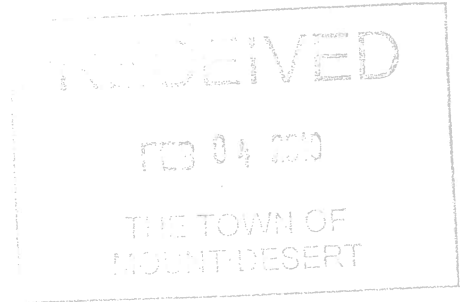
Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the **May 7, 2019 Annual Town Meeting** beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



Downeast Community Partners
248 Bucksport Road
Ellsworth, ME 04605



January 31, 2019

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

RE: **Annual Request for Local Match Funds**

Dear Board of Selectmen:

Downeast Community Partners, formerly the Washington Hancock Community Agency and Child and Family Opportunities, wishes to extend a thank you to the **Mount Desert** Selectmen and Town residents for your past support. WHCA and CFO merged effective October 1, 2017 to form Downeast Community Partners (DCP) to support a broad spectrum of the community as they strive to achieve self-sufficiency. Attached is a flyer that I hope will help you let townspeople know what we offer. If you would like more copies, please just ask.

DCP is requesting your support to apply for and leverage funding to provide and expand services to your community. DCP offers services designed to reduce the impact of poverty and isolation in your community. **Many services offered by DCP have a direct impact on your expenditures by reducing reliance on your general assistance program.**

We are requesting **\$2,280** to help low-income people in your community. During the last fiscal year, DCP provided **\$45,617** in services to your community. Mount Desert residents requested and received the following services:

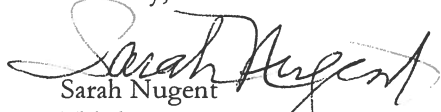
<u>Services Provided</u>	<u>Number of Households/Individuals</u>	<u>Amount Expended/\$\$ Value</u>
The Heating and Warmth Fund (THAW)	6/20	\$1,658
LIHEAP (Fuel Assistance)	18/37	\$10,779
ECIP (Emergency Crisis Intervention)	2/9	\$381
Resource Advocate	/1	\$100
Free Income Tax Preparation	/2	\$400
Transportation (number of rides, not individuals)	924	\$26,209
Aging in Place	/3	\$6,000
Christmas is for Kids	/3	\$90
Total		\$45,617

In addition to the above, DCP operates the Helping Hands Garage Program, which makes reliable used cars available at reasonable rates and terms; offers business loans to local entrepreneurs; and provides parenting classes to local parents.

As one of the larger non-profits in eastern Maine, DCP employs two Mount Desert residents.

Thank you for your consideration. We would like to meet with you or your budget committee to answer any questions or address any concerns. Please let me know the appropriate meeting date so that we can be sure to have someone attend. You can reach me at 610-5944 or by email at sarah.nugent@downeastcommunitypartners.org.

Sincerely,


Sarah Nugent
Third Party Request Coordinator



Fact Sheet

Downeast Community Partners (DCP) is a Community Action Program created in 2017 with the merging of Child and Family Opportunities and the Washington Hancock Community Agency.

- *Premier social service organization in eastern Maine, serving over 5,000 families in Washington and Hancock counties each year.*
- *Service area stretches 180 miles from Stonington to Danforth, and is larger than the state of Connecticut.*
- *DCP employs 204 people across the two counties, utilizes 652 volunteers, and partners with more than 225 organizations to achieve our goals.*

Services provided include:

Community Resource Services

- 76 families have worked toward a goal of financial stability with our resource advocate since the program's inception.

Crisis Management

- Everybody Eats served approximately 4000 meals at St. Dunstan's Church this year
- 10 families were helped with regular grocery bills.
- Partnered with Washington County Food and Fuel since its inception to support the food pantry network.

Early Care and Education

- 336 children from age 6 weeks to 8 years old served; 26 attended evening child care so their parents could attend college
- 89% of Head Start children and 93% of Early Head Start children were up-to-date on age appropriate and primary health care according to Maine's EPSDT schedule
- 90% increase in children considered School Ready by end of program year
- 93% of families were engaged in one or more family services such as parenting education, health education and asset building

Elder Services

- Friendship Cottage provided adult day services and caregiver support to over 156 families since July 2008.
- At Home, since 2012, has coordinated more than 200 volunteers to provide support services to 170 members, empowering them to live safely in their own homes.

Financial Services

- Nearly 500 low-moderate income and senior taxpayers received assistance with their tax questions and tax returns this past season, generating \$493,397 in tax refunds.
- By sharing our professional Finance Division's expertise, we are able to support local grassroots organizations such as Peninsula Free Health, Community Compass, and the Washington County Shelter for the Homeless through fiscal sponsorship.

Fuel Assistance

- 3,059 households received LIHEAP (Low Income Home Energy Assistance Program) last year (2017)
- 310 families were assisted through our donor-funded THAW (The Heating and Warmth) Fund over the same period

Health Services

- To date we have provided outreach, education, and enrollment assistance to more than 3400 people in Washington, Hancock, and Penobscot counties through our Affordable Care Act Navigator program.
- Our Nurse Bridging and Maternal Child Health programs provide care for high-risk pregnant women and their babies. This year, we provided support to 14 families with 15 infants.

Housing Services

- 156 homes weatherized in the past 5 years.
- 110 homes repaired over the same period.
- 174 furnaces repaired or replaced over the same period.

Transportation

- We carried 1,659 individual passengers on 79,960 trips covering more than 2 million miles last year.
- Helping Hands Garage has provided more than 350 affordable, fairly-priced vehicles to working families since 2005.

Downeast Community Partners

At Home Support for Aging in Place
Business Loans
Care Fund
CAN Council parenting classes
Child Care
Early Head Start
Everybody Eats!
Family Development Accounts
Friendship Cottage Adult Day Service
Free Income Tax Preparation
Fuel Assistance
Head Start
Helping Hands Garage
Home Repair
Maternal and Child Health
Transportation
Weatherization

Here when you need us.



You can call us at 207-664-2424

Stop in at 248 Bucksport Road, Ellsworth, ME 04605

**Check out our website at
www.downeastcommunitypartners.org**

Visit us on Face Book

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee Meeting Date to Review: February 19, 2019

Organizational Name: Downeast Horizons, Inc.
Mailing Address: 1200 State Highway 3
Bar Harbor, Maine 04609
Phone Number: 207-667-7464
Contact Person: Ashley E. Johnson

Gross operating budget: \$6,759,193
Gross payroll: \$4,021,688

Salary and other compensation of highest paid employee: \$117,00 annually
Salary and other compensation of lowest full time paid employee: \$11.00 per hour
Number of Paid Employees: 65 Full Time 83 Part Time
Number of volunteers: 20+

Narrative of what services your organization provides to the residents of the Town of Mount Desert: Downeast Horizons (DEH) provides a variety of services to adults and children with developmental disabilities who live in the Town of Mount Desert and Hancock County through its four program centers, nine group homes, and community supports. Housing (both group-style and apartments), life skills & socialization training, day & evening enrichment programs, and employment assistance programs are designed to increase our clients' independence and contribution to the community.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 30 Mount Desert Residents Served

How many times per month was this service used? Day & Evening Program Centers provide services Monday – Friday for participants. Group Home Residents receive services 24 hours a day, 365 days per year. Adult & Children Services provide up to 24 hours per week per participant in community supports.

What amount is each Mount Desert resident being served charged? No clients, at present are paying any fees for services at Downeast Horizons. The Maine Department of Health and Human Services provides client-specific funding for each client (a combination of federal and state funds). All of our clients currently qualify for these funds under low-income guidelines. However, due to recent discussions at the state level regarding budget cuts, there is uncertainty if there will be reductions to current funding. The average cost to serve each DEH client is \$45,109. For clients who live in our group homes, that cost is more than double. Downeast Horizons needs to currently raise approximately 5 percent of its operating budget each year in private and municipal funds to meet its current budget of 6.7 million.

What are your plans for fundraisers?
Our plans are to do a direct mail appeal, grant writing, person-to-person appeal, planned giving campaign, and various fundraising activities that include cookbook sales, raffles, and craft sales.

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Funds are deposited into a Board restricted account along with funds from other towns and individuals. As our fiscal year proceeds, funds are transferred out as we need them to cover direct program expenses.

Please indicate the amount you are requesting from the Town of Mount Desert for


FY 2019-2020: \$5,600.00

Please show what you have received from the Town of Mount Desert in previous years:

2016: \$5,600.00 2017: \$5,600.00 2018: \$5,600.00

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

These funds assist in paying for the general operating costs of the programs we provide, which the state and federal government allocations fail to cover. We target funds raised from the towns and individual donors for: Building Repair & Building Expenses (60%), Staff Training (20%), and Consumer Motivation/Diversion Activities (20%).



Signature of Requestor

1/10/2019

Date of Request

Ashley Johnson, Resource Coordinator
Printed Name and Title of Requestor

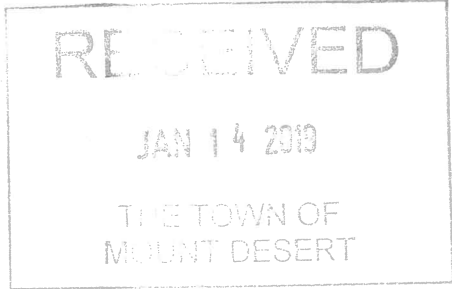
Reminder: A representative from your organization is encouraged to attend the combined Board of Selectmen/Warrant Committee meeting on **at 6:30pm, February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Carl Kelley Auditorium, Mount Desert Elementary School, Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org.

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



"Helping people reach their dreams"



January 10, 2019

Town Manager
Town of Mt. Desert
P.O. Box 248
Northeast Harbor, ME 04662

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

Dear Town Manager,

We are requesting \$5,600 from the Town of Mount Desert to enable Downeast Horizons to continue our mission of assisting adults and children with disabilities from your town.

The rules governing Mainecare services our clients receive have changed, limits have been imposed, and waiting lists have been implemented. These changes directly affect individuals assisted by Downeast Horizons. Our annual budget of \$6.7 million is very lean and assists people with developmental disabilities by providing residential and community support services. Funds received from municipalities and donors go directly to benefit those we support.

Currently there are 210 individuals receiving direct services...approximately 510 family members served indirectly...and it is through our partnership with local municipalities that we are able to meet this growing need for services. It is our belief that being included in the community provides additional opportunities, a larger support system, and a higher quality of life to the people we assist.

Please know we are personally grateful to your town for the compassion and past support received for adults and children with developmental disabilities, down syndrome, and autism. There has never been a year that seems so challenging, yet despite the economic downturn, our communities and donors continue to see Downeast Horizons as a shining, bright light for serving individuals living with developmental disabilities. Witnessing these individuals' bright smiles out in the community and the delight in their eyes, we know they are an investment we see a return on every day!

Thank you, on behalf of those we assist and for your consideration in providing a safe, secure community life for those served by Downeast Horizons.

Sincerely,

Ashley Johnson
Resource Coordinator

Enclosure: Budget FY 2019
2017 Agency Annual Report
Agency Newsletter

Downeast Horizons
Board of Directors

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

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

Mr. Anthony Zambrano
Executive Director

Downeast Horizons, Inc.
Draft Budget
July 1, 2018 thru June 30, 2019

FY19

Program Revenues

MaineCare & Private Pay	\$6,215,044	92%
Room & Board	\$194,885	3%
Unbillable Services	\$86,288	1%
Knox District Housing In-Kind Donation	\$59,376	1%
Unrealized Gain/Loss DEH Foundation*	\$40,780	1%
Grant in Aid	\$19,485	0%
Transporation	\$14,139	0%
USDA Food Stamps	\$5,919	0%

Fund Development

Donations-Donors	\$57,752	1%
Other	\$20,626	0%
Clynk, Bottle Trailer, 5k, Autism Walk	\$19,366	0%
Donations-Municipalities	\$13,402	0%
Interest Income	\$12,131	0%
Total Revenues	<u>\$6,759,193</u>	<u>100%</u>

Expenses

Payroll:Labor	\$4,021,688	59%
Payroll:Taxes & Benefits	\$758,209	11%
Business Operating Expenses	\$520,914	8%
Program Expenses	\$385,247	6%
Shared Living Hosts	\$238,356	4%
Rent/Property	\$201,618	3%
Food	\$133,265	2%
Building Repair and Maintenance	\$126,185	2%
Unbillable Services	\$86,288	1%
Utilities	\$78,144	1%
Insurance Policies	\$69,634	1%
Rent In-Kind	\$59,376	1%
Household	\$33,192	0%
Heat (Oil & Propane)	\$28,227	0%
Snow & Trash Removal	\$18,850	0%
Total Expenses	<u>\$6,759,193</u>	<u>100%</u>

Net Income ***\$0***

G&A (Direct Allocation to Program Expenses) \$515,809 10%

DATA SHEET FOR MOUNT DESERT TOWN COUNCIL

Mission Statement: Downeast Horizons assists and supports people with disabilities to live a complete and fulfilling life.

Background Information: Downeast Horizons (DEH) was founded in 1974 to serve adults with developmental disabilities, including adults with Down Syndrome, Cerebral Palsy, Autism, Asperger Syndrome and Epilepsy. In 2007 we began serving children diagnosed with Cognitive Disabilities, Autism, and Autism Spectrum Disorders including Asperger Syndrome, Pervasive Development Disorder (PDD), and Rhetts Syndrome.

Adult Services Provided

DEH operates four day program centers in Brewer, Bar Harbor, Ellsworth, and Deer Isle/Stonington and administers nine supported living homes in Ellsworth, Bar Harbor and Hancock. All of our programs are designed to maintain and increase the independence and community involvement of the developmentally disabled. Services include:

Day & Evening Programs

This program is provided to individuals with the goal of increasing and maintaining social and community participation as well as maintaining and developing skills that support their health and well being.

Community Supports

Direct support is provided to individuals in the community with the goal of increasing and maintaining social and community participation. In most instances, this is one-on-one support and ranges from attending appointments with the consumer, job supports, community activities, etc.

Residential Services

We provide direct support to individuals in 10 residential settings. Home supports include personal assistance with activities that contribute to a person's health and well-being including eating, bathing, dressing, mobility, personal hygiene, and other activities of daily living.

Employment Supports

We provide supports to promote integrated, competitive employment for an individual. Periodic interventions with a job coach assist in promoting natural workforce relationships; maintaining workplace relationships and safety; and successful employment and workplace inclusion.

Children Services Provided

DEH, in partnership with the Maine Department of Health and Human Services, serves children diagnosed with Cognitive (PDD), and Rhetts Syndrome. The focus is to teach necessary skills to improve the consumer's independence with activities of daily living, community integration, and behavior management. Services include:

Community Supports

We supply a staff person to provide one-on-one support services in the home and community to work on specific goals and objectives outlined in the plan.

Social Group Services

This group provides an opportunity for school age children with autism and developmental delays to gain valuable experience with cooperative group work for which social interactions are challenging. The focus of the social skills group that Downeast Horizons currently runs each month is to give the children realistic practice interacting with their peers in a semi-structured situation.

Number of people served from the town of Mount Desert: 30 individuals.

Average annual cost to agency per program participant: \$45,109

2019 Operating Budget: \$6.7 million; 5 percent of that budget must be raised from private and municipal funds. DEH currently receives support from 12 additional towns in Hancock County.

Total number of program participants: 210

Total number of family members receiving indirect services: 510

Total number of employees: 143

Administrative costs as a percentage of total operating budget: 10 percent

Other forms of funding: Semi-annual direct mail solicitations to donor base; memorial gifts; grants; municipal contributions from 12 towns throughout Hancock County.

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date:

February 8, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review:

February 19, 2019

Organization Name

Mailing Address:

Phone Number:

Contact Person:

Contact Email:

Gross operating budget:

Gross payroll:

Salary and other compensation of highest paid employee:

Salary and other compensation of lowest paid employee:

Number of Paid Employees:

Number of volunteers:

DOWNCAST TRANSPORTATION, Inc.

PO BOX 914

ELLISWORTH ME 04605

207-667-5796

Paul Murphy

Paul@explorazadia.com

\$2,965,817

\$1,266,757

78,000/yr

15.50/hr

15 Full Time

115 Part Time

0

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

SEASONAL SEVEN DAYS PER WEEK
PUBLIC TRANSPORTATION

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): OPEN TO ALL

How many times per month was this service used?

NA

What amount is each Mount Desert resident being served charged?

0

What are your plans for fundraisers?

WE HAVE NONE

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

5-10 DAY / WEEK PUBLIC TRANSPORTATION

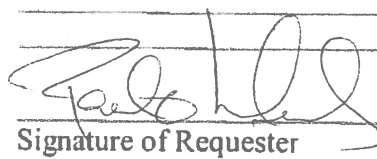
Amount you are requesting for FY 2019 - 2020: \$ 14,000

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 14,000 2017: \$ 14,000 2018: \$ 14,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% TRANSIT OPERATIONS


Signature of Requester

1/9/19
Date of Request

Paul Murphy EXECUTIVE DIRECTOR
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the **May 7, 2019 Annual Town Meeting** beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

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JAN 08 2019

THE TOWN OF MOUNT DESERT

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: EASTERN AREA Agency on Aging
Mailing Address: 450 ESSOX STREET BANBOR ME 04401
Phone Number: 207 941-2865
Contact Person: DYAN WALSH
Contact Email: dwalsh@eaaa.org
Gross operating budget: \$ 2,803,114
Gross payroll: \$ 1,632,911
Salary and other compensation of highest paid employee: \$ 90,272
Salary and other compensation of lowest paid employee: \$ 4,160
Number of Paid Employees: 31 Full Time 7 Part Time
Number of volunteers: 385

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

PLEASE SEE ATTACHED SERVICES SHEET

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 22

How many times per month was this service used? 686 / 12 = 57 per month

What amount is each Mount Desert resident being served charged? EAAA does NOT CHARGE FOR MOST SERVICES. The total amount requested from mount desert is \$500 divided by 22 is \$22.72 per resident. EAAA consistently Applies for private grants & solicits resident. For donations from private donors as well as holds fundraising events throughout the year.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

SEE ATTACHED SERVICES SHEET

Amount you are requesting for FY 2019 – 2020: \$ 500.00

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 500.00 2017: \$ 500.00 2018: \$ 500.00

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

FUNDS RECEIVED FROM THE TOWN OF MOUNT DESERT WILL PROVIDE SERVICES THROUGH THE COMMUNITY SUPPLEMENTAL FOOD PROGRAM, FAMILY CAREGIVER SERVICES, MEALSON WHEELS, INFORMATION + ASSISTANCE, MONEY MINDERS AND EZ FIX.


Signature of Requester

1-3-2019
Date of Request

DYAN WALSH, EXECUTIVE DIRECTOR
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



Eastern Area Agency on Aging

450 Essex Street,
Bangor, ME 04401

(207) 941-2865 (800) 432-7812

www.eaaa.org

Town of: Mount Desert

Greetings,

Last year Eastern Area Agency on Aging (EAAA):

- Provided health insurance counseling to over 7,100 community residents,
- Saved community residents \$1,900,000 in Medicare premiums, deductibles and copays,
- Provided 80,000 meals to homebound seniors, and
- Provided 24,000 hours of volunteer services across our region.

Because of the generosity of towns across our region, last year we were able to feed **65 older adults for an entire year**. It is through the continued support of towns and municipalities like yours we are able to offer much needed services and resources to community residents in Washington, Hancock, Piscataquis, and Penobscot counties. Included you will find a report listing services EAAA provided to benefit your residents over the past 12 months as well as their associated costs.

As you prepare your town's budget, we ask that you consider Eastern Area Agency on Aging in next year's budget allocation.

➤ Your town's allocation to EAAA last year:	\$ 500.00
➤ Amount requested for 2019:	\$ 500.00

In the meantime, if you have questions, please call Dyan Walsh at 1-800-432-7812 or dwalsh@eaaa.org. We have also enclosed a one page sheet that provides a summary of the programs and services we provide. Please visit www.eaaa.org to learn more about Eastern Area Agency on Aging's work.

Sincerely,

Dyan Walsh
Executive Director



Eastern Area Agency on Aging

450 Essex Street,
Bangor, ME 04401

(207) 941-2865 (800) 432-7812

www.eaaa.org

Services Provided to the town of: Mount Desert		Hancock County	
<i>Program Name:</i>	<i>Description:</i>	<i>Units Served:</i>	<i>Cost For Service:</i>
Commodity Supplemental Food Program	Supplemental food for eligible seniors	14	\$ 546
Family Care Giver Services	Support and education to individuals caring for loved ones - including Alzheimer's/dementia	3	\$ 237
Home Delivered Meals	Meals on Wheels & 3D Catering	650	\$ 7150
Information & Assistance	Office appointments, home visits and telephone calls linking individuals with available services, including but not limited to Medicare counseling*	15	\$ 240
Other	Includes Money Minders and EZ Fix	4	\$ 100
686 Unit Services Provided to 22 Resident(s).			
Total cost of services provided:			\$8,273.00

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: EMMAUS HOMELESS SHELTER
Mailing Address: PO BOX 811, ELLSWORTH, ME 04605
Phone Number: 667-3962
Contact Person: MARY J. BOYLAN
Contact Email: DIRECTOR@EMMAUSSHELTER.ORG
Gross operating budget: \$360,000
Gross payroll: \$297,000
Salary and other compensation of highest paid employee: \$70,000
Salary and other compensation of lowest paid employee: \$15,000
Number of Paid Employees: 5 Full Time 5 Part Time
Number of volunteers: 20

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

TEMPORARY EMERGENCY HOUSING FOR HOMELESS INDIVIDUALS & FAMILIES. FOOD PANTRY FREE CLOTHING LINENS FINANCIAL ASSISTANCE, HOLIDAY FOOD BASKETS & TOYS FOR KIDS, PROGRAMS

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): UNDETERMINED

How many times per month was this service used? UNDETERMINED

What amount is each Mount Desert resident being served charged? 0

What are your plans for fundraisers?

PROM DRESS RESALE EVENT VARA SALES MAKE A CHANGE DONATION BOXES & QUILT RAFFLE.

RECEIVED

JAN 15 2019

Page 1

THE TOWN OF
MOUNT DESERT

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

ALL OF THE SERVICES MENTIONED ABOVE AS FUNDS FROM THE TOWN WILL GO TOWARDS OPERATING COSTS.

Amount you are requesting for FY 2019 – 2020: \$ 2,053

Please indicate what you *have received* from the Town of Mount Desert in previous years:

2016: \$ 2,053 2017: \$ 2,053 2018: \$ 2,053

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% WILL GO TOWARDS OPERATING EXPENSES

Mary J. Boylan
Signature of Requester

1-14-19
Date of Request

MARY J. BOYLAN — DIRECTOR
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



SERVE FIRST THOSE WHO SUFFER MOST

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>

January 11, 2019

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

Dear Select Board:

The Emmaus Homeless Shelter respectfully requests approval of social service funds in the amount of \$2,053. These funds will help support the shelter in providing temporary emergency housing for homeless individuals and families, and provide many other services to our neighbors who are struggling to make ends meet.

The following is a partial listing of the services we were able to provide in 2018.

- *The shelter housed and fed 123 women, men, and children totaling 5,864 bed nights*
- *74 individuals transitioned into permanent housing*
- *Helped 15,134 individuals with emergency food boxes and produce*
- *Supplied 75 households with linens & blankets, household goods & furniture*
- *556 people visited our clothing room and left with a bagful of wonderful clothing*
- *30 households received financial assistance*
- *82 families received Thanksgiving food boxes, consisting of a turkey, stuffing, cranberry sauce, vegetables, fruit, nuts, and pie*
- *Food boxes were also given to 112 households at Christmas time*
- *306 children woke up Christmas morning to wonderful presents under the tree*

We look forward to continuing our important work in 2019 helping the less fortunate in our community with your help and support.

Sincerely,

A handwritten signature in cursive script that reads "Mary J. Boylan".

Mary J. Boylan
Emmaus Shelter Director

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: Families First Community Center
Mailing Address: P.O. Box 951, Ellsworth, ME 04605

Phone Number: (207) 460-3271
Contact Person: Dawn Coffin

Contact Email: dcoffin_ffcc@gmail.com

Gross operating budget: \$282,851

Gross payroll: \$149,600

Salary and other compensation of highest paid employee: \$65,369

Salary and other compensation of lowest paid employee: \$4,706 + room & board

Number of Paid Employees: 5 Full Time 0 Part Time

Number of volunteers: 179

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

Services include Residential & Outreach programs Six Residential program families will soon be chosen from Hancock County. The parents will be required to work 40+ hrs/wk on their Life Plan in 4 areas: Educational & Job Skills, Medical & Therapeutic, Safety & →

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her):

We will not keep track until opening: May 1, 2019

How many times per month was this service used? Same

What amount is each Mount Desert resident being served charged? \$0

* Free to all Hancock County residents

What are your plans for fundraisers?

Fundraising includes writing many grants, donation drives (including our recent Annual Appeal) and fundraising. We fundraise & participate in community events all year long in various venues, including our Annual Benefit Dinner. We have raised over \$20,000 in just fundraising in 2018.

RECEIVED
Page 1
JAN 11 2019 ✓

Stability, & Life Skills. Case Managers, Mentors, & access to our 60+ collaborative agencies will be required, as needed. Participants of the Outreach program can take advantage of any or all of these services, with the exception of residing with us.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Combined funds from Town Warrants & social service committees will provide food to both Residential & Outreach programs.

Amount you are requesting for FY 2019 – 2020: \$ 1,000 although any amount is appreciated!

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 0 2017: \$ 0 2018: \$ 0

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

\$1,000 toward our food program (which is a total of \$26,762 /yr) would be 3.74% of the food program.

Dawn Coffin

1-8-19

Signature of Requester

Date of Request

Dawn Coffin, Board President Ex Officio

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town of Mount Desert

Attached Sheet

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert: Services include Residential and Outreach programs. Six Residential program families will soon be chosen. The parents will be required to work 40+ hours/week on their Life Plan in four areas: Education & Job Skills, Medical & Therapeutic, Safety & Stability, and Life Skills. Case Managers, VIFS (Volunteers in Family Service, i.e. Mentors), and access to our 60+ supportive service collaborative agencies will also be required, as needed. Participants in our Outreach program can take advantage of any or all of these services, with the exception of residing with us.

What are your plans for fundraisers?: Fundraising includes writing many grants, donation drives (including sending out our recent mass U.S. mailing of our Annual Appeal/Fall Newsletter – this will also be sent in a mass email and shared on our website and Facebook page) – and fundraising. We fundraise and participate in community events all year long in various venues. In September, we had our Second Annual Benefit Dinner “Reaching for the Stars”, netting over \$11,000. This was part of a total of \$20,206 in fundraising efforts thus far this year.

Send the Questionnaire in early January followed by the request for an Annual Report at the end of January, including a reminder for the questionnaire deadline

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Great Harbor Maritime Museum
Mailing Address: PO Box 145 124 Main Street, Northeast Harbor, ME, 04675
Phone Number: 207 276 5650
Contact Person: Sydney Roberts Rockefeller
Contact Email: sydr@me.com
Gross operating budget: \$25K
Gross payroll: \$10K
Salary and other compensation of highest paid employee: \$
Salary and other compensation of lowest paid employee:
Number of Paid Employees: Full Time 0/ Part Time: 3
Number of volunteers: 10

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

The Museum allows all visitors to the Village to use a convenient restroom. Beyond that, we are a cultural organization that is enjoyed by people from around the world who learn about the Maritime History of this area. *Learn To Look/Look To Learn* has taken local children to outer islands giving them the chance to make art, gnomes houses, and boats from beach detritus. All the detritus is taken off the beaches. These children have also become comfortable with “hacking around,” so are swimming in the ocean and jumping around the rocks.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): Possibly 100

How many times per month was this service used? By the public: Possibly 1000

What amount is each Mount Desert resident being served charged? \$0

What are your plans for fundraisers?

An Annual Appeal for renovating the building, an effort to get Family Foundations to support us, and a possible Capital Campaign.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Funds to pay for labor and to maintain the bathrooms.

Amount you *are requesting* for **FY 2019 – 2020**: \$5,000

Please indicate what you *have received* from the Town of Mount Desert in previous years:

2016: \$0 2017: \$3,700 2018: \$3,700

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year:

These employees are seasonal.

Signature of Requester

Date of Request
February 4, 2019

Sydney Roberts Rockefeller

Great Harbor Maritime Museum
PO Box 145, 124 Main Street
Northeast Harbor, ME 04662

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FEB 04 2019

THE TOWN OF
MOUNT DESERT

February 4, 2019

At a Great Harbor Maritime Museum meeting on August 15, 2018 there was a discussion of the costs incurred by the museum to care for the two bathrooms outside the building. We spent \$2250 on materials and \$2450 on labor. We spent more on maintenance than that due to vandalism on the bathrooms.

We would like to ask for an increase of \$1000 making the total \$4,700. (There will be no increase on our insurance.)

The Board of Directors would like to reiterate that we would be very happy to relinquish this responsibility at any time.

Sincerely,

Sydney Roberts Rockefeller
Chair, Board of Directors

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JAN 14 2019

THE TOWN OF MOUNT DESERT

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: Health Equity Alliance
Mailing Address: 304 Hancock Street, Suite 3B Bangor, ME 04401
Phone Number: 990-3626
Contact Person: Andrea Littlefield
Contact Email: andrea@mainehealthequity.org
Gross operating budget: \$1.5M
Gross payroll: \$1M
Salary and other compensation of highest paid employee: \$75,000
Salary and other compensation of lowest paid employee: \$30,000
Number of Paid Employees: 18 Full Time 2 Part Time
Number of volunteers: 15

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

Health Equity Alliance provides a variety of services, including syringe exchange, naloxone distribution, free HIV/HepC testing, food pantry, free triage clinic, mental health services, case management services

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 20

How many times per month was this service used? unknown

What amount is each Mount Desert resident being served charged? 0

What are your plans for fundraisers?

Health Equity Alliance conducts two appeals a year. We run some events during pride month in June to raise funds. We do an event in August to raise money for harm reduction. We do an AIDS walk. We do an Annual Awards Dinner and silent auction.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Residents from MDT could receive any of the following services free of charge - case management for people living with HIV/AIDS, syringe exchange, naloxone distribution, HIV/Hep C testing, food pantry, needle clinic, we also provide a variety of training opportunities regarding LGBTQ issues and sexual health
Amount you are requesting for FY 2019 - 2020: \$ 500

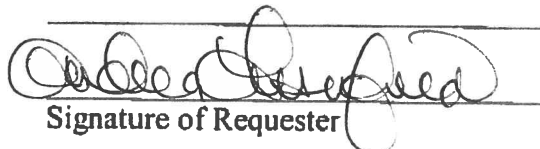
Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ _____ 2017: \$ _____ 2018: \$ _____

no funds received since 2014

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% of this donation would go towards harm reduction services.


Signature of Requester

1/11/19
Date of Request

Andrea Littlefield, Director of Development + Communications
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

FEB 04 2019

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Hospice Volunteers of Hancock County
Mailing Address: 14 MCKENZIE AVE.
ELLSWORTH, ME 04605
Phone Number: 667-2531
Contact Person: Jody Wolford-Tucker

Contact Email: jwrtucker@hospiceofhancock.org

Gross operating budget: \$ 302,225.⁰⁰
Gross payroll: \$ 225,593.⁰⁰ (includes all wages, benefits + taxes)
Salary and other compensation of highest paid employee: \$ 63,460.⁰⁰
Salary and other compensation of lowest paid employee: \$ 29,431.⁰⁰ (4-day/wk emp)
Number of Paid Employees: 3 Full Time 1 Part Time
Number of volunteers: ≈ 80 Active direct-service volunteers
+ ≈ 100 others who help behind the scenes.

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
Patient care & caregiver support; Bereavement support;
Community education; Equipment, staving (wheelchairs, walkers, etc),
Evensong singers.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 1 patient & family
& Bereavement clients } not the same population.

How many times per month was this service used? in most cases, approx. 4/mo.
could be more or less.

What amount is each Mount Desert resident being served charged? zero

What are your plans for fundraisers?
Hospice Regatta of Maine
Dinner Parties for a Cause
Direct-ask appeals

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Volunteer Training & Support
Patient Care & Caregiver Support
Bereavement Support
Community Education

Amount you are requesting for FY 2019 – 2020: \$ 1500.00

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 1000.00 2017: \$ 1000.00 2018: \$ 1500.00

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

We will recruit, train & support our corps of volunteers who are prepared to offer compassionate care to those living with life-limiting illness and to their caregivers; Bereavement support to those grieving & Community Education
Program = 85% , Admin + Fundraising 15%

M. J. Wolford Tucker
Signature of Requester

1/30/19
Date of Request

M. J. (Jody) Wolford Tucker, Executive Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



14 McKenzie Avenue • Ellsworth, Maine 04605 • www.hospiceofhancock.org
207-667-2531 • Fax 207-667-9406 • e-mail: info@hospiceofhancock.org

~ Volunteer Service Since 1980 ~

October 31, 2018

Durlin Lunt, Town Manager and Board of Selectmen
Town of Mt. Desert
PO Box 248
Northeast Harbor, ME 04662

COPY

Dear Mr. Lunt and Board of Selectmen,

Greetings to you and the residents of Mt. Desert!

Hospice Volunteers of Hancock County greatly appreciates the trust placed in us by the residents and town managers throughout Hancock County! Our services are provided free of charge to our neighbors by well-trained and highly-committed volunteers who come from and serve within their own communities. Their compassion and caring is a true gift during some of life's most challenging times.

Rest assured, your support goes a long way in providing these important services. During the past year, the mission services we provided to local residents were extensive:

- ~ Patient Care and Caregiver Support to 155 patients and families, **including 1 resident of Mt. Desert.**
- ~ Nearly 1400 gestures of Bereavement support, **including to 8 residents of Mt. Desert.**
- ~ Many Community Education programs on topics including how to support a loved one or co-worker who is grieving; Resources and skills for completing and communicating Advance Care Planning choices; Equipment-sharing providing free wheelchairs, walkers, shower seats, etc.; and the gift of music at the bedsides of seriously ill patients provided by our Evensong singers.

We consider your town a partner in the provision of these services to your community members! **We appreciate the support we have received from the Town of Mt. Desert in the past and look forward to your continued support during the coming year with a contribution of \$1500.**

As always, we invite your feedback and/or requests if there are ways that you would like to see us serve the residents of Mt. Desert. Thank you.

Sincerely,


Jody Wolford-Tucker
Executive Director



RECEIVED

JAN 31 2019

THE TOWN OF MOUNT DESERT

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Island Connections
Mailing Address: 93 Cottage Street, Suite 101
Bar Harbor, ME 04609
Phone Number: 207-288-4457
Contact Person: Doreen Willett
Contact Email: director@islconnections.org
Gross operating budget: \$ 147,632
Gross payroll: \$ 104,276
Salary and other compensation of highest paid employee: \$ 55,284
Salary and other compensation of lowest paid employee: \$ 16,442
Number of Paid Employees: 3 Full Time 1 Part Time 2
Number of volunteers: Approximately 100

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

Island Connections provides free transportation to residents of Mount Desert to medical, dental, eye, dialysis and cancer treatments, grocery shopping, pharmacy visits, banking as well as delivery of meals for the collaboration with the MDI-Ellsworth Housing Authority for the Meals on Wheels Program through the Eastern Area Agency on Aging. We also operate a wheelchair accessible van for our neighbors with mobility challenges

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total] regardless of how many different programs/services are provided to him/her): 47 - this number does not include meals on wheels recipients; Island Connections doesn't have a list of recipients - that data is held by the MDI-Ellsworth Housing Authority and the Eastern Area Agency on Aging.

How many times per month was this service used? On average in 2018 49.67 times

What amount is each Mount Desert resident being served charged? \$0

What are your plans for fundraisers?

In 2019, we have the following fundraisers scheduled: 3rd Annual Chowder Chowdown for Rides, January 2019; 4th Annual Driving for Rides Golf Tournament, May, 2019; Annual Dine-Around Day, July 2019; 4th Annual Running for Rides Mary Parker Memorial 5K Race, October 2019 and the 3rd Annual Holiday Raffle, December 2019.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

The funding provided by the Town of Mount Desert will be used toward the overall operations of Island Connections so that we may continue to serve the community by providing free transportation to those Town of Mount Desert residents in need of such service.

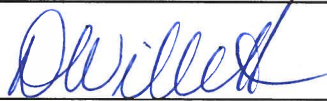
Amount you are requesting for FY 2019 - 2020: \$ 2,500

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 2,000 2017: \$ 2,000 2018: \$ 2,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year. (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

The approved funds received from the Town of Mount Desert will be spent during the fiscal year as follows: 40% - Salaries, 30% Fundraisers and 30% toward office expenses.



Signature of Requester

1/31/19

Date of Request

Doreen Willett, Executive Director

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor .

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting: rather the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



*Neighbors helping Neighbors on
Mount Desert Island and Outer
Islands*

January 31, 2019

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

Re: Island Connections – Town of Mount Desert Appropriation

Dear Ms. Woolfolk,

On behalf of the island neighbors we serve, we hereby apply for an appropriation in the amount of \$2,500.00, from the Town of Mount Desert.

We have continued to provide free services for seniors and disabled residents of Mount Desert in order for our neighbors to live independently. The attached documents are in support of the requirement for the application of funds for the services provided by Island Connections.

We do not have a financial audit conducted, therefore there will be no such submission at this time. Should you require any fiscal year's tax return, prepared by our accounting firm Coston & McIsaac, CPAs, please advise me.

We thank the residents of Mount Desert for their consideration.

Sincerely,

Doreen Willett
Executive Director

Island Connections provides free transportation and other services to seniors and people with disabilities from Mount Desert Island and the surrounding islands to enhance their independence and quality of life by utilizing our core group of dedicated volunteers.



Our Mission

Island Connections provides free transportation and other services to seniors and people with disabilities from Mount Desert Island and the surrounding islands to enhance their independence and quality of life by utilizing our core group of dedicated volunteers.

When working families and friends are unable to provide transportation to their loved ones, Island Connections provides the following services to our island neighbors: free transportation service to scheduled medical appointments including: chemotherapy, radiation treatments, dialysis treatments, mental and physical therapy, dental, and eye appointments, as well as trips for grocery shopping, banking visits, exercise classes and other various trips. We also work with the Mount Desert Island/Ellsworth Housing Authority to deliver meals to island neighbors in need. In addition, Island Connections is the “wheels” for the Meals on Wheels program on Mount Desert Island. We are happy to be able to assist our neighbors with mobility challenges by owning and operating a wheelchair accessible van.

During the past 12 months, Island Connections provided approximately 4,628 trips for a total of 67696.11+ miles driven; volunteers providing 3,182 hours of their time; delivered close to 14,000 meals for the Meals on Wheels program, as well as organized and collaborated on events attended by many island wide neighbors, residents and volunteers.

As MDI's population ages and with the increased numbers of baby boomers retiring, Island Connections is receiving and will continue to receive requests more than ever. Our ride demand was up 25% or nearly 1,000 rides in 2018. Quite often, the need is for an in town round trip drive to a health care appointment or grocery store. Island Connections matches Neighbors' requests with our volunteer drivers' availability and geographic preferences. In addition to your financial support, offering your time as a volunteer driver is equally valued.

We thank the people of the Town of Mount Desert for your support.

Sincerely,

A handwritten signature in black ink that reads "D Willett".

Doreen Willett
Executive Director

Send the Questionnaire in early January followed by the request for an Annual Report at the end of January, including a reminder for the questionnaire deadline

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: Island Housing Trust
Mailing Address: PO Box 851, Mount Desert, ME 04660
Phone Number: 207-244-8011
Contact Person: Marla O'Byrne
Contact Email: mobyrne@islandhousingtrust.org
Gross operating budget: \$702,630
Gross payroll: \$160,504
Salary and other compensation of highest paid employee: \$60,000.00
Salary and other compensation of lowest paid employee: \$30,838.00
Number of Paid Employees: 1 Full Time, 1 Part Time
Number of volunteers: 40

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

Island Housing Trust (IHT) promotes viable, year-round communities by advancing permanent workforce housing on MDI. Since 2004, IHT has created 38 homeownership opportunities, including 13 in the Town of Mount Desert. Currently, IHT is working to place families in three available houses in the Town, including the house on Sylvan Road, a house on Beech Hill Road, and a resale in IHT's successful Ripples Hill development neighborhood.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 11 households directly (approx.. 27 residents); indirectly all residents through a housing study in which the Town of Mount Desert participated.

How many times per month was this service used? ongoing

What amount is each Mount Desert resident being served charged? N.A.

What are your plans for fundraisers? Annual Appeal, Business Appeal, three summer parties, two newsletter mailings with a remit envelope, direct asks of individual donors, 3 email blitzes with donation button, and at least six grant requests.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Funds received from the town of Mount Desert will provide funding to a qualified IHT applicant, as part of IHT's IHT's Homeownership Assistance Program (HOAP). HOAP applicants identify a property and negotiate the purchase price with the seller. After prequalification from a lender, an applicant submits an application for HOAP funding, generally to help with the downpayment of their home purchase. Typical HOAP funding is \$20,000 - \$30,000. All IHT homeowners agree to affordability covenants that ensure that the house will remain affordable in perpetuity to the year-round residents working on MDI.

Amount you are requesting for **FY 2019 – 2020**: \$7,500.00

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 0 _____ 2017: \$ 0 _____ 2018: \$ 5,000.00 _____

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% of the funds IHT receives from the Town of Mount Desert will go directly toward a Homeownership Assistance (HOAP) project. In most cases, the funding directly fills the gap in money needed to make a downpayment on a house.

HOAP grants typically range between \$20K and \$30K per project. \$7,500 from the Town of Mount Desert will help place another working family in a year-round house on MDI, and will ensure that the house remains affordable for the year-round working community in perpetuity.

Marla S. O'Byrne
Signature of Requester

2/7/19
Date of Request

Marla O'Byrne, Executive Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the **May 7, 2019** Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town of Mount Desert Budget Questionnaire

RECEIVED

JAN 11 2019

THE TOWN OF MOUNT DESERT

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: THE LIFE FLIGHT FOUNDATION
Mailing Address: PO BOX 899, CAMDEN, ME 04843
Phone Number: 207-230-7092
Contact Person: TOM JUDGE, EXECUTIVE DIRECTOR
Contact Email: TJUDGE@LIFEFLIGHTMAINE.ORG
Gross operating budget: (please see attached)
Gross payroll:
Salary and other compensation of highest paid employee:
Salary and other compensation of lowest paid employee:
Number of Paid Employees: 7 Full Time Part Time
Number of volunteers: VARIES, BUT APPROXIMATELY 150 TOTAL

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert: Emergency critical care and transport, training of local EMS providers in trauma diagnosis and treatment, also ground safety training. Please see attached info for additional info regarding Life Flight's services.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 9 IN FY2018 ; 106 total since 1998

How many times per month was this service used? VARIES (more in summer)

What amount is each Mount Desert resident being served charged? VARIES according to patients' insurance coverage.

What are your plans for fundraisers? OUR major fundraiser is the Islesboro Crossing, scheduled for Aug. 18, 2019. LAST year's Islesboro Crossing raised over \$520,000. We also plan a Golf Tournament fundraiser - DATE IS TBD, DETAILS TO COME. OTHER fundraising events are TBD at this time. Newly hired Special Events Coordinator is starting in JAN 2019.

In addition to larger public fundraising events, Life Flight also organizes several private receptions each year whose purpose is to work with donors capable of significant gifts. Lastly we also apply for numerous grants each year.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Life Flight will continue to provide emergency
critical care and transport for severe trauma
and illness.

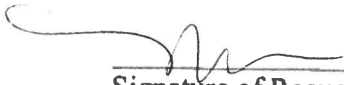
Amount you are requesting for FY 2019 – 2020: \$ 1,000 -

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 1,000 2017: \$ 1,000 2018: \$ 1,000 (THANK YOU!)

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

Funds from the Towns Campaign supports Life Flight's
aircraft replacement fund. (additional info is enclosed)


Signature of Requester

1.3.19
Date of Request

MELISSA MARCHETTI, DEVELOPMENT ASSISTANT
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the **May 7, 2019 Annual Town Meeting** beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

November 9, 2018

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

Dear Mount Desert Citizens:

Thank you for your past funding of LifeFlight. To date, nearly 200 towns support LifeFlight with donations collectively totaling over \$290,000 – a remarkable achievement since the first \$100 town contribution we received in 2004. And every year another group of Maine towns steps forward with a first-time or renewed commitment. This past spring a select board member told us, *"Thank you for what you do. You change Maine."* At LifeFlight we are reminded annually of the positive support provided by the communities of Maine and the citizens they represent. **Town budget allocations clearly impact critical care in Maine – and the numbers keep climbing.**

This year LifeFlight celebrates 20 years of caring for the people of Maine. Over two decades, the state's emergency medical helicopters have touched the lives of more than 25,000 patients and their families. On September 29, 1998, dispatchers fielded the first request for LifeFlight's helicopter – a scene call to the remote woods of Washington County. Less than two months later, the Lewiston-based helicopter responded to its first call. More recently, in March of 2017 LifeFlight added a third helicopter operation, based in Sanford. Now, all three helicopters (and a new fixed-wing airplane) are regularly in the air at the same time – all serving critical care patients.

A lot has changed over the past 20 years. Rural healthcare providers face enormous financial challenges, medical treatments and technology have changed radically, Maine's demographics are shifting. The need for LifeFlight continues to grow. Our team of critical care specialists has nearly doubled in size since we began in 1998 and the number of requests for critical care transport steadily increases at a rate of 5% to 11% each year.

LifeFlight takes care of all patients regardless of location, insurance status, or the ability to pay for the cost of care. We support and work with local EMS, Fire/Rescue, and hospital providers in every community across the state in a 24-hours-a-day, 365-days-a-year partnership. LifeFlight of Maine is among the most efficient providers of critical care air medical services, with the lowest costs and charges in New England. We work hard to safely provide the highest quality of care while keeping charges among the lowest of all air ambulance services in the country.

106 Mount Desert residents have been transported by LifeFlight of Maine to specialized care since the service began in 1998 including 9 this past year.

In a serious emergency, every minute counts. In meeting Maine's need for critical care, every town's participation counts. I hope Mount Desert will consider a donation of \$1000 this next fiscal year (a rate of \$0.50 per capita). Funds contributed by Maine's municipalities will be dedicated to the aircraft replacement fund unless otherwise specified. **Thank you for your past and continued support of this vital public service. Thank you for helping us change Maine.**

Please contact Melissa Marchetti at 207-230-7092 or mmarchetti@lifeflightmaine.org with any questions, or if additional information is required with this request.

Sincerely,



Thomas Judge
Executive Director
LifeFlight of Maine and LifeFlight Foundation

p.s. If a past request was recently approved and an invoice is required, please contact us so we may submit the invoice.

LifeFlight to Mount Desert - Facts and Frequently Asked Questions

- **LifeFlight is a private non-profit with a public mission.** LifeFlight cares for all patients regardless of insurance status or ability to pay for care.
- **LifeFlight serves all of Maine** — 24/365 with helicopters based in Bangor, Lewiston and Sanford and a fixed-wing airplane based in Bangor.
- **2,155 patients were LifeFlighted in FY18** – about 1 patient every 4 hours. LifeFlight has cared for more than 25,000 patients since the first flight on September 29, 1998.
- **In FY2018 LifeFlight transported patients from 137 communities,** islands, and unorganized townships in Maine.
- LifeFlight critical care teams bring the trauma center—skills, medical technology, pharmacy, blood, and more -- directly to a patient’s side. **LifeFlight helicopters, airplane and specialty ground ambulances are equipped as fully functioning mobile intensive care units.**
- About 85% of patients are transported from smaller community hospitals to major specialty centers, and 15% are transported directly from the scene of an emergency—roadsides, woods, mountains, and islands. While most patients are transported to EMMC, MMC and CMMC, about 12% of patients are transported to Boston and beyond for specialized care not available in Maine.
- What types of patients do you transport? Critically ill or injured patients of all ages needing specialized care beyond what can be provided by local hospitals, including cardiac and stroke patients, complex traumatic injury, organ transplant, sepsis, burns, and serious obstetric complications. We use the strictest medical utilization criteria in the country to make sure all flights are medically necessary. Emergency medical providers are guided by state-mandated protocols based on the latest research and best practice.
- LifeFlight of Maine’s average cost per transport is approximately \$14,000 (modified by distance). We participate with all major insurers, Medicare, and MaineCare, so there are negotiated discounts. (The average cost of others in New England is around \$21,000 while the average in western New England, New York, and nationally is \$40,000 - \$60,000.)
- LifeFlight is lean—we pay attention to costs, maintaining a very small administrative team and charging the lowest rates in New England and the country. Despite this, we have created a full low-level Instrument Flight Rules system, operate with all National Transportation Safety Board recommended safety equipment and have a much larger coverage area than most services.
- How is LifeFlight funded? LifeFlight operates much like a hospital emergency department, taking care of all patients and billing insurance companies. We work with all major payers including Medicare, MaineCare and commercial insurers. Our operational expenses are covered by patient fees, but we rely on private fundraising to make any capital purchases including aircraft and to provide advanced training and education.
- What other benefits to our town and region does LifeFlight provide besides critical care and transport? We provide local critical care training to medical providers in specialized areas such as traumatic brain injury and pediatric trauma diagnosis and treatment. We also provide ground safety training to all communities and create remote landing zones where they might be needed.
- What is the formula used for the ask amount? We use a \$1 per capita rate for towns up to 1000 residents; a \$0.50 per capita rate up to 2000 residents; and \$0.25 per capita after that, with a maximum request of \$2000. The request of \$1000 for Mount Desert is calculated at \$0.50 per capita.

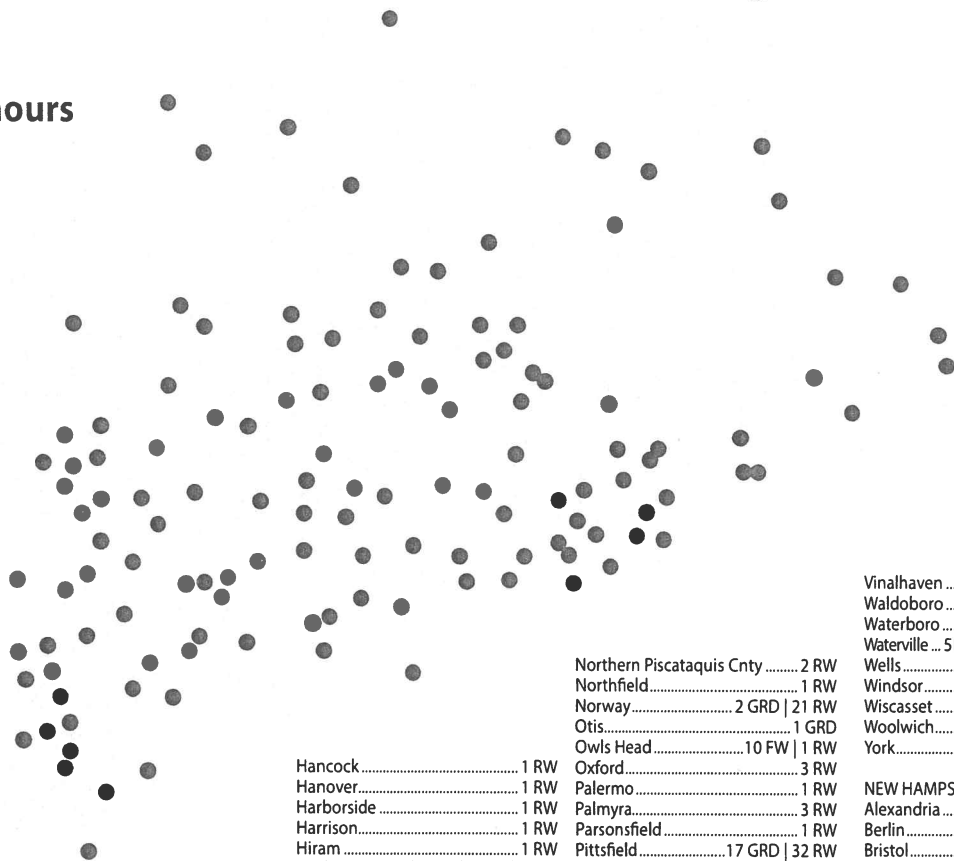


FY 2018

TRANSPORTS BY TOWN

2,155 TOTAL TRANSPORTS
137 MAINE TOWNS

1 transport every 4 hours



161 transports from 27 towns in Canada, New Hampshire, Vermont, and Massachusetts

Acton.....	3 RW
Alfred.....	1 GRD
Andover.....	1 RW
Athens.....	1 RW
Auburn.....	5 FW
Augusta...5 NEO* 8 GRD 4 FW	69 RW
Avon.....	2 RW
Bangor...4 NEO* 27 GRD 82 FW	35 RW
Bar Harbor...2 NEO* 17 GRD	54 RW
Bass Harbor.....	1 RW
Belfast..17 NEO* 17 GRD 4 FW	59 RW
Bethel.....	2 GRD 1 FW 4 RW
Biddeford.....	1 GRD 9 RW
Bingham.....	1 RW
Blue Hill.....	17 GRD 41 RW
Boothbay Harbor.....	2 RW
Brewer.....	2 GRD
Bridgton.....	14 GRD 65 RW
Brooklin.....	1 RW
Brunswick.....	1 GRD 1 FW 8 RW
Bryant Pond.....	3 RW
Buckfield.....	1 RW
Calais.....	8 GRD 33 RW
Caribou...1 NEO* 2 GRD 20 FW	15 RW
Carrabassett.....	2 RW
Casco.....	1 RW
Cherryfield.....	5 RW
Corinna.....	1 RW
Corinth.....	1 RW
Cornish.....	1 RW
Cranberry Isles.....	1 RW
Damariscotta.....	3 GRD 24 RW
Danforth.....	2 RW
Deer Isle.....	1 RW
Dixfield.....	1 RW
Dixmont.....	1 GRD 1 RW
Dover-Foxcroft..5 NEO* 20 GRD	45 RW
East Andover.....	2 RW
East Livermore.....	1 RW
East Waterboro.....	1 RW
Eastport.....	3 FW
Edgecomb.....	1 RW
Elsworth.....24 NEO* 26 GRD	70 RW
Farmington.....	7 GRD 60 RW
Fort Kent.....1 NEO* 1 GRD	10 RW
Franklin.....	1 RW
Frenchville.....	21 FW
Fryeburg.....	1 RW
Gardiner.....	1 RW
Gorham.....	1 RW
Greenville.....3 GRD 3 FW	13 RW
Greenwood.....	1 RW
Guilford.....	1 RW
Hampden.....	1 RW

Hancock.....	1 RW
Hanover.....	1 RW
Harborside.....	1 RW
Harrison.....	1 RW
Hiram.....	1 RW
Houlton...2 NEO* 2 GRD 16 FW	36 RW
Hudson.....	1 RW
Isle au Haut.....	1 RW
Islesboro.....	1 RW
Jackman.....	11 RW
Jefferson.....	1 RW
Kenduskeag.....	2 RW
Kingfield.....	1 RW
Levant.....	1 RW
Lewiston.....26 GRD 46 RW	
Limerick.....	1 RW
Lincoln.....1 NEO* 17 GRD	40 RW
Lisbon Falls.....	1 RW
Litchfield.....	1 RW
Lubec.....	1 RW
Machias..6 NEO* 11 GRD 6 FW	46 RW
Mattawamkeag.....	1 RW
Milo.....	1 RW
Medway.....	1 RW
Millbridge.....	1 RW
Millinocket.....3 GRD 4 FW	16 RW
Milo.....	1 RW
Monhegan.....	6 RW
Morrill.....	1 RW
Mount Desert.....	1 RW
New Sharon.....	1 RW
Newry.....	1 RW
Norridgewock.....	1 RW
North Haven.....	2 RW
North Somerset Cnty.....	1 RW
North Yarmouth.....	1 RW

Northern Piscataquis Cnty.....	2 RW
Northfield.....	1 RW
Norway.....	2 GRD 21 RW
Otis.....	1 GRD
Owls Head.....	10 FW 1 RW
Oxford.....	3 RW
Palermo.....	1 RW
Palmyra.....	3 RW
Parsonsfield.....	1 RW
Pittsfield.....	17 GRD 32 RW
Plymouth.....	1 RW
Porter.....	1 RW
Portland.....	1 GRD 8 RW
Pownal.....	1 RW
Presque Isle...2 NEO* 25 FW	8 RW
Princeton.....	12 RW
Prospect.....	2 RW
Rangely.....	4 RW
Readfield.....	1 RW
Rockport.....	11 GRD 89 RW
Rockwood.....	2 RW
Roxbury.....	2 RW
Rumford.....	17 GRD 63 RW
Sabattus.....	1 GRD
Sanford.....	22 GRD 38 RW
Sebago.....	1 RW
Sedgwick.....	1 RW
Shapleigh.....	2 RW
Sidney.....	1 GRD 1 RW
Skowhegan...3 NEO* 17 GRD	68 RW
Solon.....	1 GRD 1 RW
South China.....	1 RW
Steeple Falls.....	1 RW
Steuben.....	1 RW
Stonington.....	1 RW
Sumner.....	1 RW
Swans Island.....	10 RW
Topsfield.....	1 RW
Trenton.....	5 FW 1 RW
Union.....	1 RW

Vinalhaven.....	13 RW
Waldoboro.....	4 RW
Waterboro.....	1 GRD 2 RW
Waterville...5 NEO* 7 GRD 1 FW	53 RW
Wells.....	2 RW
Windsor.....	1 RW
Wiscasset.....	2 RW
Woolwich.....	3 RW
York.....	2 GRD 11 RW
NEW HAMPSHIRE	
Alexandria.....	1 RW
Berlin.....	2 RW
Bristol.....	1 RW
Colebrook.....	3 RW
Dover.....	3 GRD 26 RW
Exeter.....	2 RW
Farmington.....	2 RW
Franklin.....	3 RW
Gilmanton.....	1 GRD
Gorham.....	2 RW
Laconia.....	3 RW
Lancaster.....	1 RW
North Conway.....	1 GRD 69 RW
Plymouth.....	3 RW
Portsmouth.....	1 RW
Rochester.....	1 GRD 5 RW
Wakefield.....	2 RW
Wolfeboro.....	17 RW
Woodsville.....	1 RW
MASSACHUSETTS	
Boston.....	1 FW
Lawrence.....	2 RW
Littleton.....	1 RW
Lowell.....	1 RW
Newburyport.....	1 RW
Salem.....	1 RW
VERMONT	
South Burlington.....	2 FW
CANADA	
Edmunston.....	2 FW

*Neonatal transports done in partnership with the Eastern Maine Medical Center NICU team.



Keeping neighbors warm this winter.

February 1, 2019

Dear Durlin,

The MDI Community Campfire Coalition was created in 2008 to provide heating assistance to those in need on MDI and the surrounding islands. On behalf of the MDI Community Campfire Coalition, we ask the Town of Mount Desert for its support in the amount of \$3,000 to aid us in providing fuel assistance to residents of Mount Desert during the winter months.

The Coalition is jointly managed by Harbor House Community Service Center and The Neighborhood House. All administrative costs associated with the program are absorbed by the two organizations. 100% of all funds raised go directly to heating assistance.

Over the past ten heating seasons, the Campfire Coalition has helped 1,190 households as of the date of this request. Each applicant who qualifies receives 100 gallons of fuel or equivalent in electric, wood or propane. Applicants complete an application process and show proof of income. Income guidelines are set on a sliding scale with a bigger margin than LIHEAP requirements, with limits of \$30,150 per individual or \$61,500 for a family of four +. This ensures that no one is left in the cold.

Winter is in full swing and economic needs continue to swell for many. It is important to make sure our neighbors and friends are safe and cared for during the heating season.

We ask the Town to assist us with \$3,000 to ensure the Coalition will once again be able to respond to those in need during the winter.

Thank you for your support,

Anne-Marie Hart

Executive Director

The Neighborhood House

On behalf of the MDI Community Campfire Coalition

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date:
Board of Selectmen and Warrant Committee
Meeting Date to Review:

February 4, 2019
February 19, 2019

Organization Name
Mailing Address:

MDI COMMUNITY CAMPFIRE COALITION
C/O THE NEIGHBORHOOD HOUSE
P.O. BOX 332, NEH

Phone Number:
Contact Person:

276. 5039
ANNE-MARIE HART

Contact Email:

annemarie@the-neighborhoodhouse.com

Gross operating budget:
Gross payroll:

\$ 25K - \$45K DEPENDING ON NATURE OF HEATING
\$0 - SEASON AND OIL PRICES

Salary and other compensation of highest paid employee:
Salary and other compensation of lowest paid employee:

\$0 -
\$0 -

Number of Paid Employees:

Full Time Part Time

Number of volunteers:

DUTIES ARE SHARED BETWEEN HARBOR

HOUSE AND NEIGHBORHOOD HOUSE. NO ADMIN FEES ARE TAKEN

Narrative of what services your organization specifically provides to the residents of the

Town of Mount Desert:
HEATING ASSISTANCE. 100 GALLONS OF HEATING OIL OR
THE EQUIVALENT IN WOOD, ELECTRIC, PROPANE OR
K2.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her):

13 HOUSEHOLDS
9 HOUSEHOLDS HELPED SO FAR THIS HEATING SEASON.

How many times per month was this service used?

N/A

What amount is each Mount Desert resident being served charged?

\$0 -

What are your plans for fundraisers?

AN APPEAL LETTER IS MAILED OUT EACH FALL,
GRANTS ARE APPLIED FOR AND ALL FOUR
TOWNS ON THE ISLAND APPROPRIATE \$3,000
EACH YEAR. (THANK YOU!)

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

100 GALLONS OF HEATING OIL OR THE EQUIVALENT
IN PROPANE, WOOD, ELECTRIC OR KZ.
(HOUSEHOLDS MUST QUALIFY.)

Amount you are requesting for FY 2019 – 2020: \$ 3,000

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 3,000 2017: \$ 3,000 2018: \$ 3,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% PURCHASES HEATING OIL

Anne-Marie Hart

Signature of Requester

2.1.19

Date of Request

ANNE-MARIE HART, EXECUTIVE DIRECTOR

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Mount Desert Chamber of Commerce
Mailing Address: PO Box 675
Northeast Harbor, ME 04662
Phone Number: 207-276-5040
Contact Person: Tom Reeve

Contact Email: director@mtdesertchamber.org

Gross operating budget: \$70,000
Gross payroll: \$40,000
Salary and other compensation of highest paid employee: \$25,000
Salary and other compensation of lowest paid employee: \$11/hr
Number of Paid Employees: Full Time 5 Part Time
Number of volunteers: 7 Board Members, 25 Outside Volunteers

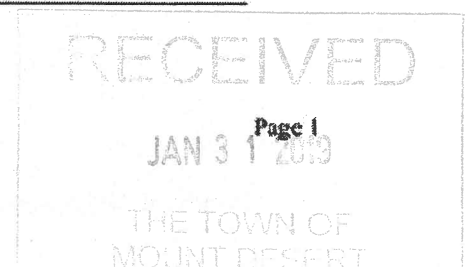
Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
The Chamber manages and staffs the Town of Mount Desert Visitor Center. They also manage events that attract tourists and locals to the Town. Additionally, the Chamber provides learning opportunities to member businesses and the community.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): We assisted 21,477 visitors, 100 member businesses

How many times per month was this service used? 12

What amount is each Mount Desert resident being served charged? Chamber membership is open to any Mount Desert resident. See attached membership application for rates.

What are your plans for fundraisers?
The Chamber continues to develop new products to attract additional membership to build a sustainable revenue source. In addition, they have been partnering with community organizations to develop programs to inform potential new members of the benefits of joining the chamber. Additionally, sponsorship opportunities have been reworked to be more attractive to businesses.



Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

The Chamber will use the funds to offset the costs of running the Town's Visitor Center, and promoting the Town through the Wayfinding Signs and brochures. Additionally, the Chamber will manage and promote events to bring people into Mount Desert. The funds will also provide year-round high speed internet at the Visitor Center.

Amount you are requesting for FY 2019 – 2020: \$ 27,500

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 48,450 2017: \$ 48,450 2018: \$ 34,750

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

\$9,000 will partially defray the costs of operating the Visitor Center in NEH for 20 weeks.
\$1,500 will be used to provide free internet year round to visitors and residents at the Visitor Center. \$5000 will be used for Visitor Center supplies and furnishings. \$3,500 will be allocated to update the Town Wayfinding sign and to print Town brochures. \$4,000 will be used to defray the costs of town events, including movies, concerts, and festivals. \$9,000 will be used to partially offset administration costs for management of the VC and events.


Signature of Requester

1/31/2019
Date of Request

Lisa L. Parsons, President

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the **May 7, 2019 Annual Town Meeting** beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: *Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).*



January 31, 2019

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

REF: Appropriation Request

Dear Ms. Woolfolk:

On behalf of the Board of Directors of the Mount Desert Chamber of Commerce, I am writing to request appropriation funds from the Town of Mount Desert for FY 2019-2020. Our total appropriation request of \$27,500 is a 21% reduction from last fiscal year. It can be broken down into six parts:

1. \$9,000: These funds would assist with the staffing and the operating costs of the visitor center.
2. \$1,500: These funds would be used to provide free public WIFI in the Visitor Center year-round.
3. \$500: These funds would be used to offset the costs of Visitor Center supplies and equipment replacement.
4. \$3,500: These funds would be allocated to update and install the Town Wayfinding signs and to distribute the Town brochure.
5. \$4,000: These funds will be used to defray the costs of Town events, including movies at the marina and festivals such as the Christmas Festival.
6. 9,000: These funds would be used to partially offset administration costs for the management of the Visitor Center, Town events, and Town promotional activities.

For the past six years, the Chamber has staffed the Visitor Center between Memorial Day and Columbus Day. The number of visitors using the center has continued to grow; last year we had 21,477! We expect even more visitors this year. The requested funds will greatly help us continue managing the Center.

The Mount Desert Chamber of Commerce has been working tirelessly to build membership to become more financially sustainable. In 2019, we will be exploring new options to attract members who may not see the value of advertising in the Visitor Center. Such members include local service businesses, sole proprietors, fishermen, and seasonal property staff. We believe that a better representation of these businesses is the key to a more sustainable chamber of commerce.

Thank you for your support of the Mount Desert Chamber of Commerce.

Sincerely,

Lisa L. Parsons, President

RECEIVED

JAN 22 2019

THE TOWN OF
MOUNT DESERT

Town of Mount Desert
Mandatory Questionnaire for
Proposed FY 2019-2020 Budget Requests

Organization Name: Town of Mount Desert Community Development Corporation
Mailing Address: P.O. Box 962, Northeast Harbor, Maine 04662
Phone Number: 207-276-5587
Contact Person: Nancy Ho
Contact e-mail: honanho431@gmail.com

Gross Operating Budget

Contract Consultant	\$20,000
Administrative Expenses	\$10,000
Construction expenses	\$350,000
Total	\$380,000

Gross Payroll	No employees at this time, volunteer board working with two part time consultants
Salary of highest and lowest paid employee	No employees
Number of paid employees	2 Part time consultants
Number of volunteers	10

The Town of Mount Desert Community Development Corporation was established by the town's Economic Development Committee in 2017 to serve as a conduit for private investment in community projects. It is organized exclusively to promote the health and well being of the residents of the Town of Mount Desert through public infrastructure improvements, historic preservation, community beautification efforts, and other activities that foster a healthy and sustainable year round community.

The Corporation's first project, the Promenade Park in Northeast Harbor, is well underway with final design expected in late January 2019. This past year, the Corporation raised over \$35,000 from private donors, grants and foundations to fund this initial design effort.

Fundraising efforts for construction have begun with \$10,000 raised to date toward this effort.

The Mount Desert Community Development Corporation would utilize funds received from the Town of Mount Desert to pay consultant fees for project fundraising, operational and project oversight and other operational expenses such

as D&O insurance, accounting, grant administration and legal services. Any funds remaining at the end of the year would be utilized to construct the Promenade Park.

Amount Requested for FY 2019-2020: \$30,000

Amount received from the Town of Mount Desert in previous years:

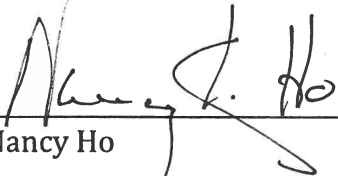
2016: \$0

2017: \$0

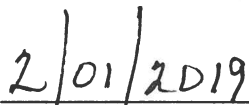
2018: \$30,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year:

Consulting costs	65%
Administrative expenses	35%



Nancy Ho



February 1, 2019

Nancy Ho, President, Town of Mount Desert Community Development Corporation

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Mount Desert Island Historical Society
Mailing Address: 373 Sound Drive
Mount Desert, ME 04660
Phone Number: 207-276-9323
Contact Person: Tim Garrity
Contact Email: tim.garrity@mdihistory.org
Gross operating budget: 228,000
Gross payroll: 125,000
Salary and other compensation of highest paid employee: 60,312
Salary and other compensation of lowest paid employee: 14,568
Number of Paid Employees: 1 Full Time 2 Part Time
Number of volunteers: 30+

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

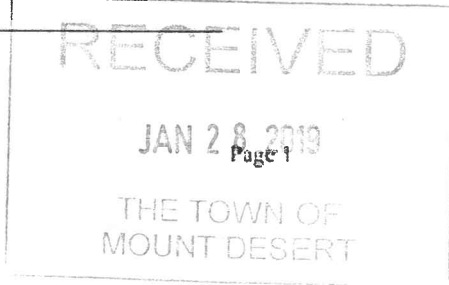
We foster meaningful engagement with the histories of Mount Desert Island by keeping thousands of artifacts in safe storage at the Sound Schoolhouse and maintaining a website with free historical resources and access to our digital archive. We host educational programs throughout the year and reach students from 3rd grade to PhD's. We maintain two museums, gardens, and the iconic arched bridge in Somesville.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): We do not track this statistic but have over 600 members and 5,000 visitors per year.

How many times per month was this service used? We operate year-round on M-F from 10-4 and 24/7 online

What amount is each Mount Desert resident being served charged? Memberships begin at \$25, however, all research and many other services are free.

What are your plans for fundraisers? We have an active fundraising plan which includes annual community events like the Strawberry Festival, Bean Supper, and sponsoring a team at the MDI Marathon. We partner with other island historical organizations such as the Seal Cove Auto Museum for the History Happy Hour, which occurs three times a year at different locations around the island.



Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

This year we are asking for the town's support to install an exhibit in our 1780 Selectman's Building based on photographs and content from our 2019 *Chebacco* journal. In addition, we are asking for the town's support to maintain the arched bridge and garden in Somesville, and provide a port-a-potty at the Somesville Museum.

Amount you are requesting for FY 2019 – 2020: \$ \$2,500

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ \$2,800 2017: \$ \$2,500 2018: \$ \$2,600

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

We ask for the Town's help to defray the following costs: \$2,000 to construct the interior of the exhibit space, \$600 to provide a public port-a-potty, and \$1,240 to maintain the popular gardens and bridge at the Somesville Museum.


Signature of Requester

1-24-2019
Date of Request

Mount Desert Island Historical Society

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the **May 7, 2019 Annual Town Meeting** beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).



Timothy F. Garrity
Executive Director

Board of Directors
William Horner, M.D.
President

Raney Bench
Vice President

Rick Wheeler
Secretary

P. Hamilton Clark
Treasurer

Ralph Stanley
President Emeritus

Marion Stanley
Honorary Member

Timothy Bannon

Dru Colbert

Susan Edson

Elise Frank

Julia Gray

Kathryn MacLeod

Tova Mellen

Nicole Ouellette

Diana Paine

Michael Pancoe

Benjamin Pierce

Genie Thorndike

Anne Walmsley

John Wilson

Jonathan Winthrop

Mount Desert Town Office
ATTN: Claire Woolfolk
PO Box 248
Northeast Harbor, ME 04662

January 10, 2019

Dear Ms. Woolfolk,

Enclosed please find a completed questionnaire for requesting funds from the Town of Mt Desert. This year, the MDI Historical Society requests \$2,500 to defray the costs of the installation of our upcoming exhibit on objects from Mount Desert Island's History in the 1780 Selectman's Building, regular maintenance of the gardens and arch bridge, and a public port-a-potty provided for the site. A breakdown of these expenses has been provided on the attached questionnaire.

We are grateful to the Town of Mt Desert for its support and consideration of our application.

Sincerely,

Tim

A handwritten signature in blue ink that reads "Timothy Garrity". The signature is written in a cursive style and is positioned over the printed name "Tim".

RECEIVED

FEB 04 2019

THE TOWN OF MOUNT DESERT

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: MOUNT DESERT NURSERY SCHOOL
Mailing Address: PO Box 24, NORTHLEAS HARBOR, ME 04662
Phone Number: 207-276-5563
Contact Person: AARON LONG
Contact Email: aaron.mdn@gmail.com
Gross operating budget: 176,400.00
Gross payroll: 125,650.00
Salary and other compensation of highest paid employee: \$16.97/Hr
Salary and other compensation of lowest paid employee: \$11.00/Hr
Number of Paid Employees: 4 Full Time, 1 Part Time
Number of volunteers: 10

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

AS A 501(C)3 NON-PROFIT, MIDNS PROVIDES EARLY EDUCATION AND SUPPLEMENTAL WILD CARE FOR THE RESIDENTS OF THE TOWN OF MOUNT DESERT AS WELL AS OTHER TOWNS WITHIN AOS 91.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 24

How many times per month was this service used? WEEKDAYS, 265 Days Annually

What amount is each Mount Desert resident being served charged? \$40/DAY, \$34/Half Day

What are your plans for fundraisers? ANNUAL APPEAL LETTERS, SUMMER FAIR + SILENT AUCTION, MDI MARATHON KIDS RUN + ART AUCTION, FESTIVAL OF TREES, EASTER BUNNY BREAKFAST, DINE OUT NIGHTS

RECEIVED

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

GENERAL MAINTENANCE TO MDNS BUILDING. INCLUDING REPLACEMENT OF BULKHEAD DOORS, THERMOSTATS IN BUILDING, WINDOW TRIM REPLACEMENTS + REPAIR.

Amount you are requesting for FY 2019 - 2020: \$ 2,000

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 3,000 2017: \$ 15,000 2018: \$ 5,500

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

SUPPLIES + MATERIALS - 70%
SALARIES - 20%
CONTRACTED SERVICES - 10%

Signature of Requester

2/4/19
Date of Request

AARON LONG EXECUTIVE DIRECTOR

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

RECEIVED

Town of Mount Desert Budget Questionnaire

FEB 04 2019

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: MOUNT DESERT NURSING ASS.
Mailing Address: PO BOX 397
NEXT
Phone Number: 276-5184
Contact Person: Heather Lewis
Contact Email: Heather@mountdesertnursing.org
Gross operating budget: \$845,407.00
Gross payroll: \$511,044.00
Salary and other compensation of highest paid employee: 84,084.00
Salary and other compensation of lowest paid employee: 25,459.00
Number of Paid Employees: 5 Full Time 8 Part Time
Number of volunteers: 11 Board members, 7 professional Advisory
20 corporators, 15 office volunteers
Narrative of what services your organization specifically provides to the residents of the
Town of Mount Desert: See attached

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 20

How many times per month was this service used? 37

What amount is each Mount Desert resident being served charged? see attached

What are your plans for fundraisers? see attached

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

See attached

Amount you are requesting for FY 2019 – 2020: \$ 35,000 -

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 29,000.00 2017: \$ 29,000.00 2018: \$ 35,000.00

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

See attached

Heather Lewis
Signature of Requester

2/4/19
Date of Request

Heather Lewis, Executive Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

NARRATIVE OF WHAT SERVICES YOUR ORGANIZATION SPECIFICALLY PROVIDES TO THE RESIDENTS OF THE TOWN OF MOUNT DESERT:

MDNA staff continues to work on increasing and improving upon the Public and Home Health Services we have provided for nearly 70 years. In 2018 MDNA delivered 444 visits to the Town of Mount Desert residents. We now finished our first year as a Medicare Accredited Home Health Agency and we continue to have our State of Maine Licensed Home Health Agency, and State Licensed PCA provider services. This has enabled us to offer several services to the Town of Mt. Desert along with services to Bar Harbor, Southwest Harbor, Tremont, the Cranberries, and Swan’s Island. Our local communities continue to have the choice to use:

Traditional Home Care Services – Private pay, sliding scale and can include the services of an RN, LPN or CNA as well as PT and OT for health maintenance care in the home.

Medicare Accredited Home Health Services – Medicare beneficiaries that require skilled nursing, physical therapy, occupational therapy and home health aide home visits on an intermittent basis.

PCA Program- private pay for personal care and homemaker needs to assist elders to age in place.

Monthly blood pressure screenings at Maple Lane Apartments in Northeast Harbor and Ridge Apartments in Southwest Harbor.

WHAT AMOUNT IS EACH MOUNT DESERT RESIDENT BEING SERVED CHARGED?

1. Charges for private pay services are set and a sliding scale is available to those that do not have the ability to pay. This is at a very reduced rate of what CMS charges.

HOME CARE VISITS

\$0-10.00	\$11-25.00	\$26-50.00	\$51-75.00
7	7	2	12

- 2. FREE OFFICE and OFF-SITE CLINIC VISITS – Greater than 100 Northeast Harbor residents served!
- 3. FREE LOAN CLOSET to Northeast Harbor and expanded communities.

WHAT ARE YOUR PLANS FOR FUNDRAISERS?

The MDNA Board of Directors and Public Support Committee held its second “Annual MDNA Stethoscope Open” golf tournament at the Northeast Harbor Golf Course in September 2018. The success of this fundraiser allows MDNA to host it as an annual event. We will continue to send out Summer and Fall Appeal and Newsletters and have expanded our mailings to the other service areas. MDNA has been in touch with other town leaders and is preparing to meet with them to request financial support for their residents. MDNA obtained several grants from the community including the: Lion’s Club, Stroud Fund, Hancock County Fund through Maine Community Foundation. MDNA will continue to look for grants and cultivate new donors as we continue to grow and expand our services.

PLEASE EXPLAIN WHAT SERVICES WILL BE PROVIDED BY ANY FUNDS YOU MAY RECEIVE FROM THE TOWN OF MOUNT DESERT:

Funds provided by the Town of Mount Desert offset the costs that are incurred by town residents that have the inability to pay for private pay home care services provided by our nursing staff.

MDNA provided 444 private pay visits to Town residents.

Actual cost of services	\$62160.00	SN Visit \$140.00
Cost of services	\$33523.06	
Patient revenue	\$19563.06	
Town funding	\$35,000.00	
In the Red	\$7697.00	

PLEASE EXPLAIN HOW THE FUNDS YOU MAY RECEIVE FROM THE TOWN OF MOUNT DESERT WOULD BE SPENT DURING THE FISCAL YEAR: (PLEASE EXPRESS EXPENDITURES AS PERCENTAGES OF TOTAL BUDGET, I.E., SALARIES 40%, BENEFITS 25%, ETC.)

100% of the Town’s funding is used to offset the cost of nursing services provided to the Town of Mount Desert residents.



P.O. Box 332
Northeast Harbor, Maine 04662

Town of Mount Desert
Mr. Durlin Lunt, Town Manager
P.O. Box 248
Northeast Harbor, ME 04662

February 1, 2019

Dear Durlin,

The Neighborhood House would like to ask the town voters to approve a total of \$88,000 of municipal monies towards the operating budget for our 2019 fiscal year. Each year, the Town's support allows us to continue to provide high quality services to residents of all ages, both year-round and seasonal throughout our community.

I assure you all assistance is reasonable and much needed. For the twelfth year, there is no increase in the amount we are requesting. The Neighborhood House provides our community with essential recreational, educational, cultural and social services for all ages. Additionally, The Neighborhood House is a valuable resource providing a space to an extensive number of groups and families in our community for a wide range of meetings and celebrations. The organization's staff and board of directors are committed to maintaining and improving the community values and spirit of our town.

I look forward to participating in the upcoming town budget talks with the Board of Selectmen and Warrant Committee. If you have any questions in the meantime, I hope you will not hesitate to call me.

Sincerely yours,

Anne-Marie Hart
Executive Director

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: THE NEIGHBORHOOD HOUSE
Mailing Address: P.O. BOX 332
NEH, ME 04662
Phone Number: 276.5039
Contact Person: ANNE-MARIE HART
Contact Email: annemarie@theneighborhoodhouse.com
Gross operating budget: \$647,000
Gross payroll: \$348,000
Salary and other compensation of highest paid employee: 91,000
Salary and other compensation of lowest paid employee: \$11/HR
Number of Paid Employees: 4 Full Time 5 Part Time
Number of volunteers: 50-75 ANNUALLY 15 SEASONAL CAMP STAFF

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
NHH PROVIDES CULTURAL, SOCIAL, RECREATIONAL AND EDUCATIONAL PROGRAMS AND EVENTS FOR ALL AGES; FOR SEASONAL AND YEAR-ROUND RESIDENTS ALIKE.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 5,000+ BETWEEN OUR OWN PROGRAMS AS WELL AS ALL THE CONCERTS, PARTIES, MEMORIAL SERVICES, ETC.
How many times per month was this service used? N/A

What amount is each Mount Desert resident being served charged? \$0 - \$225/WK DEPENDS ON THE PROGRAM

What are your plans for fundraisers?
TWO APPEAL MAILINGS EACH YEAR, GRANT APPLICATIONS, AN ANNUAL FUNDRAISER IN JULY AND PERSONAL SOLICITATIONS W/ PRIVATE DONORS.

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

1. \$45,000 FOR GENERAL SUPPORT FOR UPKEEP OF A HEAVILY USED BUILDING AVAILABLE TO ALL
2. \$30,000 FOR SUPPORT FOR COMMUNITY EVENTS
3. \$13,000 TO SUPPORT ALL CHILDREN'S PROGRAMMING THROUGHOUT THE YEAR.

Amount you are requesting for FY 2019 - 2020: \$ 88,000

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 88,000 2017: \$ 88,000 2018: \$ 88,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

PLEASE SEE BREAKDOWN ABOVE. NO TOWN FUNDS ARE USED FOR STAFF BENEFITS OR FUNDRAISING COSTS. ALL FUNDS DIRECTLY SUPPORT PROGRAMS AND UPKEEP OF THE HEAVILY USED BUILDING.

Anne-Marie Hart

Signature of Requester

2.1.19

Date of Request

ANNE-MARIE HART, EXECUTIVE DIRECTOR

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: Northeast Harbor Ambulance Service, Inc.
Mailing Address: PO Box 122
Northeast Harbor, ME 04662
Phone Number: 207-276-2200
Contact Person: Basil Mahaney, Service Chief 356-7392
Contact Email: basil@nehambulance.org
Gross operating budget: 2018: \$237,095
Gross payroll: 2018: \$156,585
Salary and other compensation of highest paid employee: 2018: \$34,612
Salary and other compensation of lowest paid employee: 2018: \$24.00
Number of Paid Employees: 0 Full Time 36 Part Time
Number of volunteers: 1

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

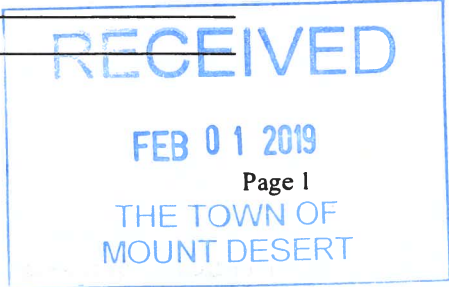
The Northeast Harbor Ambulance Service, Inc. is a non-profit ambulance service contracted by the Town of Mount Desert to provide emergency medical services and transport to the town.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): The ambulance responded to 276 ambulance calls in 2018. These calls assisted both residents and visitors of the town.

How many times per month was this service used? 23 on average

What amount is each Mount Desert resident being served charged? The average cost per call is \$313.75

What are your plans for fundraisers?
The ambulance service uses many different fundraising methods including: an annual appeals letter, annual family fun walk + Road Race, and a benefit dinner.



Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

- 1) These funds will be used to provide office space to maintain records for patient privacy and conduct administrative operations. The current office in the municipal building no longer can meet this need with 24/7 personnel using this office for EMS duty.
- 2) These funds will also pay the cost of excise tax for our two ALS ambulances.


Amount you are requesting for FY 2019 – 2020: \$ 10,000.00

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 0 2017: \$ 0 2018: \$ 0

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

51% will be used to pay for office space rent at the Mount Desert Medical Center in Northeast Harbor 49% will be used to pay ambulance excise tax for our two ambulances. This tax was not charged to the ambulance service for many years, but recently this has become a requirement and has become a large expense.


Signature of Requester

1/30/19
Date of Request

Basil Mahaney, Service Chief
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the **May 7, 2019 Annual Town Meeting** beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

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JAN 10 2019

THE TOWN OF MOUNT DESERT ✓

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: **Northeast Harbor Library**
Mailing Address: Po Box 279, Northeast Harbor, Maine 04662

Phone Number: 207-276-3333
Contact Person: Elly Andrews

Contact Email: eandrews@nehlibrary.org

Gross operating budget: \$ 480,200.00
Gross payroll: \$ 340,000
Salary and other compensation of highest paid employee: \$ 65,000.00
Salary and other compensation of lowest paid employee: \$ 4,605.28
Number of Paid Employees: 4_Full Time 7_Part Time
Number of volunteers: 50+

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

The Northeast Harbor Library provides public library services to the residents of the Town of Mount Desert as well as the Cranberry Isles. We also serve as the school library for the Mount Desert Elementary School. We lend books, DVDs, audiobooks, magazines and music for free. We host over 200 programs a year for people of all ages, free and open to the public. We offer free wi-fi and have 15 public computers open to everyone. We provide free meeting space for community groups and individuals. We have an extensive archives collection that is open to the public and new this year an archive website which allows anyone to search for items, and we are to official town repository for municipal records.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): This is hard to calculate but my best guess is around 1000 residents are being served, perhaps more if you include the teachers and students at the school.

How many times per month was this service used? This is also hard to calculate but last year we had around 75,000 patron visits. We loaned about 45,000 items and around 7,000 + people attended our programs. Approximately 3,750 items are checked out each month by about 6,000 people.

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What amount is each Mount Desert resident being served charged? 0

What are your plans for fundraisers?

Our annual goal is to raise \$ 180,000.00/ year by sending out two appeals a year. In addition, we apply for various grants and we have a book sale room which generates a small amount each year.

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

We will use the \$ 20,500.00 to provide programming for people of all ages. We will use the funds to aquire books, DVDS, magazines and audios. We will also use a portion for our archive digitization project. And, finally we will use a portion for staff to implement our programs.

Amount you are requesting for FY 2019 – 2020: \$ 20,500.00

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$20,500.00 2017: \$ 20,500.00 2018: \$ 20,500.00

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

I foresee if given the funding that 40% (\$8,200.00 will be spent on programming and staff, 50% (\$ 10,250.00) on books, DVDs, audios and magazine for adult and children and 10% \$ 2,050.00 on the archive digitization project.

Elly B. Andrews
Signature of Requester

1/10/19
Date of Request

Elly Andrews- Library Director
Printed Name and Title of Requester

Town of Mount Desert Budget Questionnaire

JAN 31 2019

THE TOWN OF MOUNT DESERT

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: NORTHEAST HARBOR Village Improvement Society
Mailing Address: P.O. Box 722, NORTHEAST HARBOR, ME 04662
Phone Number: 276-5424
Contact Person: Jerome Suminsky
Contact Email: jhs@knowapp.com
Gross operating budget: \$20,000
Gross payroll: \$0
Salary and other compensation of highest paid employee: 0
Salary and other compensation of lowest paid employee: 0
Number of Paid Employees: 0 Full Time 0 Part Time
Number of volunteers:

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
maintain village connector trails, publish trail maps
VISTA CLEARING

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs services are provided to him/her): FREE TO ALL - PUBLIC ACCESS

How many times per month was this service used? Unknown # Hikers

What amount is each Mount Desert resident being served charged? 0

What are your plans for fundraisers?
Trail maps, direct solicitations

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert.

TRAIL MAINTENANCE, FREE MAPS/HIKERS & VISITORS
BUSH HOGGING TO MAINTAIN PUBLIC VIEWS

Amount you are requesting for FY 2019 – 2020: \$ 5000.00

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 5000.00 2017: \$ 5000.00 2018: \$ 5000.00

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% to maps, maintenance



Signature of Requester

1/29/19
Date of Request

Krome H. Burnaby, President
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting, rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

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THE TOWN OF
MOUNT DESERT

TOWN OF MOUNT DESERT

QUESTIONNAIRE FOR PROPOSED FY BUDGET REQUESTS

Questionnaire due date: February 4, 2019

Warrant Committee and Selectmen Date: February 19 at 6pm

Organization Name: Northern Light Home Care & Hospice dba VNA Home Health Hospice

Mailing Address: 50 Foden Road
South Portland, ME 04106

Phone Number: 800-757-3326

Contact Person: Colleen Hilton, President

Contact Email: hiltonc@emhs.org

Gross operating budget: \$54,560,793

Gross payroll: \$34,726,198

Salary and other compensation of highest paid employee: \$206,752

Salary and other compensation of lowest paid employee: \$29,461

Number of Paid employees: 395 Full Time 48 Part Time 116 Per Diem

Number of Volunteers: Approximately 300 volunteers support hospice patients and their families, statewide

Narrative of what services your agency specifically provides to the residents of Mount Desert:

For those at home recovering from illness or surgery home health services are provided and may include skilled nurses, rehabilitation therapists (physical, occupational, and speech), medical social workers, and home health aides. Hospice services are provided to those who elect this end of life care. A patient's hospice team includes specially trained clinicians (RN, RT, SW, HHA) as well as clergy and volunteers. In addition to home care and hospice, telehealth services (daily remote monitoring of vital signs) are provided to those patients managing chronic illness. Community based palliative care services are offered to those under care. All home care and hospice services are provided at the place of residence.

Total number of Mount Desert residents served last year: 7 Home Health Patients/2 Hospice patients

How many times per month was this service used: Each patient's plan of care varies which impacts the number of times a patient is seen in the home. Therefore we track visits on an annual basis. Last year 114 home visits were made to patients receiving home health services and 18 visits were made to hospice patients in Mount Desert.

What amount is each Mount Desert resident being charged: skilled nurse \$200; Physical Therapist \$185; Speech Therapist \$215; Occupational Therapist \$185; Medical Social Worker \$190, HHA \$79.

Plans for fundraisers: memorial giving program, annual appeals to donors, small and large fundraising events as provided by community members and volunteers. In addition a newsletter with a request for donations is distributed in the spring and fall.

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert: In addition to the services noted above, telehealth services (remote monitoring) are provided free of charge to those who benefit from daily monitoring of vital signs. Funds are also used to help those without sufficient health insurance.

Please indicate amount requested from the Town of Mount Desert for:

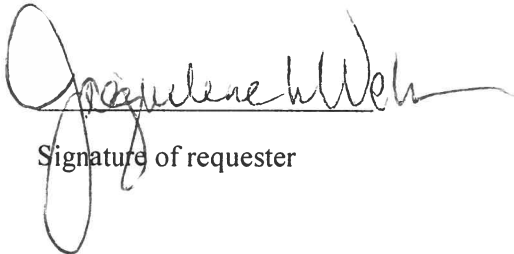
FY ~~2015-2016~~: \$1,200
2019-2020

Please show what you received from the Town of Mount Desert in previous years:

2018: \$1,200 2017: \$1,200 2016: \$1,200

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25% etc...):

51% Salaries, 17% benefits, 5% mileage reimbursement for clinicians, 27% general supply/other



Signature of requester

1/10/19

Date of request

Jacqueline L. Welsh, Director of Philanthropy & Community Relations on behalf of Colleen Hilton, President

Printed Name and Title of Requester

Current fiscal year's budget is enclosed.



**Northern Light
Health.**

Home Care & Hospice
Suite 1
50 Foden Road
South Portland, ME 04106

January 10, 2019

Office 800.757.3326
Fax 207.400.8891

Town of Mount Desert
Attn: Town Clerk
PO Box 248
Northeast Harbor, ME 04662-0248

Dear Selectmen and Residents,

In addition to our enclosed application, I would like to update you on some changes you may or may not be aware of. EMHS is now doing business as Northern Light Health and VNA Home Care and Hospice is now Northern Light Home Care & Hospice. Our new brand was announced on October 1 of this year to better reflect who we are as a healthcare system.

Northern Light Home Care & Hospice provides essential services to help your residents remain in the comfort of their own home for as long as they possibly can. We are nurses, rehabilitation therapists, social workers, home health aides and if on hospice, volunteers and spiritual counselors, caring for people when they are released from the hospital following an illness or surgery or who elect hospice services at end of life.

Our clinicians are residents of Hancock County who often reside in your community. As your neighbors, many go above and beyond to help. They see firsthand what is needed as they visit people in their homes. For instance, this past year our clinicians purchased bathing supplies for a patient who had not been bathed in weeks, new clothing for a resident in a homeless shelter and gift cards to the local market for those who are food insecure.

The support we receive from the town of Northeast Harbor assists us in providing this extra level of care that insurance plans simply do not cover. It also assists us in providing care to those who lack sufficient insurance. With that in mind, it is our hope that we will once again be approved for a town appropriation in the amount of \$1200.

The statistics for this past fiscal year outlining the number of people we cared for statewide as well as in your community are included with this request along with a list of our board members. Please feel free to reach out to any of them in addition to myself with questions or concerns.

We thank you for your past support to help us bring the best possible healthcare to your community and thank you for your consideration for this next fiscal year.

Very truly yours,

Colleen Hilton

President, Northern Light Home Care & Hospice
Senior Vice President Northern Light Health



FY 2018 statistics ending September 30, 2018

Counties served include: Aroostook, Cumberland, Hancock, Kennebec, Penobscot, York

Home Health Patients:	7,159
Home Health Visits:	188,616
Hospice Patients:	945
Hospice Visits:	55,008

FY 2018 Local Statistics

Town/City:	Mount Desert
Home Health Patients:	7
Home Health Visits:	114
Hospice Patients:	2
Hospice Visits:	18
Est Value of Services:	\$25,305

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: Seal Harbor Library Association
Mailing Address: P.O. Box 135
Seal Harbor, ME 04675-0135
Phone Number: 207-276-5306
Contact Person: Mary Silverman
Contact Email: sealharbor1@yahoo.com

Gross operating budget: \$22,000
Gross payroll: \$5,000
Salary and other compensation of highest paid employee: \$4,000
Salary and other compensation of lowest paid employee: \$1,000
Number of Paid Employees: 0 Full Time 2 Part Time
Number of volunteers: 10+/-

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

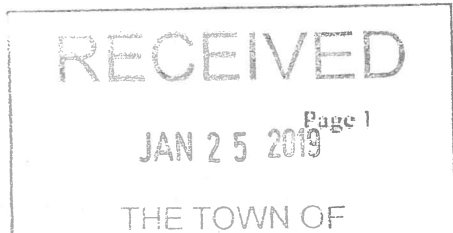
The Seal Harbor Library provides year round lending of books, periodicals and visual materials, childrens story hour and special events, book club, historic archives and free wireless internet services.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 200 +/-

How many times per month was this service used? September - June 2 days/week
July & August 6 days/week

What amount is each Mount Desert resident being served charged? No Charge

What are your plans for fundraisers?
Annual Appeal letter, Annual Summer Fair & Book sale
Special fundraising throughout the year and small grants when available.



Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

The Town funds will be used to purchase books, Magazines, Books on CD and assist in the operating expense and building maintenance.

Amount you are requesting for FY 2019 - 2020: \$ 4,000.⁰⁰

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 4,000.⁰⁰ 2017: \$ 4,000.⁰⁰ 2018: \$ 4,000.⁰⁰

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

Operating Expense	50%
Book + Materials	30%
Librarian Salaries	20%

Mary Silverman
Signature of Requester

1-25-19
Date of Request

Mary Silverman, Librarian
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Seal Harbor Village Improvement Society
Mailing Address: PO Box 369
Northeast Harbor, ME 04662
Phone Number: 207-276-9341
Contact Person: Deborah S. Brown
Contact Email: drbrown17431@roadrunner.com
Gross operating budget: 1161,621
Gross payroll: 189,855
Salary and other compensation of highest paid employee: 35,001
Salary and other compensation of lowest paid employee: 7,119
Number of Paid Employees: 3 Full Time 1 Part Time
Number of volunteers: ?

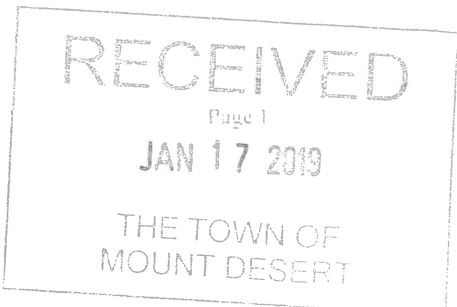
Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert: Seal Harbor VIS is the caretaker of Mt Desert properties in Seal Harbor, ie: the Beach, Village Green, The comfort station, parking lots, turnouts, monuments, and publicly accessible trails and pathways.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs services are provided to him/her): No census taken, All visitors and residents are served

How many times per month was this service used? Daily

What amount is each Mount Desert resident being served charged? None

What are your plans for fundraisers?
Fundraising appeal letters



Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

The VIS will continue to serve the community by maintaining and improving the town's property in Seal Harbor.

Amount you are requesting for FY 2019 – 2020: \$ 40,000

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 32,000 2017: \$ 36,000 2018: \$ 40,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

The VIS will pay wages, payroll taxes, insurance outside services and expenses. Funds granted by the Town will be augmented by contributions from the public and income from a small endowment fund.

Deborah S. Brown
Signature of Requester

11/17/19
Date of Request

Deborah S. Brown
Printed Name and Title of Requester

Secretary and Treasurer

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting, rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Seal Harbor V.I. S.
Actual vs Budget

	Year ended 6/30/2018 <u>Actual</u>	Year ended 6/30/2019 <u>Budget</u>	
<u>Income</u>			
500- Contribution Income			
500 A- Unrestricted	79,688	95,000	
500 B- Bequest	4,745		
Total 500 - Contributions Income	84,433	95,000	
505 - Grant Income	36,000	40,000	
511 - Event Income	0		
525 - Interest & Dividend Income	-29,596	0	
<u>Total Income</u>	90,837	135,000	2017/2018%
<u>Expenses</u>			
Total 600 - Payroll Expenses	89,855	90,000	56%
601 - Materials, supplies and outside	11,140	13,500	8%
609 - Administrative Expense	5,163	5,000	3%
620 - Insurance	37,952	40,000	25%
625 - Depreciation	7,167	4,329	3%
635 - Professional Fees	3,603	4,000	2%
660 - Miscellaneous, Advertising	5,464	0	
661 - Event Expense	0	4,792	3%
<u>Total Expense</u>	160,344	161,621	
<u>Net Income</u>	-69,507	-26,621	

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2019

Board of Selectmen and Warrant Committee

Meeting Date to Review: February 19, 2019

Organization Name: Somesville Library Association, Inc
Mailing Address: P.O. Box 280
Mount Desert, ME 04660
Phone Number: 207-244-7404
Contact Person: Ten Wales, President
Karol Hagberg, Trustee
Contact Email: Karolhagberg@me.com

Gross operating budget: \$ 30,260
Gross payroll: \$ 12,500
Salary and other compensation of highest paid employee: \$ 12,500
Salary and other compensation of lowest paid employee: N/A
Number of Paid Employees: Full Time Part Time

Number of volunteers: 28 member Board of Trustees are the primary volunteers, plus many members of the community

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert: The Somesville Library Association manages + maintains a private library, open to the public 10 hours per week, year around, plus an additional 4 hours per week during July and August. Services are book loan, wireless connectivity, childrens reading room, community events and now

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): Approx 1300 adults + children are served for the community

How many times per month was this service used? plus several groups use the meeting room annually in Somesville. At least 12 times per month more in the summer

What amount is each Mount Desert resident being served charged? no fees are charged

- What are your plans for fundraisers?
- ① We hold an Annual Book + Blueberry Bake + Craft Sale Every August + we have expanded this to include a Barbeque which we do for the fun + income
 - ② Our Annual Appeal comes Every November - a letter that goes out to our patrons + community supporters
 - ③ Year Round Book sale in the Back Room of the Library - No charge for the books - donation rather than specific cost for the books

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

The Town of Mount Desert Support is used to meet operating expenses - we are keeping our request at the same level as previous 3 years - & appreciate very much the town support to meet our expenses.

Amount you are requesting for FY 2019 - 2020: \$ 9,000

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 9,000 2017: \$ 9,000 2018: \$ 9,000

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

25% toward salary
25% toward Building maintenance
40% toward Expanding our Book collection to meet the needs of the Community School & young adult patrons
10% toward computer services & Programs.

Karol A. Hagberg
Signature of Requester

2/4/19
Date of Request

KAROL A. HAGBERG - on behalf of the entire Board of Trustees
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2019-2020 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2019
Board of Selectmen and Warrant Committee
Meeting Date to Review: February 19, 2019

Organization Name: Somesville Village Improvement Society
Mailing Address: Po Box 53
Mount Desert, Maine 04660
Phone Number: 207-244-3236
Contact Person: Thomas J. Fernald
Contact Email: Thomasjfernal@gmail.com
Gross operating budget: N/A
Gross payroll: N/A
Salary and other compensation of highest paid employee: N/A
Salary and other compensation of lowest paid employee: _____
Number of Paid Employees: 0 Full Time _____ Part Time
Number of volunteers: 7

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

To maintain the beauty of the Village of
Somesville.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs services are provided to him/her): 0

How many times per month was this service used? N/A

What amount is each Mount Desert resident being served charged? N/A

What are your plans for fundraisers?

Appeal letter

*Rec'd
1-10-19*

Town of Mount Desert Budget Questionnaire

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Provide for flower plantings and flower boxes; up keep of signs and flags; vista clearing and mowing; repair of east and west side railings of Pt 102 bridge and painting of the Thaddeus Somes bridge.

Amount you are requesting for FY 2019 - 2020: \$ 3000

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 2500 2017: \$ 2500 2018: \$ 2500

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

100% of funds are spent on services in the Village of Somesville. No salaries or benefits to our volunteers.

Charles Lerner
Signature of Requester

1-3-2019
Date of Request

Charles Lerner President of Somesville VTS
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting, rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2019-2020 BUDGET REQUESTS

Questionnaire Due Date: Board of Selectmen and Warrant Committee Meeting Date to Review:

February 4, 2019 February 19, 2019

Organization Name Mailing Address:

Women Infants and Children Nutrition Program (WIC) 248 State St. Suite 3A Box #10 Ellsworth, ME 04605

Phone Number: Contact Person:

607-5304 ext 245 Tawney Jacobs

Contact Email:

tjacobs@mainefamilyplanning.org

Gross operating budget: Gross payroll:

\$1,225,340 (less \$871,253: food dollars, a wash) \$280,510

Salary and other compensation of highest paid employee: Salary and other compensation of lowest paid employee:

\$102,389.03 \$37,790.00

Number of Paid Employees: Number of volunteers:

4 Full Time 2 Part Time 0

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:

Residents of Mount Desert were provided food vouchers valued at \$7,920 as well as seasonal farmers market vouchers to use at local vendors. They also receive access to a Registered Dietitian, 3 Certified Lactation Counselors and a Breastfeeding Peer counselor. Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 11

How many times per month was this service used?

11

What amount is each Mount Desert resident being served charged?

\$0

What are your plans for fundraisers?

We have applied for grants, requested funds from towns where residents receive WIC services and seek low-cost outreach sites to serve more participants

Town of Mount Desert Budget Questionnaire.

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Funds will be used to offset costs of traveling to MDI to serve clients, and to purchase items such as books and toothbrushes to provide to clients.

Amount you are requesting for FY 2019 - 2020: \$ 495

Please indicate what you have received from the Town of Mount Desert in previous years:

2016: \$ 0 2017: \$ 0 2018: \$ 0

Please explain how the funds you may receive from the Town of Mount Desert would be spent during the fiscal year: (Please express expenditures as percentages of total budget, i.e. Salaries 40%, Benefits 25%, etc.)

Travel - 4% (\$400)

Books/etc. - 8% (\$95)

Towney Jacobs
Signature of Requester

1/3/19
Date of Request

Towney Jacobs - WIC Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., February 19, 2019, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 7, 2019 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email at manager@mtdesert.org or townclerk@mtdesert.org

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2019).

Town Clerk

From: Tony Smith
Sent: Wednesday, February 13, 2019 12:41 PM
To: Durlin Lunt; Town Clerk
Cc: Kim Keene; Greg Johnston (greg@gfjcivilconsult.com)
Subject: FW: BOS- Sewer Connection Waiver- Map 25 Lot 9 -Christopher Auren
Attachments: 190212TSBSpkg.pdf

Follow Up Flag: Follow Up
Due By: Wednesday, February 13, 2019 4:49 PM
Flag Status: Flagged

Claire:

Please include the attached information and this cover memo to it in the BOS package for their meeting of 2-19-19. Based on the information provided by Mr. Johnston, I recommend his request for a waiver of our Sewer Ordinance requirement for a separate and individual sewer connection for each structure under Section 4.04 of the Sewer Ordinance be granted.

Thank you.

Tony Smith, Public Works Director
Chairman, Acadia Disposal District
Town of Mount Desert
P.O. Box 248
Northeast Harbor, Maine 04662
Tel. 207-276-5743
Fax. 207-276-5742
director@mtdesert.org
God Bless America

From: Greg Johnston [<mailto:greg@gfjcivilconsult.com>]
Sent: Wednesday, February 13, 2019 7:04 AM
To: Kim Keene
Cc: Tony Smith
Subject: BOS- Sewer Connection Waiver- Map 25 Lot 9 -Christopher Auren

Hi Kim and Tony a client is looking to connect a back lot through his own. I will be out office from 2/14-2/21- so I don't believe I will make the selectman's meeting, it may not be necessary, if you have any questions I am available by cell and here today.

Thank you.

Greg Johnston P.E.
G.F Johnston and Associates
Civil Engineers and Land Use Consultants
12 Apple Lane, Unit #3
Southwest Harbor, Maine 04679
PH 207.244.1200
FX 207.244.1200



G.F. Johnston & Associates
*Civil Engineers and
Land Use Consultants*
58 Hillcrest Circle, P.O. Box 197 Southwest Harbor,
Maine 04679
207-244-1200 Phone /Fax

February 12th, 2019

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

RE: 13 Manchester Road -Map 25 Lot 009
Sewer Ordinance Connection Waiver
Section 4.04

Dear Chairman Macauley and Members of Board:

We are assisting Christopher Austen owner of property at 13 Manchester Road with sewer design. Mr. Austen has a purchase and sales contract for a parcel of land for sale by Martha and Charles Bucklin. The property for sale and of interest is Map 25 Lot 13.

We are requesting the Board review and consider a waiver of the Sewer Ordinance requirement for a separate and individual sewer connection for each structure under Section 4.04 of the Sewer Ordinance. If such a waiver could be granted Mr. Austen would be reasonably assured access to the public sewer for the now vacant and adjacent land he has under contract.

Mr. Austen has recently made significant improvements to his current property on Lot 9. As part of these improvements he has extended a new 4" sanitary sewer to the east side of his property. This 4" sewer line has the potential to easily serve the adjacent Lot 13 site. The new sewer line has been inspected and meets current code requirements. The new 4" sewer is within 50' of the adjacent property.

Following our inspection of the site and adjacent lands we believe it is likely a pump station will be required to make the second lot sewer connection. The attached sketch shows Mr. Austen's improvements relative to the adjacent Bucklin lot. Based on the described future residential use of the adjacent lands we believe that a joint sewer line could be installed without any complications with regard to health and sanitation, while meeting current code and land use standards. A portion of the Unified Plumbing Code attached shows that a 4" sewer line installed at the prescribed slope of 1/4" per linear foot has the capacity of 216 domestic fixtures. The two residential properties will not come close to this amount of plumbing fixtures. We acknowledge that the approval of a waiver does not omit the need for sewer connection fees and code enforcement permits. These permits would be applied for at the time of building permit for construction on the vacant lot.



G.F. Johnston & Associates
Consulting Civil Engineers

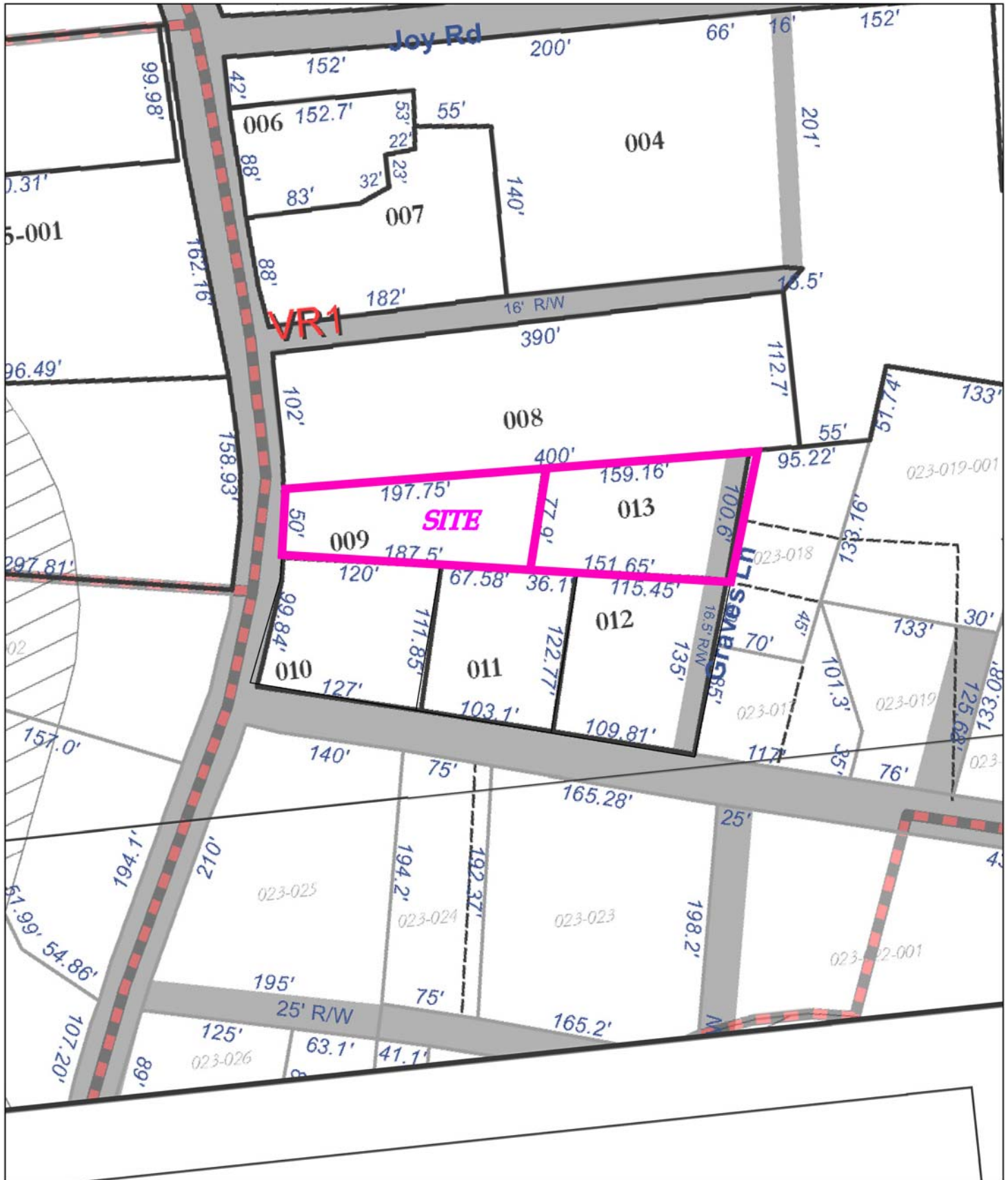
We trust that this letter and attachments provides the Board with an understanding of the proposal. We thank the Board in advance for their time in consideration of this request.

Sincerely,

Greg Johnston P.E.
Registered Civil Engineer
G.F. Johnston & Associates



cc. T. Smith
K. Keene



SCALE: 1" = 100'

G.F. Johnston & Associates



Consulting Civil Engineers
P.O. Box 197
Southwest Harbor, Maine 04679
207-244-1200

**PROJECT: C-0620 CHRISTOPHER AUSTEN
PORTION OF TAX MAP #25
TOWN OF MOUNT DESERT, MAINE**

TABLE 703.2
MAXIMUM UNIT LOADING AND MAXIMUM LENGTH OF DRAINAGE AND VENT PIPING

SIZE OF PIPE (Inches)	1/4	1/2	2	2 1/2	3	4	5	6	8	10	12
Maximum Units											
Drainage Piping ¹											
Vertical	1	2 ²	16 ³	32 ³	48 ⁴	256	600	1380	3600	5600	8400
Horizontal	1	1	8 ³	14 ³	35 ⁴	216 ⁵	428 ⁵	720 ⁵	2640 ⁵	4680 ⁵	8200 ⁵
Maximum Length											
Drainage Piping											
Vertical, (feet)	45	65	85	148	212	300	390	510	750	—	—
Horizontal (unlimited)											
Vent Piping											
Horizontal and Vertical ⁶											
Maximum Units	1	8 ³	24	48	84	256	600	1380	3600	—	—
Maximum Lengths, (feet)	45	60	120	180	212	300	390	510	750		

For SI units: 1 inch = 25 mm, 1 foot = 304.8 mm

Notes:

- ¹ Excluding trap arm.
- ² Except sinks, urinals, and dishwashers — exceeding 1 fixture unit.
- ³ Except six-unit traps or water closets.
- ⁴ Only four water closets or six-unit traps allowed on a vertical pipe or stack; and not to exceed three water closets or six-unit traps on a horizontal branch or drain.
- ⁵ Based on 1/4 inch per foot (20.8 mm/m) slope. For 1/8 of an inch per foot (10.4 mm/m) slope, multiply horizontal fixture units by a factor of 0.8.
- ⁶ The diameter of an individual vent shall be not less than 1/4 inches (32 mm) nor less than one-half the diameter of the drain to which it is connected. Fixture unit load values for drainage and vent piping shall be computed from Table 702.1 and Table 702.2(b). Not to exceed one-third of the total permitted length of a vent shall be permitted to be installed in a horizontal position. Where vents are increased one pipe size for their entire length, the maximum length limitations specified in this table do not apply. This table is in accordance with the requirements of Section 901.2.

705.3 Brass Pipe and Joints. Joining methods for brass pipe and fittings shall be installed in accordance with the manufacturer's installation instructions and shall comply with Section 705.3.1 through Section 705.3.3.

705.3.1 Brazed Joints. Brazed joints between brass pipe and fittings shall be made with brazing alloys having a liquid temperature above 1000°F (538°C). The joint surfaces to be brazed shall be cleaned bright by either manual or mechanical means. Pipe shall be cut square and reamed to full inside diameter. Brazing flux shall be applied to the joint surfaces where required by manufacturer's recommendation. Brazing filler metal in accordance with AWS A5.8 shall be applied at the point where the pipe or tubing enters the socket of the fitting.

705.3.2 Mechanical Joints. Mechanical joints shall be of the compression type using an elastomeric gasket to form a seal.

705.3.3 Threaded Joints. Threaded joints shall be made with pipe threads in accordance with ASME B1.20.1. Thread sealant tape or compound shall be applied only on male threads, and such material shall be of approved types, insoluble in water, and nontoxic.

705.4 Cast-Iron Pipe and Joints. Joining methods for cast-iron pipe and fittings shall be installed in accordance with the manufacturer's installation instructions and shall comply with Section 705.4.1 and Section 705.4.2.

705.4.1 Caulked Joints. Caulked joints shall be firmly packed with oakum or hemp and filled with molten lead to a depth of not less than 1 inch (25.4

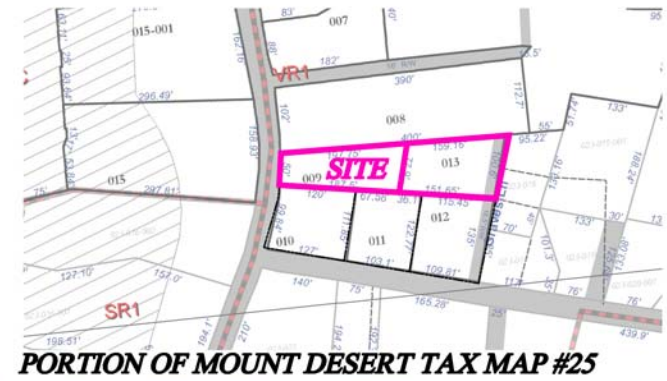
mm) in one continuous pour. The lead shall be caulked thoroughly at the inside and outside edges of the joint. After caulking, the finished joint shall not exceed 1/8 of an inch (3.2 mm) below the rim of the hub. No paint, varnish, or other coatings shall be permitted on the joining material until after the joint has been tested and approved.

705.4.2 Mechanical Joints. Mechanical joints for cast-iron pipe and fittings shall be of the compression or mechanical joint coupling type. Compression type joints with an elastomeric gasket for cast-iron hub and spigot pipe shall comply with ASTM C 564. Hub and spigot shall be clean and free of dirt, mud, sand, and foreign materials. Cut pipe shall be free from sharp edges. Fold and insert gasket into hub. Lubricate the joint following manufacturer's instructions. Insert spigot into hub until the spigot end of the pipe bottom out in the hub. Use the same procedure for the installation of fittings.

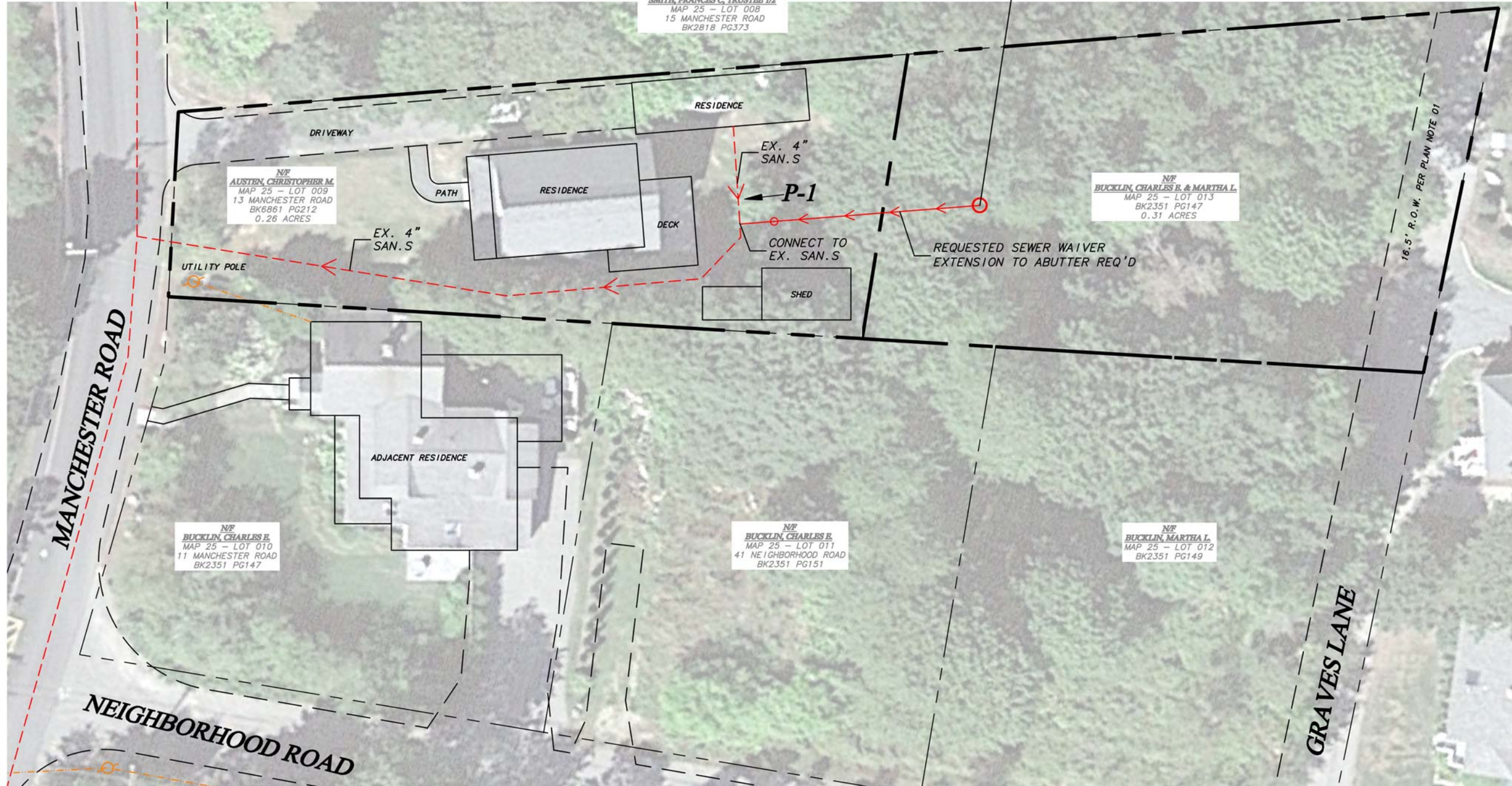
A mechanical joint shielded coupling type for hubless cast-iron pipe and fittings shall have a metallic shield where installed aboveground, and shall comply with ASTM A 1056, ASTM C 1277, ASTM C 1540, or CISPI 310. The elastomeric gasket shall comply with ASTM C 564. Hubless cast-iron pipe and fittings shall be clean and free of dirt, mud, sand, and foreign materials. Cut pipe shall be free from sharp edges. Gasket shall be placed on the end of the pipe or fitting and the stainless steel shield and clamp assembly on the end of the other pipe or fitting. Pipe or fittings shall be seated against the center stop inside the elastomeric



P-1: SITE UTILITY ROUTING



PORTION OF MOUNT DESERT TAX MAP #25



NF
SMITH, CROMPTON, TRUSTEE 1/2 INT
SMITH, FRANCES C. TRUSTEE 1/2
MAP 25 - LOT 008
15 MANCHESTER ROAD
BK2818 PG373

NF
AUSTEN, CHRISTOPHER M.
MAP 25 - LOT 009
13 MANCHESTER ROAD
BK6861 PG212
0.26 ACRES

NF
BUCKLIN, CHARLES E. & MARTHA L.
MAP 25 - LOT 013
BK2351 PG147
0.31 ACRES

NF
BUCKLIN, CHARLES E.
MAP 25 - LOT 010
11 MANCHESTER ROAD
BK2351 PG147

NF
BUCKLIN, CHARLES E.
MAP 25 - LOT 011
41 NEIGHBORHOOD ROAD
BK2351 PG151

NF
BUCKLIN, MARTHA L.
MAP 25 - LOT 012
BK2351 PG149

- PLAN NOTES:
1. THIS IS NOT A BOUNDARY SURVEY. ALL PROPERTY LINES HAVE BEEN DETERMINED FROM TOWN RECORDS ALONG WITH A PLAN ENTITLED, "PLAN SHOWING PROPERTY FOR CHARLES E. & MARTHA L. BUCKLIN AT NORTHEAST HARBOR MOUNT DESERT HANCOCK COUNTY, MAINE" PREPARED BY EDWARD B. JACKSON P.L.S. #1091 DATED MARCH 2012.
 2. EXISTING SITE CONDITIONS OBTAINED FROM THE AFFORMENTIONED PLAN, ALONG WITH DIGITIZED AERIAL IMAGERY, SITE PHOTOS & TOWN RECORDS & IS CONSIDERED APPROXIMATE.
 3. UTILITY ROUTING AS-SHOWN CONSIDERED APPROXIMATE AND SHALL BE VERIFIED BY SITE ENGINEER.

**SANITARY SEWER
LOCATION PLAN
MAP 25 LOT 13 & 9
TOWN OF MOUNT DESERT, MAINE**

G.F. Johnston & Associates
Consulting Civil Engineers
P.O. Box 197
Southwest Harbor, Maine 04679
207-244-1200



DATE:
02/12/2019

SCALE:
1" = 30'

PROJECT ID #
C-0620

SHEET NO:
C1

Town Clerk

From: Tony Smith
Sent: Thursday, February 14, 2019 1:40 PM
To: Durlin Lunt
Cc: Town Clerk; Kathi Mahar; Ben Jacobs - Highway
Subject: Dodge Point Road Bait House
Attachments: 2-14-19-Hed bait house design & bid proposal.pdf

Durlin:

Attached is a proposal from Hedefine Engineering & Design, Inc. (Hedefine Engineering) provided to us at my request related to renovations to the town-owned "bait house" on Dodge Point Road. The scope of services included in the proposal are related to the design and bidding of proposed structural improvements needed to bring the building into compliance with current building codes. If you recall, and at the behest of our insurance provider MMA, Hedefine was hired to conduct an evaluation of the building and make recommendations for improvements to its structure. The evaluation has been completed and the scope of services under consideration here are those necessary to allow the necessary renovations to be made to the building to bring it into compliance. We are going to attempt to solicit competitive bids from building contractors to construct the renovations in time to go to town meeting with bid pricing. If we are not able to meet the cutoff date for the warrant, we will include an engineer's estimate of costs prepared by Hedefine in the warrant article.

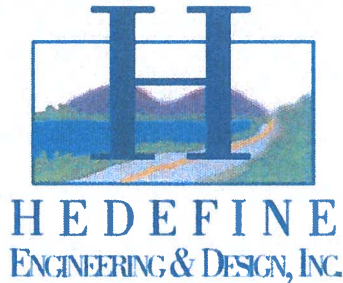
In summary:

- I recommend that we retain the services of Hedefine Engineering at their fee of \$13,180 to provide professional design and bidding services to us related to renovations to the bait house to bring it into compliance with current building codes.
- I request authorization to use funds to pay for these services from the Buildings & Grounds Reserve Account Number 4055200-24751 with a current balance of approximately \$38,500. The amount of \$15,000 includes Hedefine's fee and a contingency for our use to address any unforeseen costs that might arise.
- I request authorization to sign the agreement with Hedefine Engineering on behalf of the Town.

Suggested agenda item: Consideration of recommendation of PWD Tony Smith to retain the services of Hedefine Engineering at their fee of \$13,180 to provide professional design and bidding services to the town related to renovations to the bait house to bring it into compliance with current building codes and, that funds from the Buildings & Grounds Reserve Account Number 4055200-24751 with a current balance of approximately \$38,500 be used to pay for these services up to an amount of \$15,000 which includes Hedefine's fee and a contingency for our use to address any unforeseen costs that might arise and, that PWD Tony Smith be authorized to sign the agreement with Hedefine Engineering on behalf of the Town.

Thank you.

Tony Smith, Public Works Director
Chairman, Acadia Disposal District
Town of Mount Desert
P.O. Box 248
Northeast Harbor, Maine 04662
Tel. 207-276-5743



February 14, 2019

Town of Mount Desert
c/o: Tony Smith, Director Public Works
P.O. Box 248
21 Sea Street
Northeast Harbor, Maine 04662

Subject: Engineering design proposal for Dodge Point Road Bait House, Seal Harbor, Maine

Dear Mr. Smith;

We are pleased to provide this proposal for the engineering design work for subject project. Our understanding of the project is based on the report we prepared for the Town dated January 29, 2019. We understand the Town would like to begin the design phase for structural renovations noted in that report. It is further understood that the work itself would need to be approved at the Town meeting this spring and, if approved, the actual work would occur in the fall of 2019.

Scope of Work

Based on our understanding of the project, our scope of work will include the following:

- Make a site visit to structure to investigate the loading conditions of the posts below subgrade. Likely a small excavator will be required to dig test pits and determine depth to ledge. Excavator cost has not been included however oversight and logging of information is part of our scope.
- Design a replacement foundation support system utilizing wood columns
- Design floor system structural system upgrades to meet the current building code.
- Provide design details for handrail replacement and other misc. small items noted in the report (window & door replacement, electrical upgrade, etc.).
- Provide plans and specifications to be used in a select or open bid.
- Provide cost estimate if project cannot be bid prior to deadline for Town warrant material submission.
- Prepare a MDEP Permit-by-Rule application if required for the work.
- Administer bid and recommend award of contract if appropriate.



- Survey or topographical information. We recommend that the true elevation of the building FF be determined so it can be compared to the flood elevation. We have included the cost from Plisga & Day. They would determine the current elevation, provide 100-year flood elevation from FEMA flood hazard map and provide a local temporary benchmark elevation.

The following work is specifically NOT included in our scope:

- Excavator cost
- Destructive testing of building materials within the structure.
- Advertising, permit or reproduction costs

Schedule

We are prepared to begin work on design immediately upon approval of this proposal. We anticipate a spring bid or, if approved a summer bid for work in the fall of 2019. We understand that our Construction Phase services will be reviewed and negotiated later if the project is approved at the Town meeting.

Compensation

We propose the following for compensation:

Design, document preparation & bid	\$12,800
Elevation determination for Flood Hazard	\$380

> \$13,180¹⁰
T.S.

We thank-you for the opportunity to work with the Town again. Should you have any questions or concerns about our proposal, we are available to discuss it at your convenience. If this proposal is acceptable, please indicate such in the space provided and return a copy to us, in which case, this proposal and the attached General Conditions will be considered our form of agreement.

Sincerely,

Hedefine Engineering & Design, Inc.

Eero Hedefine

Eero Hedefine, PE, LEED AP
President

Authorized Signature

Date

Attachments: General Conditions

18034/Dodge Point Bait house design proposal_rev2-14.doc.

Animal Welfare

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

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

Ordinances

For Articles x through xx, an underline indicates an addition and a ~~strikethrough~~ indicates a deletion.

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

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

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

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

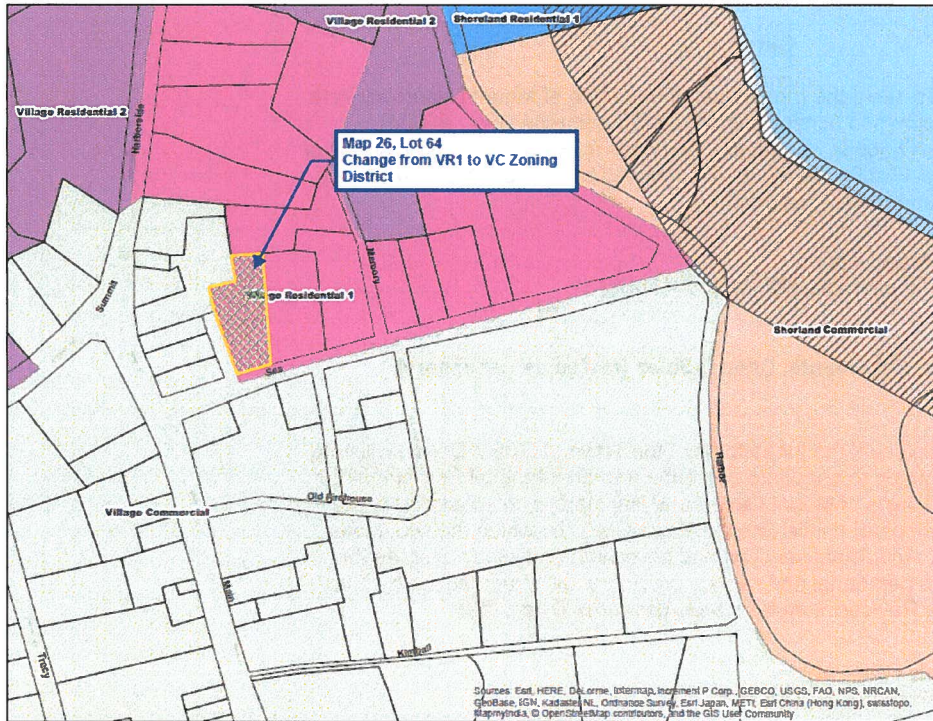
Article 7. Shall an ordinance dated May 7, 2019 and entitled "Town of Mount Desert Polystyrene Ordinance" be enacted? **See Appendix B (pg. XX)**

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

Article 8. Shall an ordinance dated May 7, 2019 and entitled "Amendments to the Town of Mount Desert Land Use Ordinance to allow Mobile Food Vendors in the Rural Woodland District" be enacted as set forth below?

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

Planning Board recommends [if LUZO]
Warrant Committee recommends (passage) (XX Ayes; XX Nays)



Planning Board recommends [if LUZO]
Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Article 11. Shall an ordinance dated May 7, 2019 and entitled "Amendments to the Town of Mount Desert **Sale of Food and Merchandise Ordinance** regarding amendments ..." be enacted as set forth below?

Planning Board recommends [if LUZO]
Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Article 12. Shall an ordinance dated May 7, 2019 and entitled "Amendments to the Town of Mount Desert **Road Acceptance Ordinance** regarding the Street Design and Construction Standards" be enacted as set forth below?

Explanatory Note: This amendment corrects the references in other ordinances related to street design and construction standards that must be met for road acceptance.

Planning Board recommends [if LUZO]
Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Gifts

Article 13. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to accept Conditional Gifts (MRSA 30-A, §5654), Unconditional Gifts (MRSA 30-A §5655), equipment, proceeds from sale of fire equipment or funds on behalf of the Municipal Fire Department. It is understood that any funds received will be placed in the Fire Equipment Reserve Fund.

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

Leases, Agreements, Easements, Deeds, Sales [revise as necessary]

Article 14. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to negotiate and enter into an **Interlocal Agreement** for Shared Services between the Towns of Mount Desert and Bar Harbor, in substantially the form of a draft agreement dated [date] on file with the Town Clerk, by which the two towns would cooperatively contract for municipal services and personnel and jointly oversee the budgets and operations of such personnel and service providers, all as authorized by Title 30-A, chapter 115 of the Maine Revised Statutes. **See Appendix D (pg. XX)**

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

Article 15. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to enter a "Boundary Line" agreement beginning July 1, 2019 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town. **See Appendix E (pg. XX)**

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

Article 16. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to renew the contract with EMR. **See Appendix F (pg. XX)**

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

Article 17. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to lease a portion of the so-called Visitor Center at the Northeast Harbor Marina to the Ticket Booth operators for a term of one (1) year beginning

July 1, 2019 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

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

Article 18. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen, to lease a portion of the so-called Visitor Center at the Northeast Harbor Marina to the Mount Desert Chamber of Commerce for a term of one (1) year beginning July 1, 2019 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

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

Article 19. To see if the Inhabitants of the Town of Mount Desert will authorize the Board of Selectmen, to negotiate and enter into an agreement with the Neighborhood House Club, Inc. for management and maintenance of the municipal swimming pool, under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

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

Fiscal Policy

Article 20. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to enter into **xxxxx** [for borrowing] agreement for purchase of **xxxxxxxxx**, under such terms and conditions as the Board of Selectmen, in their sole discretion, deem to be in the best interest of the Town.

FINANCIAL STATEMENT - TOWN OF MOUNT DESERT

1. Total Town Indebtedness

A.	Bonds outstanding and unpaid:	\$X,XXX.00
B.	Bonds authorized and unissued:	\$X,XXX.00
C.	Bonds to be issued under this Town Meeting Article	\$X,XXX.00
	TOTAL	\$X,XXX.00

2. Costs

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

Principal	\$X,XXX.00
-----------	------------

Interest \$X,XXX.00
Total Debt Service \$X,XXX.00

3. Validity

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

Kathryn A. Mahas
Treasurer, Town of Mount Desert, Maine

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

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**FINANCIAL STATEMENT - TOWN OF MOUNT DESERT**

**(If Articles XX - XX are Approved in Total)**

**1. Total Town Indebtedness**

A. Bonds outstanding and unpaid: \$X,XXX.00  
B. Bonds authorized and unissued: \$X,XXX.00  
C. Bonds to be issued under Town Meeting \$X,XXX.00  
**Articles X, XX, & XXX** TOTAL \$X,XXX.00

**2. Costs**

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

Principal \$X,XXX.00  
Interest \$X,XXX.00  
Total Debt Service \$X,XXX.00

**3. Validity**

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

Kathryn A. Mahas  
Treasurer, Town of Mount Desert, Maine  
~~~~~

Article 21. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to accept and expend on behalf of the Town additional state, federal and other funds (including unconditional gifts of money) received during the fiscal year 2019-2020 for Town purposes, provided that such additional funds do not require expenditure of local funds not previously appropriated.

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

Article 22. To see if the Inhabitants of the Town of Mount Desert will vote to approve July 1, each year, as the date on which all taxes shall be due and payable providing that all unpaid taxes on September 1, of each year, shall be charged interest at an annual rate of 9.0% (percent) per year. (*Tax Club members are exempt within the terms and conditions of the Town's Tax Club Agreement.*)

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

Article 23. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Tax Collector to enter into a standard "tax club" agreement with taxpayers whereby: (1) the taxpayer agrees to pay specified monthly payments to the Town based on the taxpayer's estimated and actual tax obligation for current year property taxes (real estate and/or personal); (2) the Town agrees to waive interest on timely payments; (3) the Town authorizes the Tax Collector to accept payment of taxes prior to commitment of taxes; (4) the agreement automatically terminates if two consecutive payments are missed and the taxpayer thereupon becomes subject to the same due date and interest rate as other, nonparticipating taxpayers; (5) only taxpayers who are paid in full on their property tax obligations may participate; and (6) interested taxpayers shall apply annually for participation by the date shown on the application, date and application format to be determined by the Tax Collector.

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

Article 24. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Tax Collector to accept pre-payment of property taxes, with no interest to be paid on same.

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

Article 25. To see if the Inhabitants of the Town of Mount Desert will vote to set the interest rate to be paid by the Town for abated taxes that have been paid at the rate of 5.0% (percent) per year.

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

Article 26. To see if the inhabitants of the Town of Mount Desert will vote to authorize expenditures to pay any tax abatements granted by the Assessor, Board of Assessment Review, or Board of Selectmen together with any interest due thereon from the Town, during the fiscal year beginning July 1, 2019, in an aggregate amount not to exceed the property tax commitment overlay.

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

Article 27. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to dispose by public bid of Town-owned property, other than real property, with a value of ten thousand dollars (\$10,000.00) or less under such terms and conditions as it deems advisable.

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

Article 28. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to sell at public auction or by advertised sealed bid, and to convey titles obtained under tax deeds and under deeds of conveyance to the Inhabitants of the Town any land and/or buildings, including trailers, in lieu of payment of taxes except that the Selectmen have the power to authorize redemption. Municipal Officers shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).

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

Article 29. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to contract for services, in amounts not to exceed appropriation for same, under such terms and conditions as it deems advisable.

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

Municipal Revenue

Article 30. Shall the Town of Mount Desert be authorized to appropriate an amount not to exceed \$XX,00 from the Capital Gains Reserve Account, #400-24202 to fund the Steamboat Wharf Road stone wall reconstruction and construction related engineering services?

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

Article 31. Shall the Town of Mount Desert be authorized to appropriate an amount not to exceed \$XX.00 from the Capital Gains Reserve Account, #400-24202 to fund the crosswalk construction and construction related engineering services?

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

Article 32. Shall the Town of Mount Desert be authorized to appropriate an amount not to exceed \$XX.00 from the Capital Gains Reserve Account, #400-24202 to fund the bait house renovations and construction related engineering services?

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

APPROPRIATION FROM CAPITAL GAINS RESERVE ACCOUNTSUMMARY

(If Article 30 through Article 32 are Approved in Total)

Article 30	Steamboat Wharf Rd. Stone Wall	\$ XX.00
Article 31	Crosswalk Construction	\$ XX.00
Article 32	Bait House Renovations	\$ XX.00
	Total Appropriation Requested	\$ XX.00

Article 33. To see if the Inhabitants of the Town of Mount Desert will vote to transfer XXXXX thousand dollars (\$0.00) from the Undesignated Fund Balance Account #100-38300 to reduce the 2019-2020 tax commitment.

Comment [JN1]: Board of Selectmen determine this amount

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

Article 34. To see if the Inhabitants of the Town of Mount Desert will vote to transfer XXXXX thousand dollars (\$XXX,000.00) from the Capital Gains Reserve Account #400-24202 to reduce the 2019-2020 tax commitment.

Comment [JN2]: Board of Selectmen determine this amount

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

Article 35. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and/or appropriate as Revenue through Excise Taxes, Service Fees and miscellaneous sources for the 2019-2020 Town Budget.

Board of Selectmen recommends \$1,188,110.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Municipal Appropriations

Article 36. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 200 through 221 General Government – Governing Body (Board of Selectmen), Municipal Management, Town Clerk, Registrar, Elections, Planning Board, Finance, Treasurer, Tax Collector, Assessment, Code Enforcement, Unallocated Funds, Human Resources, and Technology for the 2019-2020 Town Budget.

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

Board of Selectmen recommends \$1,449,130.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 37. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 300 General Assistance Support for the 2019-2020 Town Budget.

Board of Selectmen recommends \$5,000.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 38. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 350 Rural Wastewater Support for the 2019-2020 Town Budget.

Board of Selectmen recommends \$192,450.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 39. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 406 Street Lights for the 2019-2020 Town Budget.

Board of Selectmen recommends \$964,656.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 44. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 605 Recreation (Public Pool ~Utilities & Maintenance) for the 2019-2020 Town Budget.

Board of Selectmen recommends \$5,900.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 45. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 701 Economic/Community Development for the 2019-2020 Town Budget.

Board of Selectmen recommends \$44,000.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 46. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 801 Debt Service for the 2019-2020 Town Budget.

Board of Selectmen recommends \$1,882,596.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 47. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 851 Libraries, Village Improvement Societies, Recreation, and Public/Social Service Agencies for the 2019-2020 Town Budget.
See Warrant pgs. XX-XX

Libraries: \$33,500.00 **Village Improvement Societies:** \$60,500.00
Recreation: \$89,750.00 **Public/Social Service Agencies:** \$161,478.00

Board of Selectmen recommends \$345,228.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Article 48. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 991 Capital Improvement Plan transfers for the 2019-2020 Town Budget.

Board of Selectmen recommends \$573,102.00
Warrant Committee recommends \$.00 (XX Ayes; XX Nays)

Written Ballot required for Article xx

Article 49. To see if the Inhabitants of the Town of Mount Desert will vote to increase the property tax levy limit by \$XXX.00. See Appendix XYZ (pg. XX).

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

Board of Selectmen recommends
Warrant Committee recommends (XX Ayes; XX Nays)

Marina Proprietary Fund

Article 50. To see if the Inhabitants of the Town of Mount Desert will vote to ratify the Board of Selectmen's approval of the Marina Proprietary Fund budget.

Revenue: \$708,555.00

Expense: \$708,555.00

Board of Selectmen recommends (ratification)
Warrant Committee makes no recommendation

Appendices

Appendix A (Article 6; pg. 4)

Town of Mount Desert SINGLE USE CARRYOUT BAG ORDINANCE

SECTION 1. PURPOSE:

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

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

SECTION 2. AUTHORITY:

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

SECTION 3. DEFINITIONS:

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

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

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

SINGLE-USE CARRYOUT BAG: A bag other than a Reusable Bag, as defined above, provided at the check stand, cash register, point of sale, or other point of departure for the purpose of

transporting food or merchandise out of the Store. The term Single Use Carry-Out Bag includes compostable and biodegradable bags, but does not include Reusable Bags, Produce Bags, Product Bags required for special handling, or bags provided by pharmacists to contain prescription drugs.

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

SECTION 4. RESTRICTION ON SINGLE-USE CARRYOUT BAGS

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

SECTION 5. PERMITTED BAGS

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

SECTION 6. EXEMPTIONS

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

SECTION 7. VIOLATIONS AND ENFORCEMENT

- A. The Town Manager or his/her designee(s) shall have the primary responsibility of the enforcement of this Ordinance. If the Town Manager or his/her designee(s) determines that a violation of the Ordinance has occurred, a written warning notice shall be issued to the Store. If an additional violation occurs after a written warning has been issued, the Town Manager or his/her designee shall issue a written Notice of Violation (NOV) and shall impose a penalty as set forth below.
- B. Violations of this Ordinance shall be punishable by fines as follows:

1. A fine not exceeding \$100 for the first written NOV violation in a one-year period.
2. A fine not exceeding \$200 for the second and each subsequent written NOV in a one year period. Each day that a violation occurs shall be considered a subsequent violation.
3. Fines are payable within 15 days of receipt of written notice of violation.

SECTION 8. APPEALS

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

SECTION 9. SEVERABILITY

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

SECTION 10. EFFECTIVE DATE

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

Appendix B (Article 7; pg. 4)

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

1. PURPOSE:

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

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

2. AUTHORITY:

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

3. DEFINITIONS:

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

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

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

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

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

4. RESTRICTIONS:

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

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

5. EXEMPTIONS:

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

6. VIOLATIONS AND ENFORCEMENT

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

7. APPEALS

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

8. SEVERABILITY

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

9. EFFECTIVE DATE:

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

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

02/19/19

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices	AP1948	02/19/19	\$ 345,770.41
B. Authorized Warrants to be Signed: (Wendy needs to abstain) (Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits	AP1947	02/13/19	\$ 31,738.67
	Town Payroll	AP1916	02/08/19	\$ 102,481.51
		AP1916M	02/08/19	\$ 73.48
C. Warrants to be Acknowledged:				
	School Invoices	#08	02/06/19	\$ 144,126.64
	School Payroll	#17	02/15/19	\$ 176,772.63
TOTAL WARRANTS FOR BOS MEETING				<u>\$ 800,963.34</u>

**TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT**

WARRANT AP# 1948

CHECK DATE: February 19, 2019

CHECK NUMBER:	<u>310711</u>	through	<u>310772</u>	\$ <u>296,459.03</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$ -	Electronic payments
EFT NUMBER:	<u>989</u>	through	<u>1001</u>	\$ <u>49,311.38</u>	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$ -	Voided Checks

TOTAL DISBURSEMENTS: \$ 345,770.41

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



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

INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
993 TOTAL:	CHECK		993 TOTAL:	452.37
994 TOTAL:	CHECK		994 TOTAL:	931.29
995 TOTAL:	CHECK		995 TOTAL:	11,431.02
996 TOTAL:	CHECK		996 TOTAL:	2,100.00
997 TOTAL:	CHECK		997 TOTAL:	1,116.50
998 TOTAL:	CHECK		998 TOTAL:	19.17
999 TOTAL:	CHECK		999 TOTAL:	690.66
1000 TOTAL:	CHECK		1000 TOTAL:	185.40
1001 TOTAL:	CHECK		1001 TOTAL:	89.91
1002 TOTAL:	CHECK		1002 TOTAL:	985.14

994 02/19/2019 EFT 148 DELL MARKETING LP 10295900747
 Invoice: 10295900747
 Conference Room Computer
 EQUIP-TECH HARDWARE
 01/25/2019 API1948
 931.29 1221000 57400

995 02/19/2019 EFT 175 EMR INC 37256
 Invoice: 37256
 jan tip fee ts
 TIPPING FEE EMR
 01/31/2019 API1948
 11,431.02 1551500 55501

996 02/19/2019 EFT 287 HEDEFINE ENGINEERING & DESIGN INC 18034-1
 Invoice: 18034-1
 Bait house struct eval ts
 PW Grounds Reserve
 02/05/2019 API1948
 2,100.00 4055200 24571

997 02/19/2019 EFT 1778 JACQUELINE K HEWETT 0119
 Invoice: 0119
 Consulting Economic Development
 CONSULTANT-DIRECTOR
 02/04/2019 API1948
 1,116.50 1770100 54970

998 02/19/2019 EFT 1043 MAIN STREET VARIETY 0119 FD
 Invoice: 0119 FD
 Drinks for FD training night
 GENERAL SUPPLIES
 01/15/2019 API1948
 19.17 1440330 53110

Invoice: 0119 WW
 MAIN STREET VARIETY 0119 WW
 295.9 GALS WW - EM
 VEHICLE FUEL
 01/31/2019 API1948
 690.66 1550552 53710

Invoice: 0119 B&G
 MAIN STREET VARIETY 0119 B&G
 78.8 GALS B&G - EM
 VEHICLE FUEL
 01/31/2019 API1948
 185.40 1552000 53710

Invoice: 0119 HWY
 MAIN STREET VARIETY 0119 HWY
 39.1 GALS HWY - EM
 VEHICLE FUEL
 01/31/2019 API1948
 89.91 1550100 53710



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999 02/19/2019 EFT Invoice: 14702	538 NORTHEAST PLUMBING & HEATING INC. 14702	167.00 1550100 55200	01/31/2019 heat pump labor bj BLDG REPAIR & MAINT	API948	167.00
1000 02/19/2019 EFT Invoice: 1791	1844 SMITH, COLLIER & FAHEY, PA 1791	108.50 1220770 54500	02/01/2019 Legal Bill - J. Collier - CEO Matters. LEGAL	API948	108.50
1001 02/19/2019 EFT Invoice: 209	1856 TERRYS TANK LLC 209	2,860.00 1550552 54610	01/31/2019 Sludge Disposal-EM SLUDGE DISPOSAL	API948	2,860.00
310711 02/19/2019 PRD Invoice: 169613	1306 ACADIA FUEL LLC 169613	210.44 1550666 53400	01/22/2019 86.6 GALS NEH WWTP Heating Oil-EM HEATING FUEL	API948	210.44
Invoice: 169614	ACADIA FUEL LLC 169614	468.26 1550668 53400	01/22/2019 192.7 GALS SH WWTP Heating Oil-EM HEATING FUEL	API948	468.26
Invoice: 169732	ACADIA FUEL LLC 169732	519.29 1550667 53400	01/23/2019 213.7 GALS Heating Oil SV WWTP-EM HEATING FUEL	API948	519.29
Invoice: 169907	ACADIA FUEL LLC 169907	372.28 1550668 53400	01/29/2019 153.2 GALS SH WWTP Heating Oil-EM HEATING FUEL	API948	372.28
Invoice: 169904	ACADIA FUEL LLC 169904	233.28 1550666 53400	01/29/2019 96.0 GALS Heating Oil NEH WWTP-EM HEATING FUEL	API948	233.28
Invoice: 170224	ACADIA FUEL LLC 170224	368.63 1550668 53400	02/04/2019 151.7 GALS Heating Oil SH WWTP-EM HEATING FUEL	API948	368.63
Invoice: 170225	ACADIA FUEL LLC 170225	238.14 1550666 53400	02/04/2019 98.0 GALS Heating Oil NEH WWTP-EM HEATING FUEL	API948	238.14
Invoice: 170226	ACADIA FUEL LLC 170226	136.4 1550668 53400	02/04/2019 136.4 GALS Heating Oil SV WWTP-EM	API948	331.45

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

INVOICE	INV DATE	PO	WARRANT	NET
331.45	1550667	53400	HEATING FUEL	
			CHECK	310711 TOTAL: 2,741.77
310712	02/19/2019	PRTD	1952 ACADIA FUEL LLC	
Invoice: 169616			01/22/2019 API1948	
			187.9 gal Station #2 heating fuel	456.60
			HEATING FUEL-S2 SH	
456.60	1440330	53400	432	
			CHECK	310712 TOTAL: 456.60
310713	02/19/2019	PRTD	1953 ACADIA FUEL LLC	
Invoice: 170227			02/04/2019 API1948	
			153.8 gal Stat. #3 heating fuel	373.73
			HEATING FUEL S3 SV	
373.73	1440330	53400	433	
			CHECK	310713 TOTAL: 742.60
310714	02/19/2019	PRTD	1948 ACADIA FUEL LLC	
Invoice: 169615			01/22/2019 API1948	
			182.6 GALS NEH Maint Shop Heating Oil-EM	443.72
			HEATING FUEL	
443.72	1550666	53400		
			CHECK	310714 TOTAL: 443.72
310715	02/19/2019	PRTD	1949 ACADIA FUEL LLC	
Invoice: 169930			01/29/2019 API1948	
			2014.7 GAL ON ROAD FUEL AL	5,196.46
			VEHICLE FUEL	
5,196.46	1550100	53710		
			CHECK	310715 TOTAL: 5,196.46
310716	02/19/2019	PRTD	1951 ACADIA FUEL LLC	
Invoice: 169681			01/22/2019 API1948	
			175.8 GALS Heating Oil Otter Creek PS-EM	427.19
			HEATING FUEL	
427.19	1550669	53400		
			CHECK	310716 TOTAL: 427.19
310717	02/19/2019	PRTD	1954 ACADIA FUEL LLC	
Invoice: 170201			01/31/2019 API1948	
			289.1 GAL heating fuel bj	702.51
			HEATING FUEL	
702.51	1552000	53400		
			CHECK	310717 TOTAL: 702.51



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310718	02/19/2019	PRTD	2261 ACADIA FUEL LLC	130573	01/31/2019	AP1948	147.83
Invoice: 130573			109.5 gal lp gas yachtsmen HEATING FUEL	53400			147.83
					CHECK	310718 TOTAL:	147.83
310719	02/19/2019	PRTD	1402 COLIN BROCK	04020	02/07/2019	AP1948	406.50
Invoice: 04020			50 Key Fobs OFFICE SUPPLIES	53000			406.50
					CHECK	310719 TOTAL:	406.50
310720	02/19/2019	PRTD	1484 ACADIA REFRIGERATION & AIR CONDIT	8543	01/29/2019	AP1948	2,080.00
Invoice: 8543			heat pump installed bj BLDG REPAIR & MAINT	55200			2,080.00
					CHECK	310720 TOTAL:	2,080.00
310721	02/19/2019	PRTD	2550 BEN C WORCESTER, III	123	01/30/2019	AP1948	800.00
Invoice: 123			800.00 1551500 55560	55560			800.00
					CHECK	310721 TOTAL:	800.00
310722	02/19/2019	PRTD	2462 AMERICAN MESSAGING SERVICES LLC	N4370046TB	02/01/2019	AP1948	18.47
Invoice: N4370046TB			18.47 1550552 54260	54260			18.47
					CHECK	310722 TOTAL:	18.47
310723	02/19/2019	PRTD	2437 ANDROSCOGGIN VALLEY SOIL & WATER	28996	02/12/2019	AP1948	75.00
Invoice: 28996			75.00 1220770 54100	54100			75.00
					CHECK	310723 TOTAL:	75.00
310724	02/19/2019	PRTD	1982 AT&T MOBILITY	02062019	01/28/2019	AP1948	62.34
Invoice: 02062019			62.34 6010100 55130 84289	55130 84289			62.34
					CHECK	310724 TOTAL:	62.34



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Invoice: 16613	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	16613	02/06/2019	ANNUAL AUDIOLOGY - RP MEDICAL TESTING	AP1948	50.00
Invoice: 15724	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	15724	02/06/2019	ANNUAL AUDIOLOGY - CF MEDICAL TESTING	AP1948	50.00
Invoice: 15722	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	15722	02/06/2019	ANNUAL AUDIOLOGY - CE MEDICAL TESTING	AP1948	50.00
Invoice: 16612	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	16612	02/06/2019	ANNUAL AUDIOLOGY - JJ MEDICAL TESTING	AP1948	50.00
Invoice: 16607	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	16607	02/06/2019	ANNUAL AUDIOLOGY - DH MEDICAL TESTING	AP1948	50.00
Invoice: 16602	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	16602	02/06/2019	ANNUAL AUDIOLOGY - RD MEDICAL TESTING	AP1948	50.00
Invoice: 16600	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	16600	02/06/2019	ANNUAL AUDIOLOGY - RG MEDICAL TESTING	AP1948	50.00
Invoice: 16604	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	16604	02/06/2019	ANNUAL AUDIOLOGY - EM MEDICAL TESTING	AP1948	50.00
Invoice: 16598	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	16598	02/06/2019	ANNUAL AUDIOLOGY - AS MEDICAL TESTING	AP1948	50.00
Invoice: 15726	AUDIOLOGY CENTER, LLC	50.00	1220800	52400	15726	02/06/2019	ANNUAL AUDIOLOGY JL MEDICAL TESTING	AP1948	50.00
									CHECK 310728 TOTAL: 850.00
310729 02/19/2019 PRTD Invoice: 17179	862 AUTO BUFF INC	330.00	1550100	55400	17179	01/25/2019	TR#36 TOWED TO COLWELLSAL GEN REPAIRS & MAINT	AP1948	330.00
Invoice: 16091	AUTO BUFF INC	216.00	1550100	55400	16091	01/31/2019	TONNER TOWED TO QUIRK AL GEN REPAIRS & MAINT	AP1948	216.00



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CASH ACCOUNT: 100
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TYPE VENDOR NAME

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INVOICE

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INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
Invoice: C43134	C43134	01/04/2019	API948	API948	16.98
F T BROWN CO	16.98 1550100	Frog Painters Tape & Paint BLDG REPAIR & MAINT		Brush-EM	
Invoice: C43146	C43146	01/07/2019	API948	API948	8.59
F T BROWN CO	8.59 1551500	XL Thermal Gloves-EM UNIFORMS			
Invoice: B40090	B40090	01/04/2019	API948	API948	11.94
F T BROWN CO	11.94 1550666	Hose Clamp, Elbow - EM GEN REPAIRS & MAINT			
Invoice: C43149	C43149	01/07/2019	API948	API948	37.74
F T BROWN CO	37.74 1550100	C&K PPI HGLS MDHH Paint BLDG REPAIR & MAINT		for HWY Garage- EM	
Invoice: C43153	C43153	01/07/2019	API948	API948	2.39
F T BROWN CO	2.39 1550552	Paintbrush-EM OTHER EQUIPMENT			
Invoice: C43165	C43165	01/08/2019	API948	API948	2.59
F T BROWN CO	2.59 1550100	12 Volt Battery-EM MISC-MATERIALS			
Invoice: B40194	B40194	01/11/2019	API948	API948	17.30
F T BROWN CO	17.30 1550552	Bleach, Nuts and Bolts-EM OTHER EQUIPMENT			
Invoice: B40295	B40295	01/17/2019	API948	API948	24.98
F T BROWN CO	24.98 1550552	Raid Fogger and Kitchen garbage bags-EM OTHER EQUIPMENT			
Invoice: C43257	C43257	01/18/2019	API948	API948	39.04
F T BROWN CO	39.04 1550100	Paintbrushes and Rollers-EM BLDG REPAIR & MAINT			
Invoice: B40401	B40401	01/23/2019	API948	API948	67.21
F T BROWN CO	67.21 1552000	Ice Melt and Drop Ins-EM GEN REPAIRS & MAINT			
Invoice: B40434	B40434	01/25/2019	API948	API948	12.98
F T BROWN CO	12.98 1550552	Bleach, Windshield Deicer-EM OTHER EQUIPMENT			
Invoice: C43306	C43306	01/25/2019	API948	API948	29.94
F T BROWN CO	29.94 1550552	RV Antifreeze for SH WWTP-EM PUMP STATION MAINT			
Invoice: B40476	B40476	01/28/2019	API948	API948	16.77
F T BROWN CO	16.77 1550552	Mr Clean and a Dustpan NEH WWTP-EM OTHER EQUIPMENT			



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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066
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INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
Invoice: 10057332-2 013019	259 gal seal harbor power ELECTRICITY				
60.84	6010200	55010			
310738	02/19/2019 PRD 1792 CONSOLIDATED COMMUNICATIONS	02/03/2019	AP1948		47.80
Invoice: 020319	Telephone Somesville WWTP TELEPHONE-USAGE				
47.80	1221000	55120			
310739	02/19/2019 PRD 1794 CONSOLIDATED COMMUNICATIONS	01/27/2019	AP1948		47.80
Invoice: 012719	Telephone Charge E911 TELEPHONE-USAGE				
47.80	1221000	55120			
310740	02/19/2019 PRD 1796 CONSOLIDATED COMMUNICATIONS	01/27/2019	AP1948		90.70
Invoice: 012719	Telephone Seal Harbor WWTP TELEPHONE-USAGE				
90.70	1221000	55120			
310741	02/19/2019 PRD 1797 CONSOLIDATED COMMUNICATIONS1	01/27/2019	AP1948		302.39
Invoice: 012719	Telephone Charge Admin TELEPHONE-USAGE				
302.39	1221000	55120			
310742	02/19/2019 PRD 1801 CONSOLIDATED COMMUNICATIONS	02/03/2019	AP1948		74.87
Invoice: 020919	telephone OC Pump Station TELEPHONE-USAGE				
74.87	1221000	55120			
310743	02/19/2019 PRD 1398 FASTENAL COMPANY	01/23/2019	AP1948		1,358.47
Invoice: MEELS44895	HYDRAULIC HOSE FITTINGS AL GEN REPAIRS & MAINT				
1,358.47	1550100	55400			
310744	02/19/2019 PRD 215 FIRE TECH & SAFETY OF NEW ENGLAND	01/30/2019	AP1948		100.00
Invoice: 177293	Adaptor mounts EQUIPMENT				
100.00	1440330	57100			



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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066 INVOICE INVOICE INVOICE WARRANT NET
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310745 02/19/2019 PRTRD 2438 AT&T MOBILITY 01282019 01282019 55130 317.99 1440330 55130 Cell phone, modem bill
Invoice: 01282019 CHECK 310744 TOTAL: 100.00

310746 02/19/2019 PRTRD 2443 AT&T MOBILITY 01282019 01282019 55130 317.99 1440330 55130 Cell phones and modems through 01222019
Invoice: 01282019 CHECK 310745 TOTAL: 317.99

310747 02/19/2019 PRTRD 222 R H FOSTER INC 0119 0119 53710 3.85 1220770 53710 2702 855.57 ga @ 2.02 ave - January 2019 fuel
Invoice: 0119 CHECK 310746 TOTAL: 365.88

310748 02/19/2019 PRTRD 2395 GENERAL CODE, CMS LLC PC0000031127 01/31/2019 API948 491.70 4020200 24205 422 Selectman Minutes Scanning
Invoice: PC0000031127 GENERAL CODE, CMS LLC 01/31/2019 API948 491.70
GENERAL CODE, CMS LLC 01/31/2019 API948 1,301.03
1,301.03 1220220 57800 Digitilizing Town Meeting Records
HISTORICAL PRESERVATION

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415

310749 02/19/2019 PRTRD 1470 GROUP DYNAMIC INC L1902-016000282 02/01/2019 API948 153.75
Invoice: L1902-016000282 HRA Administrative Fee
HRA-MED DEDUCT 153.75 1220800 52415



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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066
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INVOICE DTL DESC INV DATE PO WARRANT NET

INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
310750 02/19/2019 PRTD Invoice: 6474079	207 H P FAIRFIELD TR#8 TANK CAP AL GEN REPAIRS & MAINT	01/18/2019	6474079	AP1948	64.10
	64.10 1550100 55400				
		CHECK	310749 TOTAL:		153.75
310751 02/19/2019 PRTD Invoice: EE2355966-01	196 HAMMOND LUMBER COMPANY TR#10 BRINE HOSEAL GEN REPAIRS & MAINT	01/29/2019	EE2355966-01	AP1948	10.35
	10.35 1550100 55400				
		CHECK	310750 TOTAL:		64.10
Invoice: 112654460-01	HAMMOND LUMBER COMPANY 1,384.45 1550100 53200	01/22/2019	112654460-01	AP1948	1,384.45
Invoice: II2660284-01	HAMMOND LUMBER COMPANY 24.99 1440330 53110	02/08/2019	II2660284-01	AP1948	24.99
Invoice: II2656008-01	HAMMOND LUMBER COMPANY -20.50 1550100 55400	01/25/2019	II2656008-01	AP1948	-20.50
		CHECK	310751 TOTAL:		1,399.29
310752 02/19/2019 PRTD Invoice: 021919	272 HANCOCK COUNTY REGISTRY OF DEEDS LIEN DISCHARGES-RE1530 & RE 1533 DEED SVCS	02/19/2019	021919	AP1948	38.00
	38.00 1220550 54700				
		CHECK	310752 TOTAL:		38.00
310753 02/19/2019 PRTD Invoice: 13527	296 HOME DEPOT CREDIT SERVICES cleaning supplies bj GEN REPAIRS & MAINT	02/05/2019	13527	AP1948	168.82
	168.82 1552000 55400				
		CHECK	310753 TOTAL:		168.82
310754 02/19/2019 PRTD Invoice: P30457	358 JORDAN EQUIPMENT CO TR#10 SABRE CUTTING EDGE AL GEN REPAIRS & MAINT	01/28/2019	P30457	AP1948	878.91
	878.91 1550100 55400				
		CHECK	310754 TOTAL:		878.91

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CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066
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INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
BILLED TO TOWN BY ACCIDENT BUMPER AL GEN REPAIRS & MAINT	264.85 1550100 55400				
COASTAL AUTO PARTS	039748	01/29/2019		AP1948	22.17
TIRE SHINE AL GEN REPAIRS & MAINT	22.17 1550100 55400				
COASTAL AUTO PARTS	039553	01/29/2019		AP1948	15.48
LOADER V-BELT AL GEN REPAIRS & MAINT	15.48 1550100 55400				
COASTAL AUTO PARTS	039575	01/29/2019		AP1948	113.53
WELDING HELMET AL GEN REPAIRS & MAINT	113.53 1550100 55400				
COASTAL AUTO PARTS	039954	01/30/2019		AP1948	13.39
TRACKLESS RELAY AL GEN REPAIRS & MAINT	13.39 1550100 55400				
COASTAL AUTO PARTS	039968	01/30/2019		AP1948	73.45
SOCKET, FILTER CHAIN WRENCH AL GEN REPAIRS & MAINT	73.45 1550100 55400				
COASTAL AUTO PARTS	039953	01/30/2019		AP1948	3.45
3/8RIVE SOCKET AL GEN REPAIRS & MAINT	3.45 1550100 55400				
COASTAL AUTO PARTS	040141	01/30/2019		AP1948	80.81
PRESS FILTER REGULATOR AL GEN REPAIRS & MAINT	80.81 1550100 55400				
COASTAL AUTO PARTS	040160	01/30/2019		AP1948	17.34
PRESS AIR HOSE AL GEN REPAIRS & MAINT	17.34 1550100 55400				
COASTAL AUTO PARTS	039955	01/30/2019		AP1948	33.09
BACK-HOE FILTER AL GEN REPAIRS & MAINT	33.09 1550100 55400				
COASTAL AUTO PARTS	040643	01/31/2019		AP1948	136.44
BUS FUEL ADDITIVE AL MD ELEMENTARY SCHOOL	136.44 1990100 59200				
COASTAL AUTO PARTS	040463	01/31/2019		AP1948	11.09
REPLACEMENT FILTER WRENCH AL GEN REPAIRS & MAINT	11.09 1550100 55400				
COASTAL AUTO PARTS	041045	02/01/2019		AP1948	136.44
DIESEL ADDATIVE 911 AL GEN REPAIRS & MAINT	136.44 1550100 55400				
COASTAL AUTO PARTS	039776	01/29/2019		AP1948	-103.98



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Invoice: 039776

Invoice: 039221

Invoice: 039450

Invoice: 037665

Invoice: 043222

310764 02/19/2019 PRPD
Invoice: 076983-08

310765 02/19/2019 PRPD
Invoice: 263750103001

310766 02/19/2019 PRPD
Invoice: OMP11342

CASH ACCOUNT: 100
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02/14/2019 15:32
69051you

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

P 21
apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: 69051you

YEAR PER SRC ACCOUNT EFF DATE	JNL	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2019	8									
APP 100-20000	02/19/2019	AP1948	LLY			Accounts Payable			322,048.61	
APP 100-10100	02/19/2019	AP1948	LLY			AP CASH DISBURSEMENTS JOURNAL Ckg-BH General Fund 8066				345,770.41
APP 600-20000	02/19/2019	AP1948	LLY			Accounts Payable		2,462.16		
APP 300-20000	02/19/2019	AP1948	LLY			AP CASH DISBURSEMENTS JOURNAL		18,640.05		
APP 400-20000	02/19/2019	AP1948	LLY			Accounts Payable		2,591.70		
APP 200-20000	02/19/2019	AP1948	LLY			Accounts Payable		27.89		
						GENERAL LEDGER TOTAL			345,770.41	345,770.41
APP 100-35060	02/19/2019	AP1948	LLY			DT-MARINA		2,462.16		
APP 600-35010	02/19/2019	AP1948	LLY			DT Gen fund				2,462.16
APP 100-35030	02/19/2019	AP1948	LLY			DTF-CAP IMP		18,640.05		
APP 300-35010	02/19/2019	AP1948	LLY			DT Gen fund				18,640.05
APP 100-35040	02/19/2019	AP1948	LLY			DT-TRUST		2,591.70		
APP 400-35010	02/19/2019	AP1948	LLY			DT Gen fund				2,591.70
APP 100-35020	02/19/2019	AP1948	LLY			DTF-SPEC REV		27.89		
APP 200-35010	02/19/2019	AP1948	LLY			DT Gen fund				27.89
						SYSTEM GENERATED ENTRIES TOTAL			23,721.80	23,721.80
						JOURNAL 2019/08/78			369,492.21	369,492.21

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100	General Fund	2019	8	78	02/19/2019			
	100-10100					Ckg-BH General Fund 8066		
	100-20000					Accounts Payable	322,048.61	345,770.41
	100-35020					DTF-SPEC REV	27.89	
	100-35030					DTF-CAP IMP	18,640.05	
	100-35040					DT-TRUST	2,591.70	
	100-35060					DT-MARINA	2,462.16	
						FUND TOTAL	345,770.41	345,770.41
200	Special Revenue	2019	8	78	02/19/2019			
	200-20000					Accounts Payable	27.89	27.89
	200-35010					DT Gen fund		
						FUND TOTAL	27.89	27.89
300	Capital Projects	2019	8	78	02/19/2019			
	300-20000					Accounts Payable	18,640.05	18,640.05
	300-35010					DT Gen fund		
						FUND TOTAL	18,640.05	18,640.05
400	Investment Trusts-Reserves	2019	8	78	02/19/2019			
	400-20000					Accounts Payable	2,591.70	2,591.70
	400-35010					DT Gen fund		
						FUND TOTAL	2,591.70	2,591.70
600	Marina	2019	8	78	02/19/2019			
	600-20000					Accounts Payable	2,462.16	2,462.16
	600-35010					DT Gen fund		
						FUND TOTAL	2,462.16	2,462.16

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
100 General Fund	23,721.80	
200 Special Revenue		27.89
300 Capital Projects		18,640.05
400 Investment Trusts-Reserves		2,591.70
600 Marina		2,462.16
	<u>23,721.80</u>	<u>23,721.80</u>

TOTAL

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

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

WARRANT AP# 1947

CHECK DATE: February 13, 2019

CHECK NUMBER: <u>310707</u>	<u>310710</u>	<u>\$ 7,580.22</u>	Check payments
CHECK NUMBER: <u>310705</u>	<u>310706</u>	<u>\$ 24,158.45</u>	Electronic payments
EFT NUMBER: <u>N/A</u>	<u>N/A</u>	<u>\$ -</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	<u>N/A</u>	<u>\$ -</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 31,738.67

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: Monday, February 11, 2019 12:49 PM
To: Kathi Mahar
Cc: Martha Dudman (martha.dudman@gmail.com); Matt Hart; Rick Mooers
Subject: Re: Warrant AP#1947 State Fees/Payroll Benefits Approval Request

Yes, I approve.

On Mon, Feb 11, 2019 at 11:35 AM Kathi Mahar <treasurer@mtdesert.org> wrote:

Good morning!

Attached is Accounts Payable Warrant # 1947 (for Payroll and/or State Fees) in the amount of \$31,738.67 for your approval.

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

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

Thank you!

Kathi

Kathryn A Mahar, Treasurer

Town of Mount Desert

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

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT AP# 1916

CHECK DATE: February 8, 2019

ADVICE NUMBERS: 9404 through 9448

CHECK NUMBERS: 64137 through 64152

TOTAL DISBURSEMENTS: \$ 102,481.51

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: Matt Hart <matt@theneighborhoodhouse.com>
Sent: Tuesday, February 05, 2019 7:59 PM
To: Kathi Mahar
Subject: Re: Warrant AP#1916 Payroll Approval Request

Hi Kathi,

I approve AP Warrant #1916 (payroll).

Thanks for sewing up all the loose ends!

-Matt

Matthew Hart

Community Relations Director
The Neighborhood House | 207-276-5039
End of Main Street | Northeast Harbor, ME

From: Kathi Mahar <treasurer@mtdesert.org>
Date: Tuesday, February 5, 2019 at 5:09 PM
To: John Macauley <jbmacauley3@gmail.com>, "Martha Dudman (martha.dudman@gmail.com)" <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>, Rick Mooers <rmooers@mtdesert.org>
Subject: Warrant AP#1916 Payroll Approval Request

Good evening!

Attached is the following payroll warrant for your approval:

AP #1916	total of	\$102,481.51
----------	----------	--------------

We had a problem with the Naming of the Warrant and it will indicate AP#1916 on the checks and reports instead of PR#1916.

We are unable to change it in our software without re-entering the entire payroll, so I have left the warrant name as AP#1916 and labeled the Coversheet as a Payroll Warrant.

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

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT AP# 1916M

CHECK DATE: February 8, 2019

ADVICE NUMBERS: 9449 through 9449

CHECK NUMBERS: 64153 through 64153

TOTAL DISBURSEMENTS: \$ 73.48

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

02/06/2019 09:45
6905lyou

Town of Mount Desert
DETAIL PROOF - FINAL REPORT
Pay Period 01/21/19 To 02/03/19

P 2
prpyddpf

WARRANT: AP1916

PAYROLL TYPE: MISC

CHECK DATE: 02/08/2019

Earnings-Deductions Proof Summaries

EARNINGS SUMMARY
=====

PAY TYPE	HOURS/DAYS	AMOUNT	PAY EARNED	ESCROW AMOUNT
250 OT SNO SCH	2.00	73.74	0.00	0.00
Total:	2.00	73.74	0.00	0.00
Total Employees: 1	Total Earnings:	73.74		

02/06/2019 09:45 Town of Mount Desert
6905lyou
DETAIL PROOF - FINAL REPORT
Pay Period 01/21/19 To 02/03/19

WARRANT: AP1916 PAYROLL TYPE: MISC CHECK DATE: 02/08/2019
Earnings-Deductions Proof Summaries

DEDUCTION SUMMARY
=====

DED	TYPE	EMPLOYEE AMT	EMPLOYER AMT	TOTAL AMT	EMPLOYEE GROSS	FICA/MED CALC
1000	FICA	4.57	4.57	9.14	73.74 X	9.14
1100	MCARE	1.07	1.07	2.14	73.74 X	2.14
3000	FEDERALWH	0.00	0.00	0.00	67.84	
4000	MESTATEWH	0.00	0.00	0.00	73.74	
7000	MEPERS	5.90	7.37	13.27	73.74	
Total:		11.54	13.01			

Total Females: Gross Pay: 0.00
Total Males: 1 Gross Pay: 73.74
Total Employees: 1 Gross Pay: 73.74

Total Pre-Notes: 0

Available Cash Balance after payroll: 1,685,227.15

Total Cash Requirements:

Total Employee Checks: 62.20
Total Employee ACH Transactions: 0.00
Total Vendor Checks this payroll: 0.00
Total Vendor Checks other payrolls: 0.00
Total Vendor Electronic Transfers this payroll: 0.00
Total Vendor Electronic Transfers other payrolls: 0.00
Total Vendor Telephone Transfers this payroll: 11.28
Total Vendor Telephone Transfers other payrolls: 0.00

Total Cash Required: 73.48

Payments to be Processed:

Total Telephone Transfers: 11.28

Remaining Payroll Liabilities:

Total Employee/Employer (Check type = No check): 13.27
Total Pay Escrow: 0.00
Total Escrow Balance: 0.00
Total Invoices this payroll: 0.00
Total Invoices other payrolls: 0.00
Total Checks/Invoices/EFT/Telephone transfers this payroll (deferred): 0.00
Total Checks/Invoices/EFT/Telephone transfers other payrolls (deferred): 0.00

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 12986

Check Batch: 2893
 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
2893	18641	02/06/2019	1084	ACADIA FUEL, LLC	0.00	5,467.99
	18642	02/06/2019	1160	AMAZON	0.00	843.83
	18643	02/06/2019	1215	AOS #91 2018-19 Assessment \$97,765.50 Curriculum \$2028.00	0.00	99,793.50
	18644	02/06/2019	1216	AOS #91-MDI RSS RESERVE ACCOUNT Sped Services	0.00	2,407.00
	18645	02/06/2019	1230	APPLE COMPUTER, INC. Computers	0.00	5,025.95
	18646	02/06/2019	1374	ATLANTIC BEHAVIOR SERVICES Behavior Assessment	0.00	977.50
	18647	02/06/2019	1525	BAR HARBOR SCHOOL DEPARTMENT, TOWN OF Asbestos Admin	0.00	250.00
	18648	02/06/2019	1700	BLICK ART MATERIALS	0.00	193.75
	18649	02/06/2019	1975	CARDMEMBER SERVICE January Credit Card	0.00	3,776.77
	18650	02/06/2019	2310	COASTAL ENERGY, INC. Green house Propane	0.00	239.40
	18651	02/06/2019	3040	DAVID FRENCH MUSIC COMPANY	0.00	211.38
	18652	02/06/2019	4152	EMERA MAINE	0.00	3,334.27
	18653	02/06/2019	4180	F.T. BROWN CO. Dec 4 Jan Charges	0.00	245.59
	18654	02/06/2019	4391	GARLAND, CAROL Interpretor Charges	0.00	1,053.00
	18655	02/06/2019	4389	GARRETT, ALEXANDER Math Team Breakfast	0.00	45.61
	18656	02/06/2019	5150	J.W. PEPPER & SONS, INC. Music	0.00	69.95
	18657	02/06/2019	5920	MAINE PRINCIPALS' ASSOC. Secretary Conference	0.00	179.00
	18658	02/06/2019	6180	MDES - GENERAL FUND/STUDENT ACTIVITY Dec 4 Jan Charges	0.00	2,439.54
	18659	02/06/2019	6205	MDI REGIONAL SCHOOL DISTRICT Music Head & Drug Admin & Feb OTR	0.00	1,097.17
	18660	02/06/2019	6225	MECHANICAL SERVICES, INC. Repair Motor	0.00	880.74
	18661	02/06/2019	6370	MORRIS FIRE PROTECTION, INC. Extinguisher Inspection	0.00	123.80
	18662	02/06/2019	6430	MOUNT DESERT WATER DISTRICT	0.00	2,263.00
	18663	02/06/2019	6536	NATIONAL FOOD GROUP Supplies Food	0.00	813.27
	18664	02/06/2019	6785	NORTHCENTER FOODS	0.00	6,184.52
	18665	02/06/2019	6910	OPPEWALL, ELIZABETH PT-January	0.00	1,572.50
	18666	02/06/2019	6931	ORIGINAL PIZZA	0.00	278.29
	18667	02/06/2019	6938	OTELCO Phone	0.00	276.21
	18668	02/06/2019	7218	PIONEER VALLEY BOOKS	0.00	121.55

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18669	02/06/2019	7463	QUILL CORP. Classroom Supplies	0.00	311.81
	18670	02/06/2019	7550	READING READING BOOKS	0.00	139.28
	18671	02/06/2019	7730	ROOF SYSTEMS OF MAINE Repair Sky lights	0.00	480.00
	18672	02/06/2019	7800	S R TRACY INC Paint	0.00	17.00
	18673	02/06/2019	7835	SALSBUARY HARDWARE INC Green house	0.00	25.38
	18674	02/06/2019	7885	SARGENT, LEON Phone	0.00	50.00
	18675	02/06/2019	7940	SCHOLASTIC, INC. Books - RR	0.00	60.44
	18676	02/06/2019	8150	SEW & SAVE, INC. Vac	0.00	149.50
	18677	02/06/2019	8832	TREASURER, STATE OF MAINE - DOE - MLTI - Laptops	0.00	1,674.90
	18678	02/06/2019	9150	WADMAN, JAMES W. Audit	0.00	1,053.25
Totals:					0.00	\$144,126.64



Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 12986

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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WARRANT # 8

DATE: 2/6/19

Mr Edward J. Ed.D.

 SUPERINTENDENT

DocuSigned by:

Charles Wray

 FINANCE OFFICER
 959BC381F70AEE2

FINANCE OFFICER

DocuSigned by:

Ch. Wray

 FINANCE OFFICER
 095915889749FE...

Ch. Wray - Ed.D.

 FINANCE OFFICER
 095915889749FE...

DocuSigned by:

Ch. Wray

 FINANCE OFFICER

FINANCE OFFICER

38 Checks Listed.

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13011

Include Authorization Codes: Yes
Batch: 2895
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
	02/15/2019	IRS	INTERNAL REVENUE SERVIC		11,351.48	11,351.48	0.00	0.00	
	02/15/2019	STAT	TREASURER, STATE OF MAIN		3,127.00	3,127.00	0.00	0.00	
43840	02/15/2019	468	WARREN L. MURRAY	1	67.50	62.33	0.00	62.33	
43841	02/15/2019	471	ZABET L. NEUCOLLINS	1	200.00	179.32	0.00	179.32	
43842	02/15/2019	467	TAMMY UNDERWOOD	1	240.00	212.26	0.00	212.26	
43843	02/15/2019	149	MARIAH D. BAKER	1	1,729.07	1,395.08	1,395.08	0.00	
43844	02/15/2019	311	LAURA-JEAN BEAL	1	2,134.46	1,534.16	1,534.16	0.00	
43845	02/15/2019	11	KELLY S. BEAULIEU	1	2,331.11	1,533.24	1,533.24	0.00	
43846	02/15/2019	463	RENE L. BECKER	1	1,439.29	1,056.53	1,056.53	0.00	
43847	02/15/2019	266	JULIANNA R. BENNOCH	1	2,392.65	1,661.86	1,661.86	0.00	
43848	02/15/2019	333	RHODA J. BURKE	1	1,380.75	969.16	969.16	0.00	
43849	02/15/2019	314	ANDREW J. CARLSON	1	2,047.91	1,497.19	1,497.19	0.00	
43850	02/15/2019	462	JACQUELINE E A CARPENTER	1	1,480.76	1,079.54	1,079.54	0.00	
43851	02/15/2019	18	JANICE P. CARRALL	1	1,189.48	843.73	843.73	0.00	
43852	02/15/2019	248	ROBERT P. CHAPLIN	1	160.00	156.30	156.30	0.00	
43853	02/15/2019	337	AMBER G. CHARRON	1	1,947.42	1,415.12	1,415.12	0.00	
43854	02/15/2019	21	LARRY A. COLE	1	1,436.16	616.77	616.77	0.00	
43855	02/15/2019	26	BRIAN R. COTE	1	2,352.76	1,631.72	1,631.72	0.00	
43856	02/15/2019	91	JUDITH CULLEN	1	1,800.84	1,383.10	1,383.10	0.00	
43857	02/15/2019	69	EMILY N. DAMON	1	1,629.32	1,152.99	1,152.99	0.00	
43858	02/15/2019	308	Gloria A. Delsandro	1	3,341.65	2,380.72	2,380.72	0.00	
43859	02/15/2019	229	JENNIFER G. DUNBAR	1	1,131.65	741.02	741.02	0.00	
43860	02/15/2019	43	SARAH R. DUNBAR	1	1,885.04	1,457.42	1,457.42	0.00	
43861	02/15/2019	52	WANDA J. FERNALD	1	2,189.69	1,395.55	1,395.55	0.00	
43862	02/15/2019	57	JASON W. FOUNTAINE	1	1,512.80	1,097.73	1,097.73	0.00	
43863	02/15/2019	332	MARINA P. FREDERICK	1	1,532.80	996.88	996.88	0.00	
43864	02/15/2019	329	ALEXANDER GARRETT	1	1,607.69	1,265.55	1,265.55	0.00	
43865	02/15/2019	63	HEATHER M. GRAVES	1	2,106.84	1,236.16	1,236.16	0.00	
43866	02/15/2019	65	GAYLE M. GRAY	1	2,427.53	1,674.84	1,674.84	0.00	
43867	02/15/2019	331	RUSSELL W. GRAY	1	1,237.20	1,039.47	1,039.47	0.00	
43868	02/15/2019	92	ABIGAIL A. HARMON	1	1,196.65	843.84	843.84	0.00	
43869	02/15/2019	244	KRISTIN D. HOLLEY	1	1,131.65	913.79	913.79	0.00	
43870	02/15/2019	313	ANDREA W. HOWELL	1	1,212.90	1,013.89	1,013.89	0.00	
43871	02/15/2019	293	Amy L. James	1	2,392.65	1,574.06	1,574.06	0.00	
43872	02/15/2019	90	REBECCA A. JARVIS	1	2,032.23	1,367.83	1,367.83	0.00	
43873	02/15/2019	312	BETHANY G. JOHNSON	1	1,287.00	950.85	950.85	0.00	
43874	02/15/2019	291	PATRICIA A. KELLEY	1	1,368.41	1,002.72	1,002.72	0.00	
43875	02/15/2019	335	CYNTHIA A. LAMBERT	1	1,061.38	869.94	869.94	0.00	
43876	02/15/2019	135	SAMUEL D. LEONARDI	1	1,492.80	994.19	994.19	0.00	
43877	02/15/2019	321	MAX E. MASON	1	1,115.88	899.74	899.74	0.00	
43878	02/15/2019	292	TARA MCKERNAN	1	2,070.00	1,485.91	1,485.91	0.00	
43879	02/15/2019	289	ELIZABETH M. MINOTT	1	1,271.20	964.17	964.17	0.00	
43880	02/15/2019	461	JANET NORDELUS	1	1,168.46	910.64	910.64	0.00	
43881	02/15/2019	193	HARVEY BRUCE NORWOOD	1	1,029.60	730.06	730.06	0.00	
43882	02/15/2019	237	JUSTIN B. NORWOOD	1	1,936.07	1,515.95	1,515.95	0.00	
43883	02/15/2019	464	MARY E. O'MEARA	1	160.00	147.76	147.76	0.00	
43884	02/15/2019	238	WENDELL L. OPPEWALL	1	1,292.65	732.33	732.33	0.00	
43885	02/15/2019	240	JEANNE C. OTT	1	2,562.15	1,766.78	1,766.78	0.00	
43886	02/15/2019	301	Terry P. Paulos	1	1,110.42	759.03	759.03	0.00	
43887	02/15/2019	138	AMY Y. PHILBROOK	1	2,265.52	1,497.61	1,497.61	0.00	
43888	02/15/2019	466	KATHERINE P. PHILBROOK	1	80.00	73.88	73.88	0.00	
43889	02/15/2019	275	JOELLE A. RUDDY	1	2,427.53	1,823.93	1,823.93	0.00	
43890	02/15/2019	74	LEON E. SARGENT	1	2,009.13	1,352.80	1,352.80	0.00	
43891	02/15/2019	120	KAREN L. SHARPE	1	2,601.71	1,550.55	1,550.55	0.00	

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13011

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void	
43892	02/15/2019	375	KATHLEEN C. ST DENIS	1	2,639.07	1,492.11	1,492.11	0.00		
43893	02/15/2019	334	EMILY P. STAPLES	1	2,016.24	1,585.03	1,585.03	0.00		
43894	02/15/2019	404	KERRY L. TAYLOR	1	2,296.50	1,643.76	1,643.76	0.00		
43895	02/15/2019	410	SUSAN Y. TRIPP	1	240.00	210.62	210.62	0.00		
43896	02/15/2019	459	SHANNON L. WESTPHAL	1	1,733.69	1,327.33	1,327.33	0.00		
43897	02/15/2019	448	JACQUELINE A. WHEATON	1	2,141.23	1,528.06	1,528.06	0.00		
43898	02/15/2019	307	LAUREN M. WHITE	1	1,166.20	856.90	856.90	0.00		
43899	02/15/2019	469	TIFFANY C. YARBROUGH	1	1,439.29	1,190.85	1,190.85	0.00		
43900	02/15/2019	AFLAC	AFLAC		127.42	127.42	0.00	127.42		
43901	02/15/2019	BCBS	ANTHEM BC/BS		12,741.28	12,741.28	0.00	12,741.28		
43902	02/15/2019	HMD	HORACE MANN COMPANIES		164.60	164.60	0.00	164.60		
43903	02/15/2019	HM	HORACE MANN INSURANCE C		700.00	700.00	0.00	700.00		
43904	02/15/2019	HML	HORACE MANN LIFE INSURA		23.40	23.40	0.00	23.40		
43905	02/15/2019	MEA	MAINE EDUCATION ASSOCIA		1,293.60	1,293.60	0.00	1,293.60		
43906	02/15/2019	MSRS	MAINE PERS		18,476.58	18,476.58	0.00	18,476.58		
43907	02/15/2019	MET	METROPOLITAN LIFE INSUR		1,850.00	1,850.00	0.00	1,850.00		
43908	02/15/2019	DELTA DEN	NORTHEAST DELTA DENTAL		1,211.12	1,211.12	0.00	1,211.12		
43909	02/15/2019	PRIM	PRIMERICA FINANCIAL SVCS.		370.00	370.00	0.00	370.00		
43910	02/15/2019	FEDHEALTH	TREASURER, STATE OF MAIN		175.41	175.41	0.00	175.41		
					146,492.47	118,854.54	66,788.74	37,587.32		

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	3	453.91
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	57	66,788.74
	ACH Employee Credits	57	66,788.74
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	11	37,133.41
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	2	14,478.48

Mount Desert School Department
PAYROLL WARRANT REGISTER

Report # 13011

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
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WARRANT # 17
FEB 15 PAID

DATE: _____

Mark Edward Gause, Ed.D.

SUPERINTENDENT

FINANCE OFFICER

FINANCE OFFICER

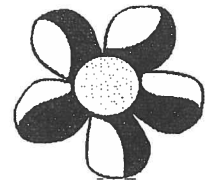
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