

Town of Mount Desert  
Board of Selectmen  
Agenda

Regular Meeting  
Monday, April 1, 2019

Location: Meeting Room, Town Hall, Northeast Harbor

- I. **Call to order at 6:00 p.m.**
- II. **Executive Session**
  - A. *Pursuant to Title 1 M.R.S. § 405(6)(E) – Consultation between the Board and its Attorney concerning the legal rights and duties of the Mount Desert Board of Selectmen, including pending or contemplated litigation, settlement offers and matters where the duties of the public body's counsel to the attorney's client pursuant to the code of professional responsibility would clearly conflict with this subchapter (1 MRS, Chapter 13, Subchapter 1) or where premature general public knowledge would clearly place the municipality or person at a substantial disadvantage*
- III. **Minutes**
  - A. *Approval of minutes from March 18, 2019 meeting*
- IV. **Appointments/Recognitions/Resignations**

*None presented*
- V. **Consent Agenda** *(These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)*
  - A. *Department Reports: Highway*
  - B. *League of Towns Meeting Minutes from January 22, 2019 and February 26, 2019*
  - C. *Hancock County Commissioners Meeting Minutes from March 5, 2019*
- VI. **Selectmen's Reports**
- VII. **Old Business**

*None presented*
- VIII. **New Business**
  - A. *Journeys End Inc. d/b/a The Docksider 14 Sea St, Northeast Harbor request for Liquor License Renewal*
  - B. *Dawnland LLC d/b/a Jordan Pond House 2928 Park Loop Rd, Seal Harbor request for Liquor License Renewal*
  - C. *Review and Comment on DMR application for a limited-purpose 3-year experimental aquaculture lease submitted by Mussel Bound, Inc.*
  - D. *Request consideration of Main Street Utility Location Permit Application; Northeast Harbor*
  - E. *Consideration of award of the Crosswalks Improvement Project to RF Jordan & Sons, Inc. of Ellsworth at their bid price of \$383,920 subject to project funding approval at our May 7, 2019 Town Meeting and, if project funding is approved, PW Director Tony Smith be authorized to sign an agreement with them for the work on behalf of the Town*

Board of Selectmen Meeting Agenda April 1, 2019

**New Business continued**

- F. *Consideration of award of the Steamboat Wharf Road Wall Reconstruction Project to K.J. Dugas Construction, Inc. of Surry at their bid price of \$132,045 subject to project funding approval at our May 7, 2019 Town Meeting and, if project funding is approved, PW Director Tony Smith be authorized to sign an agreement with them for the work on behalf of the Town*
- G. *Municipal Officer's Certifications of Official Text of Proposed Ordinances and Amendments:*
  - 1. *Alewife Ordinance*
  - 2. *Single Use Carryout Bag Ordinance*
  - 3. *Polystyrene Foam Food Service Container Ordinance*
  - 4. *Amendments to the Town of Mount Desert Land Use Zoning Ordinance and Land Use Map*

**IX. Other Business**

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

**X. Treasurer's Warrants**

- A. *Approve & Sign Treasurer's Warrant AP1957 in the amount of \$160,482.43*
- B. *Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1955, AP1956, and PR1919 in the amounts of \$5,208.08, \$4,136.54, and \$101,865.68, respectively*
- C. *Acknowledge Treasurer's School Board AP/Payroll Warrant 20 in the amount of \$190,952.24*

**XI. Adjournment**

The next regularly scheduled meeting is at 6:30 p.m., Tuesday, April 16, 2019 in the Meeting Room, Town Hall, Northeast Harbor

# MINUTES

**Town of Mount Desert  
Board of Selectmen Meeting Minutes  
Meeting Room, Town Hall  
6:30 PM, March 18, 2019**

Present were Selectmen Rick Mooers, Matt Hart, Wendy Littlefield, and Martha Dudman. Chairman John Macauley arrived from another appointment near the end of the meeting.

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

Members of the public were also in attendance.

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

Vice Chair Matt Hart called the Meeting to order at 5:58PM.

**II. Executive Session**

A. Pursuant to 1 M.R.S.A. §405(6) (A) review request from employee for leave without pay

MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, to enter into Executive Session. Motion approved 4-0. The Board entered into Executive Session at 5:58PM.

MOTION: Selectman Rick Mooers moved with Selectman Littlefield seconding, to leave Executive Session. Motion approved 4-0. The Board left Executive Session at 6:12PM.

MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, to return to the regular meeting. Motion approved 4-0. The Regular Meeting was resumed at 6:30PM.

**III. Post Executive Session**

A. Employee Leave without Pay, action if necessary

MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, approval of employee's request for leave without pay extension of 60 days, beginning March 18, 2019, pursuant to 1 M.R.S.A. §(6) (A), as presented. Motion approved 4-0.

It was agreed by General Consensus to take Items out of order. Items IX. B and IX. C were heard first, followed by Item IX.A

**IV. Minutes**

A. Approval of minutes from March 7, 2019 meeting

MOTION: Selectman Dudman moved, with Selectman Mooers seconding, approval of the Minutes of March 7, 2019, as presented. Motion approved 4-0.

B. Approval of minutes from March 11, 2019 meeting

MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, approval of the Minutes of March 11, 2019, as presented. Motion approved 4-0.

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**V. Appointments/Recognitions/Resignations**

A. *Confirm re-appointment of Commissioner and Chairwoman Karol Hagberg to the Mount Desert Housing Authority Board of Commissioners for a 5-year term through March 2024*

MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, confirmation of re-appointment of Commissioner and Chairwoman Karol Hagberg to the Mount Desert Housing Authority Board of Commissioners for a 5-year term through March 2024, as presented. Motion approved 4-0.

B. *Confirm appointment of Elizabeth Macul to the Mount Desert Housing Authority Board of Commissioners as Tenant Commissioner to complete the term of Frederick Marzoff (deceased) through November 2019*

MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, confirmation of appointment of Elizabeth Macul to the Mount Desert Housing Authority Board of Commissioners as Tenant Commissioner to complete the term of Frederick Marzoff through November 2019, as presented. Motion approved 4-0.

C. *Recognition of Elizabeth Yeo's award for the designation of Certified Clerk of Maine from the Maine Town & City Clerks' Association*

MOTION: Selectman Mooers moved, with Selectman Dudman seconding, recognition of Elizabeth Yeo's award for the designation of Certified Clerk of Maine from the Maine Town & City Clerks' Association, as presented, and with congratulations. Motion approved 4-0.

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

A. *Department Reports: Public Works*

B. *Hancock County Commissioners' meeting minutes of February 21, 2019*

MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, approval of the Consent Agenda as presented. Motion approved 4-0.

**VII. Selectmen's Reports**

No Selectman's Reports were presented.

**VIII. Unfinished Business**

A. *Finalize and Sign Warrant for Annual Town Meeting May 6 & 7, 2019*

MOTION: Selectman Mooers moved, with Selectman Dudman seconding, finalization and signature of Warrant for Annual Town Meeting May 6 & 7, 2019, as presented. Motion approved 4-0.

B. *Consideration of costs associated with the Eastside Option version of the Northeast Harbor Main Street Improvements Project and authorization for PW Director to schedule the contract signing for same*

Vice Chairman Hart made note of Public Works Director Smith's synopsis of the situation and noted that in October the Board authorized Public Works Director Smith to sign the contract for the Northeast Harbor Main Street Improvements Project. Director Smith added that he had agreed to bring the revised pricing back for approval prior to signing the contract.

1 MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, approval of costs  
2 associated with the Eastside Option version of the Northeast Harbor Main Street Improvements  
3 Project and authorize Public Works Director Smith to schedule the contract, and sign for same,  
4 as presented.

5  
6 Selectman Dudman inquired what the cost of the additional storm drain work on Sea St. would  
7 be. Director Smith noted it was \$97,000. The line would run from Sea Street, toward the end of  
8 Main Street, and up Summit Road. Director Smith reported the stormdrain system there was  
9 old and inadequate, and it would be wise to do the work while the road was opened. The plan  
10 has been previously discussed.

11  
12 A final plan from Emera has been received.

13  
14 Resident Ben Moore noted that at the March 6 Planning Board Meeting, moving the pole from  
15 the front of the garage to the museum was discussed. Power would come underground from  
16 there to the existing pole. Mr. Moore recently received a letter from CES stating that all East  
17 side service lines would be overhead. Mr. Moore requested clarification. Mr. Smith reported  
18 that this would be to compensate the lack of guy-wires. There are guy-wires and foam wires  
19 and power line wires going across the street that are serving the purpose of guy-wires. When  
20 the pole is moved to eliminate the wires from going across there will be no place to put a guy-  
21 wire or guide pole. The service line on the East side will be overhead from the pole to the  
22 garage.

23  
24 Mr. Moore thought everything going down Main Street would be overhead. However, Mr.  
25 Moore received a request to sign a temporary easement for 600 square feet showing  
26 underground electric running down Main St. Director Smith explained this was for the  
27 lampposts.

28  
29 Discussion of the easements ensued. Mr. Moore asked for confirmation that a temporary  
30 easement on underground electric would actually become permanent. A property owner can't  
31 build in an area with underground utilities. Director Smith agreed that a permanent  
32 maintenance easement would have to be obtained for underground lines. Mr. Smith promised  
33 to look into it and address the issue.

34  
35 Resident Kathy Miller stated that she had received a similar letter, and it was noted that  
36 separate easement requests for cable and phone companies would follow. Director Smith  
37 explained that different contractors would require separate easements for the work they do.  
38 The cable and phone connections would not be worked on till the following fall. Director Smith  
39 estimated the requests for those easements would not come till later in the process.  
40 Additionally, a separate easement would be requested from Emera. Ms. Miller noted that her  
41 letter stated she could not build on the lot the easement was requested for. Director Smith  
42 promised to look at the letter to clarify.

43  
44 Mr. Moore asked Director Smith to clarify that the pole on the South Side of the garage, as you  
45 travel down Firehouse Lane will have power going to it underground, and also will have power  
46 going overhead to it. If the line was only coming the one way, he wondered how the guy-wire  
47 would work back into the road. Director Smith promised to look at the plans with Mr. Moore.  
48

1 Mr. Moore inquired about the savings. Mr. Moore's recollection was an estimate of \$1.1 million  
2 in savings. Director Smith reported Emera savings was \$96,623.00. The overall savings was  
3 \$843,881.00. Adding the extra stormdrain work to the project, adjusts the savings down to  
4 \$722,631.00.

5  
6 Mr. Moore felt fiberglass poles were an expensive choice, as was eliminating some of the wires  
7 going to the West side of Main St. Director Smith noted these were choices the committee  
8 made.

9  
10 Director Smith noted the handicap parking space on Main Street would not be impacted by pole  
11 placement. CES Engineering is in the process of tracking down all property owners. The Great  
12 Harbor Museum would be informed of the pole move, if they haven't already been.

13  
14 Director Smith reported that Jordan's would begin work on April 1. The first steps of the work  
15 would include ordering materials and beginning to set up their work space. It did not mean  
16 groundbreaking would occur on April 1. Mr. Smith noted the scheduling was driven by the  
17 Water District's work, as water service had to be maintained, and also weather.

18  
19 Mr. Moore noted that starting after Labor Day, rather than waiting till mid-October would give  
20 the contractors a longer working season. Director Smith stated the commitment made to the  
21 area business owners was to start after October 15. Scheduling would be weather dependent.

22  
23 Motion approved 4-0.

24  
25 **IX. New Business**

26 *A. Presentation and review of FY 2017-2018 Audit by James W. Wadman CPA*

27 James Wadman explained the organization of the Audit materials and shared highlights from the  
28 report. The Opinion, on page 1, indicates that the audit was a fair presentation of the Town's  
29 finances.

30  
31 Mr. Wadman reported the report is thicker this year, due to additionally required reports on  
32 post-employment benefits.

33  
34 Pages 3 through 9 are the management's discussion and analysis; a narrative summary and  
35 condensed financial information. It allows a reader to get an overview of the report.

36  
37 Total ending fund balances were in excess of \$14 million dollars. Of that amount, \$2,988,753.00  
38 makes up the general unassigned fund balance, or surplus. This is a higher surplus than last  
39 year's amount of just under \$2.9 million.

40  
41 Included in the report are some comparisons to other municipalities.

42  
43 The Town is holding steady at approximately 16% - 18% of the Town's expenses. Maine  
44 Municipal Association recommends a Town should have a minimum of 10 - 12%. The Town is  
45 above that amount but it's not an excessive amount.

46  
47 Financial Statements begin on Page 10 of the report. There is a Statement and Deposition  
48 showing a government-wide balance sheet for the Town. Total assets are at over \$61 Million.

1 The majority of these assets are capital assets. Liabilities are included. Pension liabilities are  
2 estimated at \$874,000. Other post-employment benefits add an estimated liability of \$316,000.  
3 These are new disclosures added this year.  
4

5 The next page shows a Statement of Activities. This shows the cost to operate the Town and the  
6 revenues that fund the Town. Estimated depreciation of capital assets is included as well as  
7 outflows of cash.  
8

9 Page 16 through 18 include financial statements for business-type of activity within the Town.  
10 Notes for the financial statements begin on page 21.  
11

12 Page 50 details the general operating fund and the budgeted versus actual spending results.  
13 Some budget modifications were made during the year, but overall operations ran close to  
14 budgeted estimates. The Net Change in Fund Balance is \$95,396.00. The budget was to reduce  
15 the surplus by \$400,000.00, which did not occur. Together these figures show a surplus of  
16 \$495,000.00.  
17

18 Revenues were \$52,000.00 and close to budget estimates.  
19

20 Expenses were \$440,000.00 below budget.  
21

22 Page 51 shows required information for the Maine Public Employees Retirement System.  
23 Currently there's four years' worth of data: ten years accumulated data is currently required.  
24 Reports include costs for both teaching and non-teaching positions in the Town.  
25

26 Reports are now required on the other estimated benefits of retirees. Ten years' worth of data  
27 are required for these reports as well.  
28

29 Page 60 shows a Statement of Changes in Unassigned Fund Balance or Statement of Changes in  
30 Surplus.  
31

32 Additional reports on other funds such as the CIP Fund and Reserve Fund follow.  
33

34 There were no manager comments included.  
35

36 Mr. Wadman pointed out the handout presented to the Board. The second page shows a debt  
37 service comparison – in terms of dollars and percentage of state valuation - to other Towns. In  
38 terms of dollars, Mount Desert shows an excess of \$20 million, in terms of debt and capital  
39 leases. In terms of a percentage, Mount Desert is below one percent in state valuation. It was  
40 noted a Town can't exceed 7.5%.  
41

42 The auditors lauded Treasurer Mahar's work. Treasurer Mahar complimented the Department  
43 Heads for their work staying under budget.  
44

45 *B. Winter Spring Inc. d/b/a Colonel's Restaurant 143 Main Street, Northeast Harbor request for*  
46 *Liquor License Renewal*



1 MOTION: Selectman Littlefield moved, with Selectman Dudman seconding, approval of Winter  
2 Spring Inc. d/b/a Colonel's Restaurant 143 Main Street, Northeast Harbor request for Liquor  
3 License Renewal, as presented. Motion approved 4-0.

4  
5 *C. Katelyn Buell d/b/a The Fork & Table (Tasteful Tides LLC) 102 Main Street, Northeast Harbor*  
6 *request for Liquor License Renewal*

7 MOTION: Selectman Dudman moved, with Selectman Littlefield seconding, approval of Katelyn  
8 Buell d/b/a The Fork & Table (Tasteful Tides LLC) 102 Main Street, Northeast Harbor request for  
9 Liquor License Renewal, as presented. Motion approved 4-0.

10  
11 *D. Review and Comment on DMR application for a limited-purpose 3-year experimental*  
12 *aquaculture lease submitted by Victor Doyle*

13 Resident Victor Doyle explained that as part of his DMR application, he was required to bring the  
14 project before the Board for a chance to comment. No vote was required. The State of Maine is  
15 the entity to approve or disapprove such an application.

16  
17 Mr. Doyle is proposing enlarging his original 400-square foot site to a one-acre area and adding  
18 a float. The area in question is not in an area the Shellfish Committee signs off on.

19 Harbormaster John Lemoine voiced no concern over the proposed project. Mr. Doyle reported  
20 there were no navigational conflicts of issues, and no concern voiced from nearby landowners.

21  
22 Selectman Mooers voiced his support for this application.

23  
24 *E. Personnel Policy Adjustment for Benefit Accruals*

25 Vice Chairman Hart suggested that no vote on the policy should be made tonight, but the Board  
26 could perhaps encourage Town Manager Lunt to proceed with looking into the issue.

27  
28 Selectman Rick Mooers provided some background to the issue: nearly 15 years ago, there  
29 were two different policies in play in the Town. Some long-term employees were receiving their  
30 vacation time in one lump sum at the beginning of the calendar year, and most employees were  
31 receiving their vacation time through monthly accrual. By 2011/12, employees were not able to  
32 use their vacation time as readily as they once had been and the limit on maximum-hour accrual  
33 became a problem. People were accruing time beyond the maximum they were allowed to  
34 accrue.

35  
36 Selectman Mooers felt that a possible solution was to move all employees to the monthly  
37 accrual system starting on July 1, 2019, which would involve a refiguring of the accrued time of  
38 those employees receiving their time in one lump sum, removing the balance lump sum accrual  
39 so it could then be distributed monthly, then provide a deadline by which all employees must  
40 use any already-accrued hours spanning beyond the maximum allowed vacation hours for  
41 accrual. Those employees with hours beyond the maximum allowed vacation hours on the  
42 books after that deadline will lose the extra hours. Going forward if there is a circumstance  
43 where someone can't use their time due to work requirements, they would have to be paid for  
44 those days. The cost of this accrued time payout can be given its own CIP line item.

45  
46 Treasurer Mahar pointed out the plan increases the liability and inflates the total liability. She  
47 estimated the Town would be required to fund an extra \$300,000.00 for accrual. Selectman  
48 Mooers noted that if the number of hours is carefully ascertained and employees are not able to

1 go over that amount, then the amount should be manageable. Treasurer Mahar noted it  
2 wouldn't be simply funding the overages. It would have to be funding for in case something  
3 happens to cover the liability.  
4

5 Director Smith noted that he, Police Chief Jim Willis, and Treasurer Mahar had been working on  
6 a solution. A plan has been drafted to clean up the overages in two years. At that point Director  
7 Smith felt it would not be necessary to budget the full amount of the liability. He noted further  
8 study was needed.  
9

10 Town Manager Lunt noted that auditor James Wadman suggested using a CIP.

11  
12 Treasurer Mahar maintained it wasn't just the overage that required coverage.  
13

14 MOTION: Selectman Mooers moved, with Selectman Dudman seconding, to direct Town  
15 Manager Lunt to further explore the issue. Motion approved 4-0.  
16

17 **X. Other Business**

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

19 There was no Other Business.  
20

21 **XI. Treasurer's Warrants**

22 *A. Approve & Sign Treasurer's Warrant AP1954 in the amount of \$203,231.85*

23 MOTION: Selectman Dudman moved, with Selectman Littlefield seconding approval and  
24 signature of Treasurer's Warrant AP1954 in the amount of \$203,231.85, as presented. Motion  
25 approved 4-0.  
26

27 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1952, AP1953, and*  
28 *PR1918 in the amounts of \$68,592.28, \$25,145.21, and \$98,686.78, respectively*

29 MOTION: Selectman Dudman moved, with Selectman Mooers seconding, approval of signed  
30 Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1952, AP1953, and PR1918 in the  
31 amounts of \$68,592.28, \$25,145.21, and \$98,686.78, respectively, as presented. Motion  
32 approved 3-0-1 (Littlefield in Abstention).  
33

34 *C. Acknowledge Treasurer's School Board AP/Payroll Warrants 09 and 19 in the amounts of*  
35 *\$42,777.28 and \$78,672.16, respectively*

36 MOTION: Selectman Littlefield moved, with Selectman Mooers seconding, acknowledgement of  
37 Treasurer's School Board AP/Payroll Warrants 09 and 19 in the amounts of \$42,777.28 and  
38 \$78,672.16, respectively, as presented. Motion approved 4-0-1 (Macauley in Abstention)  
39

40 **XII. Adjournment**

41 MOTION: Selectman Mooers moved, with Selectman Littlefield seconding, adjournment.  
42 Motion approved 5-0.  
43

44 The Meeting was adjourned at 7:35PM

45 Respectfully Submitted,  
46  
47

48  
49 Wendy Littlefield, Secretary

# **CONSENT AGENDA**



## ***Town of Mount Desert***

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

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

[www.mtdesert.org](http://www.mtdesert.org) [highway@mtdesert.org](mailto:highway@mtdesert.org)

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

## **MEMO**

To: Tony Smith, Public Works Director  
From: Benjamin Jacobs, Highway Superintendent  
Re: February Monthly Report  
Date: March 15, 2019

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### Highway Crew

1. The crew spent the majority of their time this month plowing and sanding roads during snow, sleet and freezing rain storms. It is very evident by looking at our rapidly shrinking salt/sand pile located next to the highway garage that we have had to use a lot more salt/sand this year due to an unusual winter with the verity of precipitation and the drastic changes in temperatures that we have received thus far.

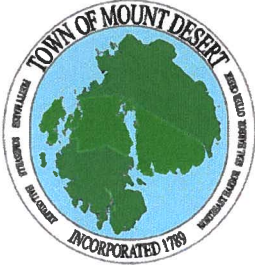
2. The crew:

- Changed plow and wing steel.
- Completed our Bureau of Labor Standards inspections on, for example, fire extinguishers, secondary containment structures and eyewash stations.
- Thawed and flushed out frozen culverts with our sewer jet.
- Dug out ditches full of ice with our backhoe.
- Hauled snow to our dumpsites.
- Cleaned the highway garage.
- Cleaned off snow and ice from our catch basins.
- Removed ice flows from various roads with our front end loader and backhoe
- The crew performed maintenance and made repairs to our equipment and trucks in the public works department and other town departments.
- Took care of trees that had fallen into the roadways due to being blown over by the high winds.

### Buildings & Grounds and Parks & Cemeteries

The crew:

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



## ***Town of Mount Desert***

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

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

[www.mtdesert.org](http://www.mtdesert.org) [highway@mtdesert.org](mailto:highway@mtdesert.org)

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

- Continued painting the office area walls at the highway garage.

### Solid Waste

- The crew continues to do a great job keeping the areas around the highway garage dumpsters and recycle center neat and clean as possible.
- Continued picking up trash on their daily scheduled routes.

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

# League of Towns

A Collaborative Unit of Government Serving  
Bar Harbor, Cranberry Isles, Ellsworth, Lamoine, Mount Desert,  
Southwest Harbor, Swans Island, Tremont, Trenton, and  
Acadia National Park  
P.O. Box 248 Northeast Harbor, Maine 04662

## Monthly Meeting Minutes

January 22, 2019 Ellsworth City Hall  
10:00 a.m.

- I. **Call to Order:** The meeting was called to order at 10am, Present: Durlin Lunt, Carol Walsh, Fred Ehrlenbach, Cornell Knight, David Cole Christopher Saunders, Gary Fortier
- II. **Adoption of Agenda:** Moved and Seconded to adopt as presented. Vote: unanimous
- III. **Approval of Minutes**  
November 27, 2018: Edit item 6C to state Tremont visited EMR. Moved Ehrlenbach and Seconded Walsh to approve as amended. Vote unanimous

### Regular Meeting

- IV. **Treasurer's Report:** Review of the financial statements and possible adoption of a Motion "to accept the financial statements as sent". Moved Ehrlenbach and Seconded Walsh to approve as presented.
- V. **Old Business:**  
The attachment for the 2019 meetings will be corrected to 2019 dates, February 26 is in Trenton with the Park in March. Lunt will update and mail out.
- VI. **Regular Business:-**
  - a. **County Government (Charter)** (Standing item from elected official's workshop 2018): Lunt said Scott Atkins will be invited to attend the February meeting. It is the consensus of the League that a charter would allow for an appointed Treasurer. Lunt will invite John Wombacher, new commissioner, to the February meeting as well.
  - b. **Affordable Housing.** (Standing item from elected official's workshop 2018): no report this month. Cole said the complex behind Renys is mostly filled and they are considering more in the future. There are also several small projects, as well as some on the Bucksport road.

- c. **Municipal Collaboration** (Standing item from elected official's workshop 2018): Tremont uses Southwest Harbor dispatch at \$20,000 per year. Saunders has met with them and is in hopes of more collaboration in other areas. Ellsworth is in discussions with Frenchman's Bay' concerning their responsibility for law enforcement concerning shellfish. Sanders said one of his Selectboard is interested in re-opening the deer hunting possibility in the town.
- d. **Opiates and other addictive substances** (Standing item from elected official's workshop 2018): Some news reports said that the opiate problem as been reduced this past year, but cocaine use has increased.
- e. **Solarization** (Standing item from elected official's workshop 2018): Tremont's solar array is finished with 450 panels adjacent to their Town office.

**Members Reports - (Other topics of interest and importance to League members)**

- a. Approval of meeting schedule 2019: Lunt will re-email the upcoming schedule.
- b. Election of Officers 2019 Moved Walsh, Seconded Cole to appoint Chris Saunders as secretary. Vote: unanimous. Moved Ehrlenbach, Seconded Knight to re-elect the remaining slate of officers: Durlin Lunt, Chair, Fred Ehrlenbach, Vice Chair Stu Marckoon, Treasurer. Vote: unanimous.
- c. League Budget 2019: postponed to February meeting.

**f. Future Meetings**

December- No Meeting  
 January 22, 2019 Ellsworth City Hall  
 February 26, 2019 - Trenton Town Office

- VII. **Next Agenda:** Suggested discussion items for the next Agenda: Invite Scott Atkins and John Wombacher to the February meeting.
- VIII. **Adjournment:** It was Moved and Seconded to adjourn the meeting at 11:25 am

# League of Towns

A Collaborative Unit of Government Serving  
Bar Harbor, Cranberry Isles, Ellsworth, Lamoine, Mount Desert,  
Southwest Harbor, Swans Island, Tremont, Trenton, and  
Acadia National Park  
P.O. Box 248 Northeast Harbor, Maine 04662

## Monthly Meeting Minutes

February 26, 2019

Trenton Town Office

10:00 a.m.

- I. **Call to Order:** The meeting was called to order at 10:03am, Present: Durlin Lunt, Christopher Saunders, Cornell Knight, Fred Ehrlenbach, Mike Madell, Stu Marckoon, Carol Walsh, David Cole, Justin vanDongen, Scott Adkins, Dick Broom.
- II. **Adoption of Agenda.** Moved and seconded to adopt as presented. Vote: unanimous.
- III. **Approval of Minutes**  
January 22, 2019: Moved Ehrlenbach, seconded Knight. Vote: unanimous.

### Regular Meeting

- IV. **Treasurer's Report:** Review of the financial statements and possible adoption of a Motion "to accept the financial statements as sent". Moved Knight, seconded Ehrlenbach, vote: unanimous.
- V. **Old Business:**
- VI. **Regular Business:-**
  - a. **County Government (Charter)** (Standing item from elected official's workshop 2018).

Lunt reported that County meetings have moved to two all-day sessions per month. Ehrlenbach attended public hearing on proposal for unorganized territories to ban East-West corridor. General sentiment was against corridor. Proposal would have encompassed water quality issues as well as the East-West highway. Current East-West Highway proposal is to use Stud Mill Road. However, consensus is that it doesn't appear like this issue is going anywhere at the moment.

Conversation moved to charter. Ehrlenbach described two possible routes to this. First is the Commissioners establishing a Charter Commission. Second way is via a citizen petition. Adkins is willing to bring it up for a conversation. Lunt points out that League of Towns has a mandate from elected officials to advocate for a charter, so LOT can be a partner. Lunt suggests having LOT representative appear before Commissioners. Walsh suggests having a letter signed by LOT members to go to Commissioners. In the mean-



time, Adkins will test the waters with this topic. Adkins suggests before writing a letter, it might be better to test the waters to see the reaction. If there's a positive response, then LOT will write a letter. LOT will wait to hear back from Adkins.

- b. **Affordable Housing.** (Standing item from elected official's workshop 2018). Knight reports that Bar Harbor is having a Planning Board workshop regarding changing densities, dormitories, vacation rentals. Lunt reports that in Mount Desert, least dense areas don't want to become more dense. VanDongen reports that efforts to grow population need to be balanced with retiree population growth. Increasing the population of school-age children increases the mill rate due to rising education costs.
- c. **Municipal Collaboration** (Standing item from elected official's workshop 2018). Lunt reports that due to breakdown in growing police collaboration arrangement between Bar Harbor and Mount Desert, there needs to be more community outreach and research. Get a better sense of what the community as a whole feels. Unclear whether it's just certain pockets of dissent or whether this is a broader sentiment. Knight reports that the proposal was to create an Interlocal Agreement under which new aspects of the collaboration could be included, with the approval of Council/BOS. However, that agreement will not be on the 2019 Warrant in Mount Desert due to expressed public opposition. Lunt reports that expressed opposition was to a perceived loss of identity and local control. There was worry that some of the Mount Desert department would become a subsidiary of Bar Harbor. Lunt further reports that the value of such an agreement is to augment the labor pool in the event that staff needs support. VanDongen reports that he has a directive from his BOS to look for new dispatch. He has reached out to Mount Desert and Bar Harbor to explore shared services. He would like to explore a shared dispatch center for the island. He discussed the potential opposition and suggests that the argument in favor of shared dispatch is by championing the unified identify of MDI. Knight agrees that dispatch makes sense as a first step toward collaboration, but with things as they are in Mount Desert, it probably isn't advisable to pursue it there right now. Adkins also points out that RCC is an option. Currently, 30+ towns in Hancock County are using RCC. Saunders reports that any towns interested in having a textile bin should contact Apparel Impact.
- d. **Opiates and other addictive substances** (Standing item from elected official's workshop 2018) No reports.
- e. **Solarization** (Standing item from elected official's workshop 2018). Tremont had their ribbon-cutting on February 23.

**Members Reports - (Other topics of interest and importance to League members)**

a. League Budget 2019

Marckoon reports that last year's budget was \$4000, we spent ~\$3500. HHW was \$2600, elected official was \$900, transportation was \$200, and no miscellaneous expenses. Dues adjustments are dependent on state valuation. Knight moved to adopt same budget as last year, Walsh seconded. Vote: unanimous.

f. Future Meetings

March 26, 2019 ANP Headquarters

April 23, 2019 Tremont town Office

VII. **Next Agenda:** Suggested discussion items for the next Agenda

VIII. **Adjournment.** Walsh seconded, Ehrlenbach seconded. Unanimous. Meeting adjourned at 11:26am.

## COMMISSIONERS REGULAR MEETING

Learn more about **HANCOCK COUNTY** by visiting  
[www.co.hancock.me.us](http://www.co.hancock.me.us)

**Audio recordings of the meeting are available upon request**

The regular meeting of the Hancock County Commissioners was brought to order by Commissioner Blasi at 8:30 a.m. on **Tuesday March 5, 2019** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Clark and Wombacher in attendance.

Sealander Architects- RCC Expansion- Mike Sealander reported that measurements and photographs were taken during his recent visit to the RCC. He said he is prepared to start working with the commissioners and staff to determine exactly what the county wants to build. Commissioner Clark said he was hopeful an architect would be able to bring some fresh ideas and suggested a walk-through with the architect. Sealander said he wanted to understand the intended use of the building for working and visiting, if people were being added and what their functions would be. Commissioner Clark said the state of the entry stairs should be addressed. At this point the Commissioners, Sheriff Kane, CA Adkins, RCC Director Conary, Facilities Director Walls, and Asst. Facilities Director Linnell toured the RCC to consider options. *Commissioner Clark left after the tour and did not return to the meeting.*

Public Comment: none

Approval of minutes:

**MOTION: Approve the minutes of the February 21, 2019 Commissioners' Special Meeting (Wombacher/Blasi 2-0, motion passed)**

Airport:

Monthly Report- Airport Manager Madeira reported there were no accidents or injuries in February and there were 8 snow removal days. The RFP for 2019 Airport Roadway Improvements has been released; Manager Madeira said it does not appear that power line poles will need to be relocated for this project, which will save significantly. Bids will be opened at the March 19, 2019 Commissioners' meeting. Manager Madeira reported that all ARFF employees are now EMT certified.

**MOTION: approval for all airport ARFF employees to travel out of state (to the New Hampshire fire academy) on April 17<sup>th</sup> and 18<sup>th</sup> to attend Live Fire Training (Blasi/Wombacher 2-0, motion passed)**

This is an FAA Part 139 annual requirement.

UT:

UT Supervisor Millard Billings suggested that the commission consider enlarging the parking lot at Nicatous Lake.

**MOTION: approval of the proposed "Emergency Response Agreement" with the Town of Sullivan (Wombacher/Blasi 2-0, motion passed)**

This includes an annual stipend of \$1,500.

**MOTION: Direct UT Supervisor to proceed with bid project for Tractor Purchase and direct UT Supervisor to proceed with bid project for Equipment Purchase (Blasi/Wombacher 2-0, motion passed)**

There will be a mandatory pre-bid conference on April 3. Bids will be closed on May 1, 2019 at 9:30 a.m., at this time they will be publicly opened by the commission chair. Billings said the funding would come from one of the TIF accounts for the recreational trails.

**MOTION: to hear the Sheriff's portion of the agenda (Wombacher/Blasi 2-0, motion passed)**

In the interest of time management the commission agreed to review the Sheriff's agenda items at this time in the meeting.

Sheriff:

**MOTION: to sign the law enforcement contract between the County of Hancock and the Town of Swans Island as presented (Blasi/Wombacher 2-0, motion passed)**

**MOTION: Approval for out of state travel for Luke Gross and Rob Morang to New Hampshire March 24 and 25 for DARE training (Wombacher /Blasi 2-0, motion passed)**

Jail:

The annual commissioner tour of the jail for a walk-through and lunch was scheduled for March 19, 2019.

Treasurer:

**MOTION: approve the warrants as shown on the Treasurer's memo to the commission (Blasi/Wombacher 2-0, motion passed)**

The Treasurer's memo listed the following:

February GF, Airport, and Jail Payroll Warrants #19-5, #19-6, #19-7, and #19-8 in the aggregate amount of \$333,923.13;

February GF, Airport, and Jail Expense Warrants #18-105, #18-106, #18-107, #19-8, #19-9, #19-10, #18-108, #18-109, #18-110, #19-11, #19-12, and #19-13 in the aggregate amount of \$848,863.37;

February UT Payroll Warrants #19-31, #19-32, #19-33, and #19-34 in the aggregate of \$1,091.18;

February UT Expense Warrants #19-15 and #19-16 in the aggregate of \$26,741.62

**MOTION: approve health insurance expenses in the amount of \$152,008.50 (Wombacher/Blasi 2-0, motion passed)**

Of this amount \$28,992.79 is for 2018; \$123,015.71 is for 2019.

Maintenance:

Facilities Director Walls reported that the existing generator is able to handle the load of the courthouse under most conditions, but the chiller requires a significant amount of energy. This

may change once the chiller is replaced. In the interim Walls will continue to look for unnecessary loads to shed, as some places will not need power in an emergency situation. Director Walls presented a proposal from Hammond Electrical for a new transfer switch in the jail electrical room that will power the entire courthouse.

**MOTION: accept proposal for work with Hampden Electrical for \$28,350.00  
(Wombacher/Blasi 2-0, motion passed)**

Commissioner Blasi asked about sole source; Director Walls said this is an extension of our vendor. Walls said he would coordinate this with the jail to make the installation as seamless as possible.

Propane RFP- Facilities Director Walls said this was standard procedure; we are nearing the end of a three year agreement. The pricing for the airport is also determined in this contract.

**MOTION: the RFP for propane be issued (Blasi/Wombacher 2-0, motion passed)**

Break 10:05-10:12

RCC:

RCC Director Conary reported that he recently provided training to Mariaville Fire Department (at their request) on how calls are processed. 911 calls are 23% over what they were at this point in 2018. Director Conary reported that several county fire departments have started using a third party web-based application called "I Am Responding". Text messaging from Spillman interfaces with the program; dispatch observes this on a screen.

**MOTION: Approve the annual Radio Console Service contract with Brown's Communications (Blasi/Wombacher 2-0, motion passed)**

**MOTION: Approve reserve account transfer request for dispatcher chair from account G-3012-60 (Wombacher/Blasi 2-0, motion passed)**

Commissioners:

Meritain Letter / Health Insurance Conversion-CA Adkins said after a phone conference with Scott McKee it was apparent that there were still issues to resolve, and should be resolved as soon as possible. Issues include discrepancies in the comparability of the prescription plans. McKee advised that the Participation Agreement should be reviewed by a county attorney; the commission agreed to have an attorney review the agreement. Commissioner Blasi wanted a county-version of a Participation Agreement acknowledging that all employees, including elected officials, will be included and that shall not change going forward. CA Adkins said he would communicate that to Allegiant Care.

Advertising policy-

**MOTION: adopt changes as presented in red in advertising policy (Blasi/Wombacher 2-0, motion passed)**

The change included the addition of the following language: "In lieu of a newspaper advertisement a Department Head, in consultation with Human Resources / Administration, may

choose to advertise the vacancy on a website that associates with the vacant position most appropriately. Websites may include, but not be limited to, Maine Municipal Job Bank, Jobs in ME, Indeed.com, or any other site historically used by the County.”

The commission reviewed the Community Benefits Dashboard; they will continue to review this monthly.

County Administrator:

County Charter Discussion- CA Adkins said this is a request from the League of Towns to determine if the commission had interest in considering a County charter. The commission agreed that CA Adkins could extend an invitation to the League of Towns to come before the commission. Commissioner Wombacher said at this point he was not interested in going further with a charter and the League of Towns was able to pursue other options if they chose to; Commissioner Blasi agreed.

**MOTION: to adjourn 11:34 am (Wombacher/Blasi 2-0, motion passed)**

Respectfully submitted,

Rebekah Knowlton  
Deputy County Administrator

# **NEW BUSINESS**

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

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

**PRESENT LICENSE EXPIRES:** 5-15-2019

NEW application:  Yes  No

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

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

**INDICATE TYPE OF PRIVILEGE:**  MALT  VINOUS  SPIRITUOUS

**INDICATE TYPE OF LICENSE:**

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

(QUALIFIED CATERERS ONLY)

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

<b>Corporation Name:</b> JOURNEYS END INC.			<b>Business Name (D/B/A)</b> THE DOCKSIDER		
<b>APPLICANT(S) –(Sole Proprietor)</b>		<b>DOB:</b>	<b>Physical Location:</b> 14 SEA STREET		
		<b>DOB:</b>	<b>City/Town</b> NORTHEAST HARBOR	<b>State</b> ME	<b>Zip Code</b> 04662
<b>Address</b> 14 SEA STREET			<b>Mailing Address</b> P.O. Box 650		
			<b>Same As Above?</b> <input checked="" type="checkbox"/>		
<b>City/Town</b> NORTHEAST HARBOR	<b>State</b> ME	<b>Zip Code</b> 04662	<b>City/Town</b>	<b>State</b>	<b>Zip Code</b>
<b>Telephone Number</b> 207 276 3965		<b>Fax Number</b>		<b>Business Telephone Number</b> 207 276 3965	
				<b>Fax Number</b>	
<b>Federal I.D. #</b> 75-3051443			<b>Seller Certificate #:</b> or Sales Tax #: 1063557		
<b>Email Address:</b> n5c3ms@gmail.com			<b>Website:</b>		

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

2. State amount of gross income from period of last license:

ROOMS \$ \_\_\_\_\_ FOOD \$ 266K LIQUOR \$ 34K

3. Is applicant a corporation, limited liability company or limited partnership? YES  NO

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

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



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

License # \_\_\_\_\_ Name of Business \_\_\_\_\_  
 Physical Location \_\_\_\_\_ City / Town \_\_\_\_\_

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

7. Business records are located at: 14 Sea Street, NORTHEAST HARBOR, MAINE

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

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

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

Full Name (Please Print)	DOB	Place of Birth
Teresa Norwood Clark		BAR HARBOR

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

Name: <u>Teresa Norwood Clark</u>	City: <u>Northeast Harbor</u>	State: <u>ME</u>
Name: _____	City: _____	State: _____
Name: _____	City: _____	State: _____

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

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

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

Disposition: \_\_\_\_\_ (use additional sheet(s) if necessary)

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

Yes  No  If Yes, give name: \_\_\_\_\_

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

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

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) FAMILY SIT DOWN / TAKE AWAY SEAFOOD RESTAURANT - SEASIDE

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

YES  NO  Applied for: \_\_\_\_\_

18. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 0.09 Church

Which of the above is nearest? Church

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

If YES, give details: BAR HARBOR BANKING TRUST - Lloyd + Judith Norwood - parent

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

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

Dated at: Northeast Harbor Me on Mar 21, 20 19  
Town/City, State Date

**PLEASE SIGN IN BLUE INK**

T. Clark  
 Signature of Applicant or Corporate Officer(s)  
Leresa Norwood Clark  
 Print Name

\_\_\_\_\_  
 Signature of Applicant or Corporate Officer(s)  
 \_\_\_\_\_  
 Print Name

**FEE SCHEDULE**

<b>FILING FEE: (must be included on all applications)</b> .....	<b>\$ 10.00</b>
<b>Class I</b> Spirituous, Vinous and Malt .....	<b>\$ 900.00</b>
<b>CLASS I:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB	
<b>Class I-A</b> Spirituous, Vinous and Malt, Optional Food (Hotels Only) .....	<b>\$1,100.00</b>
<b>CLASS I-A:</b> Hotels only that do not serve three meals a day.	
<b>Class II</b> Spirituous Only .....	<b>\$ 550.00</b>
<b>CLASS II:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
<b>Class III</b> Vinous Only .....	<b>\$ 220.00</b>
<b>CLASS III:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
<b>Class IV</b> Malt Liquor Only .....	<b>\$ 220.00</b>
<b>CLASS IV:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
<b>Class III &amp; IV</b> Malt & Vinous Only .....	<b>\$ 440.00</b>
<b>CLASS III &amp; IV:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
<b>Class V</b> Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) .....	<b>\$ 495.00</b>
<b>CLASS V:</b> Clubs without catering privileges.	
<b>Class X</b> Spirituous, Vinous and Malt – Class A Lounge .....	<b>\$2,200.00</b>
<b>CLASS X:</b> Class A Lounge	
<b>Class XI</b> Spirituous, Vinous and Malt – Restaurant Lounge .....	<b>\$1,500.00</b>
<b>CLASS XI:</b> Restaurant/Lounge; and OTB.	
<b>SELF-SPONSORED EVENTS: Qualified Caterers Only</b> .....	<b>\$ 700.00</b>

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

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

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008 (Regular address)

10 Water Street, Hallowell, ME 04347 (Overnight address)

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

**TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**

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

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_  
City/Town (County)

On: \_\_\_\_\_  
Date

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS APPROVAL EXPIRES IN 60 DAYS**

**NOTICE – SPECIAL ATTENTION**

**§653. Hearings; bureau review; appeal**

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

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT  
8 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0008  
TELEPHONE: (207) 624-7220  
FAX: (207) 287-3434  
EMAIL INQUIRIES: [MAINELIQUOR@MAINE.GOV](mailto:MAINELIQUOR@MAINE.GOV)

## NOTICE

**To avoid any delay in the processing of your application and issuance of your liquor license, please make sure that:**

- You completed the application in full. It is suggested to have submitted 30 days prior to the expiration date of your liquor license.
- Application and Corporate Questionnaire forms are signed by the owner(s) or corporate officer(s).
- The application is signed by the Town or City Municipal Officers or County Commissioners.
- The license fee submitted is for the correct Class you are applying for and includes the \$10.00 filing fee. The check can be made payable to "Treasurer, State of Maine" and both fees can be submitted on one check. If the business is located in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- Your room (if applicable), food and liquor gross income for the year is filled in
- A diagram of the facility to be licensed needs to accompany ALL New and Renewal applications.
- Corporations, limited liability companies, partnerships must complete and submit the Corporate Information Required for Business Entities who are Licensees. If not a publicly traded entity, ownership must add up to 100%.

**Submit Completed Forms to:**

Bureau of Alcoholic Beverages

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, Me 04333-0008 (Regular address)

10 Water Street, Hallowell, ME 04347 (Overnight address)

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

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

**PRESENT LICENSE EXPIRES: 5/18/2019**

NEW application:  Yes  No

If business is NEW or under new ownership, indicate starting date: n/a

Requested inspection (New Licensees/ Ownership Changes Only) Date : n/a Business hours: \_\_\_\_\_

INDICATE TYPE OF PRIVILEGE:  MALT  VINOUS  SPIRITUOUS

**INDICATE TYPE OF LICENSE:**

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

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

Corporation Name: <b>Dawnland LLC</b>			Business Name (D/B/A) <b>Jordan Pond House</b>		
APPLICANT(S) –(Sole Proprietor)		DOB:	Physical Location: <b>2928 Park Loop Rd</b>		
		DOB:	City/Town <b>Seal Harbor</b>	State <b>ME</b>	Zip Code <b>04675</b>
Address <b>101 West San Francisco St</b>			Mailing Address <b>PO Box 40</b>		
City/Town <b>Santa Fe</b>	State <b>NM</b>	Zip Code <b>87501</b>	City/Town <b>Seal Harbor</b>	State <b>ME</b>	Zip Code <b>04675</b>
Telephone Number <b>720-252-5178</b>		Fax Number	Business Telephone Number <b>207-276-3478</b>		Fax Number
Federal I.D. # <b>61-1691833</b>			Seller Certificate #: or Sales Tax #: <b>1166986</b>		
Email Address: Please Print <b>nshults@acadiajordanpondhouse.com</b>			Website: <b>www.acadiajordanpondhouse.com</b>		

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

2. State amount of gross income from period of last license:

ROOMS \$ n/a FOOD \$ 3,379,754.00 LIQUOR \$ 278,826

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

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

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

License # \_\_\_\_\_ Name of Business \_\_\_\_\_

Physical Location \_\_\_\_\_ City / Town \_\_\_\_\_

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

7. Business records are located at: Jordan Pond House 2928 Park Loop Rd, Seal Harbor ME 04675

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

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

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

Full Name (Please Print)	DOB	Place of Birth
Nicholas Shults		Biddeford, Maine
Amanda Wolfe		Waterville, Maine
11. Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Name: Amanda Wolfe	City: Mount Desert	State: Me
Name: Nicholas Shults	City: Mount Desert	State: Me
Name:	City:	State:

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

Name: Nicholas Shults Date of Conviction: 1/2/2012

Offense: misdemeanor assault Location: Machias, Maine

Disposition: charged, fined and serve jail term (use additional sheet(s) if necessary)

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

Yes  No  If Yes, give name: \_\_\_\_\_

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

15. Does/do applicant(s) own the premises? Yes  No  If No give name and address of owner: National Park Service, Acadia National Park

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) Jordan Pond House, Acadia National Park- Please see attached diagrams B&C

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

YES  NO  Applied for: \_\_\_\_\_

18. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1.5 miles

Which of the above is nearest? Seal Harbor Congregational Church

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

If YES, give details: \_\_\_\_\_

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

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

Dated at: \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_  
Town/City, State Date

*[Signature]*  
 Signature of Applicant or Corporate Officer(s)

**Please sign in blue ink**

\_\_\_\_\_  
 Signature of Applicant or Corporate Officer(s)

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Print Name

**FEE SCHEDULE**

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

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

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

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

**TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**  
Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_  
City/Town (County)

On: \_\_\_\_\_  
Date

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS APPROVAL EXPIRES IN 60 DAYS**

**NOTICE – SPECIAL ATTENTION**

**§653. Hearings; bureau review; appeal**

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

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]



D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][ 2003, c. 213, §1 (AMD) .]

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW) .]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW) .]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD) .]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD) .]

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

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD) .]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW) .]

[ 2009, c. 81, §§1-3 (AMD) .]

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

A. [1993, c. 730, §27 (RP) .]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]

[1995, c. 140, §6 (AMD) .]

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

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

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

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

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



**ON PREMISE DIAGRAM**  
**(Facility Drawing/ Floor Plan)**

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

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

Please see attachments B & C



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

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

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

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

Please clearly complete this form in its entirety.

- Exact legal name: Dawnland LLC
- Doing Business As, if any: Jordan Pond House
- Date of filing with Secretary of State: 8/14/2012 State in which you are formed: ME
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: n/a
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Armand P Ortega	Santa Fe, NM	10/2/1949	Manager	63%
Shane Ortega	Santa Fe, NM	4/21/1975	President	27%
Thomas A Williamson	Highlands Ranch, CO	7/19/1970	Partner	10%

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

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

7. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?  Yes  No

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

Name: \_\_\_\_\_

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

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

Location of Conviction: \_\_\_\_\_

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

**Signature:**

  
\_\_\_\_\_  
Signature of Owner or Corporate Officer

3/23/2019  
Date

Nicholas A. Shults  
Print Name of Owner or Corporate Officer

---

Submit Completed Forms to:

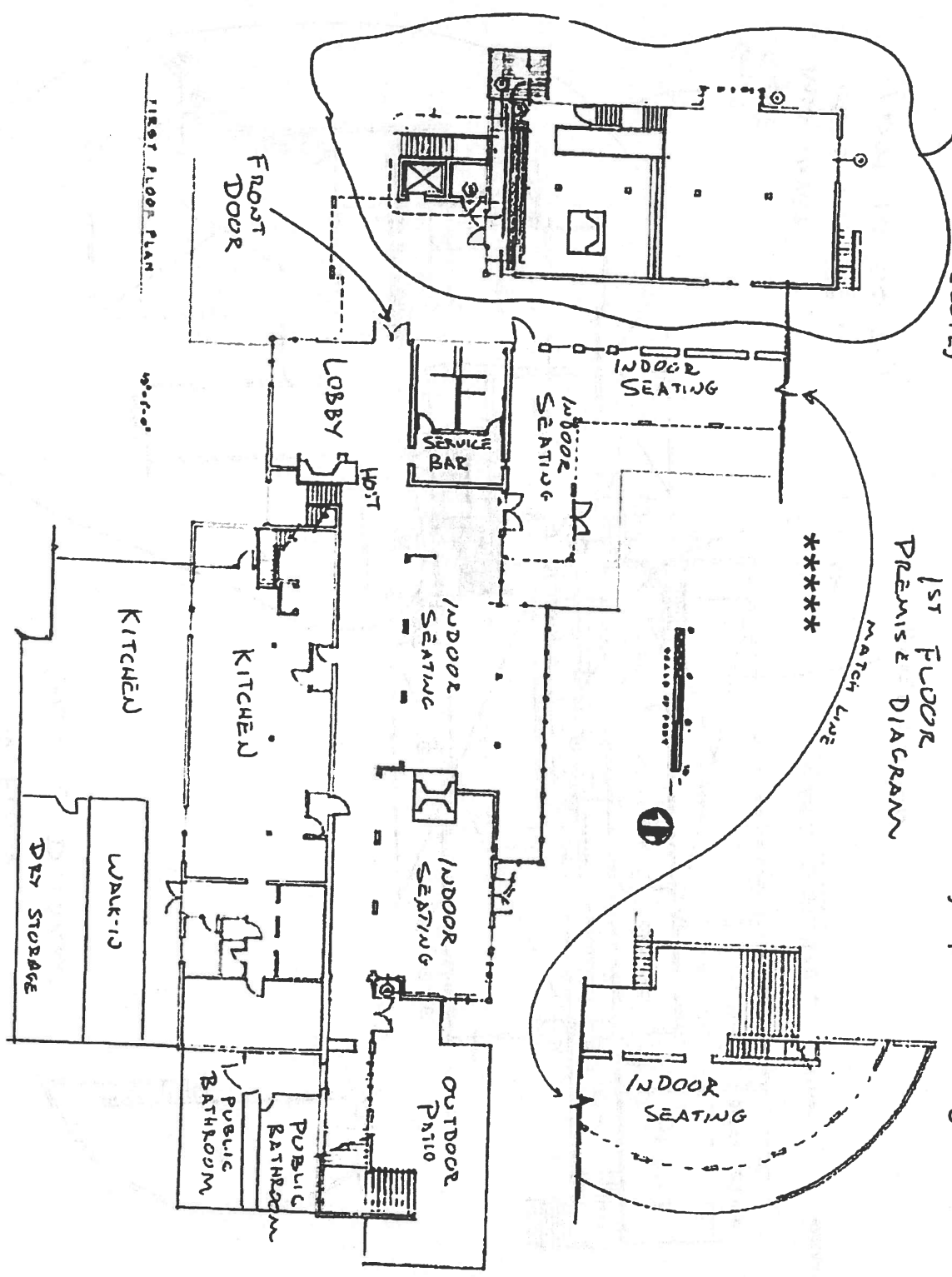
Bureau of Alcoholic Beverages  
Division of Liquor Licensing and Enforcement  
8 State House Station, Augusta, Me 04333-0008 (Regular address)  
10 Water Street, Hallowell, ME 04347 (Overnight address)  
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434  
Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

\*\*\*\*\*

GIFT STORE (NOT IN SCORE)

JORDAN POOD HOUSE  
1ST FLOOR  
PREMISE DIAGRAM

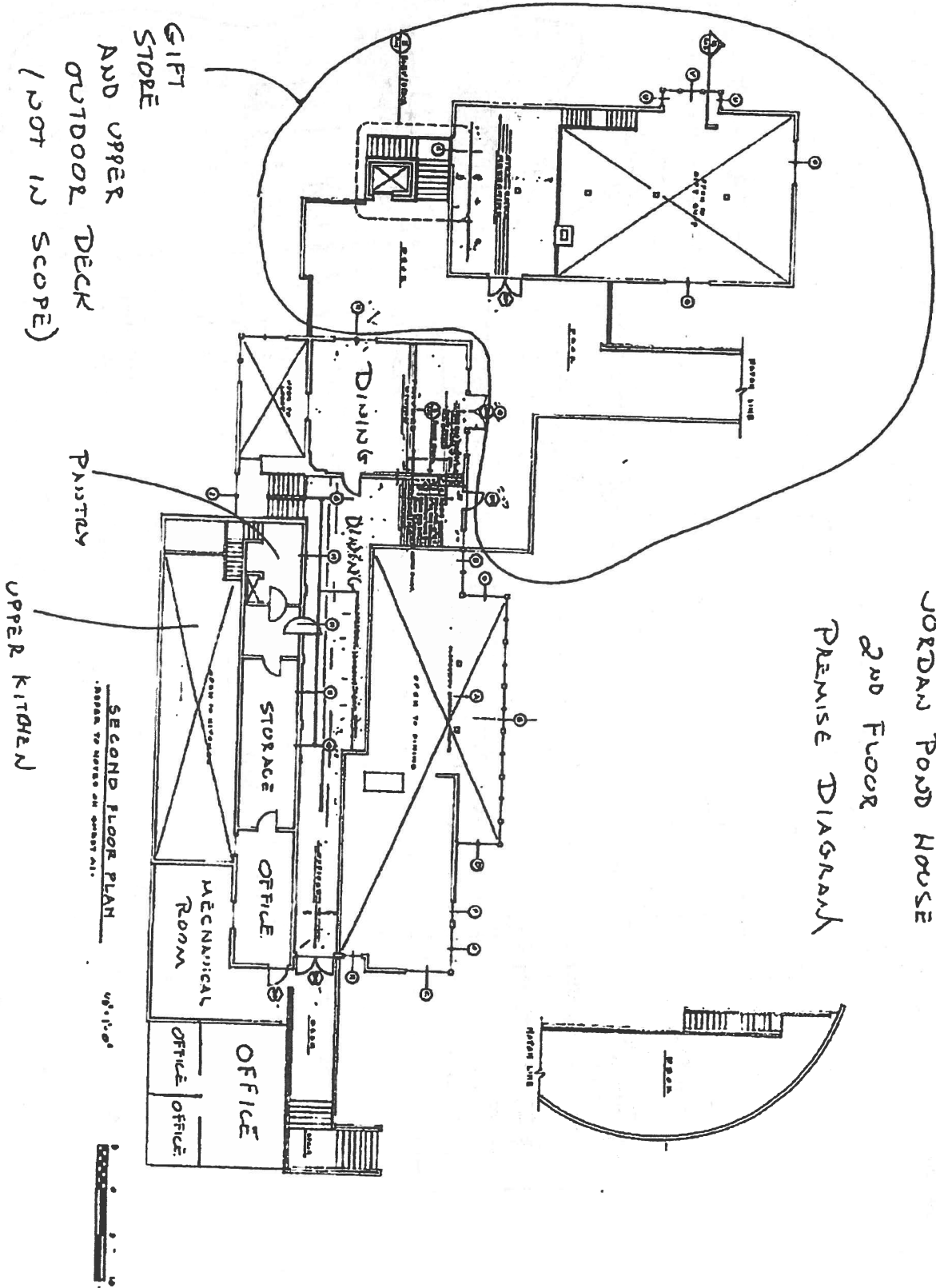
Includes historic outdoor seating,  
previously bounded and approved  
by liquor licensing official.



JORDAN POND HOUSE

2ND FLOOR

PREMISE DIAGRAM



**Appendix A**

**Armand Ortega Manager and (63%) owner of Dawnland LLC**

Santa Fe, NM (for the past > five years)

**Shane Ortega (27%) owner of Dawnland LLC**

Santa Fe, NM (for the past > five years)

---

**Thomas Williamson (10%) owner of Dawnland, LLC**

Highlands Ranch, CO (for the past > five years)



JANET T. MILLS  
GOVERNOR

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

PATRICK C. KELIHER  
COMMISSIONER

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

Date:	March 27, 2019	
Applicant:	Mussel Bound Incorporated	<b>COMMENTS DUE BY:</b> <b>April 29, 2019</b>
Location:	Bartlett Narrows, Blue Hill Bay, Mount Desert, Maine	

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

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

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

	<b>Dept. of Environmental Protection</b> Attn: Greg Wood
<b>X</b>	<b>Dept. of Inland Fisheries &amp; Wildlife</b> Attn: John Perry
<b>X</b>	<b>Dept. of Marine Resources</b> Attn: Carl Wilson
<b>X</b>	<b>Dept. of Conservation, Submerged Lands</b> Attn: Carol DiBello
	<b>National Park Service</b> Attn: John Kelly
<b>X</b>	<b>DMR Bureau of Public Health</b> Attn: Kohl Kanwit, Denis-Marc Nault, and David Miller

<b>X</b>	<b>US Army Corps of Engineers</b> Attn: LeeAnn Neal
<b>X</b>	<b>Department of Marine Resources,</b> <b>Marine Patrol Division II Jay Carroll</b>
<b>X</b>	<b>Town of Mount Desert</b> Attn: Municipal Officers
<b>X</b>	<b>Mount Desert Shellfish Warden</b>
<b>X</b>	<b>Mount Desert Shellfish Committee</b> Chair

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

PHONE: (207) 624-6550

FAX: (207) 624-6024



Original App received 10.2.18  
1st revised app received 12.7.18  
2nd revised app received 2.7.19  
3rd revised app received 2.11.19  
4th revised app received 2.19.19  
5th revised app received 3.5.19  
DEEMED COMPLETE 3.6.19

## EXPERIMENTAL LEASE APPLICATION

### 1. APPLICANT CONTACT INFORMATION

Applicant: MUSSEL BOUND INCORPORATED

Applicant Contact (If corporate applicant): ERICK SPENCER SWANSON

Address: P.O. BOX 224

City: MOUNT DESERT

County: HANCOCK State: MAINE Zip: 04660

Telephone: (207) 266-4321 Email Address: erickthered@tuc.com  
sswanson@musselboundinc.com

Note: If applicant is a corporation or a partnership, the "Corporate Applicant Information Document" available at: <http://www.maine.gov/dmr/aquaculture/forms/experimental.html> must also be completed.

### 2. PROPOSED LEASE SITE INFORMATION

Location of lease site Town: MOUNT DESERT County: HANCOCK Water Body: BLUE HILL BAY

Additional description: BARTLETT NARROWS  
(e.g. south of B Island)

Total acreage requested (4-acre maximum): 3.55

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

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

### 3. WATER QUALITY

(Go to <http://www.maine.gov/dmr/shellfish-sanitation-management/closures/pollution.html> for water quality information.)

Pollution Area (e.g. "19-A"): 47\* Pollution Area Section (e.g. "B.2" or "none"): NONE

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

\* BARTLETT NARROWS IS NOT LISTED.  
THIS CLOSE - SITE IS BETWEEN  
42 & 47

**4. GENERAL LEASE INFORMATION**

Type of culture (check all that apply):

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

Name of species to be cultivated (include both common and scientific names):	Name and address of the source of seed stock, juveniles, smolts, etc., to be cultivated:
1. BLUE MUSSEL MYTILUS EDULIS	MUSSEL BOUND, INC. FRENCHMAN BAY SITE SEED
2.	
3.	
4.	
5.	

**4a. Do you intend to possess, transport, or sell whole or roe-on scallops?**

- Yes
  No

If you answered "yes" please contact the Bureau of Public Health at [DMRPublicHealthDiv@maine.gov](mailto:DMRPublicHealthDiv@maine.gov) to discuss your plans.

## 5. VICINITY MAP

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

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

The map needs to display the following:

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

## 6. BOUNDARY DRAWING

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

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

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

# MUSSEL BOUND, INC. EXPERIMENTAL LEASE

Sign In New Guest 0 ITEMS



NOAA Nautical Charts (U.S. Waters)

International Charts

Specialty Charts

Other Nav Products

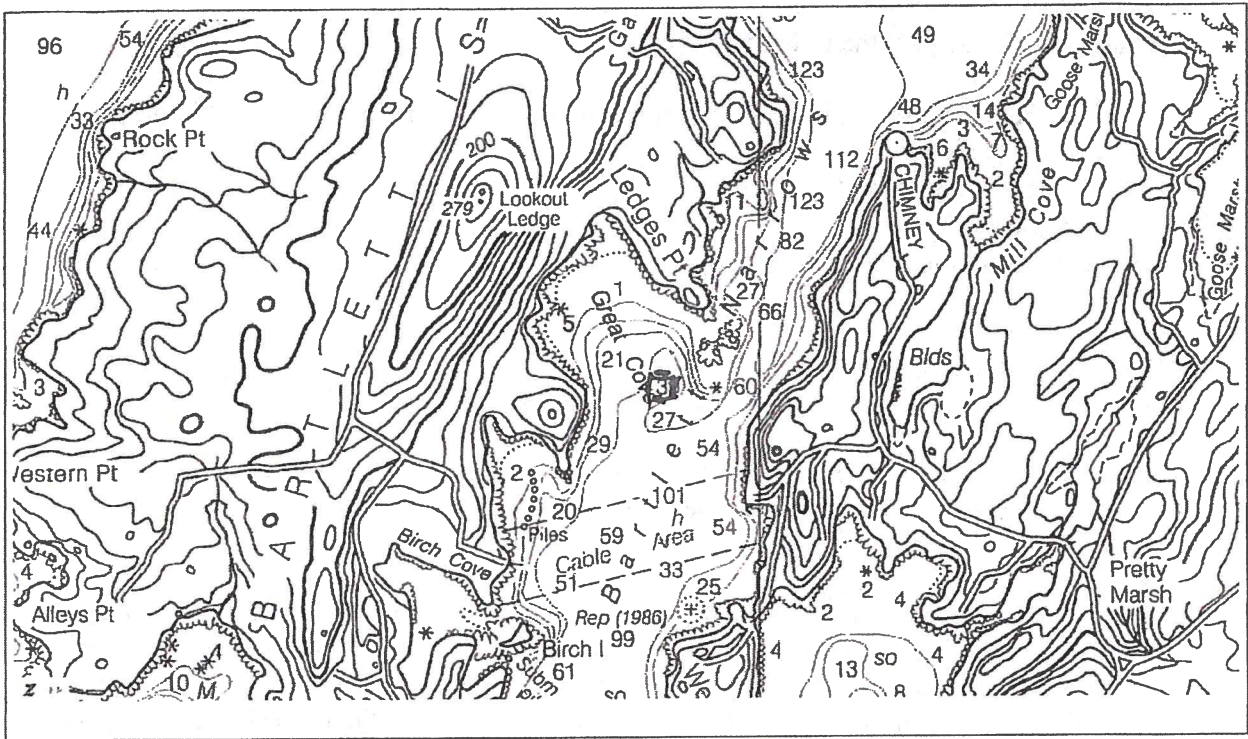
Other Products for Mariners

Wall Art

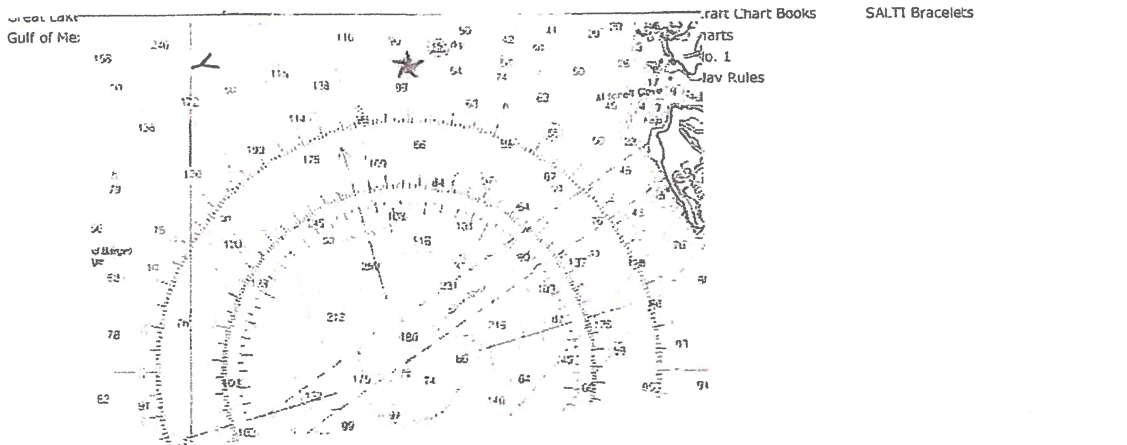
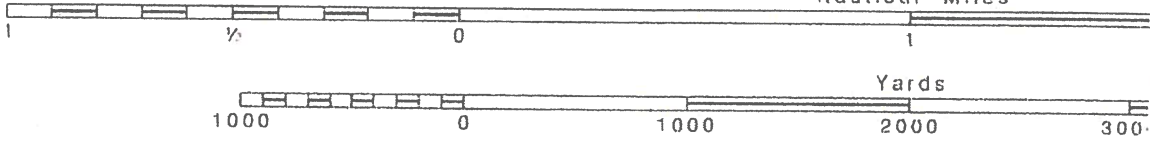
## 13316

## VICINITY MAP #5

BLUE HILL BAY, BLUE HILL HARBOR



SCALE 1:40,000  
Nautical Miles





# HORIZON SURVEYING COMPANY

17 UNION STREET ELLSWORTH, ME 04605 207.667.6912  
V. Kelly Bellis, PLS 2099 E-mail address: kellybellis@gwi.net

*BOUNDARY DRAWING #6*



### Description of Proposed Lease Area Bartlett Narrows, Mount Desert, Hancock County, Maine

Total acreage would be 3.57 acres.

Starting at the northeast corner,  
Then go 520' at 180 deg. true to the southeast corner,  
Then go 300' at 270 deg. true to the southwest corner,  
Then go 520' at 0 deg. true to the northwest corner,  
Then go 300' at 90 deg. true back to the northeast corner.

*DATUM WGS83*

#### WGS84 Vertex List

Idx	Longitude	Latitude	Length	Total Length	Heading
1	68° 25' 20.402222" W	44° 20' 52.388978" N	520 ft	---	180° 00' 00.044633"
2	68° 25' 20.402223" W	44° 20' 47.263310" N	300 ft	520 ft	90° 00' 00.044633"
3	68° 25' 16.267126" W	44° 20' 47.263309" N	520 ft	820 ft	0° 00' 00.044633"
4	68° 25' 16.267125" W	44° 20' 52.388977" N	---	1340 ft	---

**7. RESEARCH PROGRAM AND OPERATIONS**

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

1. Type of study (check one):  Scientific Research  Commercial Research

Please note:

a) Scientific research is not kept confidential.

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

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

TO EVALUATE MUSSEL SEED TRANSFER FROM  
FRENCHMAN BAY SITE, PRODUCE MARKET MUSSELS,  
EVALUATE MUSSEL SEED

3. Describe how each species will be cultured.

SUSPENDED ROPE CULTURE

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

12 MONTHS - JANUARY - DECEMBER  
TRANSFER SEED FROM FRENCHMAN BAY IN NOVEMBER.  
SEED: HARVESTING, GRADING IN MAY.

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

EVERY DAY

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

EVERY DAY

**7. RESEARCH PROGRAM AND OPERATIONS CONTINUED**

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

THE ROPE WILL BE DRAWN THROUGH A STRIPPER,  
SEED MUSSELS WILL BE GRADED, MARKET MUSSELS  
WILL BE PROCESSED

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

OVER WINTER: NOVEMBER - JUNE 6 CAGES / 70 METER POLAR CIRCLE  
OVER SUMMER: JUNE - NOVEMBER 3 CAGES / 70 METER POLAR  
3 CAGES WILL BE MOVED TO FRENCHMAN BAY IN JUNE  
TO A COE PERMIT NO. NAE-2013-1257-M1 APRIL

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

HARVESTING & GRADING EQUIPMENT ON BARGES.  
HARVESTING - YEAR ROUND, TWO DAYS A WEEK  
GRADING - MONTH OF MAY, DAILY  
PHOTOS INCLUDED: 9a, 9b.

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

6 70 METER POLAR CIRCLES NOV - JUNE  
60,000 FEET FUZZY ROPE  
6 PREDATOR NETS,  
10 4,000 LB. ANCHORS, 4 CORNER MARKERS

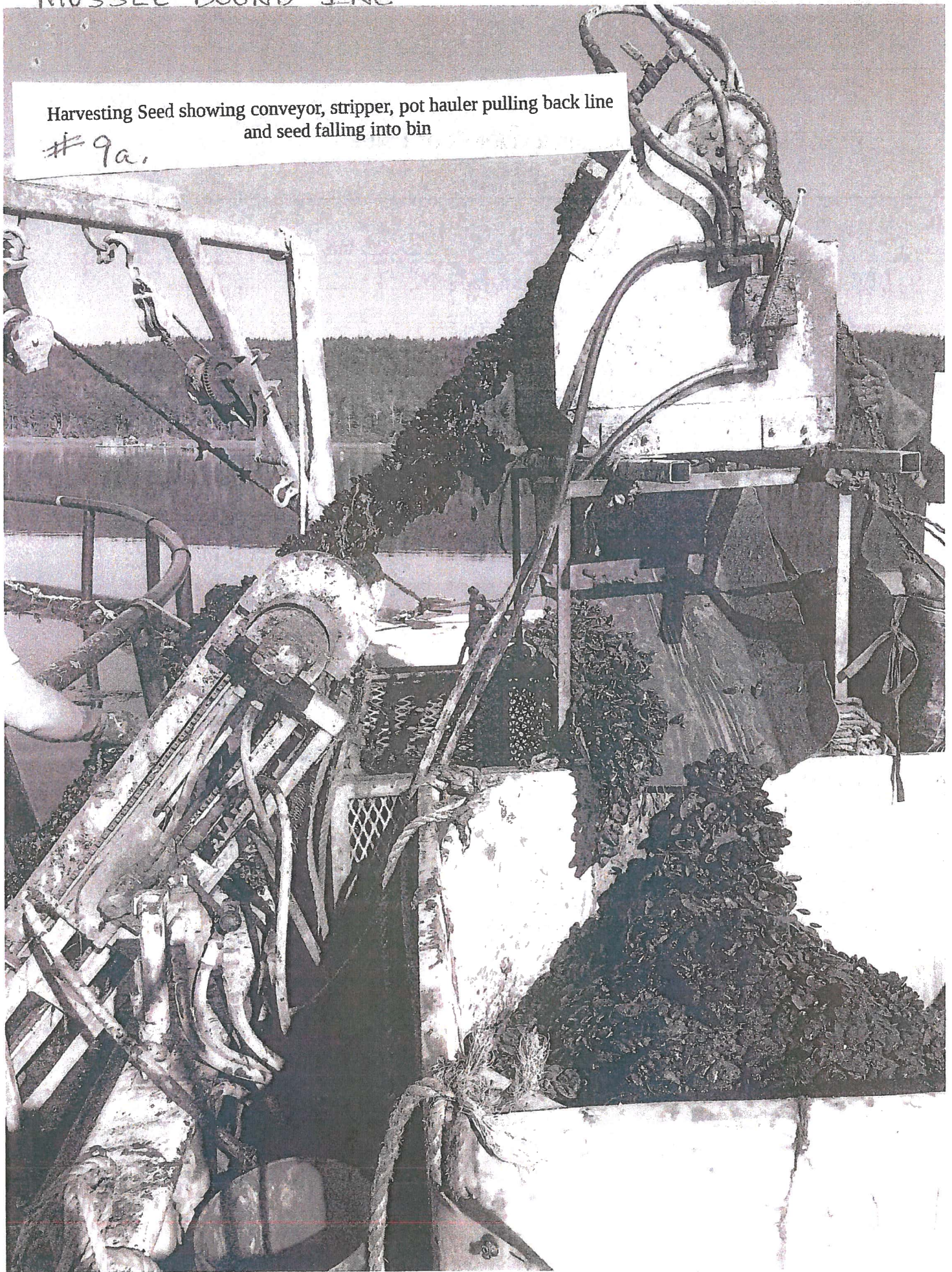
11. What is the maximum number (or biomass) of organisms you anticipate being on the site?

200,000 LBS. BLUE MUSSELS

MUSSEL BOUND LINC

Harvesting Seed showing conveyor, stripper, pot hauler pulling back line  
and seed falling into bin

#9a.

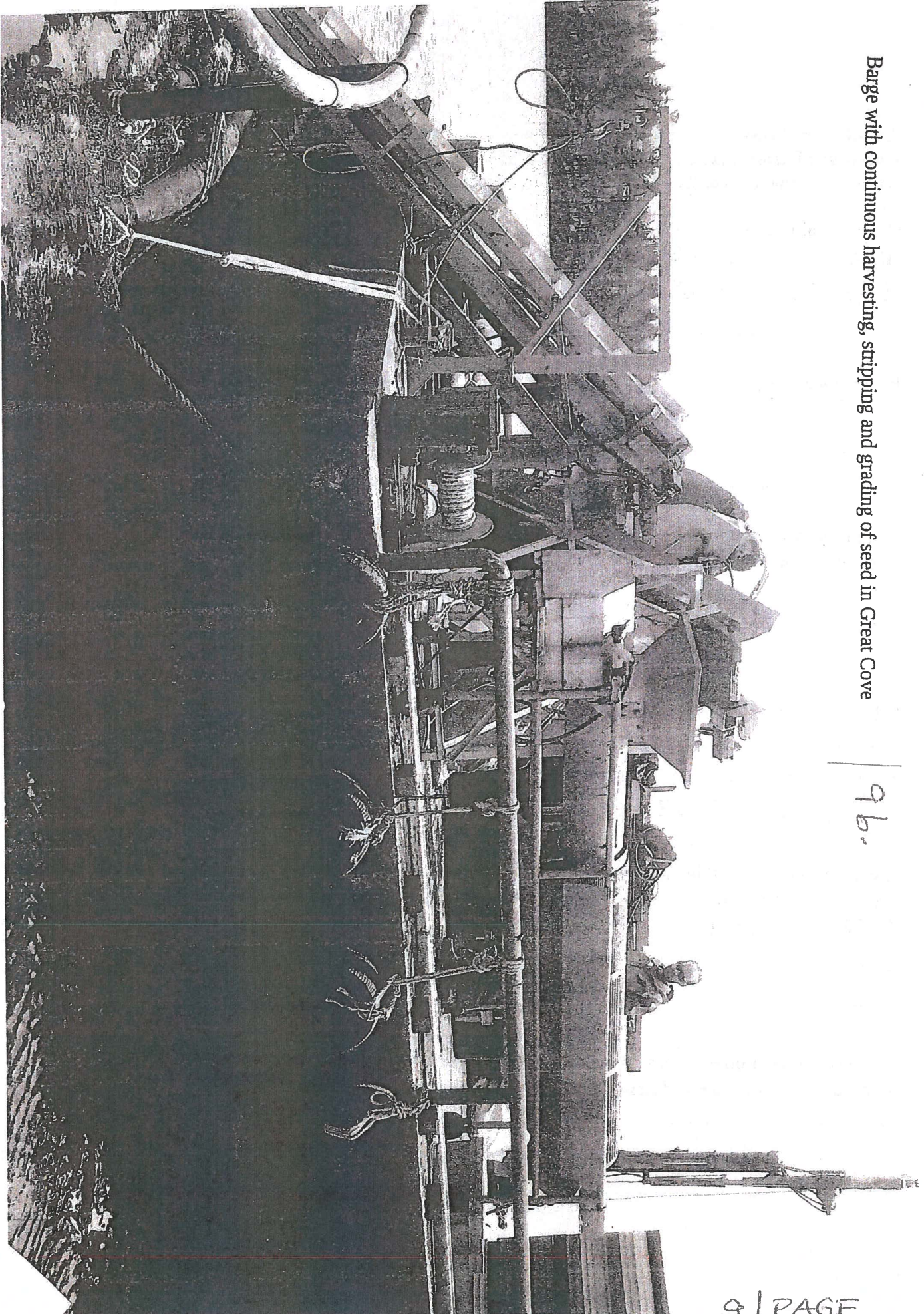




MUSSEL BOUND, INC

Barge with continuous harvesting, stripping and grading of seed in Great Cove

| 96.



**8. EXISTING USES**      DESCRIPTION INCLUDED

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

Commercial Fishing:

WET STORAGE AREA FOR APPLICANT - YEAR ROUND  
LIMITED LOBSTER FISHING SPRING - FALL

Recreational Fishing:

LIMITED TO SUMMER MONTHS

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

NAVIGABLE CHANNEL 650 FEET TO THE EAST  
SEE ATTACHED PAGE

Other uses (kayaking, swimming, etc.):

KAYAKING SPRING - FALL      LIGHT ACTIVITY  
WEATHER DEPENDENT

Are there moorings within 1,000 feet of the proposed lease site?  Yes  No

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

APPLICANT HAS .3 MOORINGS & ACOE PERMIT  
EVAN YOUNG - ABOUT 1,000 FEET

Are there docks or other access points within 1,000 feet of the proposed lease site?  Yes  No

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

# Bartlett Island Experimental Lease Application

## Mussel Bound Incorporated

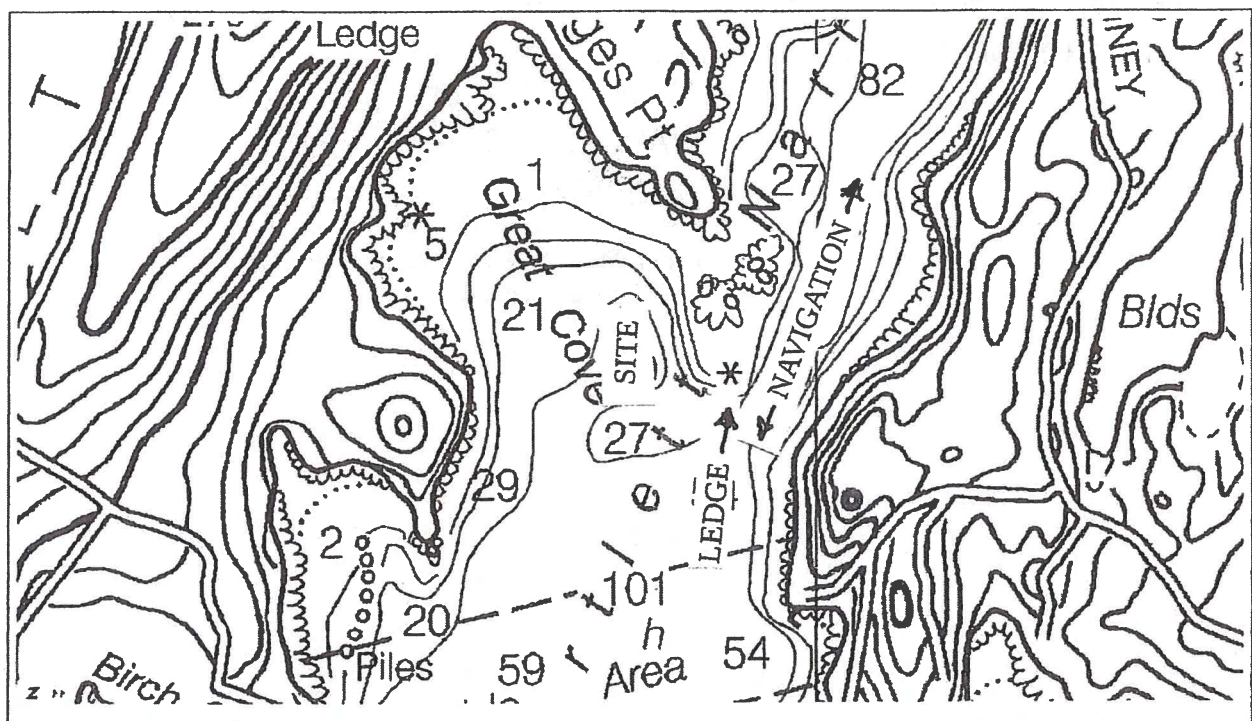
### 8. EXISTING USES

The Swanson family has used Bartlett Landing as a base for its aquaculture operations since 1989. The proposed experimental lease site has been a barge mooring site since at least 2017 and Great Cove has been used for barge, cage and equipment assembly and maintenance for over 20 years. Our primary rationale for choosing this location is that the water quality condition of temperature and flow are excellent for our purposes, and we occupy the space anyway. Our goal is to optimize the space we occupy at Hardwood Island and Great Cove rather than open up a new location.

Mussel Bound currently operates on the site as a wet storage location for Mussel Bound Inc. and Maine Shellfish. Wet storage can be moved off the site if required. In addition, our mussel spat/seed collection and over wintering operation has operated at Thomas Island (summer spat collect) and the proposed lease site at Bartlett Narrows (over wintering) under ACOE permit no. NAE-2013-1257 issued in 2013 and modified in 2018 to accommodate 3 cages. All ACOE permits are attached. Empty cages are generally moored there.

Our ACOE permit does not allow aquaculture and our current spat collection activities are considered fishing. We prefer to conduct these activities under a lease which gives us many more operational options. If the Thomas Island site lease application is approved, the 3 cages will be moved in April for summer/fall operation to the lease, otherwise we will continue with the ACOE permit that we have. We maintain two sets of 3 cages to accommodate seeding activities May and June and spat line deployment May, June and July

As per the attached chart, the navigation channel is east of a shallow ledge and the proposed site is west of that ledge. Proceeding north from the proposed lease is not possible because of ledge. It is 650 feet from the proposed lease to the navigation channel with shallow ledge in between.





REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
NEW ENGLAND DISTRICT, CORPS OF ENGINEERS  
696 VIRGINIA ROAD  
CONCORD, MASSACHUSETTS 01742-2751

#8

Regulatory Division  
CENAE-RDC-53  
Permit Number: NAE-2013-1257-M1

March 14, 2018

Erick C. Swanson  
Mussel Bound, Inc.  
P.O. Box 244  
Mount Desert, Maine 04660

Dear Mr. Swanson:

In accordance with your recent request, Department of the Army permits, number NAE-2013-1257 is hereby amended to authorized the installation of an additional 70m Polar Circle and relocate two (2) existing Polar Circles in Mount Desert Narrows in Salsbury Cove (Bar Harbor), Maine in order to collect mussel seed as shown on the attached plans entitled "Mussel Bound, Inc., Mussel Seed Collecting Polar Circles-2018" in three (3) sheets undated. The circles will be overwintered at existing barge moorings in Great Cove at Pretty Marsh (Mount Desert), Maine.

All other conditions of the original permits remain in full force and effect.

We continually strive to improve our customer service. In order for us to better serve you, we would appreciate your completing our Customer Service Survey located at [http://corpsmapu.usace.army.mil/cm\\_apex/f?p=regulatory\\_survey](http://corpsmapu.usace.army.mil/cm_apex/f?p=regulatory_survey)

BY AUTHORITY OF THE SECRETARY OF THE ARMY:

**MAHANEY.S**  
**HAWN.B.100**  
**6439302**  
For: Frank J. Del Giudice  
Chief, Permits & Enforcement Branch  
Regulatory Division

Digitally signed by  
MAHANEY.SHAWN.B.1006439302  
DN: c=US, o=U.S. Government,  
ou=DoD, ou=PKI, ou=USA,  
cn=MAHANEY.SHAWN.B.1006439  
302  
Date: 2018.03.14 12:40:26 -04'00'



DEPARTMENT OF THE ARMY  
 NEW ENGLAND DISTRICT, CORPS OF ENGINEERS  
 696 VIRGINIA ROAD  
 CONCORD, MASSACHUSETTS 01742-2751

#8

REPLY TO  
 ATTENTION OF

MAINE GENERAL PERMIT (GP)  
 AUTHORIZATION LETTER AND SCREENING SUMMARY

Erick C. Swanson  
 Mussel Bound, Inc.  
 P.O. Box 244  
 Mount Desert, Maine 04660

CORPS PERMIT # NAE-2013-1257  
 CORPS PGP ID# 11-192  
 STATE ID# \_\_\_\_\_

DESCRIPTION OF WORK:

Install and maintain two (2) 70m Polar Circles in Mount Desert Narrows in Salsbury Cove (Bar Harbor), Maine in order to collect mussel seed as shown on the attached plans entitled "Mussel Bound, Inc., Seed Collecting Polar Circles" in three (3) sheets undated. The circles will be overwintered at existing moorings in Great Cove at Pretty Marsh (Mount Desert), Maine. SPECIAL CONDITIONS: See attached sheet.

LAT/LONG COORDINATES: 44.4369833° N -68.3465000° W USGS QUAD: SALSBURY COVE, ME

I. CORPS DETERMINATION:

Based on our review of the information you provided, we have determined that your project will have only minimal individual and cumulative impacts on waters and wetlands of the United States. Your work is therefore authorized by the U.S. Army Corps of Engineers under the enclosed Federal Permit, the Maine General Permit (GP). This is your Corps Permit.

You must perform the activity authorized herein in compliance with all the terms and conditions of the GP (including any attached Additional Conditions and any conditions placed on the State 401 Water Quality Certification including any required mitigation). Please review the enclosed GP carefully, including the GP conditions beginning on page 7, to familiarize yourself with its contents. You are responsible for complying with all of the GP requirements; therefore you should be certain that whoever does the work fully understands all of the conditions. You may wish to discuss the conditions of this authorization with your contractor to ensure the contractor can accomplish the work in a manner that conforms to all requirements.

If you change the plans or construction methods for work within our jurisdiction, please contact us immediately to discuss modification of this authorization. This office must approve any changes before you undertake them.

Condition 41 of the GP (page 18) provides one year for completion of work that has commenced or is under contract to commence prior to the expiration of the GP on October 12, 2015. You will need to apply for reauthorization for any work within Corps jurisdiction that is not completed by October 12, 2016.

This authorization presumes the work shown on your plans noted above is in waters of the U.S. Should you desire to appeal our jurisdiction, please submit a request for an approved jurisdictional determination in writing to the undersigned.

No work may be started unless and until all other required local, State and Federal licenses and permits have been obtained. This includes but is not limited to a Flood Hazard Development Permit issued by the town if necessary.

II. STATE ACTIONS: PENDING [ ], ISSUED [ ], DENIED [ ] DATE \_\_\_\_\_

APPLICATION TYPE: PBR: \_\_\_\_\_ TIER 1: \_\_\_\_\_ TIER 2: \_\_\_\_\_ TIER 3: \_\_\_\_\_ NRPA: \_\_\_\_\_ LURC: \_\_\_\_\_ DMR LEASE: \_\_\_\_\_ NA: \_\_\_\_\_

III. FEDERAL ACTIONS:

JOINT PROCESSING MEETING: 06/11/2011 LEVEL OF REVIEW: CATEGORY 1: \_\_\_\_\_ CATEGORY 2: X

AUTHORITY (Based on a review of plans and/or State/Federal applications): SEC 10 X, 404 \_\_\_\_\_ 10/404 \_\_\_\_\_, 103 \_\_\_\_\_

EXCLUSIONS: The exclusionary criteria identified in the general permit do not apply to this project.

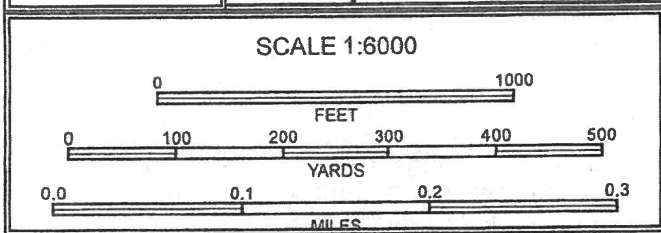
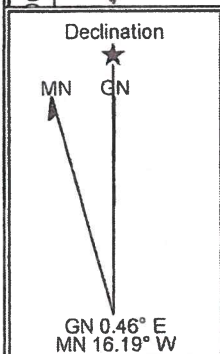
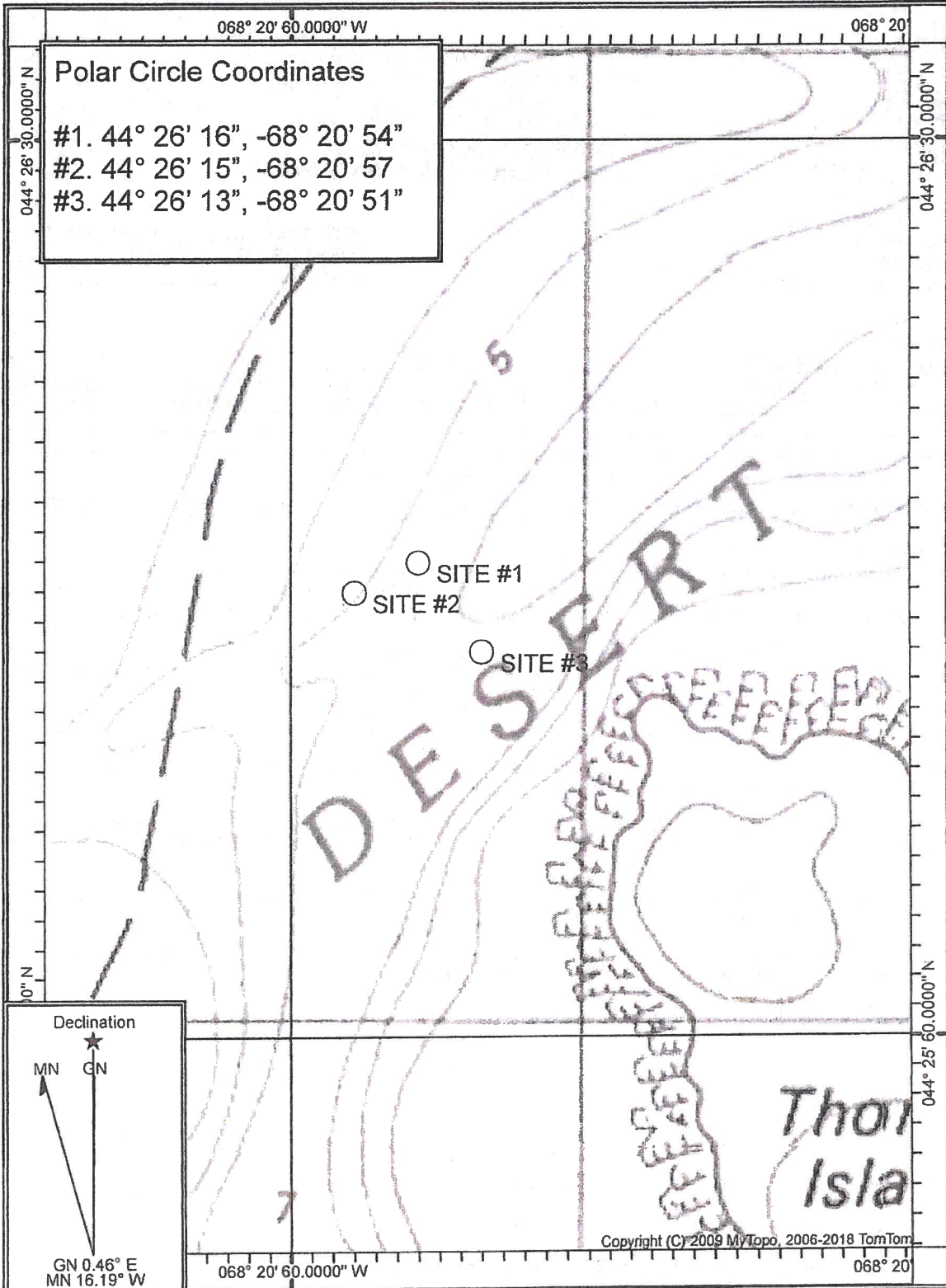
FEDERAL RESOURCE AGENCY OBJECTIONS: EPA NO, USF&WS NO, NMFS NO

If you have any questions on this matter, please contact my staff at 207-623-8367 at our Manchester, Maine Project Office. In order for us to better serve you, we would appreciate your completing our Customer Service Survey located at <http://per2.nwp.usace.army.mil/survey.html>

SHAWN B. MAHANEY  
 SENIOR PROJECT MANAGER  
 MAINE PROJECT OFFICE

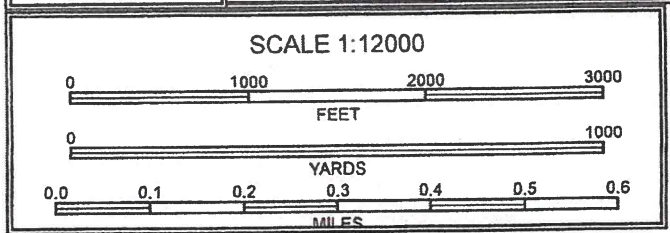
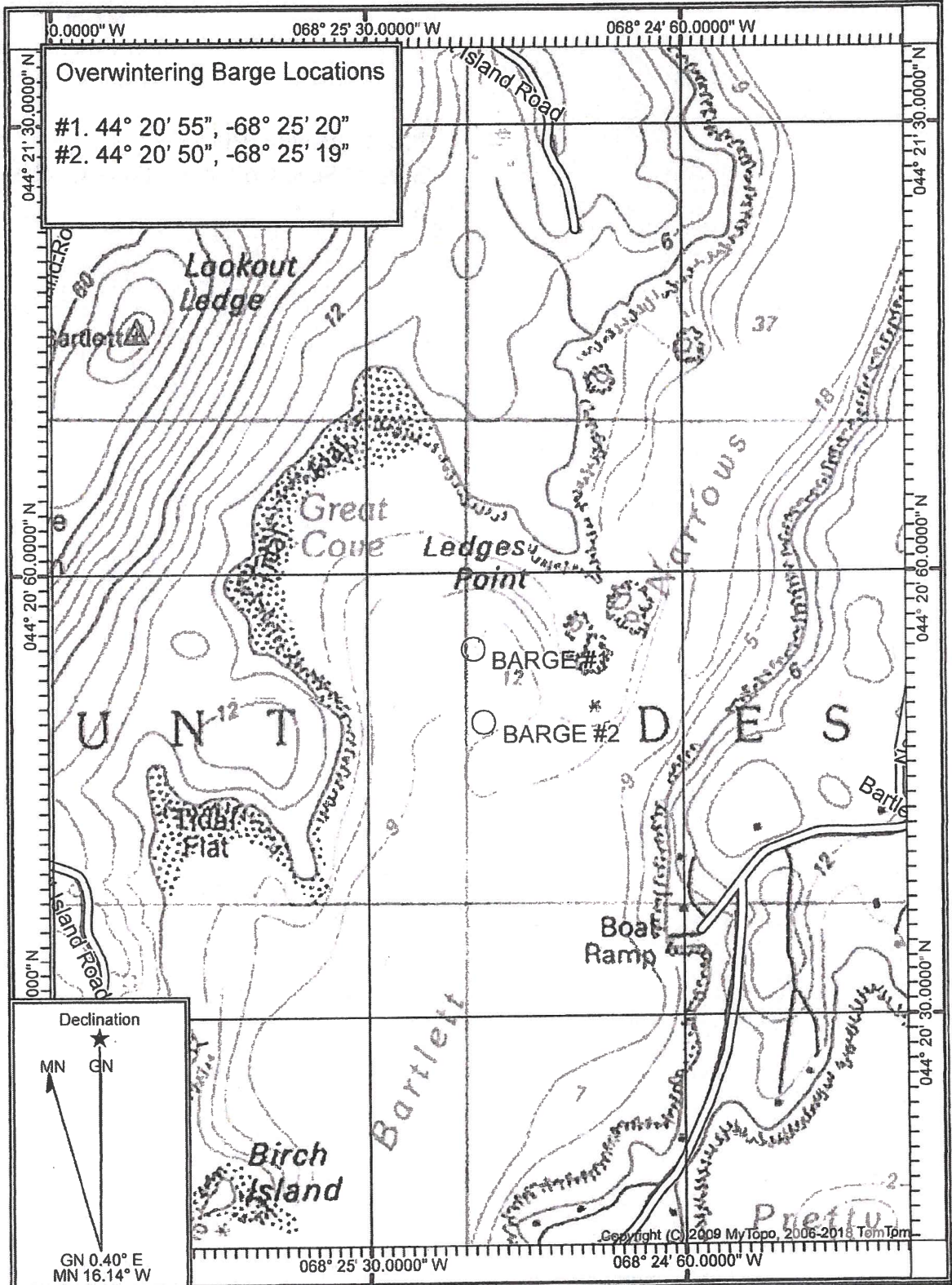
FRANK J. DELGIUDICE  
 CHIEF, PERMITS & ENFORCEMENT BRANCH  
 REGULATORY DIVISION  
 17 June 2013  
 DATE

#8



Mussel Bound, Inc.  
 Mussel Seed Collecting Polar  
 Circles-2018  
 Sheet 1 of 3

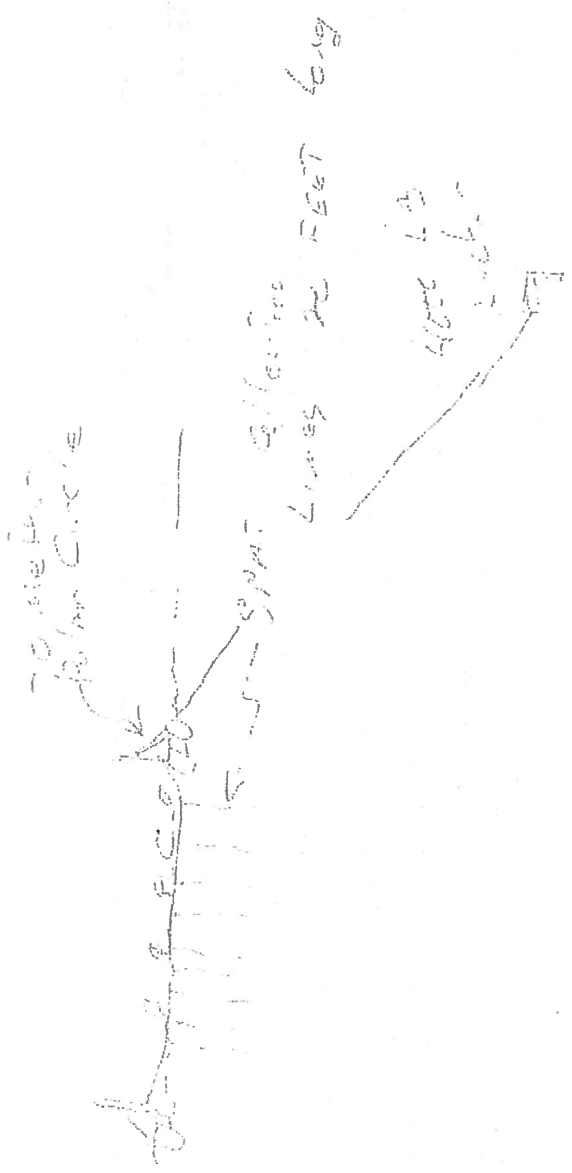
#8



Mussel Bound, Inc.  
 Mussel Seed Collecting Polar  
 Circles-2018  
 Sheet 2 of 3

#8

Mussel Bound, Inc.  
Mussel Seed Collecting Polar Circles-2018  
Sheet 3 of 3





Are there public beaches within 1,000 feet of the proposed lease site?  Yes  No

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

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

WE OPERATE A WET STORAGE SITE FOR MAINE SHELLFISH  
AND OURSELVES (MUSSEL BOUND). MUSSEL BOUND HAS A  
LEASE AT HARDWOOD ISLAND - BHB HI 2

**9. EXCLUSIVE USE**

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

NONE

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**10. ENVIRONMENTAL CHARACTERIZATION**

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

1. What are the approximate depths at mean low water? 40'

2. What are the approximate depths at mean high water? 50'

3. Provide the approximate current speed and direction during the ebb and flow.

EBB S, FLOOD NE, 1+ KNOT

4. The following questions may be answered in writing or by submitting a clear and decipherable video of the bottom of the proposed lease site and the surrounding shore land. If you plan to submit a video please contact the Department for guidance.

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

MUD - SOFT

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

FLAT

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

SEA STARS, MUSSELS, CRABS

MODERATE ABUNDANCE

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

MUD BOTTOM, NO PLANTS

DIVER MADE BOTTOM OBSERVATION - 2016

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

---

ROCKY, FORESTED, LEDGE

---

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

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

## **11. STRUCTURES** *(if applicable)*

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

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

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

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

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

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

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

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

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

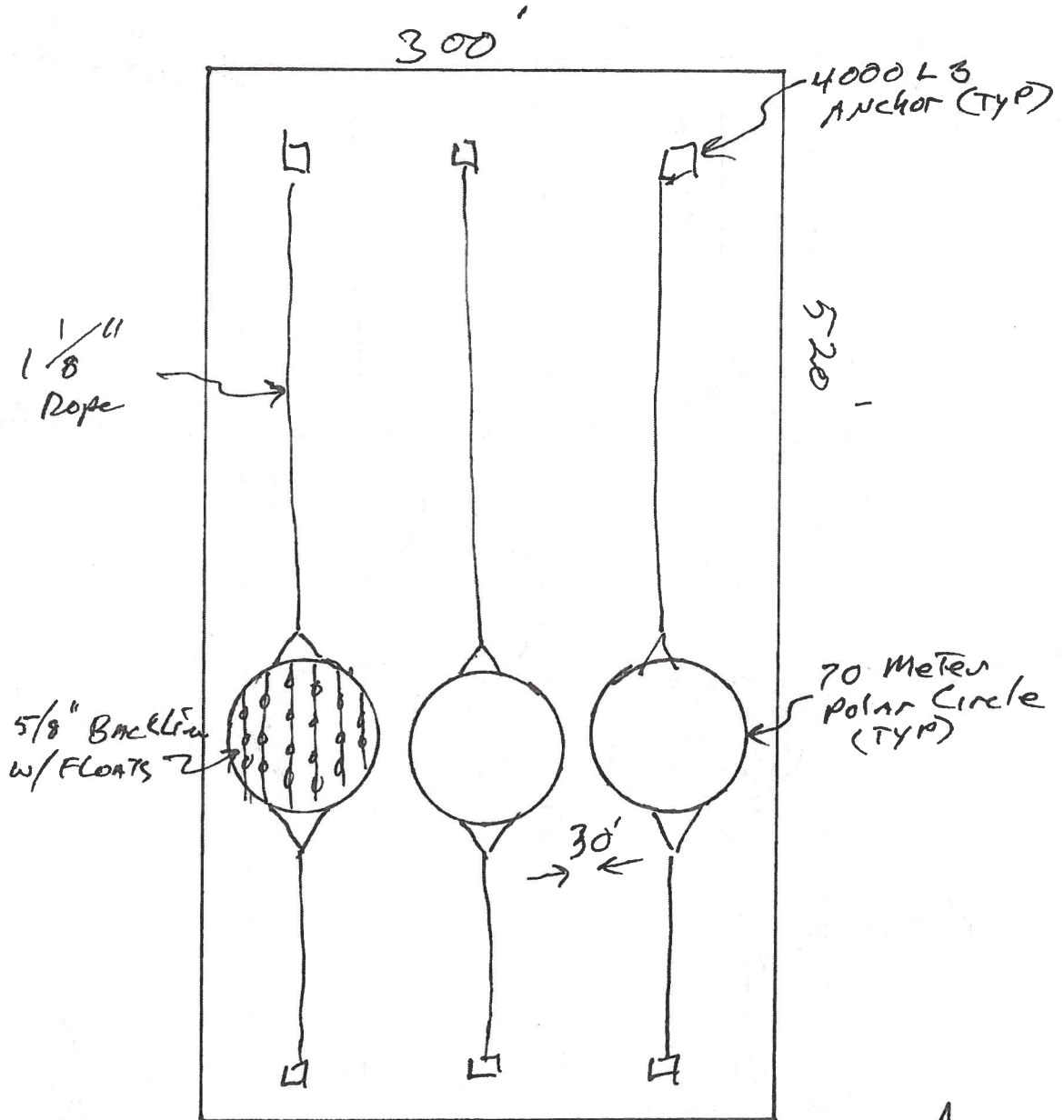
Bartlett Island Experimental Lease Application

Mussel Bound Incorporated

# 11 A

Overhead View

Summer



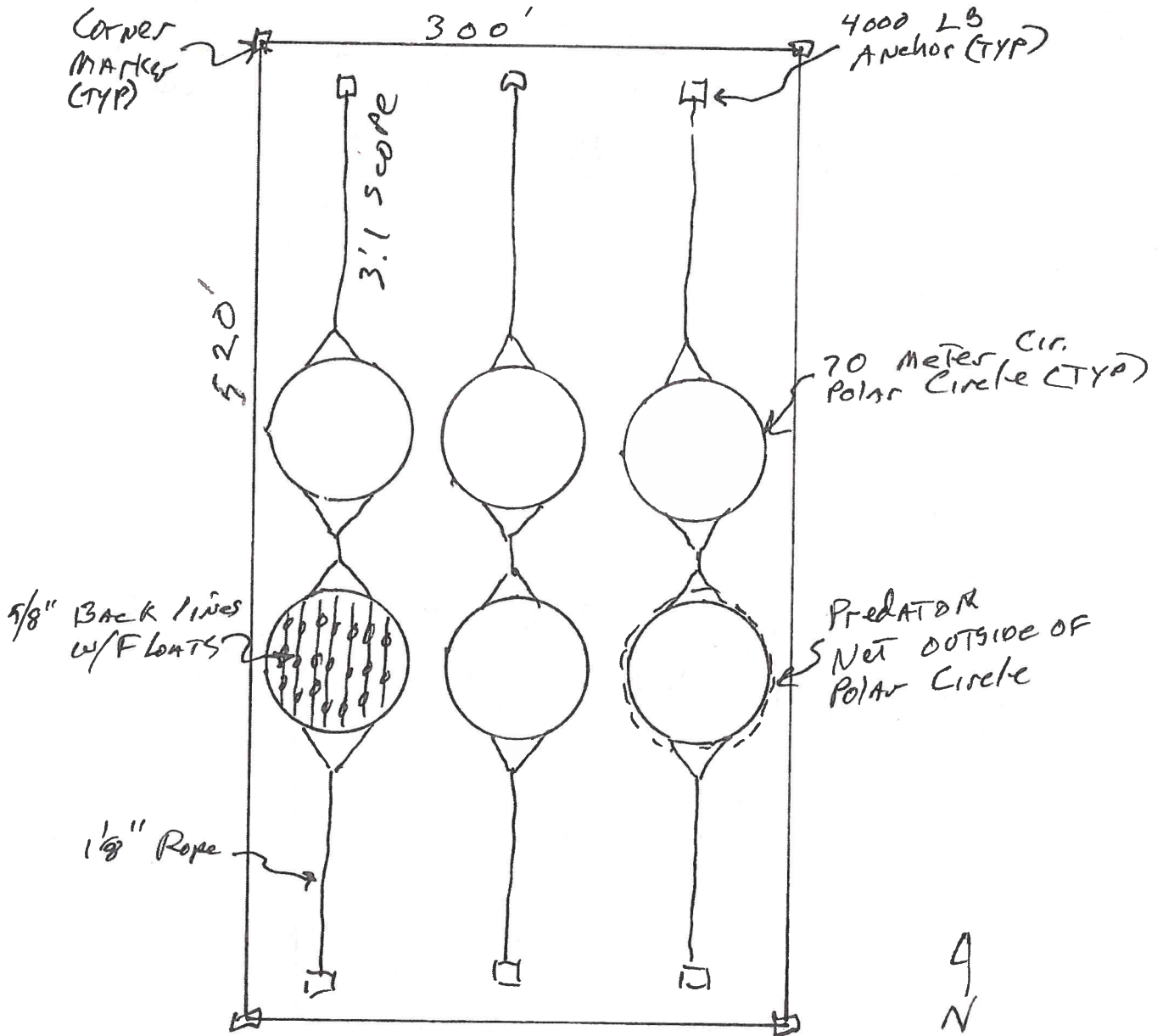
Bartlett Island Experimental Lease Application

Mussel Bound Incorporated

# 11A

Overhead View

Winter

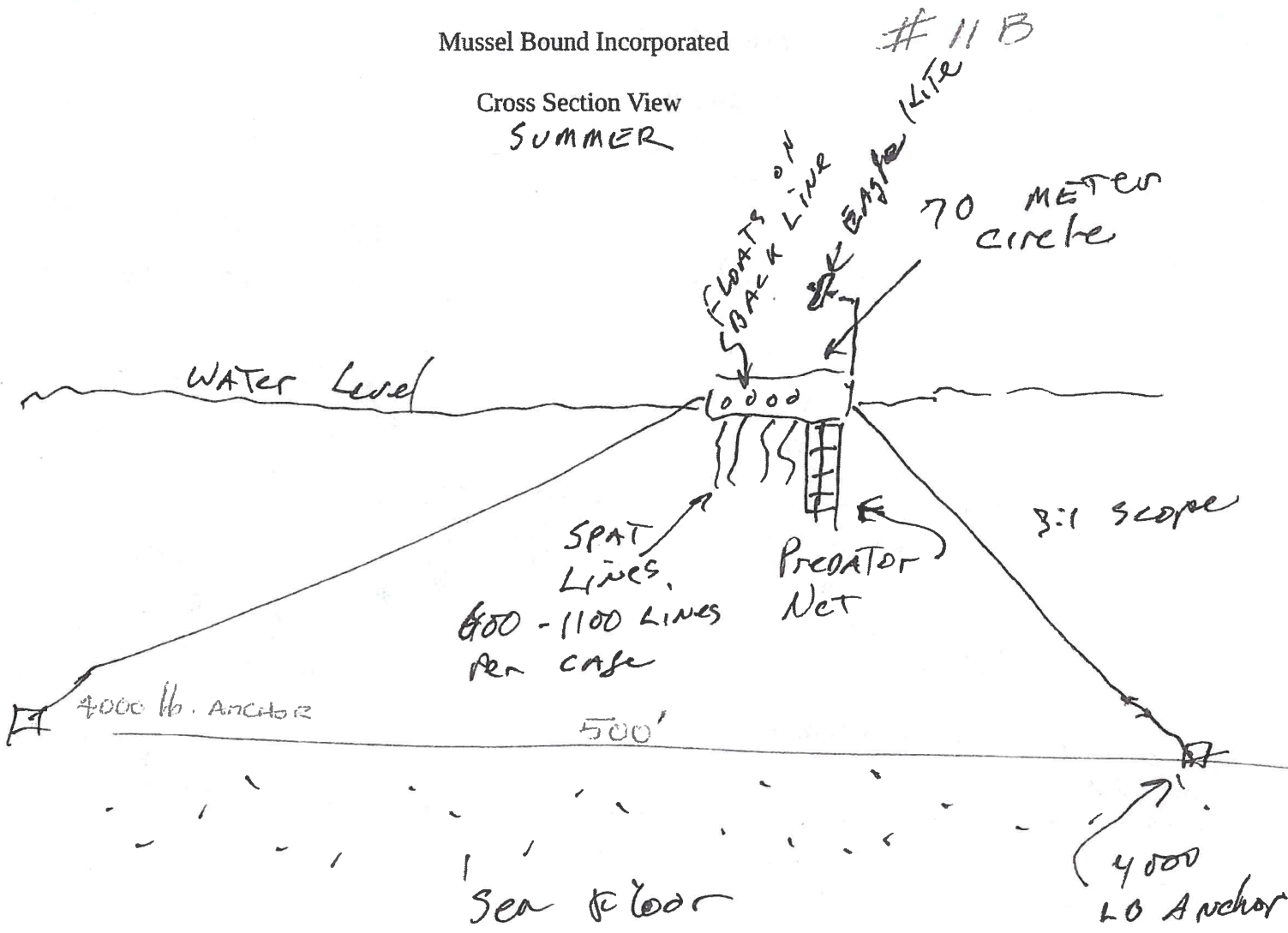


Bartlett Island Experimental Lease Application

Mussel Bound Incorporated

Cross Section View  
SUMMER

# 11 B

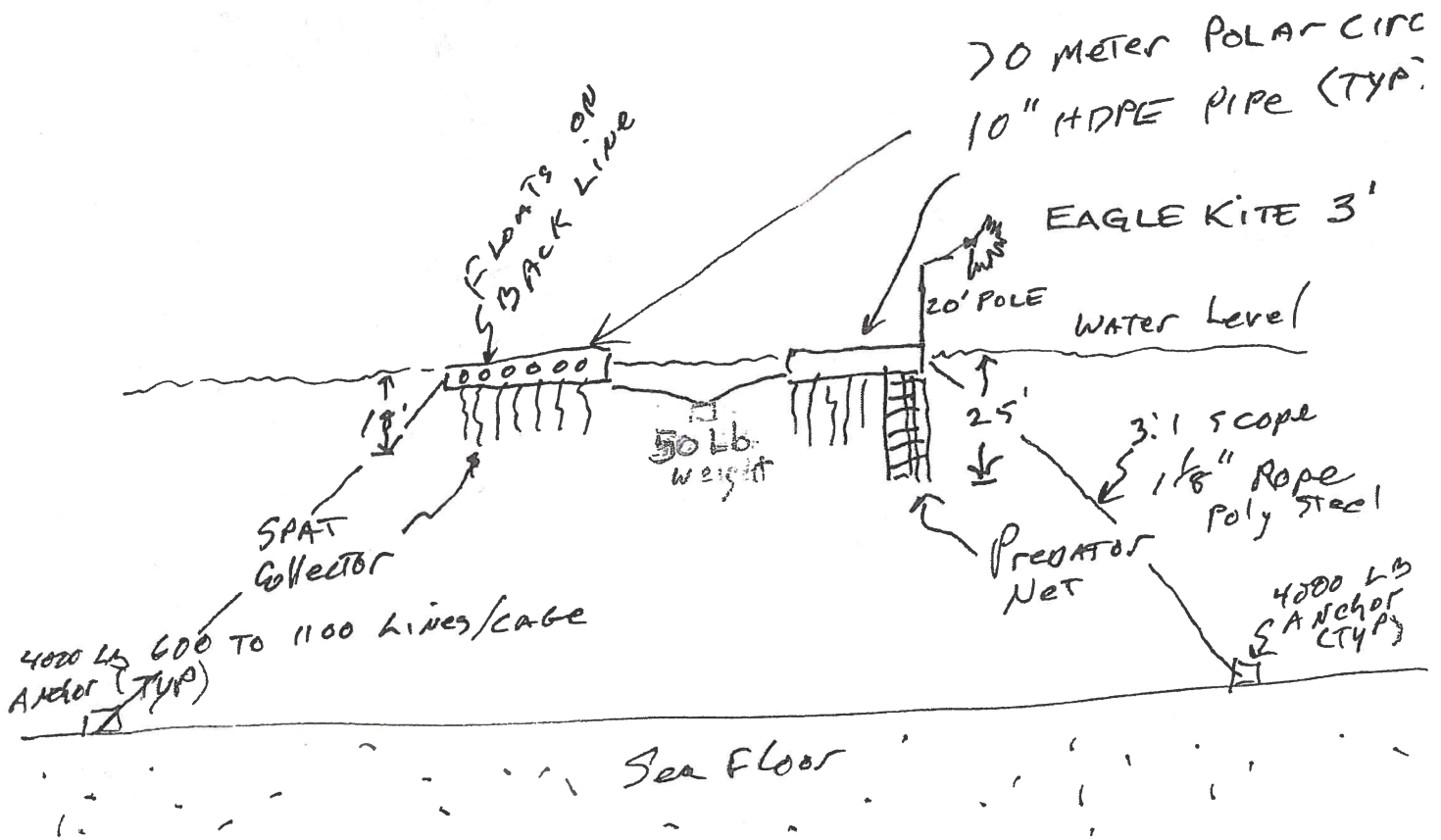


mean High WATER 50'  
mean Low WATER 40'

Mussel Bound Incorporated

Cross Section View

WINTER



Mean High WATER 50'  
 Mean Low WATER 40'



### C) Gear Description

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

Specific Gear Type (e.g. soft mesh bag)	Dimensions (e.g. 16"x20"x2")	Time of year gear will be deployed (e.g. Spring, Winter, etc.)
70 METER POLAR CIRCLES	70 METER CIRCUMFERENCE	CONTINUOUS YEAR ROUND
BACK LINES POLY STEEL ROPE	5/8" LENGTH VARIES	YEAR ROUND
12' X 28' X 4' STEEL BARGE	12' X 28 X 4'	YEAR ROUND
FUZZY ROPE POLY	1/2"	YEAR ROUND
PREDATOR NETS NYLON	6" MESH 70 METER CIRC X 25' DEEP	AS NEEDED
CONCRETE ANCHORS	4,000 Lbs.	YEAR ROUND
YELLOW CORNER MARKERS PLASTIC	16"	YEAR ROUND
BLACK FLOATS PLASTIC	10"	YEAR ROUND
EAGLE KITE w/ POLE	3' WIDE	YEAR ROUND

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

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

PHOTOS INCLUDED

MUSSEL BOUND, INC. EXPERIMENTAL LEASE  
GEAR DESCRIPTION

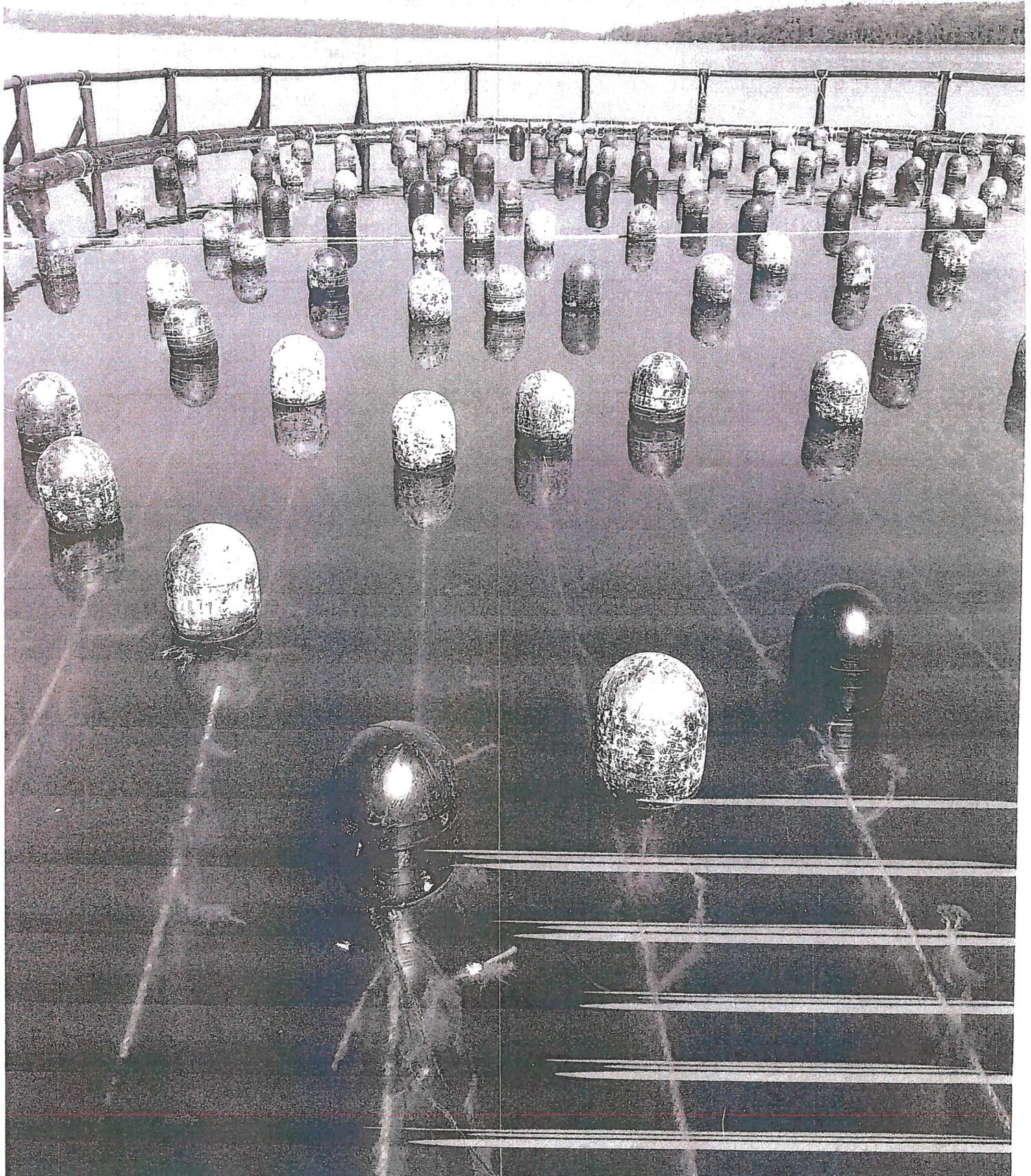
# 110

70 Meter Polar Circle Cage with Long lines, Spat Collector Lines and Floats Deployed

5/8"

1/2" FUZZY

10" PLASTIC

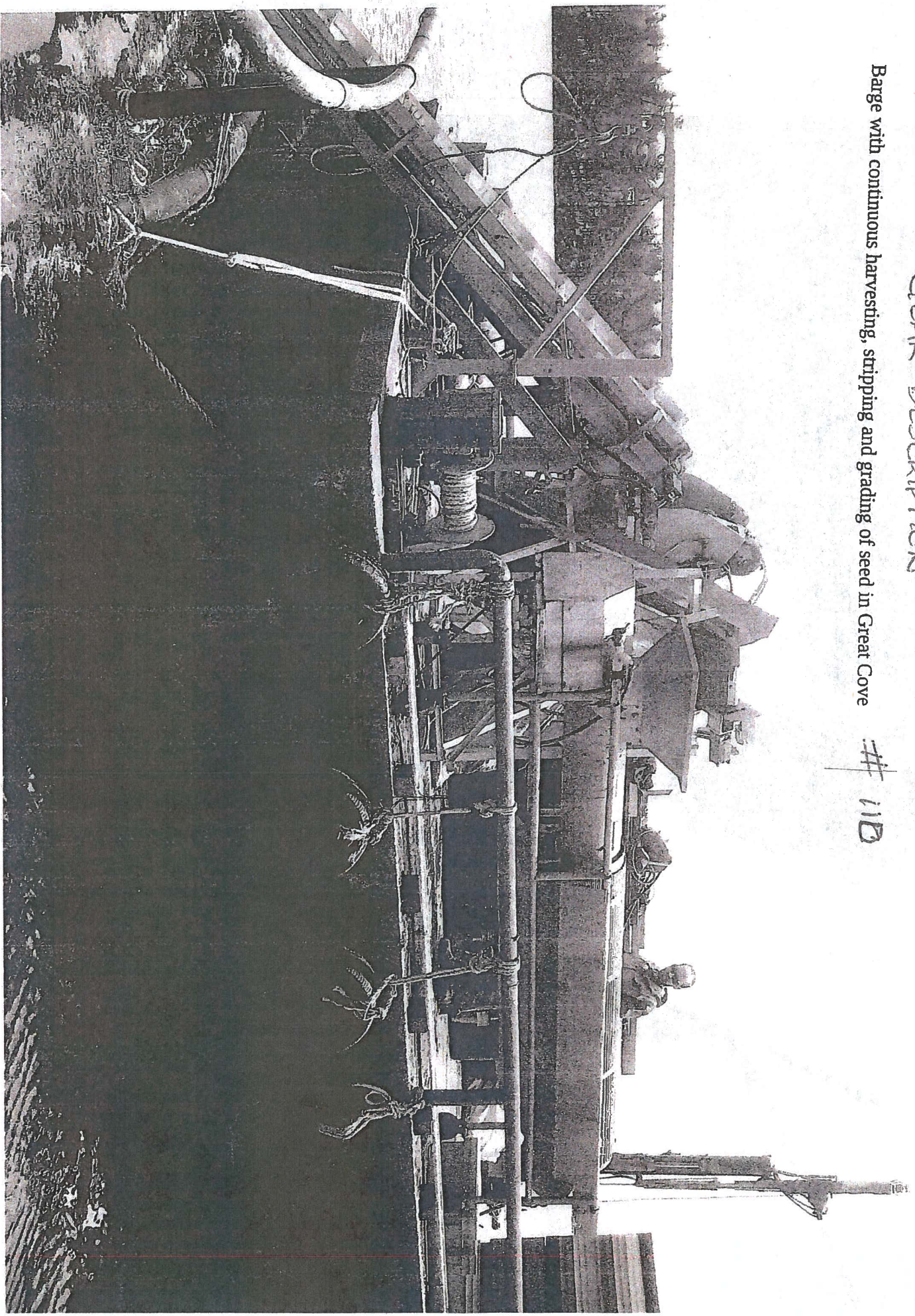


MUSSEL BOUND, INC. EXPERIMENTAL LEASE

GEAR DESCRIPTION

Barge with continuous harvesting, stripping and grading of seed in Great Cove

# 11B



MUSSEL BOUND INC. EXPERIMENTAL LEASE

1/2"

FUZZY ROPE

GEAR DESCRIPTION

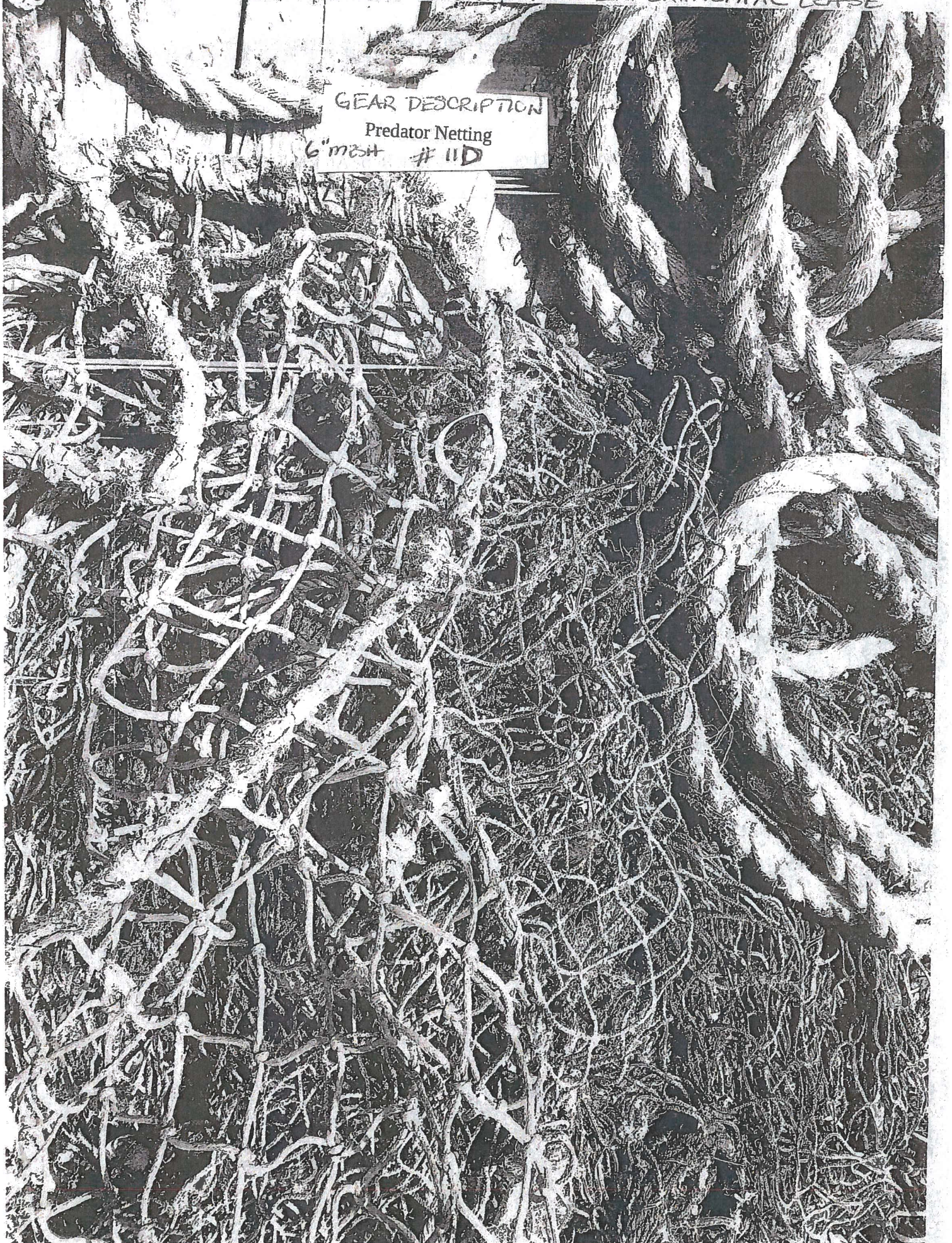
# 11D



10 METER CIRC. 25' DEEP MUSSEL BOUND, INC. EXPERIMENTAL LEASE

GEAR DESCRIPTION

Predator Netting  
6" mesh # 11D

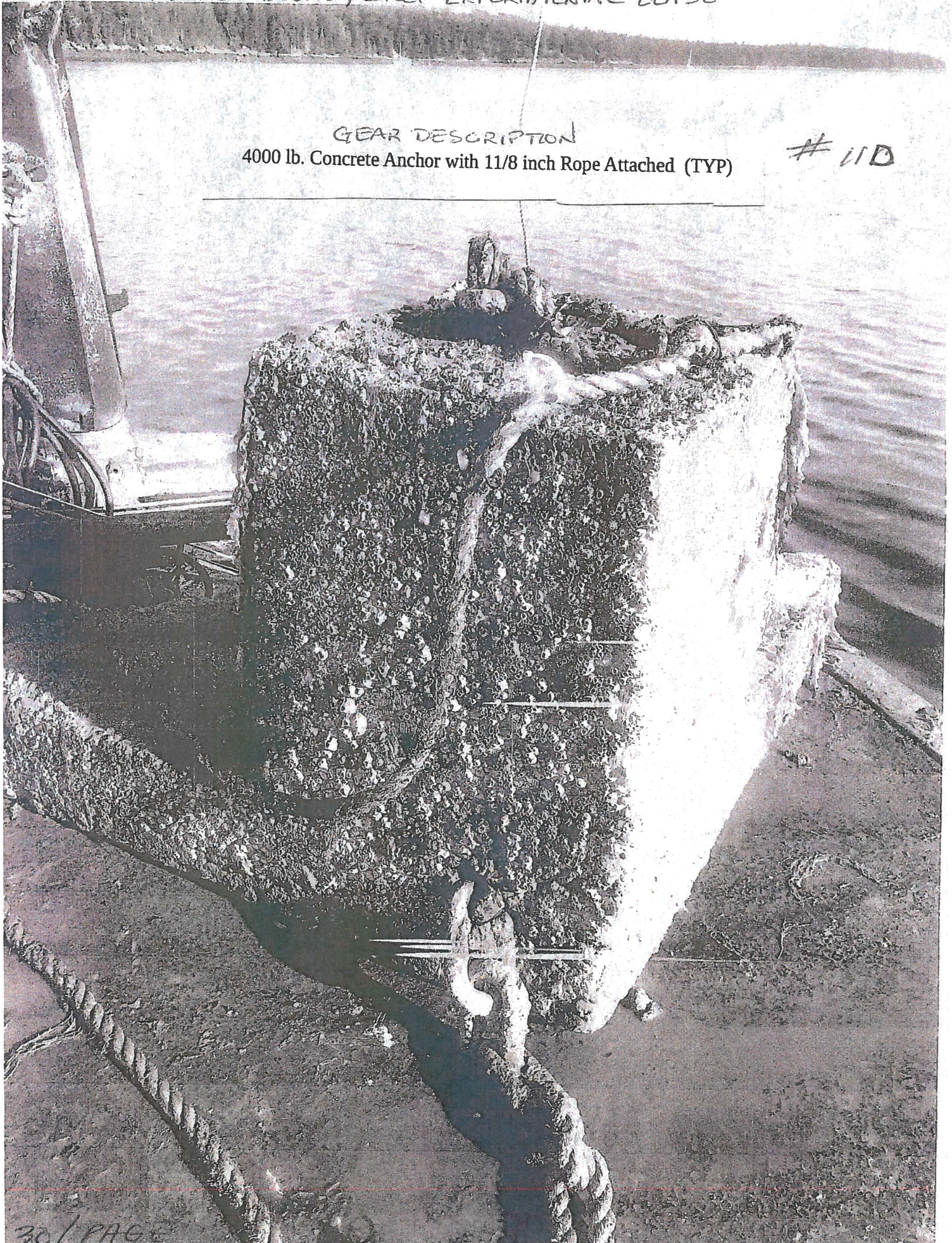


MUSSEL BOUND, INC. EXPERIMENTAL LEASE

GEAR DESCRIPTION

4000 lb. Concrete Anchor with 1 1/8 inch Rope Attached (TYP)

# 110



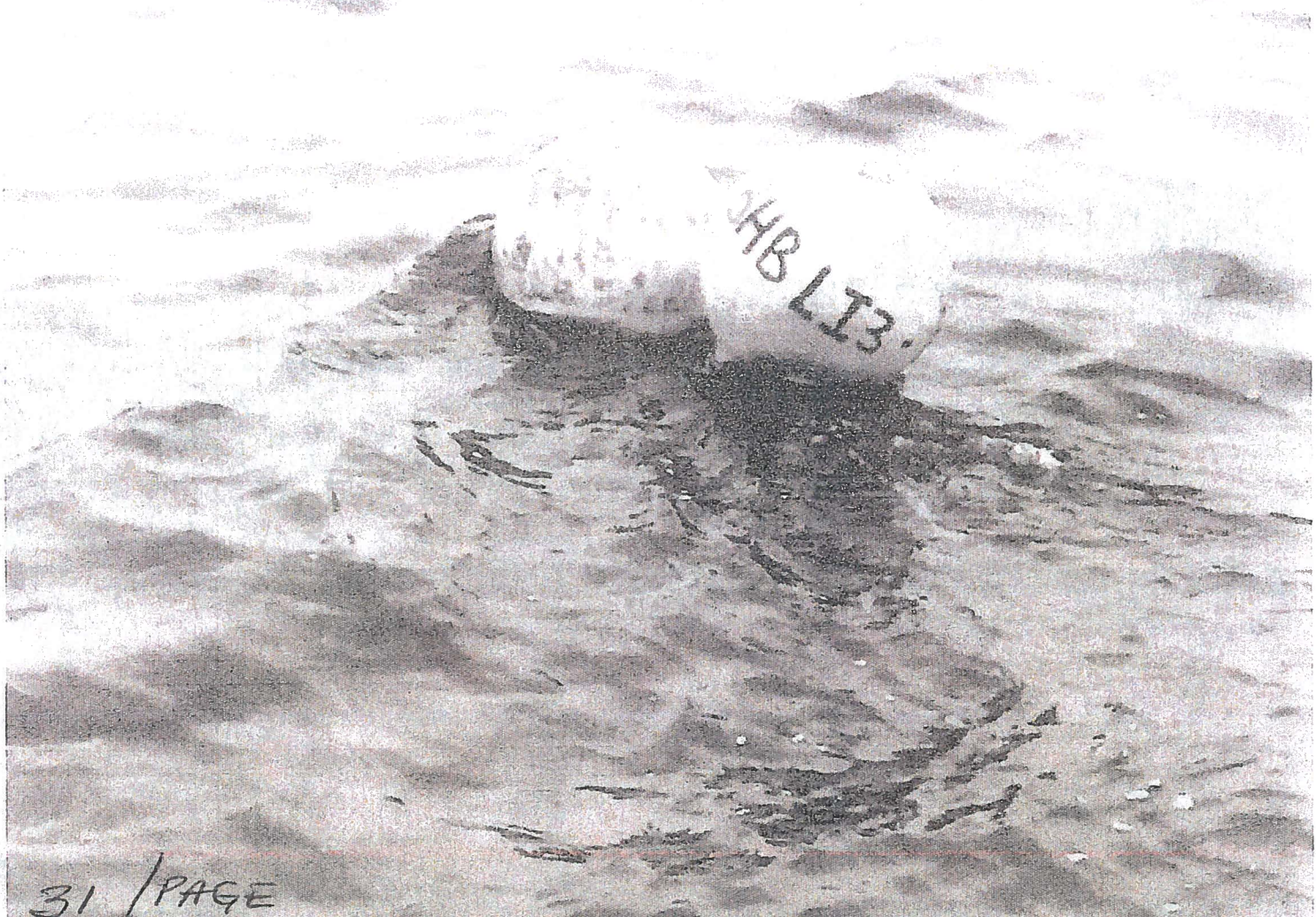
---

GEAR DESCRIPTION

# 110

Lease Corner Marker (TYP) Always two (2) Floats

16" YELLOW PLASTIC



MUSSEL BOUND, INC.

EXPERIMENTAL LEASE

# GEAR DESCRIPTION

# 11 D



EAGLE KITE  
TYVEC  
3' WIDE

20' POLE





**12. MARKING**

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

Yes  No

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

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

**13. RIPARIAN LANDOWNERS AND SITE ACCESS**

**SUPPORTING DOCUMENTS REQUIRED:**

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

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

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

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

2. Please use the Riparian Landowner List (included on the next page) to list the name and address of every shorefront landowner within 1,000ft of the proposed lease site. Have the tax collector or clerk of the municipality certify the list.

**If you are proposing an intertidal lease:**

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

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

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

2. How will you access the proposed site?

PUBLIC LANDING AT BARTLETT LANDING

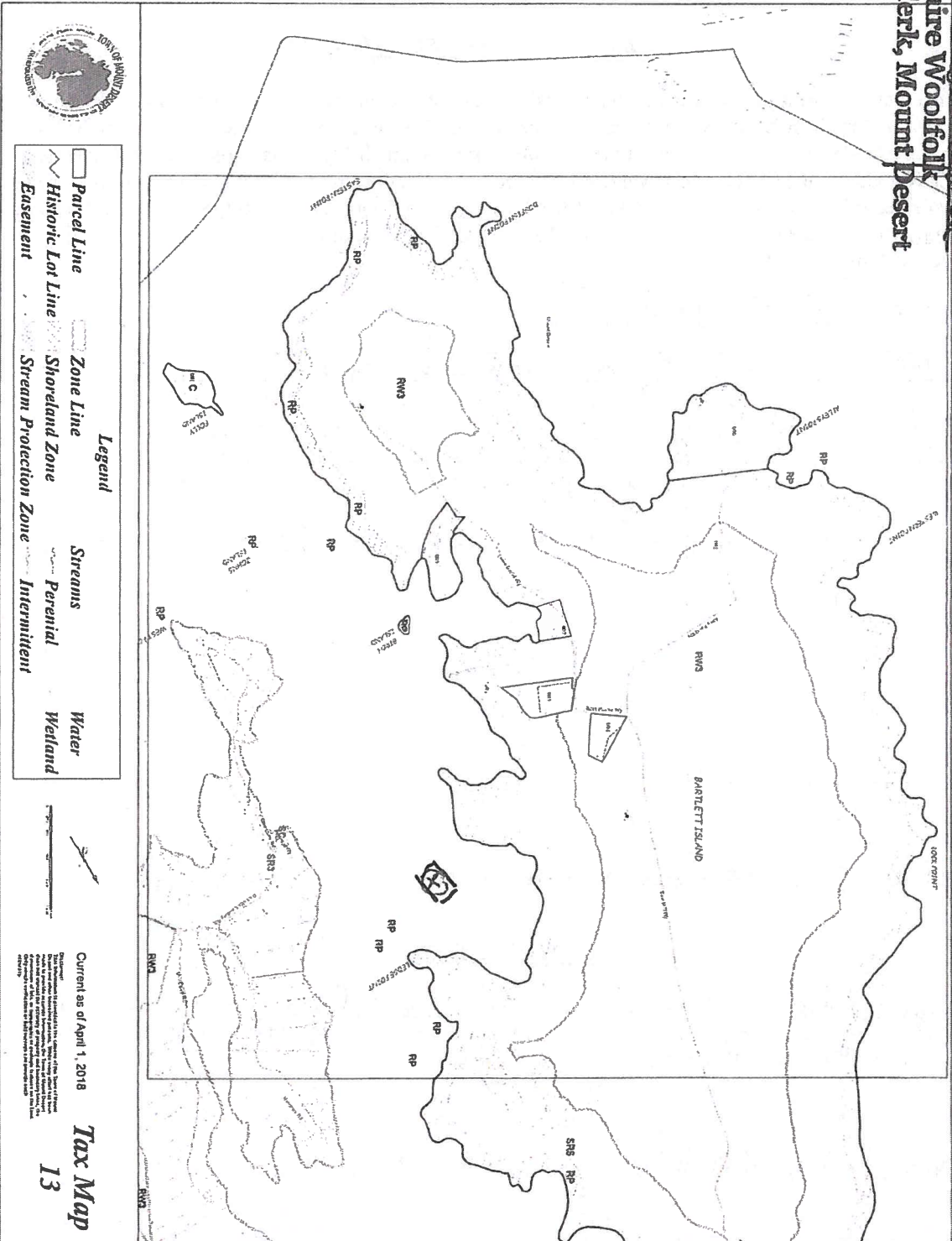
3. How will your proposed activities affect riparian ingress and egress?

NO IMPACT

MUSSEL BOUND, INC. EXPERIMENTAL LEASE

TAX MAP # 13 (1)

Attest: A true copy.  
 Claire Woolfolk  
 Town Clerk, Mount Desert



DMR HAS ORIGINAL

**RIPARIAN LANDOWNER LIST**  
For experimental lease applications

# 13 (2)

**\*THIS LIST MUST BE CERTIFIED\***

On this list, please show the current landowners' names and mailing addresses as listed in the municipal tax records for all riparian shorefront parcels within 1,000 feet of the proposed lease site along with the map and lot number for each parcel. **It is the applicant's responsibility to assemble the information for the Town Clerk to certify.** The Town Clerk *only* certifies that the information is correct according to the Town's records. Once you have completed the form, ask the Town Clerk to complete the certification section below. If the parcels are within more than one municipality, provide a separate, certified, riparian list for each municipality.

TOWN OF: MT. Desert

MAP #	LOT #	Landowner name(s) and address(es)
013	<del>#</del> 002	Bartlett's Island LLC 40 Margaret T. Jeffery Esq PO Box 797 Bath Harbor ME 04609

Please use additional sheets if necessary and attach hereto.

**CERTIFICATION**

I, Chire Woolfolk, Town Clerk for the Town of Mount Desert certify that the names and addresses of the property owners listed above, as well as the map and lot numbers, are those listed in the records of this municipality and are current as of this date.

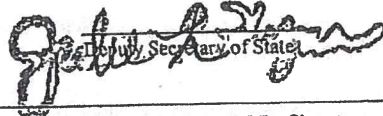
SIGNED: Chire Woolfolk DATE: 9-24-18

SEAL:

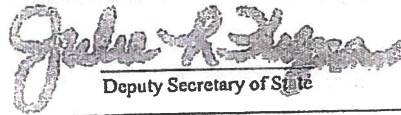
DOMESTIC  
BUSINESS CORPORATION  
STATE OF MAINE  
ARTICLES OF INCORPORATION

Filing Fee \$145.00

File No. 20130774 D Pages 2  
Fee Paid \$ 145  
DCN 2130932500050 ART1  
---FILED---  
03/18/2013

  
Deputy Secretary of State

A True Copy When Attested By Signature

  
Deputy Secretary of State

Pursuant to 13-C MRSA §202, the undersigned executes and delivers the following Articles of Incorporation:

FIRST: The name of the corporation is Mussel Bound, Incorporated

SECOND: ("X" only if applicable)

This is a professional corporation\*\*formed pursuant to 13 MRSA Chapter 22-A to provide the following professional services:

\_\_\_\_\_  
(type of professional services)

THIRD: The Clerk is a: (select either a Commercial or Noncommercial Clerk – Person must be a Maine resident)

Commercial Clerk CRA Public Number: \_\_\_\_\_

\_\_\_\_\_  
(name of commercial clerk)

Noncommercial Clerk

Chadbourn H. Smith

\_\_\_\_\_  
(name of noncommercial clerk)

77 Mount Desert ST; Bar Harbor, ME 04609

\_\_\_\_\_  
(physical location, not P.O. Box – street, city, state and zip code)

\_\_\_\_\_  
(mailing address if different from above)

FOURTH: Pursuant to 5 MRSA §108.3, the clerk as listed above has consented to serve as the clerk for this corporation.

FIFTH: ("X" one box only)

There shall be only one class of shares. The number of authorized shares is 100

(Optional) Name of class: common

There shall be two or more classes or series of shares. The information required by 13-C MRSA §601 concerning each such class and series is set forth in Exhibit \_\_\_\_\_ attached hereto and made a part hereof.

SIXTH: ("X" one box only)

- The corporation will have a board of directors.
- There will be no directors; the business of the Corporation will be managed by shareholders. (13-C MRSA §743)

SEVENTH: (For corporations with directors, each of the following provisions is optional – "X" only if applicable)

- The number of directors is limited as follows: not fewer than one nor more than 3 directors. (13-C MRSA §803)
- To the fullest extent permitted by 13-C MRSA §202.2.D, a director shall have no liability to the Corporation or its shareholders for money damages for an action taken or a failure to take an action as a director.
- Except as otherwise specified by contract or in its bylaws, the Corporation shall in all cases provide indemnification (including advances of expenses) to its directors and officers to the fullest extent permitted by law. (13-C MRSA §§202, 857 and 859)

EIGHTH: ("X" only if applicable)

- The Corporation elects to have preemptive rights as defined in 13-C MRSA §641.

NINTH: ("X" only if applicable)

- Additional provisions of these Articles of Incorporation are set forth in Exhibit \_\_\_ attached hereto and made a part hereof. (13-C MRSA §202)

TENTH: Name and address of each Incorporator is set forth below or on Exhibit \_\_\_ attached hereto.

Chadbourn H. Smith  
 (type or print name)

77 Mount Desert ST  
 (street or mailing address)

Bar Harbor, ME 04609  
 (city, state and zip code)

\_\_\_\_\_  
 (type or print name)

\_\_\_\_\_  
 (street or mailing address)

\_\_\_\_\_  
 (city, state and zip code)  
 \*By Chadbourn H. Smith  
 (signature of incorporator)

Dated March 15, 2013

Chadbourn H. Smith, Incorporator  
 (type or print name)

\*\*The professional corporation name must contain one of the following: "chartered," "professional corporation," "professional association" or "service corporation" or the abbreviation "P.C.," "P.A." or "S.C.". Examples of professional service corporations are accountants, attorneys, chiropractors, dentists, registered nurses and veterinarians. (This is not an inclusive list – see 13 MRSA §723.7.)

\*These articles must be dated and executed by an incorporator pursuant to the provisions of 13-C MRSA §121.5.

Please remit your payment made payable to the Maine Secretary of State.

Submit completed form to: Secretary of State  
 Division of Corporations, UCC and Commissions  
 101 State House Station, Augusta, ME 04333-0101  
 Telephone Inquiries: (207) 624-7752 Email Inquiries: CEC.Corporations@Maine.gov

**MUSSEL BOUND, INCORPORATED**  
**CORPORATE ORGANIZATION BY DIRECTORS**  
**PURSUANT TO TITLE 13-C M.R.S.A. § 822**

Pursuant to Title 13-C M.R.S.A. § 822, the undersigned, being all of the Directors of **Mussel Bound, Incorporated**, take the following action in lieu of an organizational meeting of Directors.

1. The general corporate purpose shall be to raise mussels and operate a whole sale business in Maine. The Corporation may also engage retail sales and in any lawful business authorized for business corporations organized under the provisions of The Maine Business Corporation Act (13-C M.R.S.A. § 101 *et seq.*).

2. Articles of incorporation were accepted for filing by the Maine Secretary of State as of March 18, 2013.

3. The following officers are duly elected and shall serve as such until the election and qualification of a successor or successors:

President	–	Erick Spencer Swanson
Treasurer	–	Reid Swanson
Secretary	–	Reid Swanson
Clerk	–	Chadbourn H. Smith.

4. The Corporation is authorized to issue one hundred (100) shares of stock. Said stock shall have no par value.

5. A subscription for stock having been made by Erick Spencer Swanson and by Reid Swanson, five (5) shares are issued to each of them for consideration of Ten Dollars (\$10) per share. Each shareholder paid \$50 to the corporation. The corporation accepts the \$100 as an initial capital contribution.

6. Erick Spencer Swanson, as President, and Reid Swanson, as Treasurer, are each authorized on behalf of the Corporation to deposit and withdraw funds to and from any and all bank accounts maintained in the name of the Corporation.

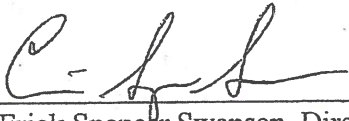
7. There being possible advantages to the corporation for an election under the provision of Section 1632 of the Internal Revenue Code as a Chapter S corporation, and there being the opportunity to withdraw such election at the end of the first tax year, it was agreed that Treasurer Reid Swanson shall arrange for Coston and McIsaac, CPA's to prepare said election and file it with the Internal Revenue Service. The President shall also instruct the Clerk to obtain an employer identification number for the corporation. (The Clerk reported later that EIN 46-2286387 was issued by the IRS.)

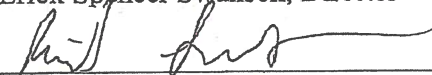
8. The Maine Business Corporation Act (13-C M.R.S.A. § 101, et seq.) shall be utilized to regulate the operation of the corporation in lieu of bylaws.

9. The seal of this Corporation shall be a circular gold wafer seal.

10. Pursuant to Title 13-C M.R.S.A. § 822, the undersigned consent to the above-designated actions, and direct that this consent, together with an attested copy of the Articles of Incorporation, be filed with the minutes of the Directors' meetings in the Corporation minute book maintained at the office of the Clerk, 77 Mount Desert Street, Bar Harbor, Maine.

DATED: March 18, 2013

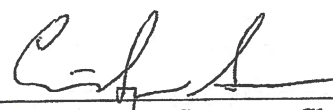
  
Erick Spencer Swanson, Director

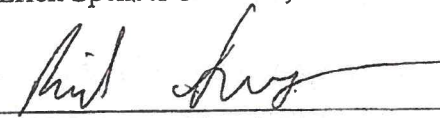
  
Reid Swanson, Director

#### SHAREHOLDERS CONSENT

The undersigned, being all the Shareholders, consent to the foregoing and approve the election of Erick Spencer Swanson and Reid Swanson as Directors of the corporation until successors are elected.

DATED: March 18, 2013

  
Erick Spencer Swanson, Shareholder

  
Reid Swanson, Shareholder



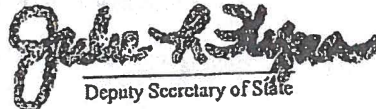
**DOMESTIC  
BUSINESS CORPORATION**

**STATE OF MAINE  
NONCOMMERCIAL CLERK**

**STATEMENT OF  
APPOINTMENT or CHANGE**

MUSSEL BOUND, INCORPORATED  
(Name of Corporation as it appears on the records of the Secretary of State)

File No. 20130774 D Pages 2  
Fee Paid \$ 35  
DCN 2142103600059 CLRK  
---FILED---  
07/28/2014

  
Deputy Secretary of State

A True Copy When Attested By Signature

\_\_\_\_\_  
Deputy Secretary of State

Pursuant to 5 MRSA §§105, 108, & 109 the undersigned corporation executes and delivers the following statement of appointment and/or change of address by a noncommercial Clerk.

**FIRST:** ("X" all boxes that apply)

- A.  change of address                      B.  change to/of noncommercial clerk and address  
C.  change of noncommercial clerk      D.  change in name of current noncommercial clerk

**SECOND:** The name and address of the clerk appearing on the record in the Secretary of State's office:

CHADBOURN H. SMITH  
(name of current clerk)

77 MOUNT DESERT STREET, BAR HARBOR, ME 04609  
(physical street address, city, state and zip code)

\_\_\_\_\_  
(mailing address if different from above)

**THIRD:** Complete this Item as follows based on your selection in Item First:

- A. The new address of the noncommercial clerk (provide address information only);  
B. The name and address of the new noncommercial clerk, who must be a Maine resident (provide name and address information);  
C. The name of the new noncommercial clerk, who must be a Maine resident (provide name only); OR  
D. The new name of the current noncommercial clerk (provide name only).

JAMES W.J. COLLIER, ESQ.  
(name of new noncommercial clerk or new name of current noncommercial clerk)

\_\_\_\_\_  
(physical street address, not a P.O. Box - city, state and zip code)

\_\_\_\_\_  
(mailing address if different from above)

**FOURTH:** Pursuant to 5 MRSA §108.3, the clerk as listed above has consented to serve as the clerk for this corporation.

**FIFTH:** Upon a change in noncommercial clerk, one of the following must be completed: ("X" one box only.)

- The change of noncommercial clerk was duly authorized by the board of directors of the corporation and that the power to appoint the noncommercial clerk is not reserved to the shareholders by the articles or the bylaws.
- The change of noncommercial clerk was duly authorized by the shareholders of the corporation.

**SIXTH:** The undersigned noncommercial clerk of the following corporation(s) has notified each corporation of the change indicated in Item First A or D:

Name of Corporation

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Names of additional corporations attached hereto as Exhibit \_\_\_\_, and made a part hereof.

DATED 07/22/14

\*By James W.J. Collier  
(signature)  
**JAMES W.J. COLLIER, CLERK**  
(type or print name and capacity)

\*This statement **MUST** be signed as follows:  
(1) if Item First, A or D was selected, then by the noncommercial clerk **OR**  
(2) if Item First, B or C was selected, then by any duly authorized officer

Please remit your payment made payable to the Maine Secretary of State.

Submit completed form to:

Secretary of State  
Division of Corporations, UCC and Commissions  
101 State House Station  
Augusta, ME 04333-0101  
Telephone Inquiries: (207) 624-7752

Email Inquiries: [CEC.Corporations@Maine.gov](mailto:CEC.Corporations@Maine.gov)

**14. ESCROW ACCOUNT OR PERFORMANCE BOND**

Check the category that describes your operation:

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

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

I, (printed name of applicant) ERICK SPENGLER SWANSON have read DMR Aquaculture Regulations 2.64(10) (D) and if this proposed lease is granted by DMR I will either open an escrow account or obtain a performance bond, depending on the category of lease.

  
**Applicant Signature**

2/5/19  
**Date**

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

**ADDITIONAL APPLICANTS:** Each applicant must sign this section indicating that they will open an escrow account or obtain a performance bond. Use the space below for additional persons listed on the application. You may attach additional pages, if necessary.

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

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

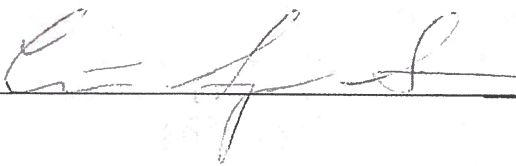
Note: Add title if signing on behalf of a corporate applicant.

**15. APPLICANT SIGNATURE PAGE**

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

Printed name: ERICK SPENCER SWANSON

Title (if corporate applicant): President

Signature:  Date: 2/5/19

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

**Note:**

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

**16. LANDOWNER/MUNCIPAL PERMISSION REQUIREMENTS (if applicable)**

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

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

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

**Step I: Obtain written permission from all intertidal landowners.**

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

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

Pursuant to 12 MRSA §6072(3) *In any municipality with a shellfish conservation program under section 6671, the Commissioner may not lease areas in the intertidal zone within the municipality without the consent of the municipal officers.*

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

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

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

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

## APPLICATION SUBMISSION CHECKLIST

**Please note:** This checklist is provided for the applicant's reference and does not need to be returned with the application.

### I. Content

- Check for non-refundable application fee (\$100.00), payable to *Treasurer State of Maine*.
- One (1) Vicinity map** with required items shown
- One (1) Boundary drawing** with required items shown
- One (1) Overhead view** depicting layout of gear from overhead
- One (1) Cross section view** depicting gear & moorings from the side
- Tax map**, certified
- Riparian list**, certified (*if applicable*)
- N/A **Written permission** from riparian landowners, if their property will be used to access the site (*if applicable*).
- Corporate applicant information document** and articles of incorporation or documentation of partnership (*if applicable*)

#### If the proposed lease site is above mean low water:

N/A **Written permission** from all riparian landowners of the intertidal land on which the lease is proposed.

#### If the proposed lease site is above mean low water and the municipality has a shellfish conservation program:

N/A **Written permission** from all riparian landowners of the intertidal land on which the lease is proposed; and

N/A **Consent** from the municipal officers.

### II. Formatting

- All pages (including attachments) are numbered sequentially
- All attachments are clearly labeled and legible
- Drawings and maps are legible, labeled properly, and include all required elements
- All questions have been answered and signature pages signed



**MAINE DEPARTMENT OF MARINE RESOURCES**  
 Aquaculture Division, 21 State House Station, Augusta, ME 04333-0021 (207) 624-6567

**CORPORATE APPLICANT FORM**  
**For Standard and Experimental Aquaculture Lease Applications**

Corporations or partnerships that apply for aquaculture leases in the State of Maine must complete this form. Corporations must submit information as requested under A. Corporate Applicant. Partnerships must submit information as requested under B. Partnership Applicant.

**A. Corporate Applicant**

**Note:** You must attach a copy of the Articles of Incorporation (Inc.) or Certificate of Formation (LLC) to your application.

1. Date of incorporation: March, 2013 State of incorporation: Maine

2. List the names, addresses, and titles of all officers:

Name	Address	Title
Erick Spencer Swanson	222 Kitteridge Brook Rd Bar Harbor ME 04609	President
Roid A Swanson	6 Pondfield Lane Mt. Desert Maine 04660	VICE PRESIDENT

**Please use additional sheets if necessary and attach to the application.**

3. List the names and addresses of all directors/members:

Name	Address

**Please use additional sheets if necessary and attach to the application.**

46

4. Has the corporation, or any stockholder, director, or officer applied for an aquaculture lease for Maine lands in the past? Yes  No

If you selected "yes," please indicate who applied for the lease and the status of the application or lease. *TRANSFER OF BHBH12  
BHB CIS in the process of withdrawal of*

5. List the names and addresses of all stockholders who own or control at least 5% of the outstanding stock and the percentage of outstanding stock currently owned or controlled by each stockholder.

Name	Address	Percentage of Owned Stock
<i>Erick Swanson</i>	<i>SEE PREVIOUS PAGE</i>	<i>50%</i>
<i>Reid Swanson</i>		<i>50%</i>

Please use additional sheets if necessary and attach to the application.

6. List the names and addresses of stockholders, directors, or officers owning an interest, either directly or beneficially, in any other Maine aquaculture leases, as well as the quantity of acreage from existing aquaculture leases attributed to each such person. If none, write, "None."

Name	Address	Lease Acronym	Acreage
<del><i>None</i></del>			
<i>ERICK SWANSON</i>	<i>PO BOX 224</i>	<i>BHB-H12</i>	<i>7.495</i>
<i>Reid Swanson</i>	<i>M.T. DESORT, ME 04660</i>	<i>BHB-H12</i>	<i>7.495</i>

Please use additional sheets if necessary and attach to the application.

7. Has the corporation or any officer, director, member, or shareholder listed in item 5 above ever been arrested, indicted, convicted of, or adjudicated to be responsible for any violation of any marine resources or environmental protection law, whether state or federal? Yes  No   
If Yes, provide details.





## ***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](http://www.mtdesert.org) [director@mtdesert.org](mailto:director@mtdesert.org)

## **MEMO**

To: Durlin Lunt, Jr., Town Manager  
From: Tony Smith, Public Works Director  
Re: Northeast Harbor Village Center Improvements Project  
Utility Location Permit Application  
Date: March 28, 2019

---

Enclosed is a completed Utility Location Permit Application for the proposed Northeast Harbor Village Center Improvements Project. Reduced sized site location maps are included for sewer and storm drain, potable water and electric, phone and cable lines for location purposes. A full-sized set of drawings will be available at the Board of Selectmen meeting of April 1, 2019.

Thank you.

Enc.

**Town of Mount Desert**  
**Utility Location Permit Application**

Permit Number-Town Use

WORK LOCATION: NORTHEAST HARBOR  
 AGENT: TONY SMITH, PWD

**Primary Contact Information:**  
 Name: TONY SMITH Phone: 276-5743 Cell: —  
 Address: P.O. Box 248 Email: director@mtDesert.org  
 Town: MOUNT DESERT State: ME ZIP: 04662

**Proposed Installation:** \*Please attach a Location Map and Sketch Plan\* SEE ATTACHED  
 Town: MOUNT DESERT MaineDOT PIN (if applicable): NA  
 Type of Installation Proposed: SEE ATTACHED  
 Minimum Depth of Cover: 36"-84" (if applicable) Maximum PSI: VARIES

GPS Coordinates:	*Decimal Degrees*	Latitude (ex: 44.3074199)	Longitude (ex: -69.7775613)
<b>OVERALL PROJECT</b>	Starting Point:	<u>44.292012</u>	<u>68.288313</u>
	Ending Point:	<u>44.294970</u>	<u>68.289491</u>

**Comments:** \_\_\_\_\_

**Location Description:** SEE ATTACHED  
 On \_\_\_\_\_, beginning at a point approximately \_\_\_\_\_  
Route #, I.R. # or Name shown on Location Map Distance (including units – feet, meters)  
 \_\_\_\_\_ of \_\_\_\_\_ and extending in a  
Direction (North, South, etc...) Ref. Point (Intersection of major road, Route Number, Town Line, Bridge)  
 \_\_\_\_\_ direction for a distance of \_\_\_\_\_  
Direction (i.e. Northerly, Southerly, Easterly or Westerly) Distance (including units – i.e. feet, meters, etc...)

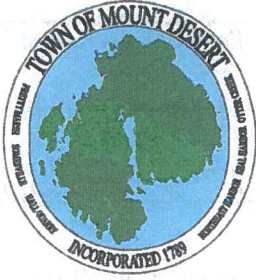
**Expected Construction Schedule:** Start: 4-8-19 Completion: 5-28-21  
SEE ATTACHED

Do you intend to provide public notice?\*  Yes  No: \* Reference Public Notice Supplement OR SOONER  
 Date Published: TOWN WEBSITE Name of Newspaper: \_\_\_\_\_  
4-1-19

By signing this Application for Utility Location Permit, the undersigned hereby certifies: a) that he/she is a duly authorized employee and representative of the utility/entity identified above ("Applicant"); b) that the information provided herein is true and accurate; c) that the Application is understood to be for a limited period and that the Applicant, at its sole expense, may have to adjust, remove, or relocate its facilities in the future; and d) that the Applicant will maintain its facilities in accordance with MaineDOT's Utility Accommodation Rules (17-229 C.M.R. Chapter 205) and all other applicable laws.

Signature: Tony Smith Signature: \_\_\_\_\_  
 Printed Name: Tony Smith Printed Name: \_\_\_\_\_  
 Title: PW Director Title: \_\_\_\_\_

\*\*\* A copy of this application shall be sent to the applicable municipality in which the facility is proposed to be installed \*\*\*



## *Town of Mount Desert*

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

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

[www.mtidesert.org](http://www.mtidesert.org) [director@mtidesert.org](mailto:director@mtidesert.org)

## MEMO

To: Board of Selectmen  
From: Tony Smith, Public Works Director  
Re: Utility Location Permit Application  
Date: March 28, 2019

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Location Description: Northeast Harbor

- Majority of work: Main Street and Summit Road
- Minimal work: Old Firehouse Lane and Sea Street

The work is divided into three sections by location and schedule:

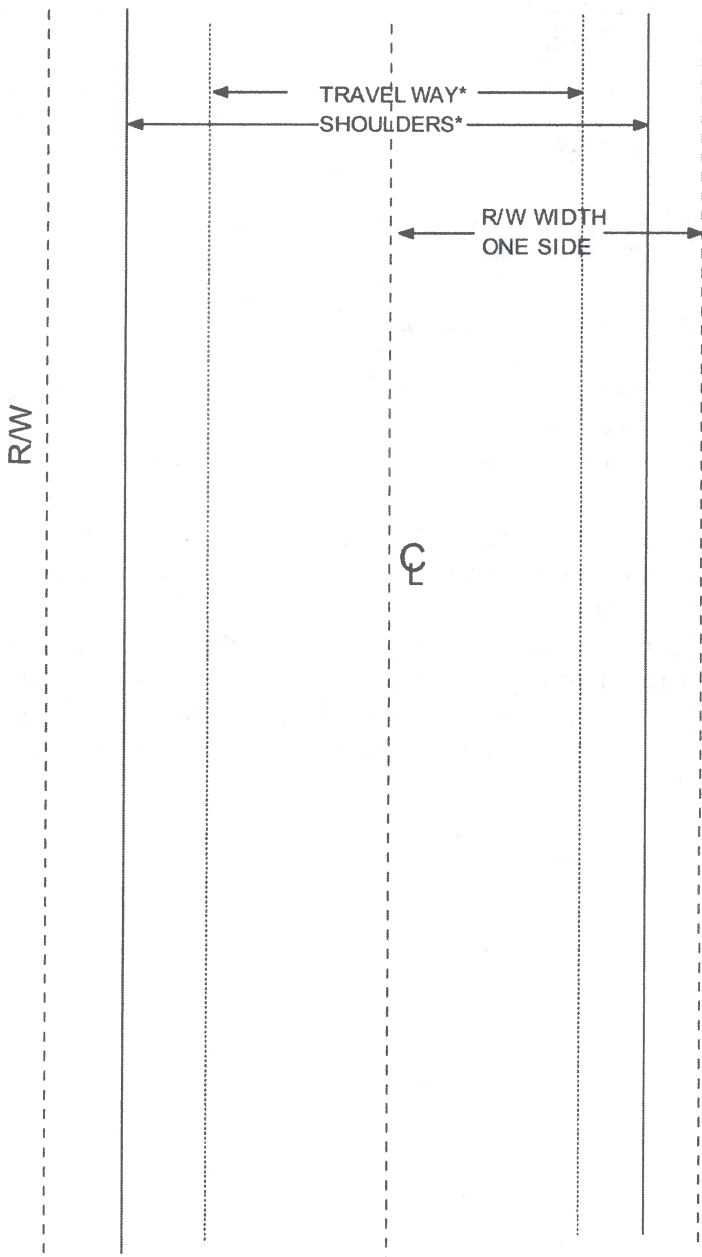
- The North Section will be worked on from April 8, 2019 to May 24, 2019. Work will begin in Main Street just south of its intersection with Sea Street and proceed north ending adjacent to the parking lot beside the Knowles Company. Work will then proceed west on Summit Road ending at or near the entrance to the Bar Harbor Bank & Trust.
- The South Section will be worked on from October 15, 2019 thru to May 22, 2020. Work will begin at or near the Neighborhood Road and proceed north ending adjacent to the Merchant Needham Insurance Company.
- The Middle Section will be worked on from October 15, 2020 thru to May 28, 2021, as needed. "As needed" due to the potential impact of weather conditions thru the previous sections work schedules. This work will be approached from each end - from the north starting just south of its intersection with Sea Street south towards the center and north from in front of Merchant Needham working north.

Town of Mount Desert  
Utility Location Permit Application

Permit Number-Town Use



Type of Utility: potable water, sewer, storm drain, electric, phone & cable  
Village: Northeast Harbor

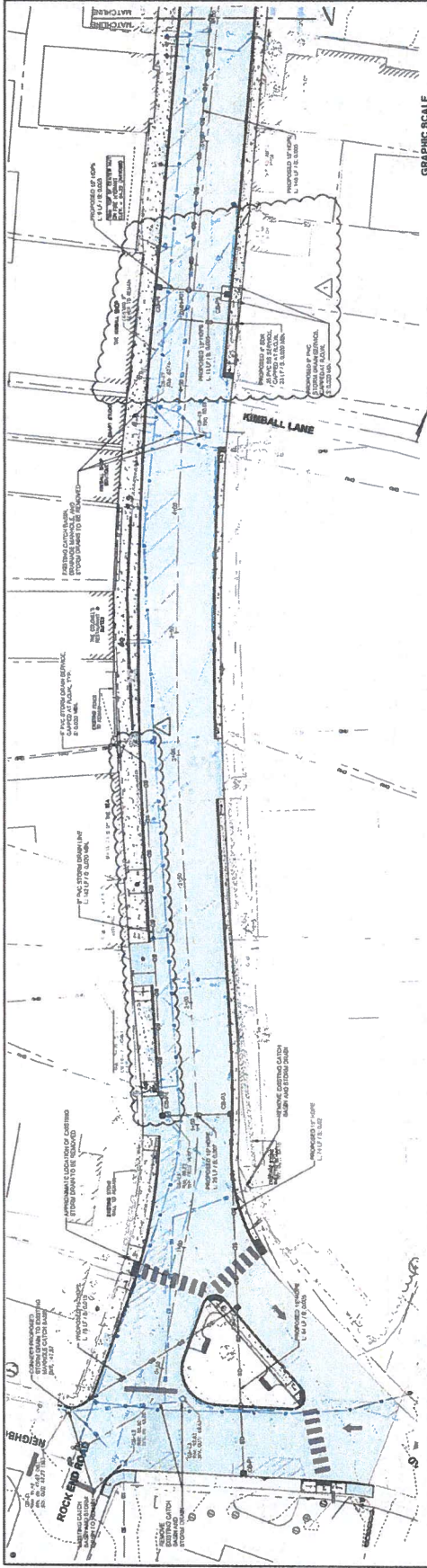
The purpose of the sketch is to show the location of the proposed opening in relation to the public right-of-way. It is not necessary to sketch to scale but accurate locations relative to reference points such as fire hydrants, utility poles or intersections is required.



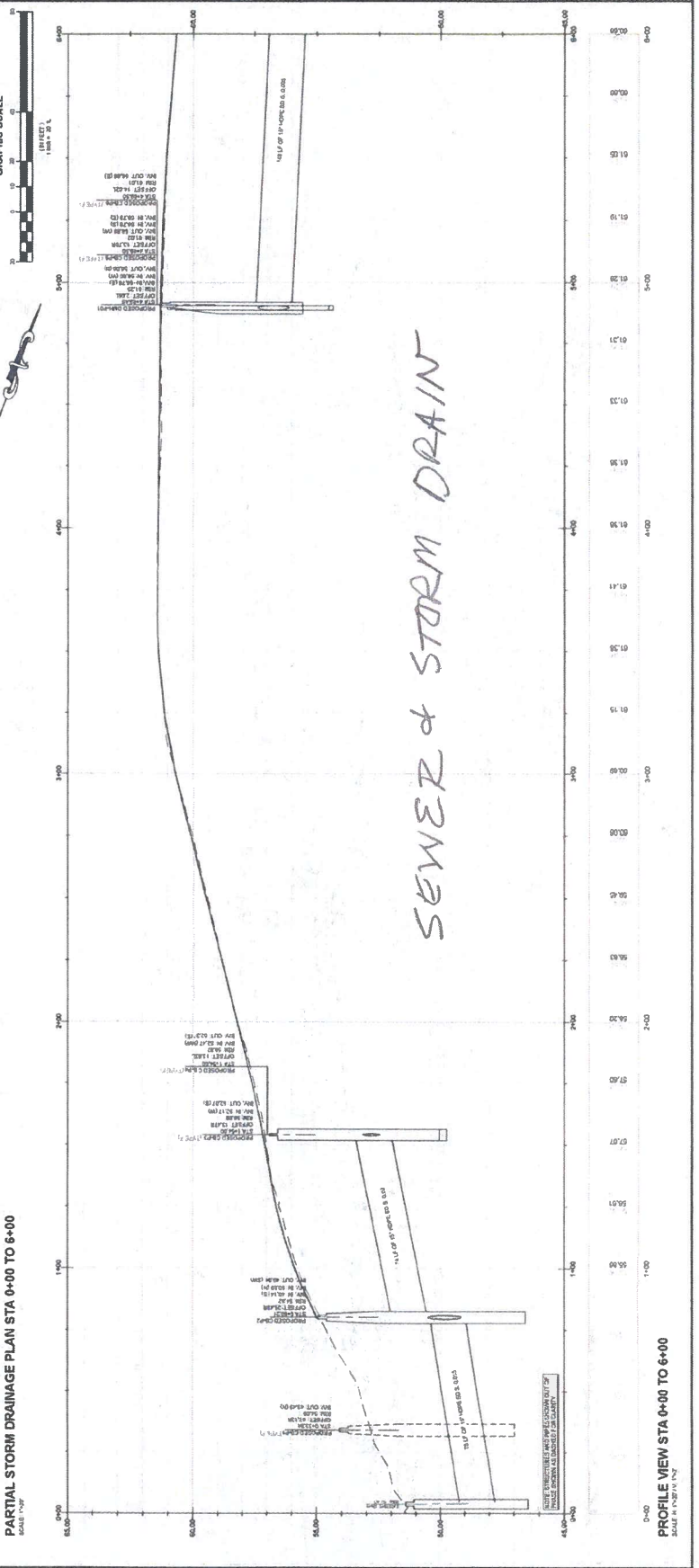
Please see attached.  
There will be full-size plan sheets available @ BOS meeting on 4-1-19  
T.S.

\* Show These Distances Where Applicable

 <b>CESINC</b> Engineers • Environmental Scientists • Surveyors 100 Main Street, Suite 200 Portland, ME 04101 Tel: 603.763.1234 Fax: 603.763.1235 Email: info@cesinc.com Website: www.cesinc.com		<b>MAIN STREET PARTIAL PLAN</b> <b>STORM DRAINAGE IMPROVEMENTS</b> STA 0+00 TO 6+00 TOWN OF MOUNT DESERT, MAINE NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS		ISSUED FOR CONSTRUCTION 		<b>C105</b> PROJECT NO. DATE DRAWN BY CHECKED BY TITLE	
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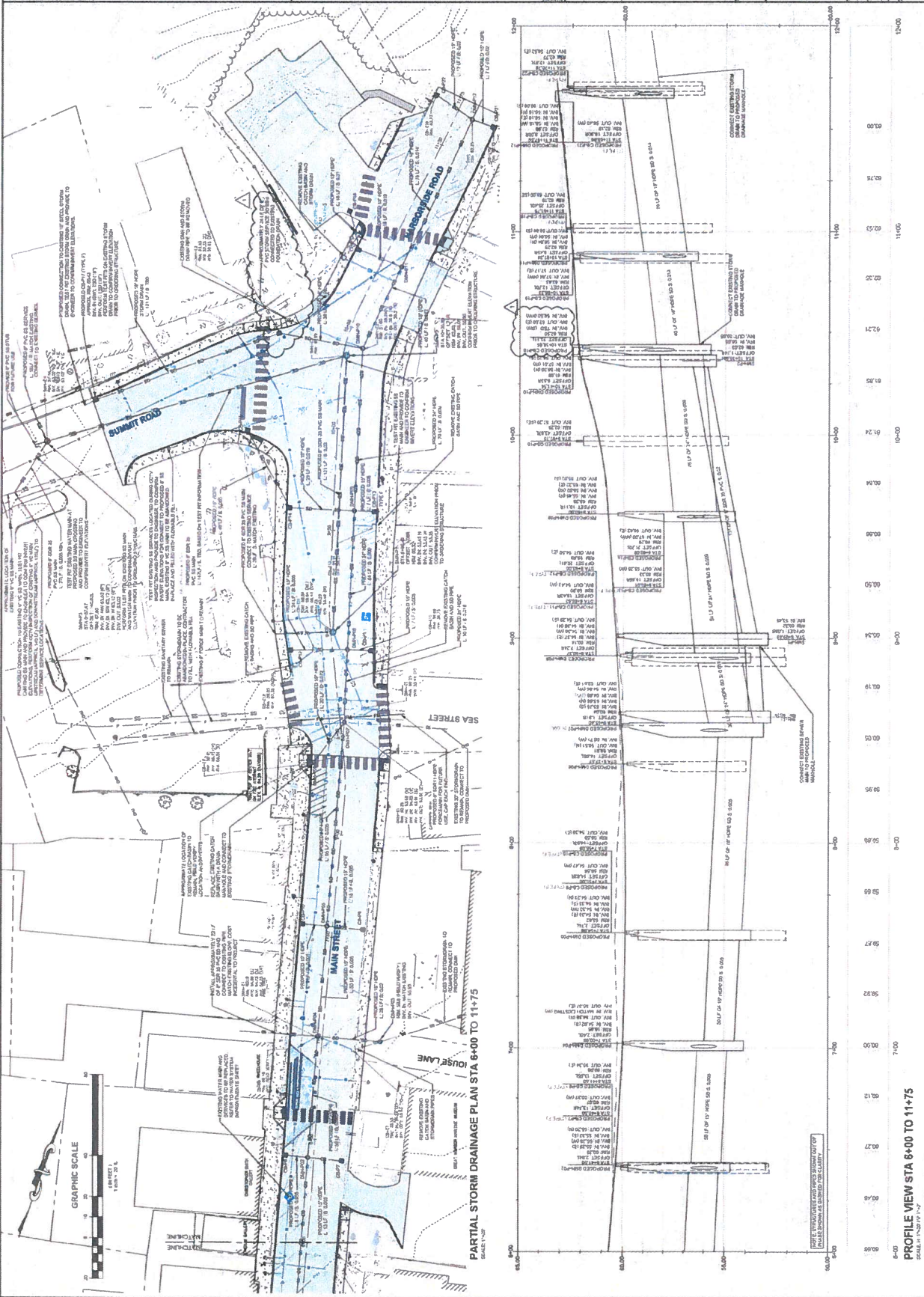


PARTIAL STORM DRAINAGE PLAN STA 0+00 TO 6+00  
SCALE: 1"=40'



SEWER & STORM DRAIN

PROFILE VIEW STA 0+00 TO 6+00  
SCALE: 1"=10' V, 1"=40' H



*SEWER & STORM DRAIN*

**DRAWING E-101 LEGEND**

1. TELEPHONE CABLES ARE INDICATED BY A DASHED LINE WITH 'T' MARKS.

2. CABLE COMPANY DISTRIBUTION (FEEDER) LINES ARE INDICATED BY A DASHED LINE WITH 'C' MARKS.

3. CABLE COMPANY DISTRIBUTION (FEEDER) LINES ARE INDICATED BY A DASHED LINE WITH 'C' MARKS.

4. CABLE COMPANY DISTRIBUTION (FEEDER) LINES ARE INDICATED BY A DASHED LINE WITH 'C' MARKS.

**DRAWING E-101 LINE TYPE LEGEND**

UNDERGROUND PRIMARY POWER CONDUIT

UNDERGROUND SECONDARY POWER CONDUIT

UNDERGROUND TELEPHONE CABLE

UNDERGROUND CABLE TRUNKING CONDUIT

OVERHEAD PRIMARY POWER CABLE

OVERHEAD SECONDARY POWER CABLE

OVERHEAD TELEPHONE CABLE

**DRAWING E-101 NUMBERED NOTES**

1. CONTRACTOR SHALL VERIFY ALL UTILITY CONDUITS AND CABLES ARE PROTECTED BY THE PROPOSED CONDUIT AND CABLE TRUNKING. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES.

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3. CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES.

**DRAWING E-101 GENERAL NOTES**

1. CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES.

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**DRAWING E-101 GENERAL NOTES**

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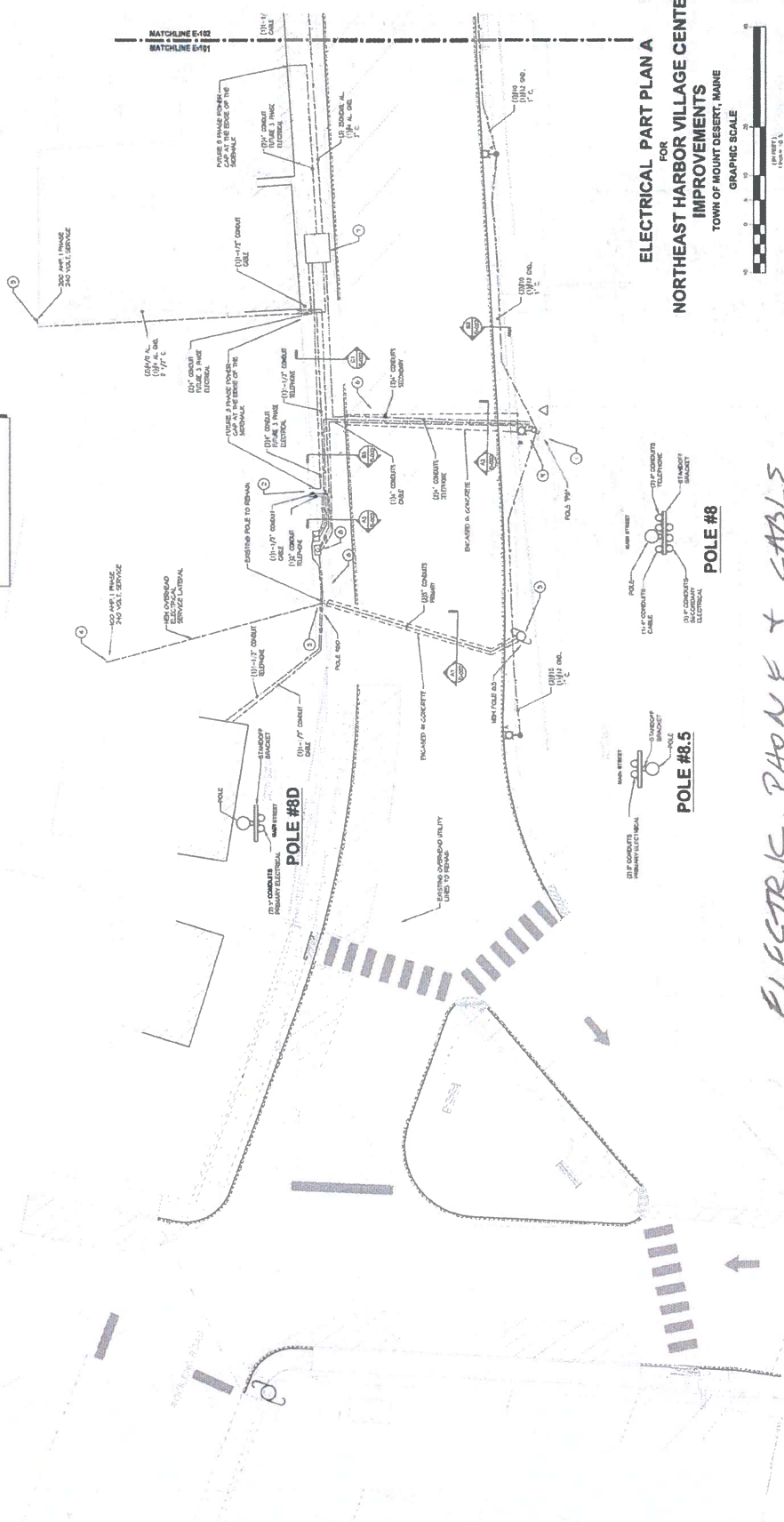
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**DRAWING E-101 GENERAL NOTES**

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*ELECTRIC, PHONE + CABLE AKA "WIRES"*

**ELECTRICAL PART PLAN A**

FOR

**NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS**

TOWN OF MOUNT DESERT, MAINE

GRAPHIC SCALE

1" = 100'-0"



DATE	NOV 19 2014
PROJECT	NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS
SCALE	AS SHOWN
DESIGNER	CEC
CHECKER	CEC
DATE	NOV 19 2014

E-101

**ISSUED FOR CONSTRUCTION**

NOV 19 2014

**ELECTRICAL PART PLAN A**

**NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS**

**CES**

Engineers • Environmental Scientists • Surveyors

**GENERAL NOTES**

1. CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY CONDUITS AND CABLES.

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**DRAWING E-102 LEGEND**

(1) TELEPHONE COMPANY DISTRIBUTION POLE/LINE COMBINED AND INSTALLED BY THE TELEPHONE COMPANY

(2) CABLE COMPANY DISTRIBUTION POLE/LINE COMBINED AND INSTALLED BY THE CABLE COMPANY

**DRAWING E-102 LINE TYPE LEGEND**

UNDERGROUND FIBER OPTIC CABLE

UNDERGROUND FIBER OPTIC CABLE WITH TELEPHONE CABLE

UNDERGROUND TELEPHONE CABLE

UNDERGROUND CABLE SERVICE CONDUIT

UNDERGROUND CABLE SERVICE CONDUIT WITH TELEPHONE CABLE

UNDERGROUND CABLE SERVICE CONDUIT WITH TELEPHONE CABLE AND TELEPHONE SERVICE CABLES

**DRAWING E-102 NUMBERED NOTES**

1. CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING UTILITIES AND RECORD THEM ON THE DRAWING. THE LOCATION OF THE UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR USING GROUND PENETRATING RADAR (GPR) AND/OR OTHER APPROPRIATE METHODS.
2. ALL UNDERGROUND UTILITIES SHALL BE PROTECTED BY A 12" CONCRETE COVER. THE COVER SHALL BE 12" THICK AND SHALL BE REINFORCED WITH #4 BARS.
3. CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING UTILITIES AND RECORD THEM ON THE DRAWING. THE LOCATION OF THE UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR USING GROUND PENETRATING RADAR (GPR) AND/OR OTHER APPROPRIATE METHODS.
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**DRAWING E-102 GENERAL NOTES**

1. UNDERGROUND FIBER OPTIC CABLE SHALL BE INSTALLED IN A 12" CONCRETE COVER. THE COVER SHALL BE 12" THICK AND SHALL BE REINFORCED WITH #4 BARS.
2. ALL UNDERGROUND UTILITIES SHALL BE PROTECTED BY A 12" CONCRETE COVER. THE COVER SHALL BE 12" THICK AND SHALL BE REINFORCED WITH #4 BARS.
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**DRAWING E-102 GENERAL NOTES**

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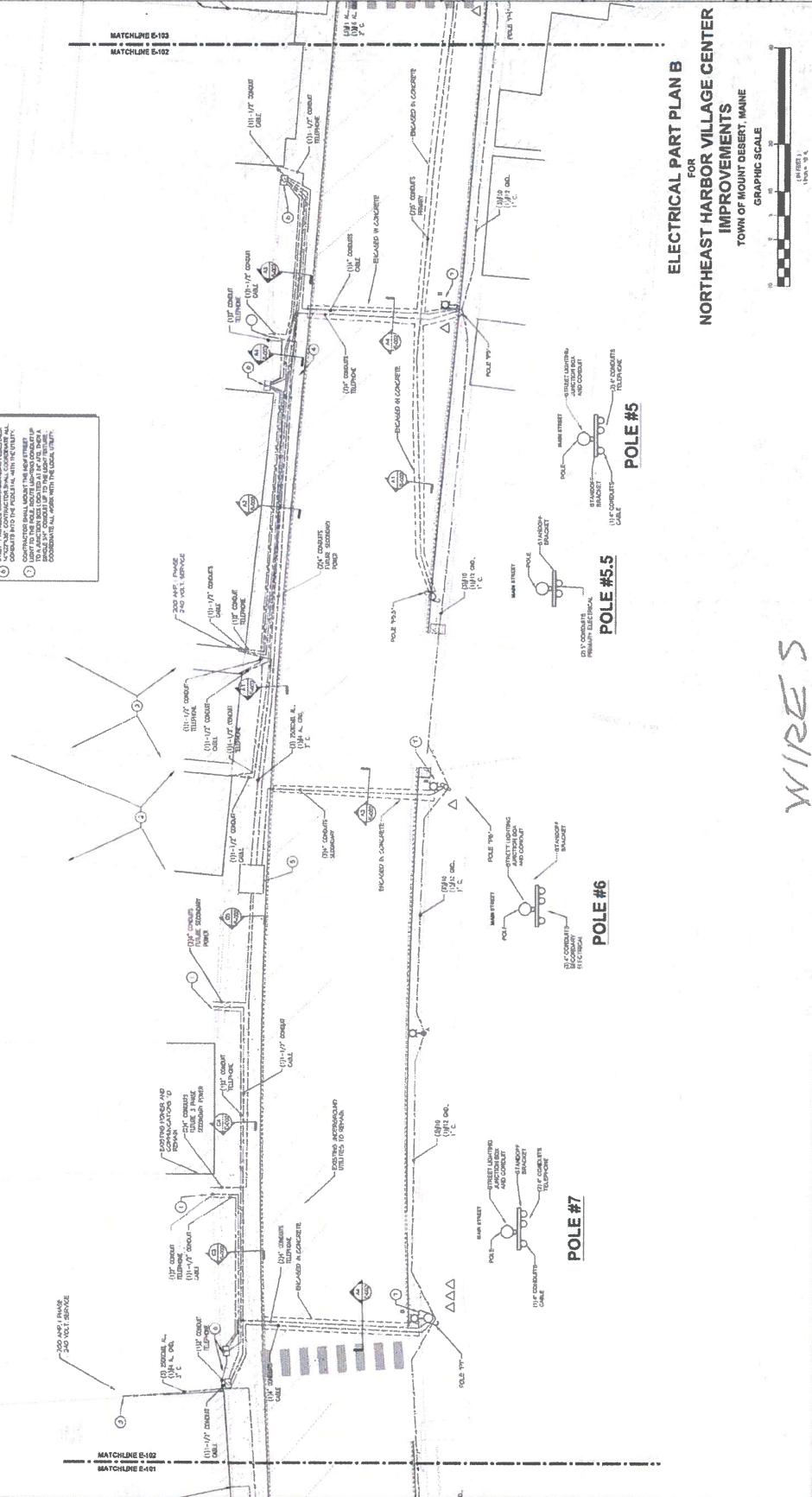
**CES**  
 Engineers - Environmental Scientists - Surveyors

**ELECTRICAL PART PLAN B**

**TOWN OF MOUNT DESERT, MAINE**

**NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS**

NO.	DATE	DESCRIPTION
1	10/15/19	ISSUED FOR CONSTRUCTION
2		
3		
4		
5		
6		
7		
8		
9		
10		



**ELECTRICAL PART PLAN B**  
 FOR  
**NORTHEAST HARBOR VILLAGE CENTER**  
 IMPROVEMENTS  
 TOWN OF MOUNT DESERT, MAINE

**E-102**

GRAPHIC SCALE  
 0 10 20 30 40 50  
 FEET

WIRES





NO.	REVISION	DATE
1	ISSUED FOR CONSTRUCTION	07/15/2019
2		
3		
4		
5		
6		
7		
8		
9		
10		

**ISSUED FOR CONSTRUCTION**

PROJECT NO. 19-0001

TOWN OF MOUNT DESERT, MAINE

NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS

**CESS**  
Engineers • Environmental Scientists • Surveyors

100 South Main Street  
Portland, ME 04101  
Tel: 603.761.2200  
Fax: 603.761.2201  
www.cess-engineers.com

PROJECT NO.		19-0001	
PROJECT NAME		NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS	
CLIENT		TOWN OF MOUNT DESERT, MAINE	
DATE		07/15/2019	
DRAWN BY		[Redacted]	
CHECKED BY		[Redacted]	
SCALE		AS SHOWN	
SHEET NO.		E-104	

**DRAWING E-104 GENERAL NOTES**

- ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.
- ALL WIRING SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.
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**DRAWING E-104 GENERAL NOTES**

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**DRAWING E-104 GENERAL NOTES**

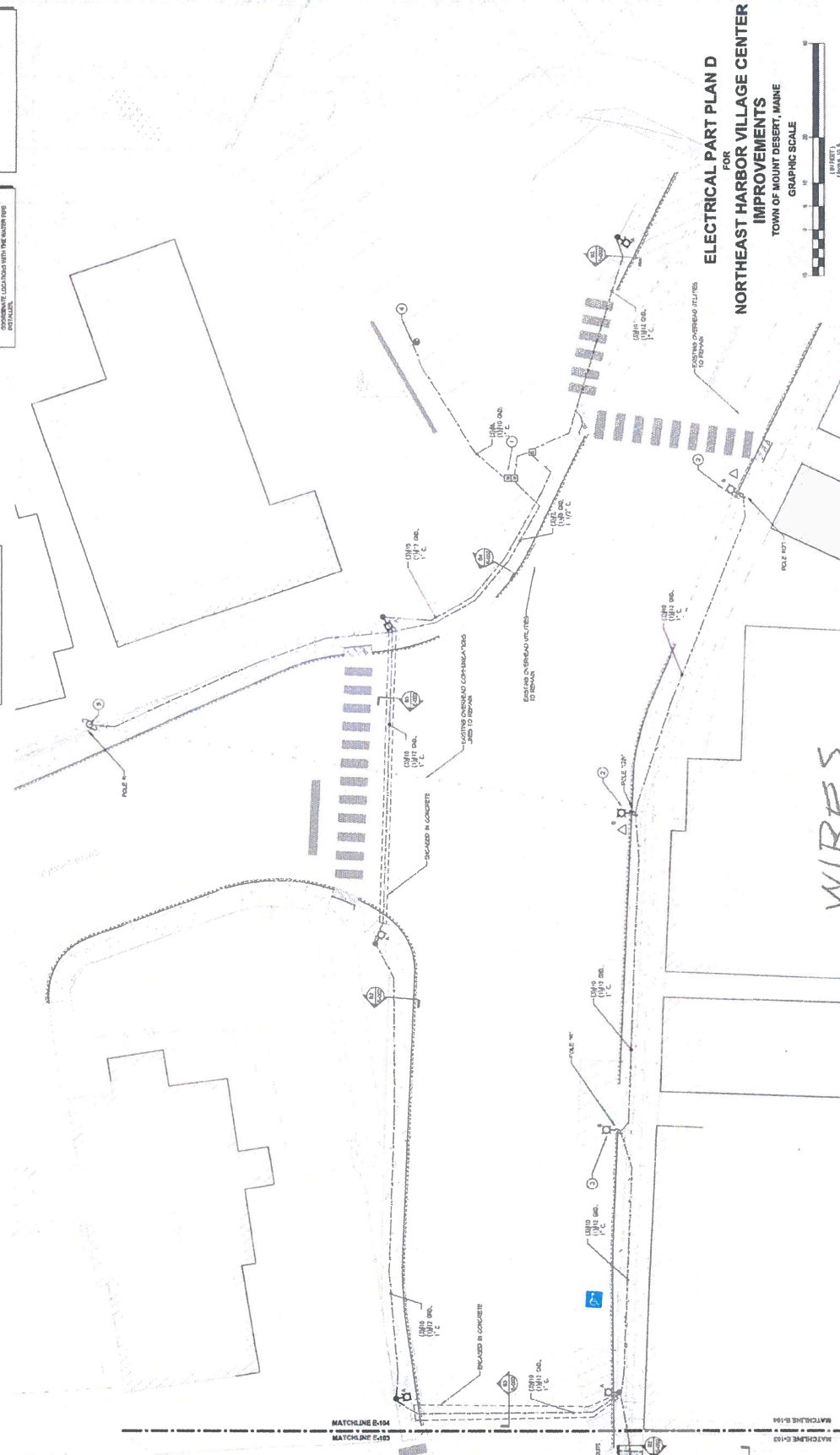
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**DRAWING E-104 NUMBERED NOTES**

- CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES AND MARK THEM WITH FLAGGING AND SURVEY MARKERS PRIOR TO ANY EXCAVATION WORK.
- CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES AND MARK THEM WITH FLAGGING AND SURVEY MARKERS PRIOR TO ANY EXCAVATION WORK.
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**DRAWING E-104 LINE TYPE LEGEND**

- UNDERGROUND PRIMARY POWER CONDUIT
- UNDERGROUND SECONDARY POWER CONDUIT
- UNDERGROUND TELEPHONE CONDUIT
- UNDERGROUND CABLE TRAY
- OVERHEAD PRIMARY POWER CABLE
- OVERHEAD SECONDARY POWER CABLE
- OVERHEAD TELEPHONE CABLE
- OVERHEAD CABLE TRAY
- OVERHEAD AIR CONDITIONING CABLE
- OVERHEAD AIR CONDITIONING TRAY
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- OVERHEAD AIR CONDITIONING TRAY



**ELECTRICAL PART PLAN D**  
FOR  
**NORTHEAST HARBOR VILLAGE CENTER IMPROVEMENTS**  
TOWN OF MOUNT DESERT, MAINE

**GROUPING SCALE**

0 10 20 30 40 50 60 70 80 90 100

1" = 40'-0"

1" = 10'-0"

1" = 20'-0"

1" = 30'-0"

1" = 40'-0"

1" = 50'-0"

1" = 60'-0"

1" = 70'-0"

1" = 80'-0"

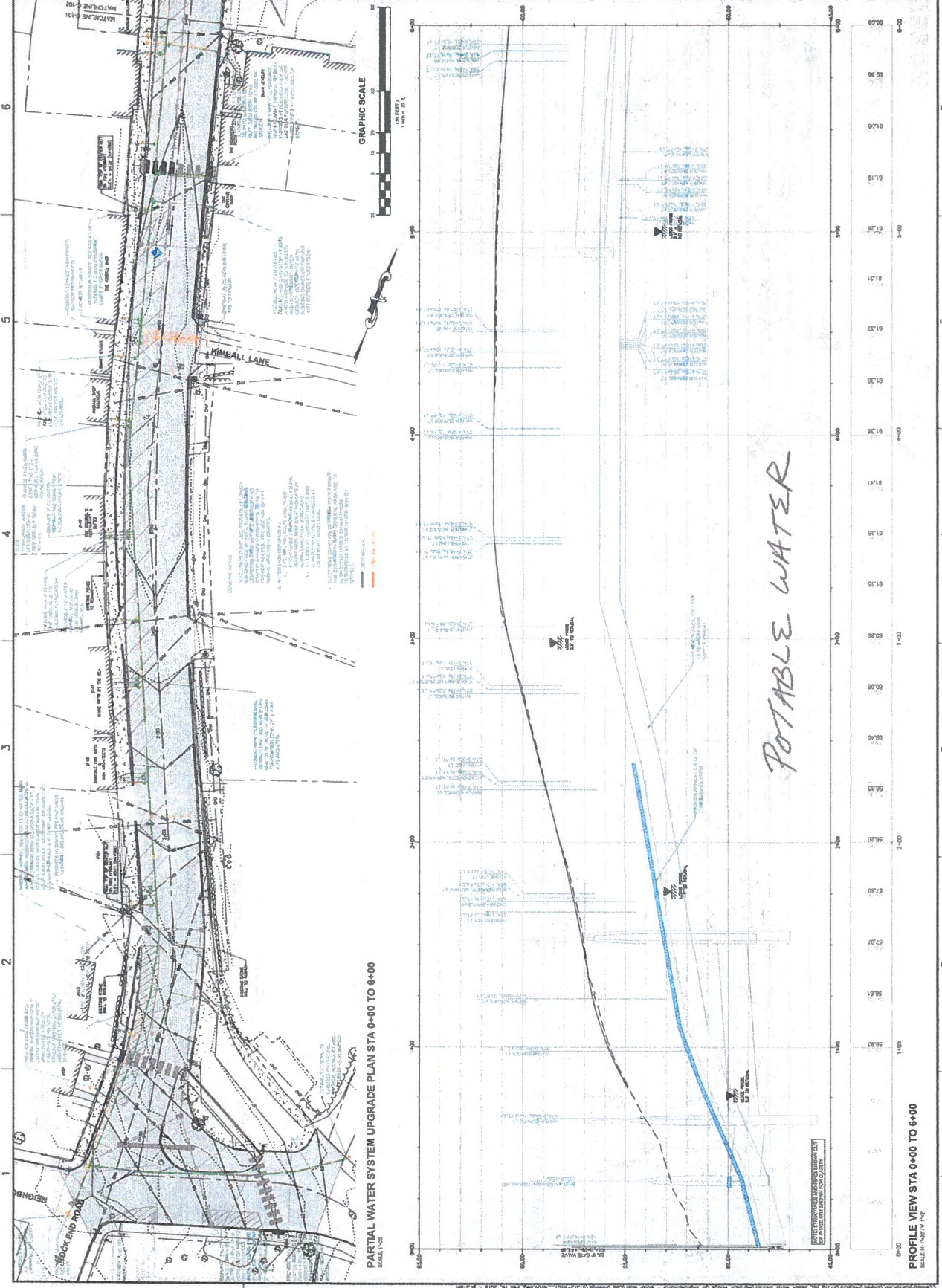
1" = 90'-0"

1" = 100'-0"

WIRES

MATCHLINE E-104  
MATCHLINE E-103

<p>WOODARD &amp; CURRAN CONSULTANTS &amp; ENGINEERS</p>		DRAWN BY: [ ] CHECKED BY: [ ] DATE: [ ]	PROJECT NO.: [ ] SHEET NO.: [ ]
		PROJECT: [ ] LOCATION: [ ]	



PROJECT: [ ] LOCATION: [ ]	DRAWN BY: [ ] CHECKED BY: [ ] DATE: [ ]	PROJECT NO.: [ ] SHEET NO.: [ ]
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DATE PLOTTED: 11/11/25  
SCALE: AS SHOWN  
SHEET: 8 OF 8  
W-102

<b>WOODWARD CLYDE</b> CONSULTANTS & ENGINEERS 2000 W. BROADWAY, SUITE 100 DENVER, CO 80202 TEL: 303.733.1100 WWW.WOODWARDCLYDE.COM	
PROJECT: MAIN STREET PARTIAL PLAN WATER SYSTEM UPGRADE STATIONING: STA. 6+00 TO STA. 11+75	
DATE: 11/11/25	DESCRIPTION: MAIN STREET PARTIAL PLAN WATER SYSTEM UPGRADE
DESIGNED BY: [ ]	CHECKED BY: [ ]
DATE: [ ]	DATE: [ ]

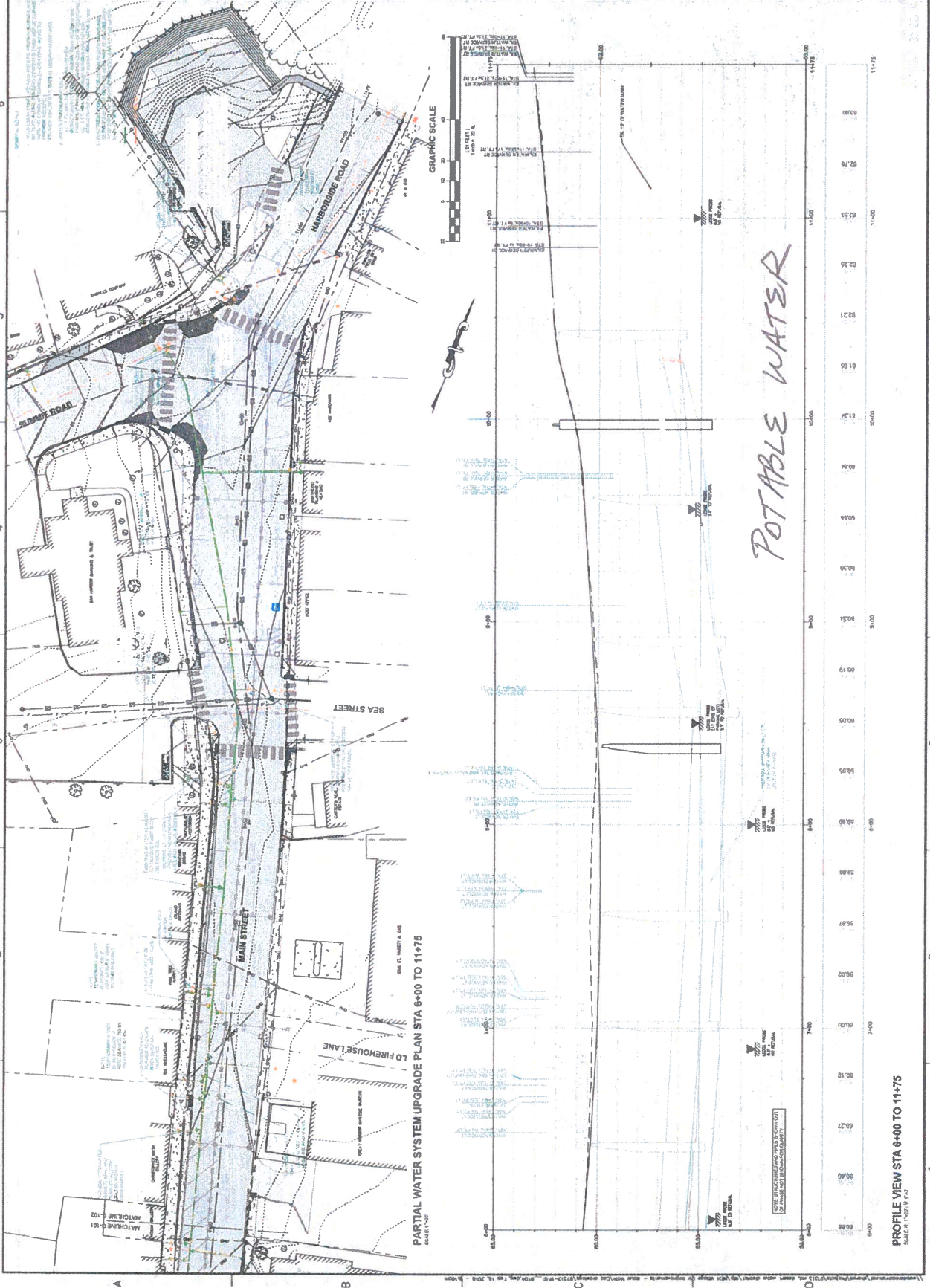
WOODWARD CLYDE  
CONSULTANTS & ENGINEERS  
2000 W. BROADWAY, SUITE 100  
DENVER, CO 80202  
TEL: 303.733.1100  
WWW.WOODWARDCLYDE.COM

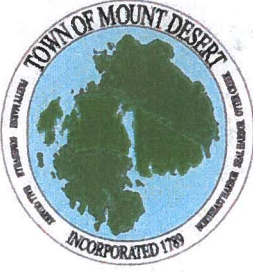
PROJECT: MAIN STREET PARTIAL PLAN WATER SYSTEM UPGRADE  
STATIONING: STA. 6+00 TO STA. 11+75

DATE: 11/11/25  
DESCRIPTION: MAIN STREET PARTIAL PLAN WATER SYSTEM UPGRADE

DESIGNED BY: [ ]  
CHECKED BY: [ ]

DATE: [ ]  
DATE: [ ]





## ***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](http://www.mtdesert.org) [director@mtdesert.org](mailto:director@mtdesert.org)

## **MEMO**

To: Durlin Lunt, Jr., Town Manager  
From: Tony Smith, Public Works Director  
Re: Crosswalk Bids  
Date: March 28, 2019

---

The Crosswalks Improvement Project bid documents were provided to seven qualified general contractors, all of whom we have experience working with. Of the seven, RF Jordan & Sons, Inc. of Ellsworth was the only contractor to submit a bid which was opened as scheduled on February 26, 2019. The bid was in the amount of \$383,920. They understand award of the contract is subject to project funding approval at our May 7, 2019 Town Meeting. We anticipate a construction schedule starting just after Labor Day on September 3, 2019 and ending November 15, 2019. The pricing includes the lag time between the bid opening in February and the September 3<sup>rd</sup> start date.

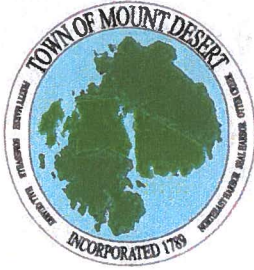
The bid amount was higher than I anticipated. When I asked why the price was what it was I was told that traffic control was very expensive and that it accounted for \$75,000 to \$100,000 of the total bid. Fourteen of the 28 crosswalks are on State highways meaning the MDOT's strict traffic control requirements must be met. The 14 crosswalks on our local roads and streets will have adequate traffic control. However, we will have the opportunity on the local roads for brief detours and, for drivers to figure out alternative routes as opposed to driving through the construction. The State roads don't offer this ability.

Based on our bid process and the information presented above, I recommend:

- That RF Jordan & Sons, Inc. of Ellsworth be awarded the Crosswalks Improvement Project at their bid price of \$383,920 subject to project funding approval at our May 7, 2019 Town Meeting and
- If project funding is approved, I be authorized to sign an agreement with them for the work on behalf of the Town.

Thank you.

C. Claire Woolfolk, Town Clerk  
Kathi Mahar, Treasurer



## ***Town of Mount Desert***

21 Sea Street, P.O. Box 248  
Northeast Harbor, ME 04662-0248  
Telephone 207-276-5743 Fax 207-276-5742  
[www.mtdesert.org](http://www.mtdesert.org) [director@mtdesert.org](mailto:director@mtdesert.org)

## **MEMO**

To: Durlin Lunt, Jr., Town Manager  
From: Tony Smith, Public Works Director  
Re: Steamboat Wharf Road Wall Reconstruction Project Bids  
Date: March 28, 2019

---

The referenced project bid documents were provided to four qualified general contractors who showed interest in the project, all of whom we have experience working with. Of the four, two submitted responsive bids which were opened as scheduled on March 7, 2019. The two bids are:

- Harold MacQuinn, Inc. of Hancock with a bid price of \$190,800 and
- K.J. Dugas Construction, Inc. of Surry with a bid price of \$132,045.

Both bidders knew that their pricing had to be held until this fall and, as such, they took into account the lag time between the bid opening in March and the October 15, 2019 start date. They both understood award of the contract was subject to project funding approval at our May 7, 2019 Town Meeting. We anticipate a construction schedule starting just after Columbus Day on October 15, 2019 as noted above and ending November 15, 2019. The October start date takes into account functions at, and use of, the adjacent Seal Harbor Yacht Club building and facilities.

Based on our bid process and the information presented above, I recommend:

- That K.J. Dugas Construction, Inc. of Surry be awarded the Steamboat Wharf Road Wall Reconstruction Project at their bid price of \$132,045 subject to project funding approval at our May 7, 2019 Town Meeting and
- If project funding is approved, I be authorized to sign an agreement with them for the work on behalf of the Town.

Thank you.

C. Claire Woolfolk, Town Clerk  
Kathi Mahar, Treasurer



## ***Town of Mount Desert***

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

Telephone 207-276-5531 Fax 207-276-3232  
E-mail [townclerk@mtdesert.org](mailto:townclerk@mtdesert.org) Web Address [www.mtdesert.org](http://www.mtdesert.org)

### MEMO

DATE: March 28, 2019

TO: Board of Selectmen

FROM: Claire Woolfolk, Town Clerk *Claire*

RE: Municipal Officer's Certifications of Official Text for Proposed Ordinances

Pursuant to Maine Statute 30-A§3002(2) regarding the enactment of new ordinances or changes to existing ordinances: "The municipal officers shall certify one copy of the proposed ordinance to the municipal clerk at least 7 days before the day of meeting. The clerk shall keep that copy as a public record and shall make copies available for distribution to the voters from the time of certification. Copies shall be made available at the town meeting."

The following pages represent this certification process for the proposed ordinances/changes for the May 7, 2019 Annual Town Meeting.

**MUNICIPAL OFFICER'S CERTIFICATION OF  
OFFICIAL TEXT OF A PROPOSED ORDINANCE  
[30-A M.R.S.A. § 3002(2)]**

To the Town Clerk of the Town of Mount Desert:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of amendments to an ordinance entitled **Alewife Ordinance** of the Town of Mount Desert, which is to be presented to the voters for their consideration on May 7, 2019.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Given under our hands at Mount Desert the first day of April 2019, a majority of the Selectmen of the Town of Mount Desert:

\_\_\_\_\_  
John B. Macauley, Chairman

\_\_\_\_\_  
Matthew J. Hart, Vice Chairman

\_\_\_\_\_  
Wendy H. Littlefield, Secretary

\_\_\_\_\_  
Martha T. Dudman

\_\_\_\_\_  
James F. Mooers



**ALEWIFE ORDINANCE**  
**TOWN OF MOUNT DESERT**

Enacted December 3 & 8, 2007, Annual Town Meeting

Amended May 6, 2008 Annual Town Meeting

Amended May 5, 2009 Annual Town Meeting

Amended May 4, 2010 Annual Town Meeting

Amended May 3, 2011 Annual Town Meeting

Amended May 7, 2012 Annual Town Meeting

Amended May 6, 2013 Annual Town Meeting

Amended May 6, 2014 Annual Town Meeting

Amended May 5, 2015 Annual Town Meeting

Amended May 3, 2016 Annual Town Meeting

Amended May 2, 2017 Annual Town Meeting

Amended May 8, 2018 Annual Town Meeting

Amended May 7, 2019 Annual Town Meeting

“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.”

**MUNICIPAL OFFICER'S CERTIFICATION OF  
OFFICIAL TEXT OF A PROPOSED ORDINANCE  
[30-A M.R.S.A. § 3002(2)]**

To the Town Clerk of the Town of Mount Desert:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of amendments to an ordinance entitled **Single Use Carryout Bag Ordinance** of the Town of Mount Desert, which is to be presented to the voters for their consideration on May 7, 2019.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Given under our hands at Mount Desert the first day of April 2019, a majority of the Selectmen of the Town of Mount Desert:

\_\_\_\_\_  
John B. Macauley, Chairman

\_\_\_\_\_  
Matthew J. Hart, Vice Chairman

\_\_\_\_\_  
Wendy H. Littlefield, Secretary

\_\_\_\_\_  
Martha T. Dudman

\_\_\_\_\_  
James F. Mooers

# **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.

**MUNICIPAL OFFICER'S CERTIFICATION OF  
OFFICIAL TEXT OF A PROPOSED ORDINANCE  
[30-A M.R.S.A. § 3002(2)]**

To the Town Clerk of the Town of Mount Desert:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of amendments to an ordinance entitled **Polystyrene Foam Food Service Container Ordinance** of the Town of Mount Desert, which is to be presented to the voters for their consideration on May 7, 2019.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Giver under our hands at Mount Desert the first day of April 2019, a majority of the Selectmen of the Town of Mount Desert:

\_\_\_\_\_  
John B. Macauley, Chairman

\_\_\_\_\_  
Matthew J. Hart, Vice Chairman

\_\_\_\_\_  
Wendy H. Littlefield, Secretary

\_\_\_\_\_  
Martha T. Dudman

\_\_\_\_\_  
James F. Mooers

# **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.

**MUNICIPAL OFFICER'S CERTIFICATION OF  
OFFICIAL TEXT OF A PROPOSED ORDINANCE  
[30-A M.R.S.A. § 3002(2)]**

To the Town Clerk of the Town of Mount Desert:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of amendments to an ordinance entitled **Land Use Zoning Ordinance** of the Town of Mount Desert, which is to be presented to the voters for their consideration on May 7, 2019.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Giver under our hands at Mount Desert the first day of April 2019, a majority of the Selectmen of the Town of Mount Desert:

\_\_\_\_\_  
John B. Macauley, Chairman

\_\_\_\_\_  
Matthew J. Hart, Vice Chairman

\_\_\_\_\_  
Wendy H. Littlefield, Secretary

\_\_\_\_\_  
Martha T. Dudman

\_\_\_\_\_  
James F. Mooers

**LAND USE ZONING ORDINANCE  
OF THE  
TOWN OF MOUNT DESERT**

**ENACTED MARCH 6, 1978**

**AMENDED JUNE 21, 1978  
AMENDED AUGUST 4, 1980  
AMENDED MARCH 2, 1981  
AMENDED MARCH 7, 1983  
AMENDED MARCH 5, 1984  
AMENDED MARCH 4, 1985  
AMENDED MARCH 3, 1986  
AMENDED MARCH 2, 1987  
AMENDED OCTOBER 24, 1988  
AMENDED MARCH 6, 1989  
AMENDED MARCH 5, 1990  
AMENDED MARCH 4, 1991  
AMENDED MAY 20, 1991  
AMENDED OCTOBER 7, 1991  
AMENDED MARCH 2, 1992  
AMENDED MARCH 2, 1993  
AMENDED MARCH 8, 1994  
AMENDED MARCH 7, 1995  
AMENDED JUNE 6, 1995  
AMENDED MARCH 6, 1996  
AMENDED MARCH 4, 1997  
AMENDED MARCH 3, 1998  
AMENDED MARCH 8, 2000  
AMENDED MARCH 7, 2001  
AMENDED MARCH 5, 2002  
AMENDED MARCH 4, 2003  
AMENDED MARCH 2, 2004  
AMENDED MARCH 8, 2005  
AMENDED MARCH 7, 2006  
AMENDED MARCH 6, 2007  
AMENDED MAY 6, 2008  
AMENDED MAY 5, 2009  
AMENDED NOVEMBER 16, 2009  
AMENDED MAY 4, 2010  
AMENDED MAY 3, 2011  
AMENDED May 8, 2012  
AMENDED July, 25, 2013  
AMENDED February 24, 2014  
AMENDED May 6, 2014  
AMENDED May 5, 2015  
AMENDED May 3, 2016  
AMENDED May 2, 2017  
AMENDED May 8, 2018  
AMENDED May 7, 2019**

## SECTION 3 LAND USE DISTRICTS

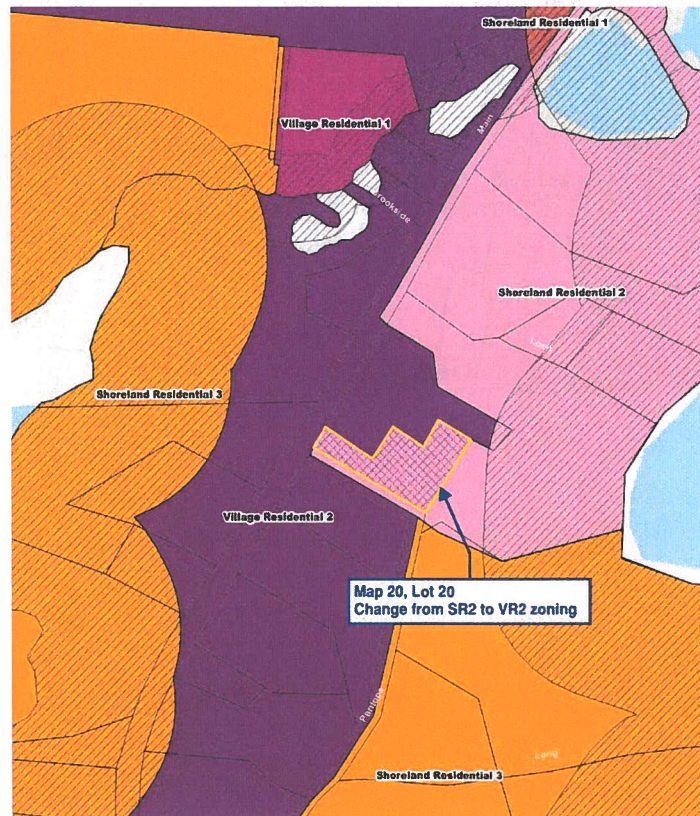
- .
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### 3.3 Map Changes: Amended at:

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- .
- .

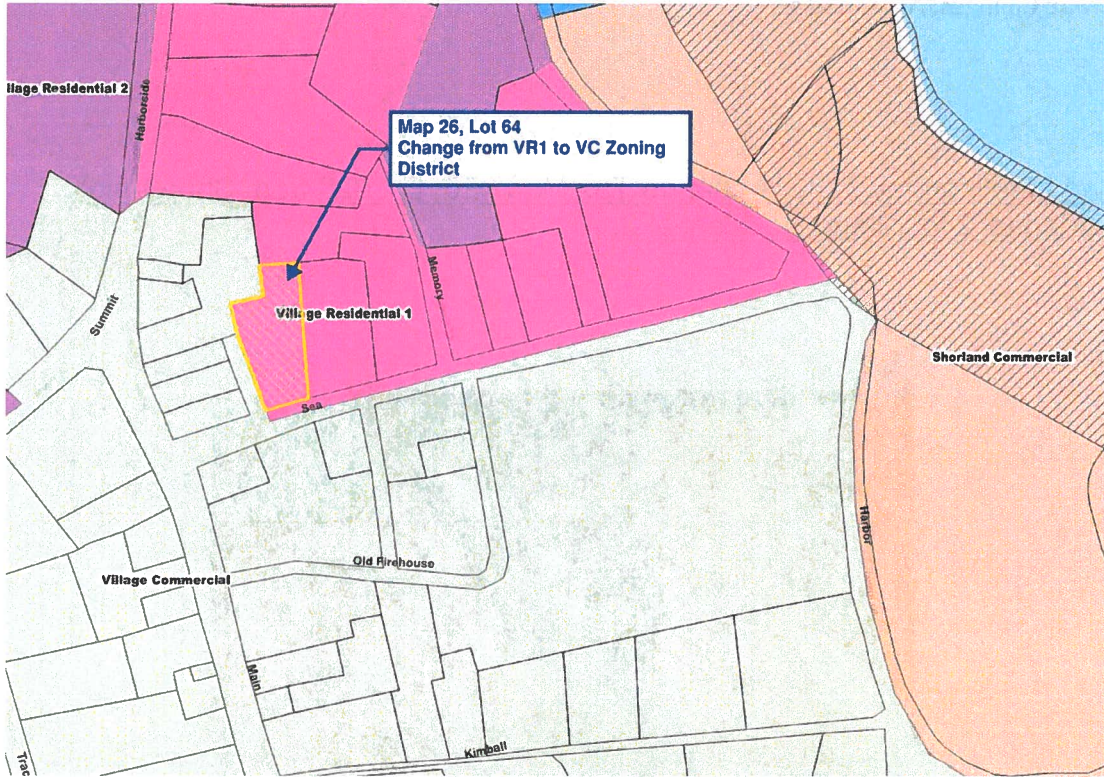
Town Meeting May 7, 2019 change Tax Map 020, Lot 020 from Shoreland Residential 2 to Village Residential 2.

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

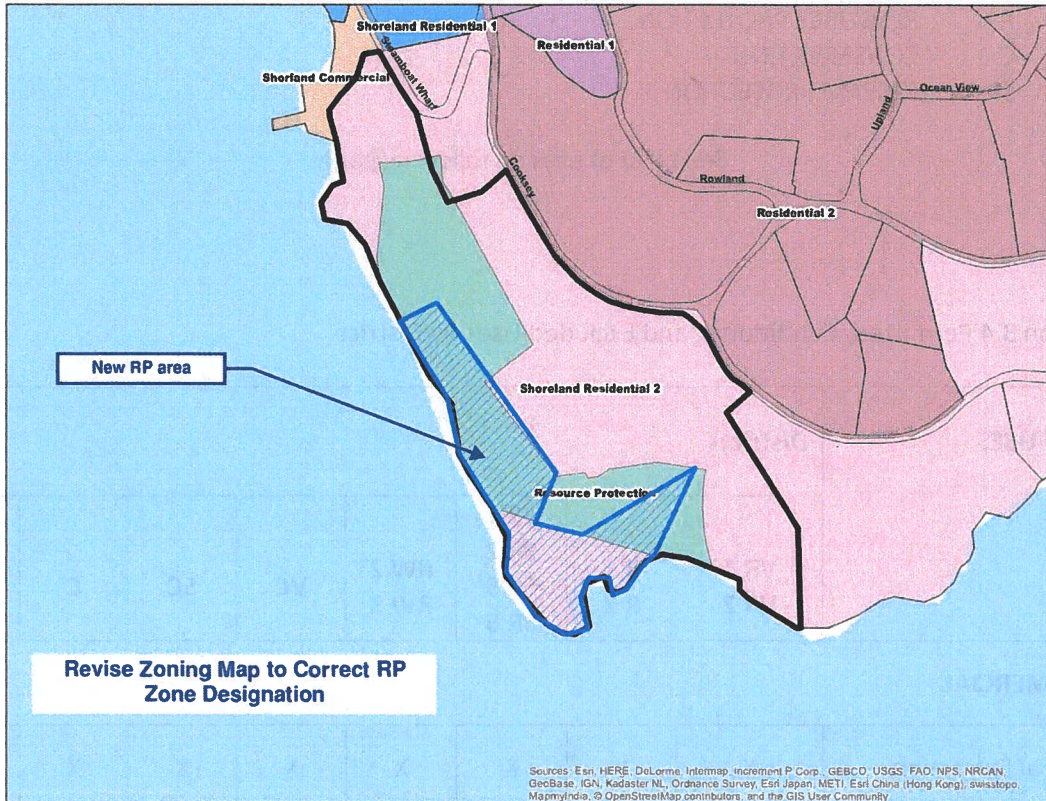
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Town Meeting May 7, 2019 change portions of Tax Map 029, Lot 002-001 from Resource Protection to Shoreland Residential 2.

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**3.4 Permitted, Conditional, and Excluded Uses by District:**

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

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

- VR1 VILLAGE RESIDENTIAL ONE
- VR2 VILLAGE RESIDENTIAL TWO
- R1 RESIDENTIAL ONE
- R2 RESIDENTIAL TWO
- SR1 SHORELAND RESIDENTIAL ONE
- SR2 SHORELAND RESIDENTIAL TWO

- SR3 SHORELAND RESIDENTIAL THREE
- SR5 SHORELAND RESIDENTIAL FIVE
- RW2 RURAL OR WOODLAND TWO
- RW3 RURAL OR WOODLAND THREE
- VC VILLAGE COMMERCIAL
- SC SHORELAND COMMERCIAL
- RP RESOURCE PROTECTION
- C CONSERVATION
- SP STREAM PROTECTION

See table of uses on following pages

- .
- .
- .

Section 3.4 Permitted, Conditional, and Excluded Uses by District

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

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

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**6B SPECIFIC PERFORMANCE STANDARDS FOR ACTIVITIES AND LAND USES**

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**Section 6B.20. Mobile Food Vendors**

1. Mobile Food Vendors must have a license issued by the Code Enforcement Officer pursuant to the provisions in the Sale of Food and Merchandise Ordinance.
2. Mobile Food Vendors in the Shoreland Commercial District may only operate in designated areas within Town-owned property with written authorization posted on the unit.
3. Mobile Food Vendors may only operate on Private Property in the Rural Woodland District with written authorization posted on the unit.
4. Mobile Food Vendors must receive Conditional Use Approval from the Planning Board in order to operate in the Rural Woodland District. In addition to all of the relevant Conditional Use Approval application submission requirements, the following submissions, in a form acceptable to the Planning Board shall be required, unless waived by the Planning Board:
  - a. A site plan drawing showing the general layout of the proposed area to be used by the Mobile Food Vendor including the location where the Mobile Vending Unit will be located, parking, vehicular circulation, and any outdoor seating areas. This plan must be legible and drawn to scale. The site plan shall include all of the following:
    1. The general layout and dimensions of the area of used for operations of the Mobile Food Vendor, including the location on the site where the mobile vending unit will be will be parked.
    2. Property lines, required setbacks, and other site features.
    3. Footprint of existing buildings.
    4. Sufficient detail to demonstrate vehicle and pedestrian circulation within the site.
    5. Name, address, and the phone number of the property owner.
    6. Street address and municipal tax map and lot number.
    7. North arrow and drawing scale.
  - b. A letter showing evidence that the Mobile Food Vendor is authorized to operate on the property.
  - c. A written description of the business, including the food to be sold, hours of operation, and type of mobile vending unit.



5. In addition to the criteria and standards listed in Section 6 of the Land Use Zoning Ordinance these additional criteria and standards shall apply to Mobile Food Vendors operating in the Rural Woodland District.
- a. Hours of operation shall be limited to the hours between 6 a.m. and 10 p.m. The Town of Mount Desert Police Department has the sole discretion to require a cessation in operations of a mobile vending unit where, in the opinion of the Department, the unit is causing or contributing to a breach of the peace or other adverse public safety conditions.
  - b. All business activity related to a Mobile Food Vendor shall be of a temporary nature, the duration of which shall not exceed 120 days per year.
  - c. Mobile Food Vendors must be located at least two-hundred (200) feet from any fixed based food service establishment with an operating kitchen measured from the nearest edge of the property
  - d. Mobile Food Vendors must supply a trash receptacle and a recycling receptacle in a convenient location that does not impede pedestrian or vehicular traffic and is sufficient in size to collect all waste generated by customers and staff of the mobile vending operation. All trash and debris generated by customers and staff shall be collected by the Mobile Food Vendor and removed from the site each day for lawful disposal and/or recycling.
  - e. No sales or service of alcohol shall be allowed by Mobile Food Vendors.
  - f. Mobile Food Vendors shall not create excessive noise. Any auxiliary power required for the Mobile Vending Unit shall be self-contained. No amplified music, compressors or loudspeakers are permitted.
  - g. No signage other than that exhibited on or inside of the Mobile Vending Unit may be displayed.
  - h. In addition to the lighting standards in Section 6A.6, any exterior lighting shall be designed and placed in such a manner that it does not result in glare or light spillage onto other properties or interfere with vehicular traffic.

- i. Mobile Vending Units must not exceed twelve (12) feet in width, including any side extensions or awnings. Mobile Vending Units must not exceed forty (40) feet in length, including the length of any trailer hitch, trailer, or other extension.
- j. Mobile Vending Units and associated site development shall be effectively sited and, whenever possible, buffered from adjacent properties to minimize and otherwise address offsite impacts (e.g., noise, adverse visual impact). The Planning Board may require, as a condition of approval, specific actions to ensure the long-term effectiveness of any buffering or screening.
- k. Mobile Vending Units utilizing an electrical connection to maintain power shall do so in a manner that does not create a tripping or public safety hazard.
- l. The owner and operator of a mobile vending unit is responsible for applying and obtaining all other necessary local, state or federal licenses required for the service of food and beverages. The Mobile Vending Unit itself must be in compliance with the motor vehicle laws of the State of Maine.

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**SECTION 8 DEFINITIONS**

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

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

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

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

**Article V – Mobile Vending License**

**Sec. 1. License Required**

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

**Sec. 2. Application**

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

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

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

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

**TREASURER'S  
WARRANTS**

Warrants for BOS Agenda:

BOS Agenda:

04/01/19

	Description	#	Date	Amount
<b>A. Warrants to be Approved and Signed:</b>				
	Town Invoices	AP1957	04/01/19	\$ 160,482.43
<b>B. Authorized Warrants to be Signed:</b> (Wendy needs to abstain)				
(Prior Electronic or Manual Authorization )				
Town State Fees & P/R Benefits				
		AP1955	03/20/19	\$ 5,208.08
		AP1956	03/27/19	\$ 4,136.54
Town Payroll				
		PR1919	03/22/19	\$ 101,865.68
<b>C. Warrants to be Acknowledged:</b>				
School Invoices				
(John does NOT need to abstain)				
	School Payroll	#20	03/29/19	\$ 190,952.24
<b>TOTAL WARRANTS FOR BOS MEETING</b>				<b>\$ 462,644.97</b>

**TOWN OF MOUNT DESERT  
ACCOUNTS PAYABLE WARRANT**

**WARRANT AP# 1957**

CHECK DATE: April 1, 2019

CHECK NUMBER: <u>310927</u>	through	<u>310979</u>	\$ <u>135,266.37</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Electronic payments
EFT NUMBER: <u>1026</u>	through	<u>1038</u>	\$ <u>25,216.06</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 160,482.43

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



03/28/2019 12:11  
69051you

Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

P 1  
apcsdhsb

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

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
2WAY RADIO ANTENNAS AL GEN REPAIRS & MAINT	34330	03/14/2019	AP1957		30.00
BACK-HOE 2WAY RADIO AL GEN REPAIRS & MAINT	34320	03/06/2019	AP1957		482.00
CHECK	55400		1026 TOTAL:		512.00
Main St re-design ts Construction-Budget	20190833	02/24/2019	AP1957		12,071.64
IT Support Municipal Office IT/TECH FEE	20190938	03/15/2019	AP1957		1,218.64
IT Support Police Department IT/TECH FEE	20190940	03/15/2019	AP1957		564.02
IT Support Fire Department IT/TECH FEE	20190939	03/15/2019	AP1957		297.18
CHECK	54250		1027 TOTAL:		14,151.48
8 gal propane bj HEATING FUEL	4270022	03/11/2019	AP1957		9.52
CHECK	53400		1028 TOTAL:		9.52
TR#12 CENTER BEARING AL GEN REPAIRS & MAINT	IV86864	03/18/2019	AP1957		42.81
TR#6 REAR END PLUGS AL GEN REPAIRS & MAINT	IV86817	03/13/2019	AP1957		6.22
CHECK	55400		1029 TOTAL:		49.03
broadband, planning consultant, Warrant, Gh lease PLANNING CONSULTANT LEGAL	535384	03/15/2019	AP1957		2,460.00
920.00 1,540.00	1220770 1220110				54900 54500





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Invoice: 535250

Invoice: 535249

Invoice: 535251

Invoice: 535253

Invoice: 535252

1031 04/01/2019 EFT  
Invoice: 18034A-1

1032 04/01/2019 EFT  
Invoice: 29383

1033 04/01/2019 EFT  
Invoice: 0319

1034 04/01/2019 EFT  
Invoice: 3388534

CASH ACCOUNT: 100	CHK DATE	TYPE	VENDOR NAME	INVOICE	INVOICE	INVOICE DATE	PO	WARRANT	NET
			EATON PEABODY ATTORNEYS AT LAW	535250	302.50	03/13/2019		AP1957	302.50
					1220900	Personnel issue			
					54533	CONSULTANT-ADMIN			
			EATON PEABODY ATTORNEYS AT LAW	535249	165.00	03/13/2019		AP1957	165.00
					1220900	Union Negotiations			
					54533	CONSULTANT-ADMIN			
			EATON PEABODY ATTORNEYS AT LAW	535251	2,411.12	03/13/2019		AP1957	2,411.12
					1220110	Interlocal agreement counsel			
					54500	LEGAL			
			EATON PEABODY ATTORNEYS AT LAW	535253	124.00	03/13/2019		AP1957	124.00
					1220110	Well Easement Ripples Hill Road			
					54500	LEGAL			
			EATON PEABODY ATTORNEYS AT LAW	535252	461.50	03/13/2019		AP1957	461.50
					1220110	Emera costs, executive session			
					54500	LEGAL			
						CHECK		1030 TOTAL:	5,924.12
			287 HEDEFINE ENGINEERING & DESIGN INC	18034A-1	1,100.00	03/18/2019		AP1957	1,100.00
					57710	Bait house design ts			
						CONSTRUCTION			
						CHECK		1031 TOTAL:	1,100.00
			382 KIMBERLY KEENE	29383	139.20	03/13/2019		AP1957	139.20
					54100	Mileage Reimbursement.			
						TRAINING			
						CHECK		1032 TOTAL:	139.20
			1326 DURLIN LUNT	0319	70.76	03/26/2019		AP1957	70.76
					52700	Travel Expense			
						TOWN MGR EXPENSE			
						CHECK		1033 TOTAL:	70.76
			2142 MODERN PEST SERVICES INC	3388534	80.00	03/14/2019		AP1957	80.00
					55400	ants in pd & fd ts			
						GEN REPAIRS & MAINT			
						CHECK		1034 TOTAL:	80.00



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CASH ACCOUNT: 100  
CHECK NO CHK DATE

10100  
Ckg-BH General Fund 8066

NET

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
1035 04/01/2019 EFT Invoice: 449	1687 NOEL MUSSON	03/17/2019	449	API957	2,430.00
		Planning Consultant PLANNING CONSULTANT			
2,430.00 1220770 54900					
1036 04/01/2019 EFT Invoice: 377-728611	1715 PORTLAND GLASS	03/19/2019	377-728611	API957	111.75
		lexanc1r14 bj GEN REPAIRS & MAINT			
111.75 1552000 55400					
1037 04/01/2019 EFT Invoice: 106708594	1553 ULINE, INC	03/13/2019	106708594	API957	407.04
		CLEANING AND CLEAN-UP WEEK SUPPLIES BJ GEN REPAIRS & MAINT			
407.04 1550100 55400					
1038 04/01/2019 EFT Invoice: 29486	1420 CLAIRE WOOLFOLK	03/25/2019	29486	API957	231.16
		Travel Expenses for IF&W and Women's Conference TRAINING			
231.16 1220220 54100					
310927 04/01/2019 PRD Invoice: 171649	1306 ACADIA FUEL LLC	03/04/2019	171649	API957	287.71
		118.4 GALS SV WWTP Heating Oil-EM HEATING FUEL			
287.71 1550667 53400					
Invoice: 171651	ACADIA FUEL LLC	03/04/2019	171651	API957	285.28
		117.4 GALS NEH WWTP Heating Oil-EM HEATING FUEL			
285.28 1550666 53400					
Invoice: 171650	ACADIA FUEL LLC	03/04/2019	171650	API957	393.90
		162.1 GALS SH WWTP Heating Oil-EM HEATING FUEL			
393.90 1550668 53400					
Invoice: 172171	ACADIA FUEL LLC	03/12/2019	172171	API957	284.80
		117.2 NEH WWTP Heating Oil-EM HEATING FUEL			
284.80 1550666 53400					
Invoice: 172170	ACADIA FUEL LLC	03/12/2019	172170	API957	464.13
		191.0 SH WWTP Heating Oil-EM HEATING FUEL			
464.13 1550668 53400					
Invoice: 172040	ACADIA FUEL LLC	03/11/2019	172040	API957	193.43
		79.6 GALS SV WWTP Heating Oil-EM HEATING FUEL			
193.43 1550667 53400					

CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066 INVOICE INVOICE DATE PO WARRANT NET  
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE DTL DESC CHECK 310927 TOTAL: 1,909.25

310928 04/01/2019 PRTRD 1952 ACADIA FUEL LLC 172169 03/12/2019 AP1957 429.87  
Invoice: 172169 176.9 gal Fuel Oil  
429.87 1440330 53400 432 HEATING FUEL-S2 SH

310929 04/01/2019 PRTRD 1953 ACADIA FUEL LLC 171610 03/01/2019 AP1957 454.41  
Invoice: 171610 187.0 gal Fuel Oil  
454.41 1440330 53400 433 HEATING FUEL S3 SV

ACADIA FUEL LLC 172188 03/13/2019 AP1957 216.27  
Invoice: 172188 89.0 gal fuel oil  
216.27 1440330 53400 433 HEATING FUEL S3 SV

310930 04/01/2019 PRTRD 1948 ACADIA FUEL LLC 172172 03/12/2019 AP1957 278.72  
Invoice: 172172 278.72 1550666 53400 114.7 GALS NEH Maint Building Heating Oil-EM  
HEATING FUEL

310931 04/01/2019 PRTRD 1949 ACADIA FUEL LLC 171768 03/05/2019 AP1957 6,555.38  
Invoice: 171768 6,555.38 1550100 53710 ON ROAD FUEL AL  
VEHICLE FUEL

310932 04/01/2019 PRTRD 1954 ACADIA FUEL LLC 171891 03/07/2019 AP1957 460.73  
Invoice: 171891 460.73 1552000 53400 189.6 gal HEATING OIL BJ  
HEATING FUEL

310933 04/01/2019 PRTRD 2261 ACADIA FUEL LLC 132783 03/14/2019 AP1957 109.35  
Invoice: 132783 109.35 6010100 53400 81 GAL yachtsmen lp gas  
HEATING FUEL

CHECK 310928 TOTAL: 429.87  
CHECK 310929 TOTAL: 454.41  
CHECK 310930 TOTAL: 278.72  
CHECK 310931 TOTAL: 6,555.38  
CHECK 310932 TOTAL: 460.73  
CHECK 310933 TOTAL: 109.35



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

INVOICE INVOICE INV DATE PO WARRANT NET  
INVOICE DTL DESC

310934	04/01/2019	PRTD	1982 AT&T MOBILITY	03062019	02/28/2019	20190112	API957	198.87
					new cell phone			
					CELL PHONE			
					EQUIP-TECH HARDWARE			
					CHECK	310934	TOTAL:	198.87
310935	04/01/2019	PRTD	1984 AT&T MOBILITY	03062019	02/28/2019		API957	1,032.18
					cell phone bill bj			
					CELL PHONES			
					CELL PHONES			
					CELL PHONES			
					CHECK	310935	TOTAL:	1,032.18
310936	04/01/2019	PRTD	1985 AT&T MOBILITY	03062019	02/28/2019		API957	104.51
					CELL AND DATA THROUGH 022819			
					CELL PHONES			
					EMAIL/INTERNET			
					CHECK	310936	TOTAL:	104.51
310937	04/01/2019	PRTD	862 AUTO BUFF INC	16365	03/12/2019		API957	330.00
					towing bj			
					GEN REPAIRS & MAINT			
					CHECK	310937	TOTAL:	330.00
					02/23/2019		API957	213.00
					towing bj			
					GEN REPAIRS & MAINT			
					CHECK	310937	TOTAL:	213.00
					03/11/2019		API957	390.00
					towing bj			
					HEATING FUEL			
					CHECK	310937	TOTAL:	390.00
310938	04/01/2019	PRTD	46 AWARDS SIGNAGE & TROPHIES	2304	03/13/2019		API957	55.74
					Spirit of America Award			
					MISC SUPPLIES			
					CHECK	310938	TOTAL:	55.74
310939	04/01/2019	PRTD	997 CARDMEMBER SERVICES	0748	WM SUPERCENTER03/08/2019		API957	47.76
					office supplies bj			
					OFFICE SUPPLIES			
					CHECK	310938	TOTAL:	47.76



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

INVOICE	INVOICE	INV DATE	PO	WARRANT	NET
INVOICE DTL DESC					
Invoice: 3610 TRACTOR SUPPLY	3610 TRACTOR SUPPLY	03/19/2019		AP1957	234.89
	WHEEL AND HEATER BJ				
	BLDG REPAIR & MAINT				
Invoice: 4700 AMAZON	4700 AMAZON	03/20/2019		AP1957	32.19
	phone case ts				
	CELL PHONES				
Invoice: 0462 HAMPTONS INNS	0462 HAMPTONS INNS	03/12/2019		AP1957	124.00
	CEO Training Hotel Accommodations.				
	TRAINING				
Invoice: 5327 J R MAXWELLS	5327 J R MAXWELLS	03/12/2019		AP1957	48.72
	CEO Training - Dinner.				
	TRAINING				
Invoice: 1581 EQUINOX GOLF RE	1581 EQUINOX GOLF RE	03/19/2019		AP1957	218.90
	Vision user conference				
	TRAVEL				
Invoice: 2262 MAINE.GOV	2262 MAINE.GOV	02/27/2019		AP1957	50.00
	NOTARY RENEWAL - JLM				
	DUES & MEMBERSHIPS				
Invoice: 4370 FIRESIDE INN	4370 FIRESIDE INN	03/20/2019		AP1957	90.00
	TRAVEL LODGING				
	TRAINING				
Invoice: 8666 EMPIRE	8666 EMPIRE	03/20/2019		AP1957	28.00
	TRAVEL - MEAL				
	TRAINING				
Invoice: 1926 MSFT*E05007SSUR	1926 MSFT*E05007SSUR	03/02/2019		AP1957	184.00
	Microsoft Azure				
	EMAIL/INTERNET				
Invoice: 0877 MSFT*E040070YX4	0877 MSFT*E040070YX4	03/05/2019		AP1957	42.29
	digital Server Backup				
	EMAIL/INTERNET				
Invoice: 3405 SHELL OIL	3405 SHELL OIL	02/25/2019		AP1957	5.97
	Eggs for extrication training				
	TRAINING				
Invoice: 1502 HANNAFORD	1502 HANNAFORD	03/19/2019		AP1957	47.46
	food FOR EXTRACTION TRAINING				
	GENERAL SUPPLIES				
Invoice: 8996 HUSSON BOOKSTO	8996 HUSSON BOOKSTO	03/06/2019		AP1957	213.49
	L Young - Economics Textbook				
	TRAINING				



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

INVOICE INVOICE INV DATE PO WARRANT NET

INVOICE DTL DESC

INVOICE	INVOICE	INV DATE	PO	WARRANT	NET
Invoice: 6131	6131	ALOFT DALLAS D03/14/2019	API1957		240.35
	240.35	L YOUNG-CONNECT 2019 LODGING DEPOSIT TRAINING			
Invoice: 1537	1537	AMZN MKTP 03/13/2019	API1957		13.97
	13.97	LABELS FOR TIMECARDS OFFICE SUPPLIES			
Invoice: 6115	6115	ALOFT DALLAS 03/14/2019	API1957		240.35
	240.35	K MAHAR-CONNECT 2019 LODGING DEPOSIT TRAINING			
Invoice: 9179	9179	JRORDERS 03/15/2019	API1957		740.21
	740.21	ISC250 CREDIT CARD TERMINAL-SPARE EQUIP-TECH HARDWARE			
Invoice: 7851	7851	AMZN MKTP 03/19/2019	API1957		5.48
	5.48	4 YR PROTECTION PLAN FOR HDMI SWITCH-CONF RM EQUIP-TECH HARDWARE			
Invoice: 9742	9742	AMAZON.COM 03/20/2019	API1957		56.31
	56.31	STARTECH 4 PORT HDMI SWITCH FOR CONF ROOM EQUIP-TECH HARDWARE			
Invoice: 0678	0678	AMAZON 02/24/2019	API1957		48.99
	48.99	Foot Rest / Keyboard Stand OFFICE SUPPLIES			
Invoice: 6646	6646	LL BEAN 03/21/2019	API1957		115.39
	115.39	LL Bean Dispatch Shirts - Worcester UNIFORMS			
Invoice: 5762	5762	LL BEAN 03/19/2019	API1957		99.75
	99.75	LL Bean Dispatch Fleeeces - Overlock & Campbell UNIFORMS			
Invoice: 0062	0062	HARMONS 03/19/2019	API1957		16.00
	16.00	Car Wash - Chief's Cruiser VEHICLE REPAIR-I7 FORD EXP ADM			
Invoice: 3531	3531	MSFT 02/16/2019	API1957		109.93
	109.93	AZURE 01152019-02142019 IT/TECH FEE			
		CHECK 310939 TOTAL:			3,054.40

310940 04/01/2019 PRD 1424 C & C MACHINE SHOP INC 29771 03/19/2019 API1957 255.00  
Invoice: 29771 Reduce Flanges on SH Penn Valley Dampener-EM BLDG REPAIR & MAINT



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

INVOICE DTL DESC INV DATE PO WARRANT NET

INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
310941	04/01/2019 PRTD 2435 COASTAL RESOURCES OF MAINE, LLC 19mtde10009 Invoice: 19mtde10009 4,720.97 1551500 55502 tip fee for Feb. ts TIPPING FEE CROM	03/07/2019	AP1957		4,720.97
310942	04/01/2019 PRTD 1377 CREATIVE OFFICE PAVILION 119937 Invoice: 119937 779.31 1440110 57300 Therapod Office Chair - Admin EQUIP-FURNISHINGS	03/19/2019	20190106 AP1957		779.31
310943	04/01/2019 PRTD 136 CURTIS FAMILY SHOE STORE 17114 Invoice: 17114 123.75 1550100 53800 Justin Kelley Muck Boots B UNIFORMS	03/14/2019	AP1957		123.75
310944	04/01/2019 PRTD 819 DARLINGS 241250 Invoice: 241250 -175.00 1550100 55400 CREDIT FOR FREIGHT GEN REPAIRS & MAINT	02/28/2019	AP1957		-175.00
	Invoice: 798454 DARLINGS 798454 618.11 6010100 57100 heated mirrors fl150 EQUIPMENT	03/04/2019	AP1957		618.11
310945	04/01/2019 PRTD 1842 EMERA MAINE Invoice: 10558316-5 030519 EMERA MAINE 10558315-3 030519 EMERA MAINE 10003320-2 030519 EMERA MAINE 10057343-5 030619 EMERA MAINE 10057329-6 030619	03/05/2019 03/05/2019 03/05/2019 03/06/2019 03/06/2019	AP1957 AP1957 AP1957 AP1957 AP1957		2,461.53 655.92 5,988.49 219.70 1,358.80
			CHECK 310940 TOTAL:		255.00
			CHECK 310941 TOTAL:		4,720.97
			CHECK 310942 TOTAL:		779.31
			CHECK 310943 TOTAL:		123.75
			CHECK 310944 TOTAL:		443.11



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

INVOICE INVOICE INV DATE PO WARRANT NET

INVOICE DTL DESC

Invoice: 10057329-6	030619	1,358.80	1550666	55010	4971 KWH GILPAT Cove PS Electric-EM ELECTRICITY	AP1957	6,932.04
Invoice: 10003319-0	030619	6,932.04	1550666	55010	36800 KWH NEH WWTP Electric-EM ELECTRICITY	AP1957	26.70
Invoice: 10057322-1	030719	26.70	1550666	55010	64 KWH SGT Drive PS Electric-EM ELECTRICITY	AP1957	462.57
Invoice: 10057337-3	030519	462.57	1550668	55010	2535 KWH Bracy Cove PS Electric-EM ELECTRICITY	AP1957	1,073.67
Invoice: 10057334-6	030519	1,073.67	1550666	55010	2925 KWH Sea Street PS Electric-EM ELECTRICITY	AP1957	16.20
Invoice: 10057341-1	031019	16.20	1990100	59200	2 kwh Joy Road Pool electricity MD ELEMENTARY SCHOOL	AP1957	16.92
Invoice: 10545196-3	030519	16.92	1553000	55010	2 kwh 40 HARBOR DRIVE UNIT CHARGER BJ ELECTRICITY-EVSE CHG STA	AP1957	558.75
Invoice: 10057328-4	030819	558.75	1440600	55013	90 kwh STREET LIGHTS HPS UNIT 431 STREET LIGHTS- HI PRESS SODIUM	AP1957	30.86
Invoice: 10057323-3	030519	30.86	6010100	55010	86 kwh yachtsmen power ELECTRICITY	AP1957	36.27
Invoice: 10003318-8	031819	36.27	1550668	55010	119 KWH SH Hill PS Electric-EM ELECTRICITY	AP1957	60.00
Invoice: 10260369-7	031119	60.00	1330000	54420	GA #121 GA-ELECTRIC ASSISTANCE	AP1957	19,898.42

CHECK 310945 TOTAL: 19,898.42

310946 04/01/2019 PRTD 254 GRAINGER 8066  
Invoice: 9105965900

03/05/2019  
Tubing and eye wash  
GENERAL SUPPLIES

78.33 1440330 53110

9105965900

AP1957

78.33





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CASH ACCOUNT: 100  
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10100  
TYPE VENDOR NAME

10100  
Ckg-BH General Fund 8066

INVOICE

INVOICE DTL DESC

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NET

WARRANT

PO

INV DATE

CHECK

310946 TOTAL:

78.33

310947 04/01/2019 PRTRD 1470 GROUP DYNAMIC INC

Invoice: L1904-016000282

150.00 1220800 52415

HRA Admin Fee

03/22/2019

API1957

150.00

310948 04/01/2019 PRTRD 196 HAMMOND LUMBER COMPANY

Invoice: 1877034

545.20 1550100 53730

cold patch bj

03/18/2019

API1957

545.20

310949 04/01/2019 PRTRD 1559 HAYWOOD ASSOCIATES INC

Invoice: 20025

266.95 1440110 57200 4111

Wifi Antenna for new cruiser 4111

03/11/2019

API1957

266.95

310950 04/01/2019 PRTRD 414 HAROLD MACQUINN INC

Invoice: 9288

105.17 1550100 53730

inch minus gravel nj

03/08/2019

API1957

105.17

310951 04/01/2019 PRTRD 943 MAINE RESOURCE RECOVERY ASSOCIATI 29388

Invoice: 29388

33.71 1551500 55550

composters for TM raffle ts

02/22/2019

API1957

33.71

310952 04/01/2019 PRTRD 1382 MOUNT DESERT ELEMENTARY SCHOOL

INVOICE: CONTRIBUTION

500.00 1220001 59350

GOTT'S DISPOSAL FEB-JUL 19 - BOS 01/22/19

01/22/2019

API1957

500.00

310953 04/01/2019 PRTRD 1453 MAINE GOVERNMENT FINANCE OFFICERS 2019 MEMBERSHIP

INVOICE: 2019 MEMBERSHIP

45.00 1220550 54200

K MAHAR-RENEWAL OCT 18-DEC 19

10/01/2018

API1957

45.00

310953 TOTAL:

45.00



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

INVOICE INVOICE PO WARRANT NET

INVOICE DTL DESC

INVOICE	INVOICE	PO	WARRANT	NET
310954 04/01/2019 PRTD Invoice: 0419	429 MAINE MUNICIPAL EMPLOYEES HEALTH 0419		AP1957	62,977.65
	54,909.20 100 24710 1,930.00 100 24710 3,616.45 100 24710 848.21 100 24711 344.70 100 24712 19.00 100 24713 1,155.65 100 24714 154.44 100 24715	04/01/2019 APRIL PREMIUMS MMEHT-Medical MMEHT-Medical MMEHT-IP MMEHT-Life MMEHT-Dental MMEHT-Vision		
310955 04/01/2019 PRTD Invoice: 5401809460	2526 MORTON SALT INC 5401809460		AP1957	1,728.21
	1,728.21 1550100 53200	03/11/2019 salt bj SALT & SAND		
Invoice: 5401811936	MORTON SALT INC 5401811936		AP1957	1,685.86
	1,685.86 1550100 53200	03/13/2019 SALT BJ SALT & SAND		
Invoice: 5401813708	MORTON SALT INC 5401813708		AP1957	1,683.27
	1,683.27 1550100 53200	03/15/2019 salt bj SALT & SAND		
310956 04/01/2019 PRTD Invoice: 060499	2160 COASTAL AUTO PARTS 060499		AP1957	43.29
	43.29 1550100 55400	03/21/2019 shop VEH. CLEANER GEN REPAIRS & MAINT		
Invoice: 059287	COASTAL AUTO PARTS 059287		AP1957	5.98
	5.98 1550100 55400	03/19/2019 1/8 DRILL BITS AL GEN REPAIRS & MAINT		
Invoice: 059281	COASTAL AUTO PARTS 059281		AP1957	7.99
	7.99 1550100 55400	03/19/2019 IMPACT SOCKET AL GEN REPAIRS & MAINT		
Invoice: 059250	COASTAL AUTO PARTS 059250		AP1957	136.26
	136.26 1550100 55400	03/19/2019 LOADER STROBE LIGHT AND PLUG AL GEN REPAIRS & MAINT		
Invoice: 058952	COASTAL AUTO PARTS 058952		AP1957	54.26
	54.26 1550100 55400	03/18/2019 TR#36 BACK UP ALARM AL GEN REPAIRS & MAINT		
Invoice: 059189	COASTAL AUTO PARTS 059189		AP1957	27.93
		03/19/2019 LIGHT SHIELDS POP RIVETS AL		
		CHECK 310954 TOTAL:		62,977.65
		CHECK 310955 TOTAL:		5,097.34



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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
GEN REPAIRS & MAINT		55400		
COASTAL AUTO PARTS	03/19/2019	059570	AP1957	119.99
SHOP WORK LIGHT AL				
GEN REPAIRS & MAINT		55400		
COASTAL AUTO PARTS	03/21/2019	060319	AP1957	92.80
TR#13 BRAKE/TAIL LIGHTS AL				
GEN REPAIRS & MAINT		55400		
COASTAL AUTO PARTS	03/19/2019	059541	AP1957	26.36
LOADER HEAD LIGHT BULBS AL				
GEN REPAIRS & MAINT		55400		
COASTAL AUTO PARTS	03/15/2019	057719	AP1957	34.23
TRACKLESS FILTERS AL				
GEN REPAIRS & MAINT		55400		
COASTAL AUTO PARTS	03/13/2019	057124	AP1957	161.97
TR#6 REAR END GREASE AL				
GEN REPAIRS & MAINT		55400		
COASTAL AUTO PARTS	03/08/2019	054906	AP1957	8.86
Miniature lamps for cruiser				
VEHICLE REPAIR-17 Ford Exp-Pol		55100 4108		
COASTAL AUTO PARTS	03/08/2019	055236	AP1957	6.64
Miniature lamps - cruiser spares				
VEHICLE REPAIR-17 FORD EXP ADM		55100 4109		
COASTAL AUTO PARTS				
CHECK 310956 TOTAL:				726.56
310957 04/01/2019 PRTD 547 OFFICE DEPOT				
Invoice: 284389023001		284389023001	AP1957	85.49
Soap, Foam, FMX-20 GOJO 174660-EM	03/07/2019			
OTHER EQUIPMENT		53900		
310958 04/01/2019 PRTD 1706 ONLINE MOORING, LLC				
Invoice: P11596		P11596	AP1957	1,692.00
online mooring fees	02/28/2019			
IT/TECH FEE		54250		
CHECK 310957 TOTAL:				85.49
1,692.00 6010100 54250				
CHECK 310958 TOTAL:				1,692.00
310959 04/01/2019 PRTD 2110 OTT COMMUNICATIONS				
Invoice: 0319		0319	AP1957	689.82
Telephone Charges	03/10/2019			
TELEPHONE-USAGE		55120		





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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100  
CHECK NO CHK DATE TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE

INV DATE PO

WARRANT

NET

INVOICE DTL DESC

310967	04/01/2019	PRTD	1773	TIME WARNER CABLE	(USE REMIT 1)	8595620901032119	03/21/2019	AP1957	406.86
Invoice: 8595620901032119									
				Internet Highway Garage					
				CABLE/INTERNET-HGWY GAR		55150 1773			
				CHECK				310967 TOTAL:	406.86
310968	04/01/2019	PRTD	2510	TIME WARNER CABLE	(USE REMIT 1)	713240201032019	03/20/2019	AP1957	55.00
Invoice: 713240201032019									
				Ip Address 171 Beech Hill Road					
				CABLE/INTERNET-POLICE DEPT		55150 1771			
				CHECK				310968 TOTAL:	55.00
310969	04/01/2019	PRTD	2511	TIME WARNER CABLE	(USE REMIT 1)	715785501031119	03/11/2019	AP1957	30.00
Invoice: 715785501031119									
				Police Communication Joy Road NEH					
				CABLE/INTERNET-POLICE DEPT		55150 1771			
				CHECK				310969 TOTAL:	30.00
310970	04/01/2019	PRTD	2512	TIME WARNER CABLE	(USE REMIT 1)	715785601031119	03/11/2019	AP1957	55.00
Invoice: 715785601031119									
				Police Communications Otter Creek					
				CABLE/INTERNET-POLICE DEPT		55150 1771			
				CHECK				310970 TOTAL:	55.00
310971	04/01/2019	PRTD	1770	TIME WARNER CABLE	(USE REMIT 1)	697517601031019	03/10/2019	AP1957	1,960.87
Invoice: 697517601031019									
				Internet Municipal Office					
				CABLE/INTERNET-TOWN OFFICE		55150 1770			
				CHECK				310971 TOTAL:	1,960.87
310972	04/01/2019	PRTD	1465	U S BANK EQUIPMENT FINANCE INC		379759319	03/06/2019	AP1957	380.00
Invoice: 379759319									
				Copier Rental					
				COPIER LEASE		380.00 1221000 55320			
				CHECK				310972 TOTAL:	380.00
310973	04/01/2019	PRTD	737	UNIFIRST CORP		0272658356	03/20/2019	AP1957	206.44
Invoice: 0272658356									
				HWY/MSW/P&C Uniforms-EM					
				UNIFORMS		35.00 1551500 53800			
				UNIFORMS		20.00 1552500 53800			
				UNIFORMS		151.44 1550100 53800			
				CHECK				310973 TOTAL:	206.44
				UNIFIRST CORP		0272658357	03/20/2019	AP1957	112.85
Invoice: 0272658357									
				WW Uniforms-EM					
				UNIFORMS		112.85 1550552 53800			



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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE DTL DESC

INVOICE	WARRANT	NET
310974 04/01/2019 PRPD Invoice: 836502	310973 TOTAL: CHECK	319.29
742 USA BLUEBOOK		
836502		
03/12/2019 AP1957		
Locks, Buffers, BOD Seed, MFC Broth, Gaskets-EM		664.12
104.83 1550552 53900		
559.29 1550552 53820		
OTHER EQUIPMENT LAB EQUIP		
310974 04/01/2019 PRPD Invoice: 836103	310974 TOTAL: CHECK	694.50
742 USA BLUEBOOK		
836103		
03/12/2019 AP1957		
Lockout Tagout Locks-EM		30.38
30.38 1550552 53900		
OTHER EQUIPMENT		
310975 04/01/2019 PRPD Invoice: 0283294	310975 TOTAL: CHECK	1,254.01
2562 VANASSE HANGEN BRUSTLIN INC		
0283294		
03/05/2019 AP1957		
Meeting ts		1,254.01
1,254.01 3000040 57710		
Construction		
310976 04/01/2019 PRPD Invoice: IN000914	310976 TOTAL: CHECK	7,500.00
751 VISION GOVERNMENTAL SOLUTIONS INC IN000914		
7,500.00 1220660 53620		
03/19/2019 AP1957		
VISION SOFTWARE UPGRADE 2ND INSTALLMENT		7,500.00
SOFTWARE PKG PURCHASE		
310977 04/01/2019 PRPD Invoice: 21644	310977 TOTAL: CHECK	6,210.25
753 JAMES W WADMAN CPA		
21644		
03/22/2019 AP1957		
Audit Services		6,210.25
6,210.25 1220110 54520		
AUDIT		
310978 04/01/2019 PRPD Invoice: INV1284516	310978 TOTAL: CHECK	70.00
1745 WAGEWORKS INC (USE REMIT 1)		
INV1284516		
03/15/2019 AP1957		
SE 125 Admin Fee		70.00
70.00 1220800 54532		
ADMIN-SE125		
310979 04/01/2019 PRPD Invoice: 62207466	310979 TOTAL: CHECK	512.08
760 F W WEBB COMPANY		
62207466		
03/12/2019 AP1957		
1", 3/4", 1/2" Spacers for 4" Pipe-EM		512.08
512.08 1550552 55210		
PUMP STATION MAINT		

NUMBER OF CHECKS 66 \*\*\* CASH ACCOUNT TOTAL \*\*\* 160,482.43

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	53	135,266.37
TOTAL EFT'S	13	25,216.06

\*\*\* GRAND TOTAL \*\*\* 160,482.43

CLERK: 69051you

YEAR PER JNL  
SRC ACCOUNT

EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2019 10 19								
APP 100-20000	04/01/2019 AP1957	LLY			Accounts Payable		134,067.26	
APP 100-10100	04/01/2019 AP1957	LLY			AP CASH DISBURSEMENTS JOURNAL Ckg-BH General Fund 8066			160,482.43
APP 300-20000	04/01/2019 AP1957	LLY			Accounts Payable		14,425.65	
APP 600-20000	04/01/2019 AP1957	LLY			AP CASH DISBURSEMENTS JOURNAL		11,989.52	
					GENERAL LEDGER TOTAL		160,482.43	160,482.43
APP 100-35030	04/01/2019 AP1957	LLY			DTF-CAP IMP		14,425.65	
APP 300-35010	04/01/2019 AP1957	LLY			DT Gen fund			14,425.65
APP 100-35060	04/01/2019 AP1957	LLY			DT-MARINA		11,989.52	
APP 600-35010	04/01/2019 AP1957	LLY			DT Gen fund			11,989.52
					SYSTEM GENERATED ENTRIES TOTAL		26,415.17	26,415.17
					JOURNAL 2019/10/19 TOTAL		186,897.60	186,897.60



JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100 General Fund	2019 10	19	04/01/2019			
100-10100				Ckg-BH General Fund 8066		
100-20000				Accounts Payable	134,067.26	160,482.43
100-35030				DTF-CAP IMP	14,425.65	
100-35060				DT-MARINA	11,989.52	
				FUND TOTAL	160,482.43	160,482.43
300 Capital Projects	2019 10	19	04/01/2019			
300-20000				Accounts Payable	14,425.65	
300-35010				DT Gen fund		14,425.65
				FUND TOTAL	14,425.65	14,425.65
600 Marina	2019 10	19	04/01/2019			
600-20000				Accounts Payable	11,989.52	11,989.52
600-35010				DT Gen fund		
				FUND TOTAL	11,989.52	11,989.52

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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL  
JOURNAL ENTRIES TO BE CREATED

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FUND	DUE TO	DUE FROM
100 General Fund	26,415.17	14,425.65
300 Capital Projects		11,989.52
600 Marina		
TOTAL	26,415.17	26,415.17

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

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

**WARRANT AP# 1955**

CHECK DATE: March 20, 2019

CHECK NUMBER: <u>310923</u>	through	<u>310924</u>	\$ <u>5,208.08</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Electronic payments
EFT NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 5,208.08

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

Selectmen:

John B Macauley, Chairman Martha T Dudman

Matthew J Hart, Vice Chairman James F Mooers

TOWN OF MOUNT DESERT  
PAYROLL WARRANT

WARRANT PR# 1919

CHECK DATE: March 22, 2019

ADVICE NUMBERS: 9541 through 9587

CHECK NUMBERS: 64183 through 64199

TOTAL DISBURSEMENTS: \$ 101,865.68

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, March 19, 2019 6:27 PM  
**To:** Kathi Mahar  
**Subject:** Re: Warrant AP#1955 & PR#1919 Approval Request

Good Evening Kathi,

I approve AP Warrant #1995 and Payroll Warrant #1919.

Thanks!

-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, March 19, 2019 at 5:10 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#1955 & PR#1919 Approval Request

Good evening!

Attached are the following warrants for your approval:

Accounts Payable	#1955	total of	\$ 5,208.08
Payroll	#1919	total of	\$101,865.68

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

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

Thank you!

*Kathi*

Kathryn A Mahar, Treasurer  
Town of Mount Desert  
(207) 276-5531 (T) (207) 276-3232 (F)

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

**WARRANT AP# 1956**

CHECK DATE: March 27, 2019

CHECK NUMBER:	<u>310925</u>	through	<u>310926</u>	\$	<u>4,136.54</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	Electronic payments
EFT NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 4,136.54

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:** Monday, March 25, 2019 9:18 PM  
**To:** Kathi Mahar  
**Subject:** Re: Warrant AP#1956 State Fees/Payroll Benefits Approval Request

Hi Kathi,

I approve AP Warrant #1956.

Thanks!

-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](mailto:treasurer@mtdesert.org)>  
**Date:** Monday, March 25, 2019 at 2:39 PM  
**To:** John Macauley <[jbmacauley3@gmail.com](mailto:jbmacauley3@gmail.com)>, "Martha Dudman ([martha.dudman@gmail.com](mailto:martha.dudman@gmail.com))" <[martha.dudman@gmail.com](mailto:martha.dudman@gmail.com)>, Matt Hart <[matt@theneighborhoodhouse.com](mailto:matt@theneighborhoodhouse.com)>, Rick Mooers <[rmooers@mtdesert.org](mailto:rmooers@mtdesert.org)>  
**Subject:** Warrant AP#1956 State Fees/Payroll Benefits Approval Request

Good afternoon!

Attached is Accounts Payable Warrant # 1956 (for Payroll and/or State Fees) in the amount of \$4,136.54 for your approval.

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

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

Thank you!

*Kathi*

Kathryn A Mahar, Treasurer  
Town of Mount Desert  
(207) 276-5531 (T) (207) 276-3232 (F)

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13114

Include Authorization Codes: Yes  
Batch: 2915  
Check Dates: (Earliest) - (Latest)  
Cash Account Number:  
Minimum Check Amount: \$0.00  
Sorted By: Check Number

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
	03/29/2019	IRS	INTERNAL REVENUE SERVIC		12,133.61	12,133.61	0.00	0.00	
	03/29/2019	STAT	TREASURER, STATE OF MAIN		3,380.00	3,380.00	0.00	0.00	
44027	03/29/2019	431	MARSHA L. FAIR	1	80.00	73.88	0.00	73.88	
44028	03/29/2019	474	ZACHARY GILHOOLEY	1	80.00	72.72	0.00	72.72	
44029	03/29/2019	468	WARREN L. MURRAY	1	277.50	256.27	0.00	256.27	
44030	03/29/2019	149	MARIAH D. BAKER	1	1,729.07	1,395.08	1,395.08	0.00	
44031	03/29/2019	311	LAURA-JEAN BEAL	1	2,134.46	1,724.03	1,724.03	0.00	
44032	03/29/2019	11	KELLY S. BEAULIEU	1	2,331.11	1,681.01	1,681.01	0.00	
44033	03/29/2019	463	RENE L. BECKER	1	1,412.80	1,226.13	1,226.13	0.00	
44034	03/29/2019	266	JULIANNA R. BENNOCH	1	2,392.65	1,880.12	1,880.12	0.00	
44035	03/29/2019	333	RHODA J. BURKE	1	589.12	496.92	496.92	0.00	
44036	03/29/2019	314	ANDREW J. CARLSON	1	1,511.53	1,130.67	1,130.67	0.00	
44037	03/29/2019	462	JACQUELINE E A CARPENTER	1	1,820.76	1,385.59	1,385.59	0.00	
44038	03/29/2019	18	JANICE P. CARROLL	1	1,062.36	932.39	932.39	0.00	
44039	03/29/2019	248	ROBERT P. CHAPLIN	1	160.00	156.30	156.30	0.00	
44040	03/29/2019	337	AMBER G. CHARRON	1	1,947.42	1,587.16	1,587.16	0.00	
44041	03/29/2019	21	LARRY A. COLE	1	1,376.32	589.11	589.11	0.00	
44042	03/29/2019	26	BRIAN R. COTE	1	2,352.76	1,694.28	1,694.28	0.00	
44043	03/29/2019	91	JUDITH CULLEN	1	1,800.84	1,530.29	1,530.29	0.00	
44044	03/29/2019	69	EMILY N. DAMON	1	1,544.68	1,268.53	1,268.53	0.00	
44045	03/29/2019	308	Gloria A. Delsandro	1	3,341.65	2,613.01	2,613.01	0.00	
44046	03/29/2019	229	JENNIFER G. DUNBAR	1	1,018.49	799.94	799.94	0.00	
44047	03/29/2019	43	SARAH R. DUNBAR	1	1,829.84	1,525.85	1,525.85	0.00	
44048	03/29/2019	52	WANDA J. FERNALD	1	2,189.69	1,565.19	1,565.19	0.00	
44049	03/29/2019	57	JASON W. FOUNTAINE	1	2,231.50	1,643.30	1,643.30	0.00	
44050	03/29/2019	329	ALEXANDER GARRETT	1	1,607.69	1,293.00	1,293.00	0.00	
44051	03/29/2019	63	HEATHER M. GRAVES	1	2,106.84	1,480.31	1,480.31	0.00	
44052	03/29/2019	65	GAYLE M. GRAY	1	2,427.53	1,902.57	1,902.57	0.00	
44053	03/29/2019	331	RUSSELL W. GRAY	1	1,237.20	1,039.47	1,039.47	0.00	
44054	03/29/2019	92	ABIGAIL A. HARMON	1	1,076.99	978.98	978.98	0.00	
44055	03/29/2019	244	KRISTIN D. HOLLEY	1	1,018.49	925.60	925.60	0.00	
44056	03/29/2019	313	ANDREA W. HOWELL	1	1,194.24	999.66	999.66	0.00	
44057	03/29/2019	293	Amy L. James	1	2,392.65	1,699.05	1,699.05	0.00	
44058	03/29/2019	90	REBECCA A. JARVIS	1	2,032.23	1,536.58	1,536.58	0.00	
44059	03/29/2019	312	BETHANY G. JOHNSON	1	1,269.84	1,082.56	1,082.56	0.00	
44060	03/29/2019	291	PATRICIA A. KELLEY	1	1,358.70	1,050.49	1,050.49	0.00	
44061	03/29/2019	335	CYNTHIA A. LAMBERT	1	1,061.38	869.94	869.94	0.00	
44062	03/29/2019	135	SAMUEL D. LEONARDI	1	1,492.80	1,124.76	1,124.76	0.00	
44063	03/29/2019	321	MAX E. MASON	1	1,083.06	875.87	875.87	0.00	
44064	03/29/2019	292	TARA MCKERNAN	1	2,070.00	1,649.61	1,649.61	0.00	
44065	03/29/2019	289	ELIZABETH M. MINOTT	1	1,352.92	1,145.40	1,145.40	0.00	
44066	03/29/2019	461	JANET NORDELUS	1	1,168.46	910.64	910.64	0.00	
44067	03/29/2019	193	HARVEY BRUCE NORWOOD	1	1,063.92	907.52	907.52	0.00	
44068	03/29/2019	237	JUSTIN B. NORWOOD	1	1,936.07	1,519.92	1,519.92	0.00	
44069	03/29/2019	464	MARY E. O'MEARA	1	240.00	221.64	221.64	0.00	
44070	03/29/2019	472	KELLY M. O'NEIL	1	984.16	888.15	888.15	0.00	
44071	03/29/2019	238	WENDELL L. OPPEWALL	1	1,292.65	796.04	796.04	0.00	
44072	03/29/2019	240	JEANNE C. OTT	1	2,562.15	1,826.80	1,826.80	0.00	
44073	03/29/2019	301	Terry P. Paulos	1	967.14	717.10	717.10	0.00	
44074	03/29/2019	138	AMY Y. PHILBROOK	1	2,265.52	1,763.88	1,763.88	0.00	
44075	03/29/2019	466	KATHERINE P. PHILBROOK	1	428.46	395.69	395.69	0.00	
44076	03/29/2019	275	JOELLE A. RUDDY	1	2,427.53	1,912.57	1,912.57	0.00	
44077	03/29/2019	74	LEON E. SARGENT	1	1,922.28	1,427.10	1,427.10	0.00	
44078	03/29/2019	120	KAREN L. SHARPE	1	2,601.71	1,853.01	1,853.01	0.00	



# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13114

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void	
44079	03/29/2019	375	KATHLEEN C. ST DENIS	1	2,639.07	1,628.37	1,628.37	0.00		
44080	03/29/2019	334	EMILY P. STAPLES	1	1,166.88	909.38	909.38	0.00		
44081	03/29/2019	404	KERRY L. TAYLOR	1	2,296.50	1,684.61	1,684.61	0.00		
44082	03/29/2019	410	SUSAN Y. TRIPP	1	594.00	513.72	513.72	0.00		
44083	03/29/2019	459	SHANNON L. WESTPHAL	1	1,733.69	1,510.81	1,510.81	0.00		
44084	03/29/2019	448	JACQUELINE A. WHEATON	1	2,141.23	1,559.99	1,559.99	0.00		
44085	03/29/2019	307	LAUREN M. WHITE	1	1,149.54	896.54	896.54	0.00		
44086	03/29/2019	469	TIFFANY C. YARBROUGH	1	1,350.99	1,124.91	1,124.91	0.00		
44087	03/29/2019	AFLAC	AFLAC		127.42	127.42	0.00	127.42		
44088	03/29/2019	BCBS	ANTHEM BC/BS		12,649.52	12,649.52	0.00	12,649.52		
44089	03/29/2019	HMD	HORACE MANN COMPANIES		164.60	164.60	0.00	164.60		
44090	03/29/2019	HM	HORACE MANN INSURANCE C		1,050.00	1,050.00	0.00	1,050.00		
44091	03/29/2019	HML	HORACE MANN LIFE INSURA		23.40	23.40	0.00	23.40		
44092	03/29/2019	MEA	MAINE EDUCATION ASSOCIA		1,940.40	1,940.40	0.00	1,940.40		
44093	03/29/2019	MSRS	MAINE PERS		25,901.86	25,901.86	0.00	25,901.86		
44094	03/29/2019	MET	METROPOLITAN LIFE INSUR		2,775.00	2,775.00	0.00	2,775.00		
44095	03/29/2019	DELTA DEN	NORTHEAST DELTA DENTAL		1,211.12	1,211.12	0.00	1,211.12		
44096	03/29/2019	PRIM	PRIMERICA FINANCIAL SVCS.		555.00	555.00	0.00	555.00		
44097	03/29/2019	FEDHEALTH	TREASURER, STATE OF MAIN		37.80	37.80	0.00	37.80		
					<b>154,878.79</b>	<b>133,799.74</b>	<b>71,447.14</b>	<b>46,838.99</b>		

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	3	402.87
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	57	71,447.14
	ACH Employee Credits	57	71,447.14
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	11	46,436.12
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	2	15,513.61

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13114

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
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WARRANT # 20

DATE: MAR 29 PAID

*Albee Edwards, Esq., Ed. D.*

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SUPERINTENDENT

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133,799.74+

55,839.03+

1,313.47+

190,952.24◊

190,952.24-

0.00\*



133799.74

57152.50 payroll A/P

190952.24

# Mount Desert School Department Check Register

Report # 13118

Batch: 2916  
Check Edit #: N/A  
Sort By: Vendor Name  
Include DTF Info: No

Batch #	Control Total	Status	Created By	Date Created	Last Updated By	Date Last Updated	
2916	55,839.03	Posted	Bria	03/26/2019	Bria	03/26/2019	
Vendor Code / Name	Check Edit #	Check Number	Check Type	Check Date	Check Status	Check Header Information	
1200 ANTHEM BC & BS	8735	18714	Payable Payment	03/29/2019	Posted		
	<b>Payable #</b>	<b>Reference</b>	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Amount</b>	<b>Discount</b>	<b>Payment</b>
	13665	ANTHEM BC & BS BCBS MDES MAR	BCBS MDES	M03/29/2019	55,457.10	0.00	55,457.10
			<b>Check Totals:</b>		<b>55,457.10</b>	<b>0.00</b>	<b>55,457.10</b>
6000 MAINE PERS	8733	18715	Payable Payment	03/29/2019	Posted	MAINE PERS PO BOX 349 AUGUSTA ME 043320349	
	<b>Payable #</b>	<b>Reference</b>	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Amount</b>	<b>Discount</b>	<b>Payment</b>
	13664	MAINE PERS-GLI TEACHER MDES F	GLI TEACHER	03/29/2019	206.04	0.00	206.04
			<b>Check Totals:</b>		<b>206.04</b>	<b>0.00</b>	<b>206.04</b>
6000 MAINE PERS	8734	18716	Payable Payment	03/29/2019	Posted	MAINE PERS PO BOX 349 AUGUSTA ME 043320349	
	<b>Payable #</b>	<b>Reference</b>	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Amount</b>	<b>Discount</b>	<b>Payment</b>
	13663	MAINE PERS-GLI PLD MDES FEB19	GLI PLD MDE	03/29/2019	79.27	0.00	79.27
			<b>Check Totals:</b>		<b>79.27</b>	<b>0.00</b>	<b>79.27</b>
7769 RUDDY, JOELLE	8736	18717	Payable Payment	03/29/2019	Posted	RUDDY, JOELLE 1719 MARIAVILLE RD. MARIAVILLE ME 04605	
	<b>Payable #</b>	<b>Reference</b>	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Amount</b>	<b>Discount</b>	<b>Payment</b>
	13643	RUDDY REIMB BCBS 3/1 CHANGED T	RUDDY REIM	03/29/2019	96.62	0.00	96.62
			<b>Check Totals:</b>		<b>96.62</b>	<b>0.00</b>	<b>96.62</b>
			<b>Batch 2916 Totals:</b>		<b>55,839.03</b>	<b>0.00</b>	<b>55,839.03</b>

4 Checks Listed

# Mount Desert School Department Check Register

Report # 13121

Batch: 2918  
Check Edit #: N/A  
Sort By: Vendor Name  
Include DTF Info: No

Batch #	Control Total	Status	Created By	Date Created	Last Updated By	Date Last Updated
2918	1,313.47	Posted	Bria	03/26/2019	Bria	03/26/2019
Vendor Code / Name			Check Number	Check Type	Check Header Information	
6000 MAINE PERS			18718	Payable Payment	MAINE PERS	
8737			03/29/2019	Posted	PO BOX 349	
					AUGUSTA ME 043320349	
Payable #	Reference	Invoice #	Invoice Date	Amount	Discount	Payment
13679	MAINE PERS-RET PLD MARCH19	RET PLD MAR	03/29/2019	1,313.47	0.00	1,313.47
<b>Check Totals:</b>				<b>1,313.47</b>	<b>0.00</b>	<b>1,313.47</b>
<b>Batch 2918 Totals:</b>				<b>1,313.47</b>	<b>0.00</b>	<b>1,313.47</b>

1 Check Listed