

Town of Mount Desert
Board of Selectmen
Agenda

Regular Meeting
Monday, February 24, 2020

Location: Meeting Room, Town Hall, Northeast Harbor
Combined with Warrant Committee for Service Agency Requests

- I. **Call to order at 6:30 p.m.**
- II. **Minutes**
 - A. *Approval of minutes from February 10, 2020 meeting*
- III. **Appointments/Recognitions/Resignations**

None presented
- IV. **Consent Agenda** *(These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)*
 - A. *Department Reports: Treasurer Permanent Trust – 2nd Quarter FY 2020 and Investment Trust – 2nd Quarter*
- V. **Selectmen's Reports**
- VI. **Unfinished Business**

None presented
- VII. **New Business**
 - A. *Service Groups/3rd Party Budget 2020-2021 Requests*
 - B. *Mount Desert Regional High School Scholarship & Stipend Recommendations*
 - C. *Department of Education Audit Report Extension*
 - D. *Presentations of the Conceptual Plans for the Proposed Northeast Harbor Fire Station Expansion*
 - E. *Department of Labor Safety Works Inspection*
 - F. *Review and Votes on Warrant Articles for May 4 and 5, 2020 Annual Town Meeting*
- VIII. **Other Business**
 - A. *Such other business as may be legally conducted*
- IX. **Treasurer's Warrants**
 - A. *Approve & Sign Treasurer's Warrant AP2047 in the amount of \$383,296.59*
 - B. *Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2045, AP2046, and PR2017 in the amounts of \$1,998.49, \$30,134.73, and \$103,815.81, respectively*
 - C. *Acknowledge Treasurer's School Board AP/Payroll Warrants 09 and 17 in the amounts of \$145,287.61 and \$83,228.02, respectively*
- X. **Adjournment**

The next scheduled meeting is at 6:30 p.m., Thursday, March 2, 2020 in the Meeting Room, Town Hall, Northeast Harbor

MINUTES

**Town of Mount Desert
SelectBoard Meeting Minutes
Meeting Room, Town Hall
4:00 PM, February 10, 2020**

Board Members present were Chair John Macauley, Rick Mooers, Wendy Littlefield, Matt Hart, and Martha Dudman

Town Manager Durlin Lunt, Town Clerk Claire Woolfolk, Fire Chief Mike Bender, Public Works Director Tony Smith, Tax Assessor Kyle Avila, and CEO Kimberly Keene were also present.

Members of the public were present.

I. Call to order at 4:00 p.m.

Chair Macauley called the meeting to order at 4:00 PM.

II. Minutes

A. Approval of minutes from February 6, 2020 meeting

MOTION: Ms. Dudman moved, with Mr. Hart seconding, to approve the Minutes from the February 6, 2020 Meeting, as presented. Motion approved 5-0.

III. New Business

A. MDES Budget Review

Mount Desert Elementary School Gloria Delsandro reported the school's efforts to offer good programming while being fiscally responsible.

Enrollment remains steady at 162. The eighth-grade class has grown with students moving to the area. Projected enrollment for next year stands at 155 students.

Staff includes 25 teachers, 11 ed techs, a part-time occupational therapist/physical therapist shared with other schools, a technology integrator that comes two days a week, a full-time nurse, a tech director, a licensed mental health counselor, two educational interpreters and 21 support staff.

The school has 95% average daily attendance and a 91% extracurricular activity participation rate for kids in grades 6 through 8.

17% of the student population uses counseling services. 16% of the student population uses the free or reduced lunch rate. 24% of the student population receives special education services. 12% of the student population has a 504 plan, providing them accommodations and modification to facilitate their learning. 4.5% of the student population uses the Gifted and Talented program.

1 The special education program has a multi-tiered screening process to try to
2 accommodate student's needs outside of special education services.

3
4 Ms. Delsandro shared special programs in the school such as the American Sign
5 Language club, the school greenhouse, music programs, after school opportunities
6 outside of the athletics program, and computer programming robots. The school
7 works to create outside-of-school opportunities like the outdoor classroom on Somes
8 Pond, and musical performances at the Neighborhood House community lunch.

9
10 Assessments are done on students in grades 3 through 8. 61% of students met or
11 exceeded levels in math assessment, and 77% of students met or exceeded levels in
12 reading assessment. These levels exceed state averages.

13
14 The budget reflects an estimated 15 kindergarten students coming in Fall of 2020.

15
16 Increases in the budget come from a request for \$1000 stipends for non-athletic
17 program advisors for students, and the exploration of creating a Pre-K program at the
18 school. These additions increase the budget by 4.77%. The appropriations increase
19 is 2.21%.

20
21 State subsidy for reimbursement for special education services has risen. The school
22 received \$235,000 last year and is anticipating receiving \$310,000.

23
24 For safety's sake the school needs to repave the bus stop island bricks, and the bricks
25 on the back patio. These have become uneven and broken.

26
27 Trenton Elementary School has a public Pre-K program. Tremont and Southwest
28 Harbor are working to create Pre-K programs. Students that attend Pre-K programs
29 are less likely to require special education services or repeat a grade, and they are
30 more likely to graduate from high school. The school has been working with the
31 Mount Desert Nursery School regarding possible collaboration. Pre-K would be
32 hosted at the nursery school, and an annual memorandum of understanding between
33 the nursery school and the elementary school would be created and agreed upon. The
34 elementary school would cover the cost of tuition for the Pre-K students at the nursery
35 school and provide any needed transportation. Teacher supervision and collaboration
36 would be worked on together. The program would be open to all four-year-olds. The
37 Nursery School would be responsible for hiring a certified teacher. If the budget for
38 the program is approved, the elementary school will proceed with the memorandum of
39 understanding.

40
41 Ms. Littlefield inquired whether the Pre-K program would include only Mount Desert
42 children. The nursery school currently welcomes children from any town. Ms.
43 DelSandro noted this was one of the issues being discussed. Possibly the school will
44 hold approximately 16 spots for Mount Desert children who would get priority, with
45 perhaps a cutoff date. The nursery school has room for more than 16 children, so
46 additional Pre-K kids and younger kids would have a place.

1
2 Ms. Dudman asked if children would be required to participate. Ms. DelSandro noted
3 children are not required to go to school until age six.
4

5 Mr. Hart asked for an estimate of the number of incoming kindergarteners that are
6 behind in development, that a Pre-K program might improve. Ms. DelSandro noted it
7 was a significant amount. It impacts student learning and a teacher's ability to teach.
8 Mr. Hart asked if the proposed budget amount includes funds for Pre-K students that
9 might require special education services. Ms. DelSandro noted some of the funds
10 were budgeted for that. It would have to be looked into. There are materials that can
11 be provided to explain what a Pre-K program can do. The school tries to get ahead of
12 the needs of the incoming students by working with Child Development Services.
13 Research confirms that every dollar spent on Pre-K programs equals a \$7 savings later
14 on in the educational process.
15

16 Regarding the shared cost of the program, the nursery school would be responsible for
17 hiring a teacher and for building needs; the elementary school would provide tuition
18 for the Pre-K students and transportation.
19

20 Warrant Committee Member Katrina Carter asked for clarification on when a child
21 from another town attended the nursery school – how will this work, in light of an
22 agreement with the Mount Desert Elementary School. It was explained that if there
23 were unfilled seats, the enrollment would be opened up. Details of the caveat do need
24 to be worked out if the budget is approved. Ms. Carter asked if this meant that a four-
25 year-old student would be riding the bus with the 8th graders. Ms. DelSandro noted it
26 would be an option. The youngest students are required to sit in the very front of the
27 bus.
28

29 Ms. DelSandro noted that in addition to the mental health counselor at the school
30 there is an interventionist, and a behavior coordinator will be added to staff to replace
31 a second interventionist. The behavior coordinator will serve students with the most
32 challenging behaviors and provide support to both teachers and families.
33

34 Ms. DelSandro added that the school's debt service for building renovations is paid
35 off in two years. The school has a facilities study, and Ms. DelSandro hopes to get a
36 committee together to look at long-range planning for improvements and efficiencies
37 based on that study.
38

39 The potential for school consolidation should not affect improvements needed. If a
40 middle school were to happen, it would take the 7th and 8th grade out of the school
41 and allow the Pre-K grade to join the school. Improvements like insulation and
42 window upgrades would still be required. Enrollment studies have been done that
43 show the Town of Mount Desert requires an elementary school.
44

45 *B. Consideration of retaining Hedefine Engineering and Design, Inc. to provide*
46 *professional technical services for the development of two concept plans and*

1 *associated costs related to potential renovations of the Northeast Harbor fire*
2 *station and ambulance space due to an anticipated future need of transitioning*
3 *current fire department full-time staffing to 24/7 full-time staffing and authorize*
4 *the Fire Chief use of up to \$18,000 from Fire Station Building Reserve, account*
5 *#4040300-24470, with a current unencumbered balance of \$ 75,987.38 to pay for*
6 *these services*

7 The issue has been discussed by the Town before. Fire Chief Mike Bender has been
8 meeting with the engineer to create this first phase. This work will create a proposal
9 and conceptual plans to be reviewed by the Board. Chief Bender hopes to have the
10 conceptual plans available by the next SelectBoard Meeting. It was Chief Bender's
11 hope the Board can come to an agreement on the conceptual plans and proposal and
12 they can be added to the Warrant.

13
14 MOTION: Mr. Mooers moved, with Mr. Hart seconding authorization of retaining
15 Hedefine Engineering and Design, Inc. to provide professional technical services for
16 the development of two concept plans and associated costs related to potential
17 renovations of the Northeast Harbor fire station and ambulance space due to an
18 anticipated future need of transitioning current fire department full-time staffing to
19 24/7 full-time staffing and authorizing the Fire Chief to use of up to \$18,000 from Fire
20 Station Building Reserve, account #4040300-24470, with a current unencumbered
21 balance of \$ 75,987.38 to pay for these services, as presented. Motion approved 5-0.

22
23 *C. Possible Warrant Article to deed property to the Otter Creek Cemetery*
24 *Association*

25 Otter Creek Cemetery Association member George Davis noted the cost of
26 maintaining a cemetery is exorbitant. Therefore, the Association hopes to sell a small
27 portion of cemetery property to an abutting landowner. The Town claims they own
28 the land.

29
30 History tells that eight acres of land was traded to the Town for use as cemetery.

31
32 Town Manager Lunt noted that it was his understanding that covenants attached to
33 the land would not allow for selling a portion. Those covenants apply regardless of
34 who owns the land.

35
36 Chair Macauley noted that other than a mention in Society meeting minutes, no
37 paperwork has been found supporting that this property was intended to go to Otter
38 Creek. Acadia National Park's covenants make it clear that the land can't be used for
39 residential purposes. Assessor Avila is in possession of the survey referenced in a
40 deed that gifts the lots in question to the Inhabitants of the Town of Mount Desert.

41
42 Chair Macauley felt the first step was to research the intent of the land swap and
43 record it appropriately. If the land is transferred any restrictions and covenants would
44 become the business of the Cemetery Association.

45

1 Ms. Carter thought it was a Town-owned cemetery. Chair Macauley stated it was
2 not. The cemetery is owned by the association. Assessor Avila stated the lots in
3 question were deeded to the Town with restrictions that it be used for cemetery or
4 conservation specifically, and nothing else. Ms. Carter wondered if the Town could
5 help to maintain it. Chair Macauley noted that only two cemeteries in town are
6 actually maintained by the Town. Such a change would create a precedent for other
7 cemeteries.

8
9 Chair Macauley reiterated that documentation clarifying who specifically owns the
10 land needs to be found. Nothing can be done without it. Chair Macauley suggested
11 those named in the Association Minutes be contacted for any additional information.
12

13 Mr. Davis reported many references to ownership, but no official documentation as
14 far as he knew. The association spends approximately \$3000.00 a year on
15 maintenance.
16

17 Assessor Avila reported the paperwork he has states the land was deeded to the
18 inhabitants of the Town of Mount Desert with the covenants noted. Chair Macauley
19 reiterated there is no documentation stating the land was supposed to go to the
20 Cemetery Association.
21

22 Town Manager Lunt pointed out the covenants limit the land for use as a cemetery or
23 conservation. This suggests to him that it was not necessarily intended to go to the
24 Cemetery Association, or it would have stated just cemetery use. It was his guess that
25 the land went to the Town, for a future decision on what to do with it. The Town
26 could transfer the land to the Cemetery Association, but it would transfer with those
27 covenants.
28

29 Mr. Mooers stated that the covenants in place preclude the ability for the Town of sell
30 a portion to an abutter. The discussion becomes moot.
31

32 Chair Macauley stated the question remained regarding whether in good faith this
33 land was intended to be transferred to the Cemetery Association.
34

35 Ms. Carter felt that if the land was deeded to the Town then the Town should
36 maintain it. Ms. Dudman pointed out that just the pieces acquired were deeded to the
37 Town, not the parcel on which the cemetery sits. Ms. Dudman asked if there were
38 gravesites in the parcel being discussed. Mr. Davis reported no graves on the lots
39 being discussed. There is ample room in the original cemetery lot, which is only an
40 acre in size. The land in question is over eight acres. Town Manager Lunt pointed
41 out that this was another reason to explain why the land was not deeded to the
42 Cemetery Association – because they did not need the space. Manager Lunt
43 suggested deeding land to the Cemetery Association should the time come when they
44 need the space and strengthen the covenants of no sale already in place at the time of
45 transfer.
46

1 Assessor Avila presented a survey showing the area and lot layout.

2
3 Mr. Mooers reiterated the point is moot until more clarity is brought before the Board
4 regarding who owns the land, and further discussion should be tabled till then.
5 Covenants on the land prevent a benefit or a liability to transferring it because the
6 land cannot be sold even if transferred.

7
8 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, to table indefinitely
9 Item C under New Business. Motion approved 5-0

10
11 *D. Draft Warrant Review:*

12 *a. Land Use Zoning Ordinance Amendments (documentation to be provided*
13 *at the meeting),*

14 Planner Noel Musson reported on Ordinance Amendments. There are several land
15 use amendments to consider.

16
17 **Mobile Vending Licenses:** Changes will allow Mobile Vending Licenses to be valid
18 for a period of three years with annual renewals. Timing for license applications has
19 been changed to the second SelectBoard meeting in February. These changes apply
20 to Shoreland Commercial areas.

21
22 There were no questions.

23
24 **Rooming Houses:** This change will allow rooming houses as defined in the proposal.
25 Rooming houses would be allowed only in the Village Commercial district. This
26 proposal remains similar to what was considered last year, with the exception of the
27 number of bathrooms per roomers. The number in the proposal stands at one
28 bathroom per eight people.

29
30 There were no questions.

31
32 **Appeals Change:** This was recommended by Attorney Andy Hamilton. This is a
33 change for both the Land Use Zoning Ordinance and the Appeals Board Ordinance.
34 Contested determinations by the Code Enforcement Officer will bypass the Board of
35 Appeals. This makes the process more consistent with current caselaw. It was
36 clarified this is in connection with enforcement issues like permits and violations. It
37 narrows the ability to appeal a decision in a way consistent with caselaw. An appeal
38 within the defined scope would go straight to court and not to the Board of Appeals.
39 Ms. Dudman wondered if this could prove more costly to the town. Mr. Musson
40 reiterated this change is more in line with how the court system now works.

41
42 There were no further questions.

43
44 **Village Residential Three Zoning District:** This is a very small zone focused on
45 just the Asticou Inn lot. It will make the use of the property compliant. Currently
46 hotels are allowed only in the Village Commercial District.

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There were no questions.

Stream Location: This changes the location of a stream as it appears on the zoning map. On-the-ground data shows the location on the map is incorrect. The stream is not being moved.

There were no questions.

What should be considered in Lot Coverage in the Shoreland Zone: The State has changed the Shoreland Zoning Standards to include exposed ledge in the shoreland zone. This rule can be specifically exempted. Lots from before 1990 can be grandfathered, but not lots after 1990. This change exempts it in the definition but the 1990 provision must remain.

This will affect lot coverage in the Shoreland Zone. Ledge has previously not been counted. Including ledge in lot coverage will result in smaller buildable areas.

There were no further questions.

Lighting: A proposal from the Sustainability Committee to modify lighting standards was recently presented to the Town. Mr. Hart wondered whether there was enough time to ensure appropriate discussion. The issue raises questions such as who enforces and measures lighting will have to be addressed. Mr. Musson agreed the issue should go before the Land Use Committee, and CEO Keene would have to be apprised of how enforcement will work. As the Town Consultant, Mr. Musson would like to review the policy further as well. The Warrant Article is written, and Mr. Musson felt there was time for a full review per town procedures. Mr. Hart felt that if Mr. Musson, hired by the Town as a consultant, needs more time for review the Ordinance then he should be given the time. Chair Macauley noted that engineer Dwight Lanpher put the policy together. Most of the Ordinance is written regarding light temperature and maintaining dark-sky compliance. He hoped the policy could make it on the Warrant. It was agreed that having Mr. Lanpher at a Board meeting would be beneficial. The next Public Hearing is Wednesday.

Mr. Hart hoped this deviation in a Land Use Ordinance change would not create a precedent. Mr. Musson agreed. It might be prudent to have a conversation on how such a group with a proposed Ordinance change should proceed in future. Ordinance changes are traditionally started in August.

Sewer Ordinance Revisions: Public Works Director Smith and CEO Keene have worked on changes.

b. Special Amusement Ordinance

1 Town Clerk Claire Woolfolk reminded the Board of the proposed change to the liquor
2 license. This change is along the same lines. She hoped to increase the fees for a
3 Special Amusement Permit to cover the cost of public notice and mailings.
4

5 Additionally, there was some confusion regarding the statement noting fifteen years
6 from the effective date. Changes will clarify fifteen years from the effective date or
7 the date of the latest amendment.
8

9 MOTION: Mr. Mooers moved, with Mr. Hart seconding, the Special Amusement
10 Ordinance be placed on the Warrant. Motion approved 5-0.
11

12 *c. Municipal Partnership Initiative Project No. 3 (Rte. 198) articles*

13 Public Works Director Tony Smith noted this work will cover the last bit of road not
14 previously reconstructed and paved. It spans essentially from either end of the Butler
15 Road.
16

17 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, Municipal
18 Partnership Initiative Project No. 3 (Rte. 198) articles be placed on the Warrant.
19 Motion approved 5-0.
20

21 *d. Bait House Lease article*

22 Director Smith used an Article from 2015 as the basis for drafting this Article. He is
23 anticipating a certificate of insurance will have to be for 2 million.
24

25 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, Bait House Lease
26 Article be put on the Warrant. Motion approved 5-0.
27

28 Director Smith noted a second bait house Article will have to be prepared asking for
29 additional funding. The finished floor elevation will have to be raised a foot, per
30 FEMA, and another foot per the Town. The roof will have to be flattened. Piers will
31 have to be extended. The draft Article will go to legal counsel imminently. The extra
32 cost will be an additional \$70,000.
33

34 *E. No Frills Rate Lock for 2020-2021 at \$1.999/gal*

35 Town Manager Lunt thought the current contract is \$2.149/gallon. Manager Lunt will
36 have to lock this price in this week for the coming year. No Frills is the current
37 vendor. Alternatively, the Town can forego the offer and proceed with the normal bid
38 process.
39

40 MOTION: Ms. Littlefield moved, with Mr. Mooers seconding, that given the fact this
41 is a reasonable price and the uncertainty of the market going into the future, the Town
42 accept the No Frills Rate Lock for 2020-2021 at \$1.999/gallon, as presented. Motion
43 approved 5-0.
44

45 **IV. Public Hearing(s)**

1 A. *May 4 & 5, 2020 Annual Town Meeting Proposed Warrant Articles for Appropriation*
2 *of Funds, Ordinance Amendments, and Ordinances – Date correction of Public*
3 *Hearing to March 2, 2020*

4 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, to accept the date
5 correction of the Public Hearing for the May 4 & 5 2020 Annual Town Meeting Proposed
6 Warrant Articles for Appropriation of Funds, Ordinance Amendments, and Ordinances,
7 to March 2, 2020, as presented. Motion approved 5-0.

8
9 **V. Other Business**

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

11 There was no other business.

12
13 **VI. Adjournment**

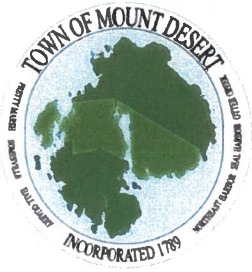
14 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, adjournment. Motion
15 approved 5-0.

16
17 Meeting adjourned at 5:31PM.

18
19
20 Respectfully Submitted,

21
22
23
24 Wendy Littlefield, Secretary
25

CONSENT AGENDA



Town of Mount Desert

Treasurer's Office

MEMORANDUM

TO: Board of Selectmen

FROM: Kathryn A Mahar

SUBJECT: Permanent Trust~
2nd Quarter FY2020

DATE: December 31, 2019

Attached is Mount Desert's December 2019 Permanent Trust Report and a copy of the Year-to-Date Reconciliation for that Trust.

The value of the Trust as of June 30, 2019 was \$25,132.15, of which \$4,241.60 were Cemetery Funds and \$25,107.44 were Scholarship Funds with accounts payable due to the General Fund checking of 0.00 and to the Cemeteries of \$24.71.

The value of the Trust as of December 31, 2019 was \$25,471.46, of which \$4,244.06 were Cemetery Funds and \$21,147.60 were Scholarship Funds with accounts payable due to the General Fund checking of \$0.00 and to the Cemeteries of \$70.98

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

Account Number:
Date: DECEMBER 31, 2019

Review of Assets



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Shares or Par Value	Unit Market	Investment Cost Basis	Market Value	Total Market Value	Est. Annual Income	Current Yield
CASH						
		0.00	0.00	0.00		
		0.00	0.00	0.00		
		0.00	0.00	0.00		
CASH EQUIVALENTS						
MISC CASH EQUIV-TAXABLE						
1,001.4200	1.000	1,001.42	1,001.42	1,001.42	17	1.69
1,224.6600	1.000	1,224.66	1,224.66	1,224.66	21	1.69
		2,226.08	2,226.08	2,226.08	38	1.69
		2,226.08	2,226.08	2,226.08	38	1.69
FIXED INCOME SECURITIES						
MUTUAL FUNDS TAXABLE FIXED						
MATURITY (0 - 5 YRS)						
975.9180	10.630	10,691.58	10,374.01	10,374.01	379	3.65
388.0110	11.050	4,187.64	4,287.52	4,287.52	118	2.74
165.8870	25.880	4,313.90	4,293.16	4,293.16	99	2.30
399.8780	10.730	4,256.50	4,290.69	4,290.69	126	2.93
		23,449.62	23,245.38	23,245.38	722	3.10
		23,449.62	23,245.38	23,245.38	722	3.10



For the Account of: TOWN OF MT DESERT CEMETERY U/A DTD 6/5/06



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Account Number:
Date: DECEMBER 31, 2019

Review of Assets

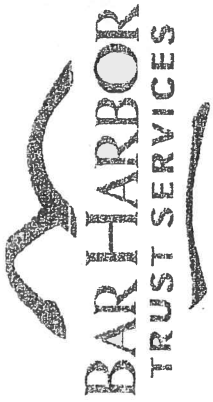
Shares or Par Value	Unit Market	Investment Cost Basis	Total Market Value	Est. Annual Income	Current Yield
GRAND TOTAL		25,675.70	25,471.46	760	2.98



For the Account of: TOWN OF MT DESERT CEMETERY U/A DTD 6/5/88

Account Number: .

Date: From OCTOBER 1, 2019 through DECEMBER 31, 2019



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Summary Statement of Transactions

	Income Cash	Principal Cash	Investment Cost Basis
BEGINNING BALANCES	0.00	0.00	25,502.27
RECEIPTS			
INTEREST	9.22		
ORDINARY DIVIDENDS	207.31		
PROCEEDS FROM THE SALE OF ASSETS	44.61	318.00	-361.10
TOTAL RECEIPTS	261.14	318.00	-361.10
DISBURSEMENTS			
FIDUCIARY FEES	-44.61		
PURCHASES OF ASSETS	-216.53	-318.00	534.53
TOTAL DISBURSEMENTS	-261.14	-318.00	534.53
ENDING BALANCES	0.00	0.00	25,675.70



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

Account Number:

Date: From OCTOBER 1, 2019 through DECEMBER 31, 2019

Statement of Transactions



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Date		Income Cash	Principal Cash	Investment Cost Basis
	INTEREST			
10/01/2019	INTEREST RECEIVED BAR HARBOR BANK & TRUST INST MONEY MKT INC	1.45		
10/01/2019	INTEREST RECEIVED BAR HARBOR BANK & TRUST INST MONEY MARKET	1.66		
11/01/2019	INTEREST RECEIVED BAR HARBOR BANK & TRUST INST MONEY MARKET	1.65		
11/01/2019	INTEREST RECEIVED BAR HARBOR BANK & TRUST INST MONEY MKT INC	1.57		
12/02/2019	INTEREST RECEIVED BAR HARBOR BANK & TRUST INST MONEY MARKET	1.45		
12/02/2019	INTEREST RECEIVED BAR HARBOR BANK & TRUST INST MONEY MKT INC	1.44		
	TOTAL INTEREST	9.22	0.00	0.00
	ORDINARY DIVIDENDS			
10/01/2019	DIVIDEND RECEIVED VANGUARD ST INVESTMENT GRADE ADMIRAL	10.03		
10/01/2019	DIVIDEND RECEIVED VANGUARD TOTAL BOND MARKET INDEX FD ADMIRAL SHS	9.70		
10/02/2019	DIVIDEND ON 982.572 SHARES @ 0.03215 DOUBLELINE TOTAL RETURN BOND FUND	31.59		
11/04/2019	DIVIDEND RECEIVED VANGUARD TOTAL BOND MARKET INDEX FD ADMIRAL SHS	9.91		



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

Account Number:

Date: From OCTOBER 1, 2019 through DECEMBER 31, 2019

Statement of Transactions



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Date		Income Cash	Principal Cash	Investment Cost Basis
11/04/2019	DIVIDEND RECEIVED VANGUARD S/T INVESTMENT GRADE ADMIRAL	10.23		
11/04/2019	DIVIDEND ON 982.572 SHARES @ 0.033025 DOUBLELINE TOTAL RETURN BOND FUND	32.45		
12/03/2019	DIVIDEND RECEIVED VANGUARD TOTAL BOND MARKET INDEX FD ADMIRAL SHS	9.62		
12/03/2019	DIVIDEND RECEIVED VANGUARD S/T INVESTMENT GRADE ADMIRAL	10.24		
12/04/2019	DIVIDEND ON 982.572 SHARES @ 0.032625 DOUBLELINE TOTAL RETURN BOND FUND	32.06		
12/23/2019	DIVIDEND ON 169.019 SHARES @ 0.3046 VANGUARD INFLATION PROTECTED SECURITIES ADMIRAL	51.48		
	TOTAL ORDINARY DIVIDENDS	207.31	0.00	0.00
	PROCEEDS FROM THE SALE OF ASSETS			
10/10/2019	REDEEM BAR HARBOR BANK & TRUST INST MONEY MKT INC	14.80		-14.80
11/12/2019	REDEEM BAR HARBOR BANK & TRUST INST MONEY MKT INC	14.88		-14.88
12/10/2019	REDEEM BAR HARBOR BANK & TRUST INST MONEY MKT INC	14.87		-14.87
12/26/2019	SOLD 6.654 @ 10.67 ON 12/24/2019 DOUBLELINE TOTAL RETURN BOND FUND		71.00	-72.90
12/26/2019	SOLD 15.023 @ 11.05 ON 12/24/2019 VANGUARD TOTAL BOND MARKET INDEX FD ADMIRAL SHS		166.00	-162.14



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



Bar Harbor | Ellsworth | Hampden
877-475-5399 | BarHarbor.Bank

Account Number:
Date: From OCTOBER 1, 2019 through DECEMBER 31, 2019

Statement of Transactions

Date	Description	Income Cash	Principal Cash	Investment Cost Basis
12/26/2019	SOLD 3.132 @25.86 ON 12/24/2019 VANGUARD INFLATION PROTECTED SECURITIES ADMIRAL		81.00	-81.45
	TOTAL PROCEEDS FROM THE SALE OF ASSETS	44.61	318.00	-361.10
	FIDUCIARY FEES			
10/10/2019	TRUST SERVICES FEE FOR MONTH ENDED 09/30/19	-14.86		
11/12/2019	TRUST SERVICES FEE FOR MONTH ENDED 10/31/19	-14.88		
12/10/2019	TRUST SERVICES FEE FOR MONTH ENDED 11/30/19	-14.87		
	TOTAL FIDUCIARY FEES	-44.61	0.00	0.00
	PURCHASES OF ASSETS			
10/03/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MKT INC	-54.43		54.43
11/01/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MKT INC	-3.22		3.22
11/04/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MKT INC	-20.14		20.14
11/05/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MKT INC	-32.45		32.45
12/03/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MKT INC	-2.89		2.89
12/04/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MKT INC	-51.92		51.92



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

Account Number:

Date: From OCTOBER 1, 2019 through DECEMBER 31, 2019

Statement of Transactions

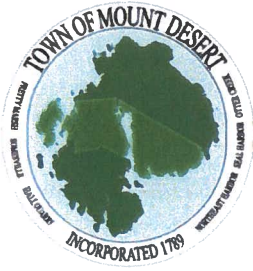


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877-475-5399 | BarHarbor.Bank

Date		Income Cash	Principal Cash	Investment Cost Basis
12/24/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MKT INC	-51.48		51.48
12/26/2019	PUR 0.933 @ 10.72 ON 12/24/2019 VANGUARD S/I INVESTMENT GRADE ADMIRAL		-10.00	10.00
12/28/2019	PURCHASE BAR HARBOR BANK & TRUST INST MONEY MARKET		-308.00	308.00
	TOTAL PURCHASES OF ASSETS	-216.53	-318.00	534.53



Town of Mount Desert Trust Fund Income/Expenditures Fiscal Year Ending 6/30/20		Quarter Ended 12/31/2019		Income		Expenditures		Principal Balance		Total Prin & Inc		Date	
Principal Balance	Beginning of Period Income Balance	Total Prin & Inc	% of Principal Total	Increase/ (Decrease) in Fair Value	Total End Principal & Begin Income (For % allocation)	% of Total	Income	Expenditures	Principal Balance	Income Balance	Total Prin & Inc	Income	Date
				(176.93)			171.92						02/11/2020
Cemetery Funds:													
Prav	138.02	138.02	0.6356%	(1.12)	136.90	0.5423%	0.93	(0.93)	136.90	0.00	136.90	0.00	136.90
Sargeant	138.02	138.02	0.6356%	(1.12)	136.90	0.5423%	0.93	(0.93)	136.90	0.00	136.90	0.00	136.90
C. Smallidge	2,760.60	2,760.60	12.7126%	(22.50)	2,738.10	10.8446%	18.64	(18.64)	2,738.09	0.00	2,738.09	0.00	2,738.09
W.S. Smallidge	552.13	552.13	2.5426%	(4.50)	547.63	2.1690%	3.73	(3.73)	547.63	0.00	547.63	0.00	547.63
Henry Stanley	690.15	690.15	3.1782%	(5.62)	684.53	2.7112%	4.66	(4.66)	684.53	0.00	684.53	0.00	684.53
SUB-TOTAL	4,278.92	4,278.92	19.7045%	(34.86)	4,244.07	16.8091%	28.89	(28.89)	4,244.06	0.00	4,244.06	0.00	4,244.06
Horace Reynolds	13,203.64	14,361.49	60.8031%	(107.38)	14,153.91	56.0582%	96.38	0.00	13,096.06	1,154.23	14,250.29	1,154.23	14,250.29
Frank Stanley	4,232.86	2,632.29	19.4924%	(34.49)	6,850.65	27.1338%	-46.65	0.00	4,198.37	2,698.94	6,897.31	2,698.94	6,897.31
SUB-TOTAL	17,436.50	3,710.14	80.30%	(142.07)	21,004.56	83.1909%	143.03	0.00	17,394.43	3,853.17	21,147.60	3,853.17	21,147.60
TOTAL TRUST FUNDS	21,715.42	3,710.14	100.0000%	(176.93)	25,248.63	100.0000%	171.92	(28.89)	21,538.49	3,853.17	25,391.66	3,853.17	25,391.66
Reconciliation to Prior Investment Report:													
Payable to Gen Fund													0.00
Payable to Trusts													50.91
Prior Report Balance													25,376.47
Interest Since Last Pay Out													0.00
Payout													0.93
Current Due Com Assoc													2.58
Prior Bal <PO>													1.65
Sargeant													1.65
C. Smallidge													32.82
W.S. Smallidge													10.30
Henry Stanley													8.22
SUB-TOTAL													79.80
Reconciliation to Current Investment Report													0.00
Payable to Gen Fund													0.00
Payable to Trusts													79.80
Investment Report Balance													25,471.46



Town of Mount Desert

Treasurer's Office

MEMORANDUM

TO: Board of Selectmen FROM: Kathryn A Mahar
 SUBJECT: Investment Trust ~Fiscal Year DATE: December 31, 2019
 YTD as of December 31, 2019

Attached is Mount Desert's October ~ December 2019 Investment Summary, a copy of the Year-to-Date Reconciliation for that Trust and the General Account Summary for the Reserve Funds.

The value of the Trust as of June 30, 2019 was \$7,105,711.69 of which \$1,874,357.20 was General Fund monies and \$5,231,354.49 was held in Designated Reserve Accounts (\$4,522,539.05 General Fund and \$708,815.44 Marina Funds) with an accounts payable of \$597.99 to the General Fund Checking.

During the first six months of Fiscal Year 2019-2020, the value of the Trust Account was increased by \$657,814.00 in appropriations; \$26,429.69 in investment earnings; \$82,743.35 in reserve earnings and \$278,413.27 in unrealized Capital Gains and decreased by capital expenditures of \$308,190.13 and unrealized Capital Losses of 0.00, accounts payable \$0.00 and Capital Gains transfer of \$0.00.

The value of the Trust as of December 31, 2019 was \$8,151,122.00 of which \$1,900,786.96 was General Fund monies and \$6,250,325.09 was held in Designated Reserve Accounts (\$5,445,778.34 General Fund and \$804,546.75 Marina Funds) with an accounts payable of \$303,572.16 due to the General Fund Checking.






ACCOUNT NUMBER: 40391002643
STATEMENT PERIOD: OCTOBER 01, 2019 THROUGH DECEMBER 31, 2019

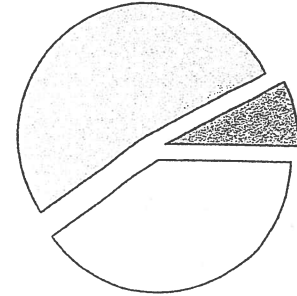
FIRST NATIONAL WEALTH MANAGEMENT
P O BOX 940
DAMARISCOTTA, ME 04543

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

ACCOUNT NAME:	TOWN OF MOUNT DESERT
ADMINISTRATIVE OFFICER:	AMANDA HORTON 207-288-5931 AMANDA.HORTON@THEFIRST.COM
INVESTMENT OFFICER:	MATT WEAVER 866-563-1900 MATTHEW.WEAVER@THEFIRST.COM

PORTFOLIO SUMMARY

	TAX COST	MARKET VALUE	PERCENT
 CASH AND EQUIVALENTS	645,296.84	645,296.84	7.9%
 EQUITIES	3,374,001.84	4,235,923.18	52.0%
 FIXED INCOME	3,259,722.53	3,269,891.94	40.1%
TOTAL ASSETS	7,279,021.21	8,151,111.96	100.0%
ACCRUED INCOME OTHER	9,978.21	9,978.21	
TOTAL ACCRUED INCOME	9,978.21	9,978.21	
TOTAL ASSETS & ACCRUALS	7,288,999.42	8,161,090.17	
BEGINNING MARKET VALUE	7,810,927.59		
ENDING MARKET VALUE	8,161,090.17		



ACTIVITY SUMMARY

	THIS PERIOD	YEAR TO DATE	REALIZED CAPITAL GAINS / LOSSES	
			THIS PERIOD	YEAR TO DATE
BEGINNING MARKET VALUE	7,787,725.33	7,164,582.56		
DIVIDENDS AND INTEREST	85,662.62	211,431.05		
OTHER RECEIPTS	0.00	657,814.00		
DISBURSEMENTS	0.00	742,482.49	LONG TERM	6,295.81
FEEs	7,859.38	30,654.80	SHORT TERM	1,000.80
NET CASH SALES/PURCHASES	77,803.24	96,107.76	TOTAL GAINS / LOSSES	7,296.61
CHANGE IN MARKET VALUE	363,386.63	986,529.40		310,974.38
ENDING MARKET VALUE	8,151,111.96	8,151,111.96		

ACCOUNT NUMBER: 40391002643

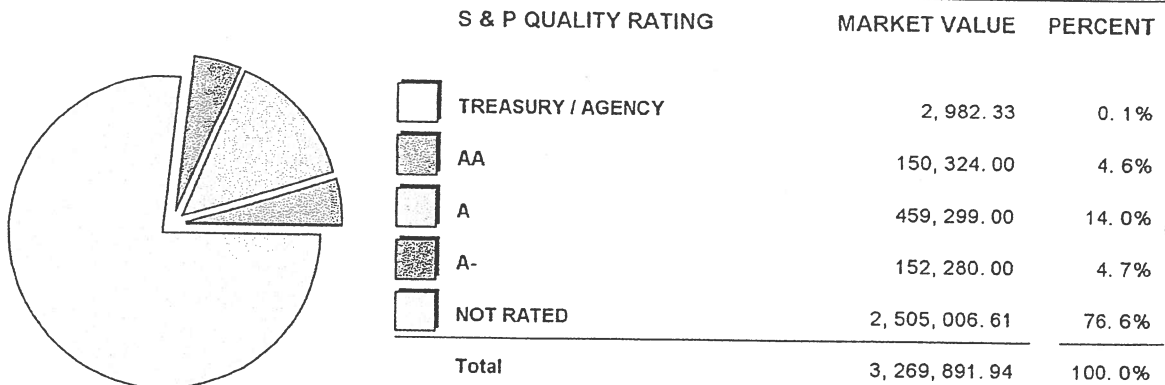
STATEMENT PERIOD: OCTOBER 01, 2019 THROUGH DECEMBER 31, 2019

PORTFOLIO DETAIL

DESCRIPTION	MARKET VALUE/ PRICE	TAX COST/ UNREALIZED GAIN/LOSS	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
CASH AND EQUIVALENTS				
FNWM MONEY MARKET	645,296.84 1.00	645,296.84 0.00	10,324.75 860.40	1.60
TOTAL CASH AND EQUIVALENTS	645,296.84	645,296.84 0.00	10,324.76 860.40	1.60

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ PRICE	TAX COST/ UNREALIZED GAIN/LOSS	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
EQUITIES						
VANGUARD S&P MID-CAP 400 ETF	IVOO	4,900.000	680,806.00 138.94	640,380.51 40,425.49	10,143.00	1.49
VANGUARD FTSE DEVELOPED MARKETS ETF	VEA	20,000.000	881,200.00 44.06	745,299.00 135,901.00	26,800.00	3.04
VANGUARD GLOBAL MINIMUM VOLATILITY ADM SHS	VMNVX	9,505.510	276,325.18 29.07	266,822.76 9,502.42	7,718.47	2.79
VANGUARD FTSE EMERGING MARKETS ETF	VWO	7,000.000	311,290.00 44.47	249,827.15 61,462.85	10,066.00	3.23
VANGUARD RUSSELL 2000 ETF	VTWO	3,450.000	459,402.00 133.16	433,746.42 25,655.58	6,247.95	1.36
VANGUARD S&P 500 ETF	VOO	5,500.000	1,626,900.00 295.80	1,037,926.00 588,974.00	30,640.50	1.88
TOTAL EQUITIES			4,235,923.18	3,374,001.84 861,921.34	91,615.92 0.00	2.16

BOND QUALITY SUMMARY



PORTFOLIO DETAIL (CONTINUED)

DESCRIPTION	RATING	PAR VALUE	MARKET VALUE/ PRICE	TAX COST/ UNREALIZED GAIN/LOSS	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
FIXED INCOME						
ALLY BANK MIDVALE UT MIDVALE UTAH CD DTD 10/23/2018 3% 11/02/2020		100,000.000	101,120.00 101.12	100,000.00 1,120.00	3,000.00 502.75	2.97
AMERICAN EXPRESS FED SVGS BK INSTL CD DTD 05/15/2017 2.25% 05/24/2021		133,000.000	133,934.99 100.70	130,093.67 3,841.32	2,992.50 312.40	2.23
AMERICAN EXPRESS CENTURION CD DTD 10/07/2015 2.35% 10/07/2020		50,000.000	50,267.50 100.54	49,900.00 367.50	1,175.00 276.09	2.34
BANK OF NEW YORK MELLON CORP DTD 08/09/2016 2.2% 08/16/2023-2023	A	100,000.000	101,023.00 101.02	98,509.72 2,513.28	2,200.00 825.00	2.18
CAPITAL ONE NA VA CD DTD 05/30/2017 2.4% 06/07/2022		100,000.000	100,969.00 100.97	100,000.00 969.00	2,400.00 163.93	2.38
CHEVRON CORP SR NOTE DTD 06/24/2013 2.427% 06/24/2020-2020	AA	150,000.000	150,324.00 100.22	150,051.13 272.87	3,640.50 70.79	2.42
CONOCOPHILLIPS CO SENIOR GLOBAL NOTE DTD 11/12/2014 3.35% 11/15/2024-2024	A	100,000.000	105,821.00 105.82	100,117.44 5,703.56	3,350.00 428.06	3.17
DISCOVER BANK CD DTD 08/06/2018 3.15% 08/08/2022		66,000.000	68,292.18 103.47	65,510.28 2,781.90	2,079.00 824.82	3.04
DODGE & COX INCOME FUND		28,761.754	403,527.41 14.03	403,553.47 26.06-	12,281.27	3.04
FHLB DTD 02/26/2016 1.69% 02/26/2021-2016	AA+	3,000.000	2,982.33 99.41	3,000.00 17.67-	50.70 17.60	1.70
JPMORGAN SR NT DTD 03/01/2016 2.55% 03/01/2021-2021	A-	50,000.000	50,387.00 100.77	50,439.06 52.06-	1,275.00 425.00	2.53
JP MORGAN CHASE & CO SR NOTE DTD 12/01/2016 2.972% 01/15/2023-2022	A-	100,000.000	101,893.00 101.89	101,000.77 892.23	2,972.00 1,370.42	2.92
MORGAN STANLEY BANK NA CD DTD 10/30/2018 2.8% 05/08/2020		50,000.000	50,202.00 100.40	50,000.00 202.00	1,400.00 207.69	2.79
MORGAN STANLEY BANK NA UTAH CD DTD 07/17/2018 2.75% 07/27/2020		50,000.000	50,311.50 100.62	50,000.00 311.50	1,375.00 594.09	2.73
NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021	A	100,000.000	99,398.00 99.40	100,000.00 602.00-	2,100.00 93.33	2.11
PRAXAIR INC SR GLBL NT DTD 09/06/2011 3% 09/01/2021	A	150,000.000	153,057.00 102.04	149,025.00 4,032.00	4,500.00 1,500.00	2.94
TEMPLETON GLOBAL BOND ADV FUND		21,635.556	230,851.38 10.67	250,893.96 20,042.58-	14,798.72	6.41
UBS BANK USA SALT LAKE CITY UT CD DTD 10/23/2019 1.8% 07/23/2020		50,000.000	50,040.50 100.08	50,000.00 40.50	900.00 22.13	1.80

ACCOUNT NUMBER: 40391002643

STATEMENT PERIOD: OCTOBER 01, 2019 THROUGH DECEMBER 31, 2019

PORTFOLIO DETAIL (CONTINUED)

DESCRIPTION	RATING	PAR VALUE	MARKET VALUE/ PRICE	TAX COST/ UNREALIZED GAIN/LOSS	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
FIXED INCOME						
VANGUARD INTERM TERM BOND INDEX ADM		17,873.101	211,081.32 11.81	200,000.00 11,081.32	5,701.52 475.13	2.70
VANGUARD SHORT TERM INFLATION PROTECTED SECURITIES INDEX ADMIRAL		14,109.916	348,373.83 24.69	350,000.00 1,626.17-	6,758.65	1.94
VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND		37,187.707	399,024.10 10.73	396,903.71 2,120.39	11,676.94 973.08	2.93
VANGUARD TOTAL INTL BD IDX ADMIRAL		8,463.817	191,451.54 22.62	200,000.00 8,548.46-	6,466.36	3.38
WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023		112,000.000	115,559.36 103.18	110,724.32 4,835.04	3,248.00 35.50	2.81
TOTAL FIXED INCOME			3,269,891.94	3,259,722.53 10,169.41	96,341.16 9,117.81	2.95
TOTAL ASSETS			8,151,111.96	7,279,021.21 872,090.75	198,281.83 9,978.21	2.43
TOTAL ACCRUED INC			9,978.21	9,978.21		
GRAND TOTAL ASSETS			8,161,090.17	7,288,999.42 872,090.75	198,281.83 9,978.21	2.43

TRANSACTION DETAIL

DATE	QUANTITY	DESCRIPTION	TRANSACTION TYPE	CASH	COST BASIS
10/01/19		BEGINNING BALANCE		0.00	7,201,484.55
DIVIDENDS					
10/01/19		922908363 DIVIDEND ON 5,500 SHS VANGUARD S&P 500 ETF AT 1.3014 PER SHARE PAYABLE 10/01/2019 EX DATE 09/26/2019	DIVIDEND	7,157.70	
10/01/19		92206C664 DIVIDEND ON 3,450 SHS VANGUARD RUSSELL 2000 ETF AT .5052 PER SHARE PAYABLE 10/01/2019 EX DATE 09/26/2019	DIVIDEND	1,742.94	
10/01/19		921932885 DIVIDEND ON 4,900 SHS VANGUARD S&P MID-CAP 400 ETF AT .5744 PER SHARE PAYABLE 10/01/2019 EX DATE 09/26/2019	DIVIDEND	2,814.56	
10/01/19		MM0000099 DIVIDEND ON FNWM MONEY MARKET PAYABLE 09/30/2019 EFFECTIVE 09/30/2019	DIVIDEND	926.11	
10/01/19		922031836 DIVIDEND ON VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND PAYABLE 09/30/2019 EFFECTIVE 09/30/2019	DIVIDEND	763.96	
10/01/19		921937801 DIVIDEND ON VANGUARD INTERM TERM BOND INDEX ADM PAYABLE 09/30/2019 EFFECTIVE 09/30/2019	DIVIDEND	468.43	
10/01/19		92203J308 DIVIDEND ON 8,463.817 SHS VANGUARD TOTAL INTL BD IDX ADMIRAL AT .0199 PER SHARE PAYABLE 09/30/2019 EX DATE 09/30/2019 EFFECTIVE 09/30/2019	DIVIDEND	168.43	
10/16/19		880208400 DIVIDEND ON 21,635.556 SHS TEMPLETON GLOBAL BOND ADV FUND AT .0444 PER SHARE PAYABLE 10/16/2019 EX DATE 10/15/2019	DIVIDEND	960.62	
11/01/19		MM0000099 DIVIDEND ON FNWM MONEY MARKET PAYABLE 10/31/2019 EFFECTIVE 10/31/2019	DIVIDEND	775.73	
11/01/19		921937801 DIVIDEND ON VANGUARD INTERM TERM BOND INDEX ADM PAYABLE 10/31/2019 EFFECTIVE 10/31/2019	DIVIDEND	480.48	
11/01/19		922031836 DIVIDEND ON VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND PAYABLE 10/31/2019 EFFECTIVE 10/31/2019	DIVIDEND	953.75	
11/01/19		92203J308 DIVIDEND ON 8,463.817 SHS VANGUARD TOTAL INTL BD IDX ADMIRAL AT .0198 PER SHARE PAYABLE 10/31/2019 EX DATE 10/30/2019 EFFECTIVE 10/31/2019	DIVIDEND	167.58	
11/18/19		880208400 DIVIDEND ON 21,635.556 SHS TEMPLETON GLOBAL BOND ADV FUND AT .046 PER SHARE PAYABLE 11/19/2019 EX DATE 11/15/2019	DIVIDEND	995.24	

TRANSACTION DETAIL (CONTINUED)

DATE	QUANTITY	DESCRIPTION	TRANSACTION TYPE	CASH	COST BASIS
12/02/19		MM0000099 DIVIDEND ON FNWM MONEY MARKET PAYABLE 11/30/2019 EFFECTIVE 11/30/2019	DIVIDEND	621.30	
12/02/19		921937801 DIVIDEND ON VANGUARD INTERM TERM BOND INDEX ADM PAYABLE 11/30/2019 EFFECTIVE 11/30/2019	DIVIDEND	461.95	
12/02/19		922031836 DIVIDEND ON VANGUARD SHORT-TERM INVESTMENT ADMIRAL FUND PAYABLE 11/30/2019 EFFECTIVE 11/30/2019	DIVIDEND	954.90	
12/02/19		92203J308 DIVIDEND ON 8,463.817 SHS VANGUARD TOTAL INTL BD IDX ADMIRAL AT .0194 PER SHARE PAYABLE 12/02/2019 EX DATE 11/29/2019	DIVIDEND	164.20	
12/17/19		880208400 DIVIDEND ON 21,635.556 SHS TEMPLETON GLOBAL BOND ADV FUND AT .1037 PER SHARE PAYABLE 12/18/2019 EX DATE 12/16/2019	DIVIDEND	2,243.61	
12/18/19		921946869 DIVIDEND ON 9,334.339 SHS VANGUARD GLOBAL MINIMUM VOLATILITY ADM SHS AT .812 PER SHARE PAYABLE 12/18/2019 EX DATE 12/17/2019	DIVIDEND	7,579.48	
12/18/19		921946869 LONG TERM CAPITAL GAINS DIVIDEND ON 9,334.339 SHS VANGUARD GLOBAL MINIMUM VOLATILITY ADM SHS AT .5305 PER SHARE PAYABLE 12/18/2019 EX DATE 12/17/2019	DIVIDEND	4,951.87	
12/19/19		92206C664 DIVIDEND ON 3,450 SHS VANGUARD RUSSELL 2000 ETF AT .668 PER SHARE PAYABLE 12/19/2019 EX DATE 12/16/2019	DIVIDEND	2,304.60	
12/19/19		921932885 DIVIDEND ON 4,900 SHS VANGUARD S&P MID-CAP 400 ETF AT .7114 PER SHARE PAYABLE 12/19/2019 EX DATE 12/16/2019	DIVIDEND	3,485.86	
12/20/19		256210105 LONG TERM CAPITAL GAINS DIVIDEND ON 28,594.392 SHS DODGE & COX INCOME FUND AT .047 PER SHARE PAYABLE 12/20/2019 EX DATE 12/19/2019	DIVIDEND	1,343.94	
12/20/19		256210105 SHORT TERM CAPITAL GAINS DIVIDEND ON 28,594.392 SHS DODGE & COX INCOME FUND AT .035 PER SHARE PAYABLE 12/20/2019 EX DATE 12/19/2019	DIVIDEND	1,000.80	
12/20/19		256210105 DIVIDEND ON 28,594.392 SHS DODGE & COX INCOME FUND AT .097 PER SHARE PAYABLE 12/20/2019 EX DATE 12/19/2019	DIVIDEND	2,773.66	

TRANSACTION DETAIL (CONTINUED)

DATE	QUANTITY	DESCRIPTION	TRANSACTION TYPE	CASH	COST BASIS
12/23/19		922020706 DIVIDEND ON 14,109.916 SHS VANGUARD SHORT TERM INFLATION PROTECTED SECURITIES INDEX ADMIRAL AT .1757 PER SHARE PAYABLE 12/23/2019 EX DATE 12/20/2019	DIVIDEND	2,479.11	
12/23/19		92203J308 DIVIDEND ON 8,463.817 SHS VANGUARD TOTAL INTL BD IDX ADMIRAL AT .541 PER SHARE PAYABLE 12/23/2019 EX DATE 12/20/2019	DIVIDEND	4,578.92	
12/27/19		921943858 DIVIDEND ON 20,000 SHS VANGUARD FTSE DEVELOPED MARKETS ETF AT .4399 PER SHARE PAYABLE 12/27/2019 EX DATE 12/23/2019	DIVIDEND	8,798.00	
12/27/19		922042858 DIVIDEND ON 7,000 SHS VANGUARD FTSE EMERGING MARKETS ETF AT .5591 PER SHARE PAYABLE 12/27/2019 EX DATE 12/23/2019	DIVIDEND	3,913.70	
12/27/19		922908363 DIVIDEND ON 5,500 SHS VANGUARD S&P 500 ETF AT 1.4285 PER SHARE PAYABLE 12/27/2019 EX DATE 12/23/2019	DIVIDEND	7,856.75	
TOTAL DIVIDENDS				73,888.18	0.00
INTEREST					
10/07/19		02587DC89 INTEREST ON 50,000 UNITS AMERICAN EXPRESS CENTURION CD DTD 10/07/2015 2.35% 10/07/2020 PAYABLE 10/07/2019	INTEREST RCVD	589.10	
10/15/19		63743FE93 INTEREST ON 100,000 UNITS NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021 PAYABLE 10/15/2019	INTEREST RCVD	175.00	
10/28/19		949763PM2 INTEREST ON 112,000 UNITS WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023 PAYABLE 10/28/2019	INTEREST RCVD	266.96	
11/01/19		02007GFU2 INTEREST ON 100,000 UNITS ALLY BANK MIDVALE UT MIDVALE UTAH CD DTD 10/23/2018 3% 11/02/2020 PAYABLE 11/01/2019	INTEREST RCVD	1,512.33	
11/08/19		61690UBA7 INTEREST ON 50,000 UNITS MORGAN STANLEY BANK NA CD DTD 10/30/2018 2.8% 05/08/2020 PAYABLE 11/08/2019	INTEREST RCVD	705.75	
11/15/19		20826FAD8 INTEREST ON 100,000 UNITS CONOCOPHILLIPS CO SENIOR GLOBAL NOTE DTD 11/12/2014 3.35% 11/15/2024-2024 PAYABLE 11/15/2019	INTEREST RCVD	1,675.00	

ACCOUNT NUMBER: 40391002643

STATEMENT PERIOD: OCTOBER 01, 2019 THROUGH DECEMBER 31, 2019

TRANSACTION DETAIL (CONTINUED)

DATE	QUANTITY	DESCRIPTION	TRANSACTION TYPE	CASH	COST BASIS
11/15/19		63743FE93 INTEREST ON 100,000 UNITS NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021 PAYABLE 11/15/2019	INTEREST RCVD	175.00	
11/25/19		90348JPN4 INTEREST ON 50,000 UNITS UBS BANK USA SALT LAKE CITY UT CD DTD 10/23/2019 1.8% 07/23/2020 PAYABLE 11/23/2019 EFFECTIVE 11/23/2019	INTEREST RCVD	75.44	
11/25/19		02587CFF2 INTEREST ON 133,000 UNITS AMERICAN EXPRESS FED SVGS BK INSTL CD DTD 05/15/2017 2.25% 05/24/2021 PAYABLE 11/24/2019 EFFECTIVE 11/24/2019	INTEREST RCVD	1,508.55	
11/29/19		949763PM2 INTEREST ON 112,000 UNITS WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023 PAYABLE 11/28/2019 EFFECTIVE 11/28/2019	INTEREST RCVD	275.86	
12/09/19		14042RGE5 INTEREST ON 100,000 UNITS CAPITAL ONE NA VA CD DTD 05/30/2017 2.4% 06/07/2022 PAYABLE 12/07/2019 EFFECTIVE 12/07/2019	INTEREST RCVD	1,203.29	
12/16/19		22160KAF2 INTEREST ON 150,000 UNITS COSTCO WHOLESALE CORP SR BONDS DTD 12/07/2012 1.7% 12/15/2019 PAYABLE 12/15/2019 EFFECTIVE 12/15/2019	INTEREST RCVD	1,275.00	
12/16/19		63743FE93 INTEREST ON 100,000 UNITS NATIONAL RURAL UTILITIES COOP FIN SENIOR NOTE 2.1% 08/15/2021 PAYABLE 12/15/2019 EFFECTIVE 12/15/2019	INTEREST RCVD	175.00	
12/23/19		90348JPN4 INTEREST ON 50,000 UNITS UBS BANK USA SALT LAKE CITY UT CD DTD 10/23/2019 1.8% 07/23/2020 PAYABLE 12/23/2019	INTEREST RCVD	73.97	
12/24/19		166764AG5 INTEREST ON 150,000 UNITS CHEVRON CORP SR NOTE DTD 06/24/2013 2.427% 06/24/2020-2020 PAYABLE 12/24/2019	INTEREST RCVD	1,820.23	
12/30/19		949763PM2 INTEREST ON 112,000 UNITS WELLS FARGO BANK NATL ASSN CD DTD 03/28/2018 2.9% 03/28/2023 PAYABLE 12/28/2019 EFFECTIVE 12/28/2019	INTEREST RCVD	266.96	
TOTAL INTEREST				11,774.44	0.00

TRANSACTION DETAIL (CONTINUED)

DATE	QUANTITY	DESCRIPTION	TRANSACTION TYPE	CASH	COST BASIS
PURCHASES					
10/23/19	50,000.000	90348JPN4 PURCHASED 50,000 UNITS UBS BANK USA SALT LAKE CITY UT CD DTD 10/23/2019 1.8% 07/23/2020 ON 10/16/2019 AT 100.00 THRU UBS FINANCIAL SERVICES 921946869	BUY	50,000.00-	50,000.00
12/18/19	171.171	PURCHASED 171.171 SHS VANGUARD GLOBAL MINIMUM VOLATILITY ADM SHS ON 12/18/2019 AT 28.93 FOR REINVESTMENT 256210105	BUY	4,951.87-	4,951.87
12/20/19	95.927	PURCHASED 95.927 SHS DODGE & COX INCOME FUND ON 12/20/2019 AT 14.01 FOR REINVESTMENT 256210105	BUY	1,343.94-	1,343.94
12/20/19	71.435	PURCHASED 71.435 SHS DODGE & COX INCOME FUND ON 12/20/2019 AT 14.01 FOR REINVESTMENT MM0000099	BUY	1,000.80-	1,000.80
12/31/19	170,506.630	NET DEPOSIT FNWM MONEY MARKET	NET CASH MGMT	170,506.63-	170,506.63
TOTAL PURCHASES				227,803.24-	227,803.24
FEES					
10/07/19		FEE TO FIRST NATIONAL WEALTH MANAGEMENT FOR THE PERIOD ENDING 09/30/2019 BASED ON AVERAGE MARKET VALUE 6,495.33 DISCOUNT 3,897.20	DISBURSEMENT	2,598.13-	
11/07/19		FEE TO FIRST NATIONAL WEALTH MANAGEMENT FOR THE PERIOD ENDING 10/31/2019 BASED ON AVERAGE MARKET VALUE 6,509.68 DISCOUNT 3,905.81	DISBURSEMENT	2,603.87-	
12/09/19		FEE TO FIRST NATIONAL WEALTH MANAGEMENT FOR THE PERIOD ENDING 11/30/2019 BASED ON AVERAGE MARKET VALUE 6,643.46 DISCOUNT 3,986.08	DISBURSEMENT	2,657.38-	
TOTAL FEES				7,859.38-	0.00
OTHER DISBURSEMENTS					
11/15/19		20826FAD8 AMORTIZATION ON 100,000 UNITS CONOCOPHILLIPS CO SENIOR GLOBAL NOTE DTD 11/12/2014 3.35% 11/15/2024-2024 TO ADJUST TAX LOT, AMORTIZATION = 11.83-	AMORTIZATION		11.83-
12/16/19		22160KAF2 AMORTIZATION ON 150,000 UNITS COSTCO WHOLESALE CORP SR BONDS DTD 12/07/2012 1.7% 12/15/2019 EFFECTIVE 12/15/2019 TO ADJUST TAX LOT, AMORTIZATION = 203.61-	AMORTIZATION		203.61-

ACCOUNT NUMBER: 40391002643

STATEMENT PERIOD: OCTOBER 01, 2019 THROUGH DECEMBER 31, 2019

TRANSACTION DETAIL (CONTINUED)

DATE	QUANTITY	DESCRIPTION	TRANSACTION TYPE	CASH	COST BASIS
12/24/19		166764AG5 AMORTIZATION ON 150,000 UNITS CHEVRON CORP SR NOTE DTD 06/24/2013 2.427% 06/24/2020-2020 TO ADJUST TAX LOT, AMORTIZATION = 51.14-	AMORTIZATION		51.14-
TOTAL OTHER DISBURSEMENTS				0.00	266.58-
SALES AND MATURITIES					
12/16/19	150,000.000-	22160KAF2 MATURED 150,000 UNITS COSTCO WHOLESALE CORP SR BONDS DTD 12/07/2012 1.7% 12/15/2019 EFFECTIVE 12/15/2019	MATURITY	150,000.00	150,000.00-
TOTAL SALES AND MATURITIES				150,000.00	150,000.00-
12/31/19		ENDING BALANCE		0.00	7,279,021.21

Town of Mount Desert										
Municipal Investments ~ Treasurer's Worksheet				(0.00) MEANS INCREASE TO FUND		0.00 MEANS DECREASE TO FUND				
Fiscal Year 2020				Opening Balance		Year-To-Date Activity				
Munis#	Org	Object	Project	Description	Int + Div - Exp	Appropriations	Capital (Gains)Losses	Trfrs to Ckg	Ending Balance	
								Paid from Ckg	Dr/Cr	
					7,105,711.69					
100	11110			General Fund Investments	1,874,357.22	26,429.69	0.00	0.00	0.07	1,900,786.91
400	11110			GF Reserve Investments	4,522,539.04	71,724.03	0.00	278,413.27	573,102.00	5,445,778.34
600	11110			Marina Reserve Investments	708,815.43	11,019.32	0.00	0.00	84,712.00	804,546.75
				Total Investments	7,105,711.69	109,173.04	0.00	278,413.27	657,814.07	8,151,112.00
				Control	V = FA STMT AUDIT = .07 LESS 0					0.00
100	40410			Investment Earnings	0.00	(26,429.69)	0.00	0.00	0.00	(26,429.69)
400	24200			Capital Land Acquisition	(261,945.38)	(5,631.49)	0.00	0.00	0.00	(267,576.87)
400	24202			Capital Gains Reserve	(1,563,592.98)	0.00	0.00	(278,413.27)	0.00	(1,842,006.25)
6410100	24680			NEH Marina Cap Improve Reserve	(148,769.02)	(2,303.59)	(12,296.00)	0.00	19,650.00	(143,718.61)
		456		Underside of Deck-Norwood 051517	(5,450.00)	0.00	0.00	0.00	0.00	(5,450.00)
		461		Power Cable & Pedestal So Dock	0.00	0.00	0.00	0.00	(4,650.00)	(4,650.00)
6410100	24681			NEH Mooring/Floats Reserve	(257,765.98)	(3,949.97)	(29,750.00)	0.00	4,381.00	(287,084.95)
6410100	24683			NEH Work truck Reserve	(8,826.91)	(163.62)	(3,000.00)	0.00	0.00	(11,990.53)
6410100	24686			NEH Boat Reserve	(62,979.15)	(1,009.82)	(10,016.00)	0.00	0.00	(74,004.97)
6410100	24687			Marina Equipment Reserve (Security)	(9,472.87)	(144.88)	(1,000.00)	0.00	0.00	(10,617.75)
6410200	24600			Seal Harbor Dock Capital Improvement Reserv	(79,897.30)	(1,174.48)	(5,000.00)	0.00	0.00	(86,071.78)
6410200	24601			Seal Harbor Mooring/Floats Reserve	(74,442.89)	(1,247.73)	(15,750.00)	0.00	0.00	(91,440.62)
6410300	24670			Bartlett Dock Capital Improvement Reserve	(24,371.52)	(391.10)	(3,900.00)	0.00	0.00	(28,662.62)
6410300	24671			Bartlett Harbor Moorings/Floats Reserve	(41,839.77)	(634.13)	(4,000.00)	0.00	0.00	(46,473.90)
				TOTAL MARINA RESERVES AVAILABLE	(713,815.41)	(11,019.32)	(84,712.00)	0.00	19,381.00	(790,165.73)
4020100	24209			Town Manager Telephone Reserve	(13,330.96)	(318.83)	(1,500.00)	0.00	0.00	(15,149.79)
4020200	24205	421		Clerks -Tabulating Machine	(11,276.83)	(242.44)	0.00	0.00	0.00	(11,519.27)
4020200	24205	422		Clerks -Historical Preservation	(432.50)	(232.59)	(10,386.00)	0.00	0.00	(11,051.09)
4020500	24206			Treasurer Cap Imp Reserve	(5,778.39)	(124.24)	0.00	0.00	0.00	(5,902.63)
4020600	24207			Revaluation Reserve	(176,673.51)	(4,113.30)	(14,655.00)	0.00	0.00	(195,441.81)
4020600	24208			Assessment Cap Imp Reserve	(5,754.70)	(123.71)	0.00	0.00	0.00	(5,878.41)
4020600	24211			Assessor-Aerial Photo Reserve	(8,888.22)	(221.46)	(1,413.00)	0.00	0.00	(10,522.68)
4020700	24283			CEO Work Truck Reserve	(17,526.11)	(432.28)	(2,581.00)	0.00	0.00	(20,539.39)
4040100	24405			Police Cap Imp Reserve	(105,262.59)	(2,345.99)	(7,377.00)	0.00	8,763.50	(106,222.08)
	24405	423		Speed Signs/Trlrs	0.00	0.00	0.00	0.00	0.00	0.00
4040100	24473			Police Training Cost Reserve	(59,516.88)	(1,279.53)	0.00	0.00	0.00	(60,796.41)
4040300	24470			Fire Stations Building Reserve	(133,945.04)	(3,069.38)	(40,842.00)	0.00	100,000.00	(77,856.42)
		432		SH Windows Rpr \$50k	0.00	0.00	0.00	0.00	(28,340.68)	(28,340.68)
		433		SV Paving \$50k	0.00	0.00	0.00	0.00	(15,492.71)	(15,492.71)
4040300	24471			Fire Equipment/Engine Reserve	(344,390.75)	(12,669.07)	(233,107.00)	0.00	(2,370.00)	(592,536.82)
		438		Fire Hose 041619	(60,000.00)	0.00	0.00	0.00	60,000.00	0.00
4040300	24474			Fire Ponds & Dry Hydrant Reserve	(48,560.14)	(1,043.97)	0.00	0.00	0.00	(49,604.11)
4040700	24204			Dog Welfare Reserve	(4,622.21)	(90.37)	0.00	0.00	500.00	(4,212.58)
4040800	24406			Communication Cap Imp Reserve	(137,251.78)	(3,181.64)	(10,741.00)	0.00	0.00	(151,174.42)
4050100	24500			Public Works Equipment Reserve	(116,312.43)	(4,620.51)	(110,000.00)	0.00	14,690.64	(216,242.30)
	24500	423		Speed signs/Trlrs		0.00			0.00	0.00
4050100	24570			Town Office Building Reserve	(90,030.25)	(2,365.50)	(20,000.00)	0.00	0.00	(112,395.75)
4050100	24573			Public Works Road Reserve	(66,869.46)	(2,512.53)	(50,000.00)	0.00	0.00	(119,381.99)
4050100	24584			Bait House Reserve	(5,228.60)	(144.65)	(1,500.00)	0.00	0.00	(6,873.25)
4050500	24203			Wastewater Bond Payment Reserve	(860,628.39)	(16,354.46)	0.00	0.00	151,058.38	(725,924.47)
4050500	24501			Wastewater Capital Improvement Reserve	(327,857.28)	(7,048.47)	0.00	0.00	0.00	(334,905.75)
4050500	24583			Wastewater Work Truck reserve	(28,108.09)	(797.76)	(9,000.00)	0.00	0.00	(37,905.85)
4051500	24581			Refuse Truck Reserve	(68,354.32)	(2,329.46)	(40,000.00)	0.00	0.00	(110,683.78)
4055200	24571			PW Grounds Reserve	(6.66)	(215.14)	(10,000.00)	0.00	0.00	(10,221.80)
4055250	24572			PW Cemetery Reserve	(12.58)	(215.26)	(10,000.00)	0.00	0.00	(10,227.84)
				TOTAL GF Reserves Available	(2,696,618.67)	(66,092.54)	(573,102.00)	0.00	288,809.13	(3,047,004.08)
				Total	(5,235,972.44)	(82,743.35)	(657,814.00)	(278,413.27)	308,190.13	(5,946,752.93)
				Due to/(from) General Fund	(4,617.97)	26,429.69				
				gen fund	382.01	GF INT ↑			gen fund	289,191.14
				marina	(4,999.98)				marina	14,381.02
					(4,617.97)					303,572.16
					0.00					



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Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY20/JUL TO DEC
FUND

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ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
100-00-000-000-11110 Investment-FA	1,874,357.15	100	26,429.76	.00	26,429.76	1,900,786.91
TOTALS FOR FUND 100 General Fund	1,874,357.15		26,429.76	.00	26,429.76	1,900,786.91
400-00-000-000-11110- Investment-AT	4,522,539.04	400	1,584,529.20	661,289.90	923,239.30	5,445,778.34
TOTALS FOR FUND 400 Investment Trusts-Reserves	4,522,539.04		1,584,529.20	661,289.90	923,239.30	5,445,778.34
600-00-000-000-11110 M-Investment	708,815.43	600	180,443.32	84,712.00	95,731.32	804,546.75
TOTALS FOR FUND 600 Marina	708,815.43		180,443.32	84,712.00	95,731.32	804,546.75
REPORT TOTALS	7,105,711.62		1,791,402.28	746,001.90	1,045,400.38	8,151,112.00

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



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Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY20/JUL TO DEC
FUND

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ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
400-00-000-000-11110-		400				
Investment-AT	4,522,539.04	400	1,584,529.20	661,289.90	923,239.30	5,445,778.34
400-00-000-000-20000		400	288,809.13	288,809.13	.00	.00
Accounts Payable	.00	400	.06	5,631.57	-5,631.51	-267,576.87
400-00-000-000-24200-	-261,945.36	400	88,852.81	367,266.08	-278,413.27	-1,842,006.25
Cap Land Acq	-1,563,592.98	400	.00	288,809.13	-288,809.13	-289,191.14
Cap Gains	-382.01	4020100	1,500.02	3,318.85	-1,818.83	-15,149.79
400-00-000-000-35010		4020200	.01	242.45	-242.44	-11,519.27
DT Gen fund	-13,330.96	4020200	10,386.00	21,004.59	-10,618.59	-11,051.09
TM Telephone Reserve	-11,276.83	4020500	.00	124.24	-124.24	-5,902.63
400-00-201-000-000-24209-	-432.50	4020600	14,655.08	33,423.38	-18,768.30	-195,441.81
TC-TABLULATING MACHINES	-5,778.39	4020600	.00	123.71	-123.71	-5,878.41
400-00-202-000-000-24205-421	-176,673.51	4020600	.00	123.71	-123.71	-5,878.41
TC-HISTORICAL PRESERVATION	-5,754.70	4020700	1,413.01	3,047.47	-1,634.46	-10,522.68
400-00-202-000-000-24205-422	-8,888.22	4040100	2,581.01	5,594.29	-3,013.28	-20,539.39
FN Treas Capital Resv	-17,526.11	4040100	16,401.06	17,360.55	-959.49	-106,222.08
400-00-207-000-000-24283-	-105,262.59	4040100	6,000.00	6,000.00	.00	.00
CE Truck Resv	.00	4040100	.03	1,279.56	-1,279.53	-60,796.41
400-00-401-000-000-24405-	-59,516.88	4040300	140,842.08	84,753.46	56,088.62	-77,856.42
PD Capital Resv	-133,945.04	4040300	21,659.32	50,000.00	-28,340.68	-28,340.68
400-00-401-000-000-24405-423	.00	4040300	34,507.29	50,000.00	-15,492.71	-15,492.71
PD RSV-SPEED SIGNS/TRLRS	.00	4040300	233,107.27	481,253.34	-248,146.07	-592,536.82
400-00-401-000-000-24473-	-59,516.88	4040300	60,000.00	.00	60,000.00	.00
PD Traing Resv	-344,390.75	4040300	60,000.00	.00	60,000.00	.00
400-00-403-000-000-24470-	-60,000.00	4040300	.02	1,043.99	-1,043.97	-49,604.11
FD Bldg Resv	-48,560.14	4040700	500.00	90.37	409.63	-4,212.58
400-00-403-000-000-24470-432	-4,622.21	4040800	10,741.07	24,663.71	-13,922.64	-151,174.42
FD Bldg Resv-SH Windows 070119	-137,251.78	4050100	124,951.24	224,881.11	-99,929.87	-216,242.30
400-00-403-000-000-24470-433	-116,312.43	4050100	6,000.00	6,000.00	.00	.00
FD Bldg Resv SV Paving	.00	4050100				
400-00-403-000-000-24471-	-344,390.75	4050100				
FD Equip/Engine Resv	-60,000.00	4050100				
400-00-403-000-000-24471-438	-60,000.00	4050100				
FD Eq Rsv-HOSE	-48,560.14	4050100				
400-00-403-000-000-24474-	-4,622.21	4050100				
FD-Fire Ponds/Dry Hydrants Rsv	-137,251.78	4050100				
400-00-407-000-000-24204-	-116,312.43	4050100				
AC Animal Welfare Rsv		4050100				
400-00-408-000-000-24406-		4050100				
CM Dispatch Capital Reserve		4050100				
400-00-501-000-000-24500-		4050100				
PW Equip Resv		4050100				
400-00-501-000-000-24500-423		4050100				
PW EQ RSV-SPEED SIGNS/TRLRS		4050100				
400-00-501-000-000-24570-		4050100				

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Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY20/JUL TO DEC
FUND

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ACCOUNT ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
PW Bldg Resv	-90,030.25		130,000.05	152,365.55	-22,365.50	-112,395.75
400-00-501-000-000-24573-		4050100				
PW Road Resv	-66,869.46		50,000.04	102,512.57	-52,512.53	-119,381.99
400-00-501-000-000-24584-		4050100				
PW Bail Hse Resv	-5,228.60		1,500.01	3,144.66	-1,644.65	-6,873.25
400-00-505-000-000-24203-		4050500				
WW Bond Resv	-860,628.39		151,058.77	16,354.85	134,703.92	-725,924.47
400-00-505-000-000-24501-		4050500				
WW Capital Resv	-327,857.28		.14	7,048.61	-7,048.47	-334,905.75
400-00-505-000-000-24583-		4050500				
WW Truck Resv	-28,108.09		9,000.01	18,797.77	-9,797.76	-37,905.85
400-00-515-000-000-24581-		4051500				
WW Refuse Truck Resv	-68,354.32		40,000.06	82,329.52	-42,329.46	-110,683.78
400-00-520-000-000-24571-		4055200				
PW Grounds Reserve	-6.66		10,000.00	20,215.14	-10,215.14	-10,221.80
400-00-525-000-000-24572-		4055250				
PW Parks & Cemetery Reserve	-12.60		10,061.95	20,277.19	-10,215.24	-10,227.84
400-00-525-000-000-24572-						
TOTALS FOR FUND 400	.00		3,049,056.74	3,049,056.74	.00	.00
Investment Trusts-Reserves						
REPORT TOTALS	.00		3,049,056.74	3,049,056.74	.00	.00

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

02/12/2020 14:44
6905kmah

Town of Mount Desert
ACCOUNT SUMMARY TRIAL BALANCE FOR FY20/JUL TO DEC
FUND

P 1
glatrbal

ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
600-04-101-000-000-24680-		6410100				
M NEH CAPITAL RESERVE	-148,769.02		46,951.17	41,900.76	5,050.41	-143,718.61
600-04-101-000-000-24680-456		6410100				
M NEH MAIN PIER-NORWOOD	-5,450.00		.00	.00	.00	-5,450.00
600-04-101-000-000-24680-461		6410100				
M NEH SO DOCK-Electrical	.00		15,000.00	19,650.00	-4,650.00	-4,650.00
600-04-101-000-000-24681-		6410100				
M NEH Moorings/Floats Reserve	-257,765.98		34,139.95	63,458.92	-29,318.97	-287,084.95
600-04-101-000-000-24683-		6410100				
M NEH Wk Tk Resv	-8,826.91		3,000.37	6,163.99	-3,163.62	-11,990.53
600-04-101-000-000-24686-		6410100				
M NEH Boat Resv	-62,979.15		10,018.27	21,044.09	-11,025.82	-74,004.97
600-04-101-000-000-24687-		6410100				
M NEH Equip Resv	-9,472.87		1,000.32	2,145.20	-1,144.88	-10,617.75
600-04-102-000-000-24600-		6410200				
M SH Capital Reserve	-79,897.30		5,002.64	11,177.12	-6,174.48	-86,071.78
600-04-102-000-000-24601-		6410200				
M SH Mooring/Float Reserve	-74,442.89		15,752.81	32,750.54	-16,997.73	-91,440.62
600-04-103-000-000-24670-		6410300				
M BI Capital Reserve	-24,371.52		3,900.89	8,191.99	-4,291.10	-28,662.62
600-04-103-000-000-24671-		6410300				
M BI Moor/Flt Resv	-41,839.77		4,000.00	8,634.13	-4,634.13	-46,473.90
TOTALS FOR FUND 600						
Marina	-713,815.41		138,766.42	215,116.74	-76,350.32	-790,165.73
REPORT TOTALS						
	-713,815.41		138,766.42	215,116.74	-76,350.32	-790,165.73

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

NEW BUSINESS

	A	B	C	D	E	F	G	H	I	J
1	02/06/2020 10:03	Town of Mount Desert								
2	6905dlun	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS								
3	PROJECTION:	2021 2020-2021 Budget Projection								
4										
5	COUNTS FOR:				2019	2020	2020	2020	2021	PCT
6	General Fund				ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
7										
8	851	Public Agencies								
9	851	Libraries								
10	59101	NEH LIBRARY								
11	1885151	59101	NEH LIBRARY		\$ 20,500	\$ 20,500	\$ 20,500	\$ 20,500	\$ 20,500	0.00%
12										
13	59102	SH LIBRARY								
14	1885151	59102	SH LIBRARY		\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0.00%
15										
16	59103	SV LIBRARY								
17	1885151	59103	SV LIBRARY		\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 11,000	22.20%
18										
19	TOTAL	Libraries			\$ 33,500	\$ 33,500	\$ 33,500	\$ 33,500	\$ 35,500	6.00%
20										
21	852	Village Improvement								
22	59111	NEH VILLAGE IMPROVE SOC								
23	1885152	59111	NEH VILLAGE IMPROVE SOC		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	0.00%
24										
25	59112	SH VILLAGE IMPROVE SOC								
26	1885152	59112	SH VILLAGE IMPROVE SOC		\$ 40,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 50,000	11.10%
27										
28	59113	SV VILLAGE IMPROVE SOC								
29	1885152	59113	SV VILLAGE IMPROVE SOC		\$ 2,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
30										
31	59114	MDI HISTORICAL SOC								
32	1885152	59114	MDI HISTORICAL SOC		\$ 2,800	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.00%
33										
34	59115	GREAT HARBOR MARITIME MUSEUM								
35	1885152	59115	GREAT HARBOR MARITIME MUSEUM		\$ 3,700	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,500	10.00%
36										
37	TOTAL	Village Improvement			\$ 54,000	\$ 60,500	\$ 60,500	\$ 60,500	\$ 66,000	9.10%
38										
39	853	Recreation								
40	59121	NEIGHBORHOOD HOUSE								
41	1885153	59121	NEIGHBORHOOD HOUSE		\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	0.00%
42										
43	59122	NHH-YOUTH PROGRAM								
44	1885153	59122	NHH-YOUTH PROGRAM		\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	0.00%
45										
46	59123	NHH-ADULT PROGRAM								
47	1885153	59123	NHH-ADULT PROGRAM		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
48										
49	59124	ACADIA YOUTH SPORTS								
50	1885153	59124	ACADIA LITTLE LEAGUE		\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ -	-100.00%
51										
52	TOTAL	Recreation			\$ 89,750	\$ 89,750	\$ 89,750	\$ 89,750	\$ 88,000	-1.90%
53										
54	854	Social Service Agencies								
55	59130	WOMENS INFANT & CHILDREN PROG								
56	1885154	59130	WOMENS INFANT & CHILDREN PR		\$ -	\$ 495	\$ 495	\$ 495	\$ 495	0.00%
57										
58	59131	ISLAND CONNECTIONS								
59	1885154	59131	ISLAND CONNECTIONS		\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.00%
60										
61	59132	AMERICAN RED CROSS								
62	1885154	59132	AMERICAN RED CROSS		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
63										
64	59133	EASTERN AREA AGENCY								
65	1885154	59133	EASTERN AREA AGENCY		\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	0.00%
66										
67	59134	MD NURSING ASSOCIATION								

	A	B	C	D	E	F	G	H	I	J
5	COUNTS FOR:				2019	2020	2020	2020	2021	PCT
6	General Fund				ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
68	1885154	59134		MD NURSING ASSOCIATION	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	0.00%
69										
70		59136		DOWNEAST HORIZONS						
71	1885154	59136		DOWNEAST HORIZONS	\$ 5,600	\$ 5,600	\$ 5,600	\$ 5,600	\$ 5,600	0.00%
72										
73		59137		MD NURSERY SCHOOL						
74	1885154	59137		MD NURSERY SCHOOL	\$ 5,500	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	-100.00%
75										
76		59138		ISLAND EXPLORER						
77	1885154	59138		ISLAND EXPLORER	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	0.00%
78										
79		59139		MD CHAMBER OF COMMERCE						
80	1885154	59139		MD CHAMBER OF COMMERCE	\$ 34,750	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	0.00%
81										
82		59140		HOSPICE VOL OF HANCOCK CNTY						
83	1885154	59140		HOSPICE VOL OF HANCOCK CNTY	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
84										
85		59141		BAR HARBOR FOOD PANTRY						
86	1885154	59141		BAR HARBOR FOOD PANTRY	\$ 3,000	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	0.00%
87										
88		59142		DOWNEAST AIDS NETWORK						
89	1885154	59142		DOWNEAST AIDS NETWORK	\$ -	\$ 500	\$ 500	\$ -	\$ -	-100.00%
90										
91		59143		NORTHERN LIGHT HOMECARE						
92	1885154	59143		NO LIGHT HOMECARE & HOSPICE	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	0.00%
93										
94		59144		DE COMMUNITY PARTNERS						
95	1885154	59144		DE COMMUNITY PARTNERS	\$ 1,758	\$ 2,280	\$ 2,280	\$ 2,280	\$ 5,059	121.90%
96										
97		59145		MD LODGE						
98	1885154	59145		MD LODGE	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,500	11.10%
99										
100		59147		AID SOCIETY OF OTTER CREEK						
101	1885154	59147		OTTER CREEK AID SOCIETY	\$ 6,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	-100.00%
102										
103		59149		LIFE FLIGHT FOUNDATION						
104	1885154	59149		LIFE FLIGHT FOUNDATION	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
105										
106		59152		EMMAUS HOMELESS SHELTER						
107	1885154	59152		EMMAUS HOMELESS SHELTER	\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	\$ 2,053	0.00%
108										
109		59153		MDI CAMPFIRE COALITION/NHH						
110	1885154	59153		MDI CAMPFIRE COALITION/NHH	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
111										
112		59154		ACADIA FAMILY CENTER						
113	1885154	59154		ACADIA FAMILY CENTER	\$ 2,000	\$ -	\$ -	\$ -	\$ 5,000	0.00%
114										
115		59155		MD COMMUNITY DEV CORP						
116	1885154	59155		MD COMMUNITY DEV CORP	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	-100.00%
117										
118		59156		ISLAND HOUSING TRUST						
119	1885154	59156		ISLAND HOUSING TRUST	\$ 5,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	0.00%
120										
121		59157		NEH AMBULANCE SERVICE INC						
122	1885154	59157		NEH AMBULANCE SERVICE INC	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
123										
124		59158		FAMILIES FIRST COMM CENTER						
125	1885154	59158		FAMILIES FIRST COMMUNITY CTR	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
126										
127		59159		HEALTH EQUITY ALLIANCE						
128	1885154	59159		HEALTH EQUITY ALLIANCE	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
129										
130		59160		SPCA-HANCOCK COUNTY						
131	1885154	59160		SPCA-HANCOCK COUNTY	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0.00%
132										

	A	B	C	D	E	F	G	H	I	J
5	COUNTS FOR:				2019	2020	2020	2020	2021	PCT
6	General Fund				ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
133	TOTAL	Social Service Agencie			\$ 157,211	\$ 156,978	\$ 156,978	\$ 156,978	\$ 130,907	-16.60%
134										
135	TOTAL	Public Agencies			\$ 334,461	\$ 340,728	\$ 340,728	\$ 340,728	\$ 320,407	-6.00%

Town of Mount Desert Budget Questionnaire

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FEB 04 2020

THE TOWN OF MOUNT DESERT

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2020-2021 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: Acadia Family Center
Mailing Address: PO Box 807, Southwest Harbor, ME 04679
Phone Number: 207-244-4012
Contact Person: Clara Baker
Contact Email: clarabaker0@gmail.com
Gross operating budget: \$631,000
Gross payroll: \$416,000
Salary and other compensation of highest paid employee: High \$105K, Low \$33K
Salary and other compensation of lowest paid employee: High: \$105K; Low: \$33K
Number of Paid Employees: 4 Full Time, 2 Part Time
Number of volunteers: 10

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

The Acadia Family Center provides out-patient treatment, education, and prevention services for individuals and families affected by substance use and mental health disorders. AFC dispenses \$30K in financial assistance to clients who are unable to afford the cost of treatment each year.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 35

How many times per month was this service used? 140

What amount is each Mount Desert resident being served charged? \$125 / treatment

What are your plans for fundraisers?

Direct Appeal Letter to our Major Donors; Annual Appeal to our mailing list of 900; Business Sponsorship Requests; Donor Receptions; Grant requests to foundations; Bi-annual newsletter updates with remit envelope.

Town of Mount Desert Budget Questionnaire

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

AFC offers financial support to clients who may not have the ability to pay for our clinical services. With the continuing scarcity of state fund, numbers of our clients have little to no health insurance. Much of our
our fundraising covers the widening gap between client revenues and the cost of treatment. A
grant from the Town of Mount Desert will provide financial assistance to our clients.

Amount you *are requesting* for FY 2020-2021: \$ 5,000

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

2019: \$ 0 2018: \$ 2,000 2017: \$ 0

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

Financial Assistance to Cover the Cost of Clinical Services, 100%

Clara Baker, Director of Advancement
Signature of Requester

February 4, 2020
Date of Request

Clara Baker, Director of Advancement
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date:

February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review:

February 18, 2020

Organization Name: American Red Cross
Mailing Address: 73 Hammond St
Bangor ME 04401
Phone Number: 207-272-9561
Contact Person: Caroline King
Contact Email: Caroline.King3@redcross.org
Gross operating budget: See Atch financials
Gross payroll:
Salary and other compensation of highest paid employee:
Salary and other compensation of lowest paid employee:
Number of Paid Employees: _____ Full Time _____ Part Time
Number of volunteers: 1200

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

The American Red Cross provides emergency disaster relief to those impacted by disasters. We offer food, clothing, temporary shelter, replacement medications & mental health support.
The Red Cross also provides free smoke alarms to anyone who needs them..

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

How many times per month was this service used? _____

What amount is each Mount Desert resident being served charged? No Charge

What are your plans for fundraisers?
The Red cross recieves support from individuals, businesses & foundations. We solicit support from local cities & towns across Maine. We host an annual event that supports work of the Red Cross where we recognize community heroes.

Town of Mount Desert Budget Questionnaire

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

Red Cross responds to home fires & helps resident prevent,prepare & respond to emergencies.
In addition we install free smoke alarms to anyone who needs them & has a fire escape plan. Blood collection, CPR & first aid, Services to members of armed forces & their families.

Amount you are requesting for FY 2020-2021: \$1,500

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

2019: \$1,500 2018: \$ 2017: \$

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

The American Red Cross prevents, & alleviates human suffering in the face of emergencies.Our volunteers are available 24 hrs a day to support our neighbors in need. For education & training. Providing free smoke alarms & offering food,clothing temporary shelter, replacement meds & mental health support.

Cataline King
Signature of Requester

28 Jan 2020
Date of Request

Caroline King Executive Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Bar Harbor Food Pantry
Mailing Address: PO Box 434 Bar Harbor ME 04609
Phone Number: 207 288 3375, 207 288 2000
Contact Person: Jennifer Jones
Contact Email: jennifer@bhfp.org
Gross operating budget: 205,000
Gross payroll: 71,872.31
Salary and other compensation of highest paid employee: 23,446.80
Salary and other compensation of lowest paid employee: 23,446.80
Number of Paid Employees: 1 Full Time 1 Part Time
Number of volunteers: 30

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

We provide food and household goods to residents of Mount Desert that identify as food insecure.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 77

How many times per month was this service used? twice

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

What are your plans for fundraisers?

Serendipity Resale boutique- year round, Farm to Table Brunch event, Putt-Putt event, annual appeal.

Bar Harbor Food Pantry



SERVING HANCOCK COUNTY SINCE 1994

RECEIVED

JAN 10 2020

THE TOWN OF
MOUNT DESERT

January 10, 2020

To the Town of Mount Desert:

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

The BHFP served 503 in families in 2019 throughout Hancock County. On average 77 residents from the town of Mount Desert visit the BHFP throughout the year. We also saw an increase of pantry patrons utilizing their 2 visits per month. We are proud to be able to offer this service to all Hancock County residents as we see many families each month struggle to make ends meet.

If approved, this money will help with our annual food costs which; last year was close to \$80,000. We hope our organization will be included in your annual appropriations for the upcoming year. We thank you for your ongoing and generous support.

Thank you,



Jennifer Jones

Executive Director

Bar Harbor Food Pantry

STATEMENT OF ACTIVITY

January - December 2019

	TOTAL
Revenue	
Annual Appeal	848.12
Cough Trust	7,532.30
Grants	5,000.00
Individ, Bus Contribs	180,167.75
Interest Earned/Dividends	504.81
Program Backpack Income	11,048.50
Serendipity-Revenue	61,819.39
Town Funding	15,099.00
Total Revenue	\$282,019.87
GROSS PROFIT	\$282,019.87
Expenditures	
Accounting/Bookkeeping	4,385.22
Advertising Expense	441.27
Contributions	63.00
Events expenses	1,094.58
Facilities and Equipment	
Office Equipment Expense	1,421.84
Rent / Parking	27,750.00
Repair & Maintenance	2,266.19
Total Facilities and Equipment	31,438.03
Insurances	
Business Owner's Policy	769.00
Worker's Compensation	1,393.25
Total Insurances	2,162.25
Operations	
Books, Subscriptions, Reference	1,481.01
Licenses	85.00
Office Supplies	1,349.25
Postage, Mailing Service	597.48
Printing and Copying	2,055.67
Supplies	182.14
Telephone/Internet	1,883.66
Total Operations	7,634.21
Other Program Expenses	
Backpack Program	16,445.97
BHFP Other Costs	693.27
Serendipity - Sales Tax	3,663.64
Total Other Program Expenses	20,802.88
Other Types of Expenses	
Bank/Credit Fees	43.32
Total Other Types of Expenses	43.32
Pantry Divisions	

	TOTAL
Food Purchases	67,247.83
Small Equipment	5,281.83
Total Pantry Divisions	72,529.66
Payroll Expenses	
Payroll Expenses Wages/Taxes	64,002.80
Payroll Expenses Taxes	13,533.76
Total Payroll Expenses Wages/Taxes	77,536.56
Payroll Processing Fee	1,374.50
Total Payroll Expenses	78,911.06
Travel and Meetings	2,321.32
Total Expenditures	\$221,826.80
NET OPERATING REVENUE	\$60,193.07
NET REVENUE	\$60,193.07

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2020-2021 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: Downeast Community Partners
Mailing Address: 248 Buckport Rd Ellsworth, ME 04805
Phone Number: 207-664-2424
Contact Person: Sarah Nrgent
Contact Email: Sarah.Nrgent@downeastcommunitypartners.org
Gross operating budget: 12,214,181
Gross payroll: 7,140,518
Salary and other compensation of highest paid employee: 126,930
Salary and other compensation of lowest paid employee: 1,072
Number of Paid Employees: 138 Full Time 94 Part Time (includes 22 per diem)
Number of volunteers: 147

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

Dcp provides a wide array of services designed to help low-income and at risk residents of Mount Desert meet basic needs. The attached letter shows the specific services accessed by residents in the last fiscal year (ending 9/30/19)

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 33 residents benefited from LIHEAP. The actual number of residents served is likely higher, but we are sure this number is unduplicated. How many times per month was this service used? It varies. LIHEAP, THAW, etc are annual programs. Transportation and At Home could be daily.

What amount is each Mount Desert resident being served charged? Most services are free, but At Home charges an annual membership fee on a sliding scale - \$150-82200.

What are your plans for fundraisers? As a non-profit we apply for many grants to support our work; we ask all towns in the service area for support. Several of our programs put out an annual appeal letter. We run a 5K to support THAW, and AT Home does several fundraising activities, including a Tennis and Robin and a Moving regatta.

Town of Mount Desert Budget Questionnaire

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

Town funds will be used to support all the services offered by DCP as outlined in the enclosed letter and flyer.

Amount you are requesting for FY 2020-2021: \$ 5059 = 5% services provided

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

2019: \$ 2,280 2018: \$ 1,758 2017: \$ 1,758

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

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

Sarah E. Nugent
Signature of Requester

2/3/2020
Date of Request

Sarah E. Nugent Manager, Communications and Resource Development
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020
Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

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

Gross operating budget: \$7,834,273.90
Gross payroll: \$4,075,577.52

Salary and other compensation of highest paid employee: \$120,000 annually
Salary and other compensation of lowest full time paid employee: \$28,080
Number of Paid Employees: 89 Full Time 73 Part Time
Number of volunteers: 20+

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

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 35 Mount Desert Residents Served

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

What amount is each Mount Desert resident being served charged? No clients, at present are paying any fees for services at Downeast Horizons. The Maine Department of Health and Human Services provides client-specific funding for each client (a combination of federal and state funds). All of our clients currently qualify for these funds under low-income guidelines. However, due to recent discussions at the state level regarding budget cuts, there is uncertainty if there will be reductions to current funding. The average cost to serve each DEH client is \$47,364. For clients who live in our group homes, that cost is more than double. Downeast Horizons needs to currently raise approximately 5 percent of its operating budget each year in private and municipal funds to meet its current budget of 7.8 million.

What are your plans for fundraisers?

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

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

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

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

FY 2019-2020: \$5,600.00

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

2019: \$5,600.00 2018: \$5,600.00 2017: \$5,600.00

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

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


Signature of Requestor

1/23/2020
Date of Request

Ashley Johnson, Resource Coordinator
Printed Name and Title of Requestor

Reminder: A representative from your organization is encouraged to attend the combined Board of Selectmen/Warrant Committee meeting on **at 6:30pm, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Carl Kelley Auditorium, Mount Desert Elementary School, Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

RECEIVED

FEB - 3 2020

THE TOWN OF MOUNT DESERT

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2020-2021 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: Downeast Transportation, Inc/Island Explorer
Mailing Address: PO Box 914, Ellsworth, ME, 04605
Phone Number: 207-667-5796
Contact Person: Paul Murphy
Contact Email: paul@exploreaacadia.com
Gross operating budget: 2,458,260
Gross payroll: 1,067,506
Salary and other compensation of highest paid employee: 83,000/yr
Salary and other compensation of lowest paid employee: 15.75/hr
Number of Paid Employees: 17 Full Time, 120 Part Time
Number of volunteers: 0

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

Seasonal 7 days per week public transportation

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

How many times per month was this service used? The routes that serve Mount Desert carried over 137,000 passengers in 2019.

What amount is each Mount Desert resident being served charged? Island Explorer is free to ride

What are your plans for fundraisers?

We don't have pans for fund raisers.

10505 8 - Town of Mount Desert Budget Questionnaire

TO TOWN OF MOUNT DESERT RECEIVED
Please explain what services will be provided by any funds you may receive from the Town of Mount Desert:

Seasonal 7 days per week public transportation

Amount you are requesting for FY 2020-2021: \$ 14,000

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

2019: \$ 14,000 2018: \$ 14,000 2017: \$ 14,000

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

All funds will be spent to operate the Island Explorer transit system. 43% salaries; 10% Benefits

Paul G Murphy 2/3/2020
Signature of Requester Date of Request

Paul Murphy Executive Director

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Eastern Area Agency on Aging
Mailing Address: 240 State Street
Brewer, ME 04412
Phone Number: 207 941-2865
Contact Person: Dyan Walsh
Contact Email: dwalsh@eaaa.org
Gross operating budget: 3,341,428
Gross payroll: 1,739,546
Salary and other compensation of highest paid employee: \$92,976
Salary and other compensation of lowest paid employee: \$6,864
Number of Paid Employees: 31 Full Time 6 Part Time
Number of volunteers: 346

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
Please see attached services sheet

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

How many times per month was this service used? 989/12 = 82 times per mo.

What amount is each Mount Desert resident being served charged? \$23.80 EAAA does not charge for most services. The total amount requested from Mount Desert is \$500, divided by 21 residents served is \$23.80 per resident.
EAAA consistently applies for private grants and solicits for donations from private donors as well as holds fundraising events throughout the year.

Town of Mount Desert Budget Questionnaire

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

See attached services sheet

Amount you *are requesting* for FY 2020-2021: \$500

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

2019: \$500 2018: \$500 2017: \$500

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

Funds received from the Town of Mount Desert will provide services through the Commodity
Supplemental Food Program, Family Caregiver Services, Meals on Wheels, Information and Assistance
and Money Minders.



Signature of Requester

1-2-2020

Date of Request

DYAN WALSH Executive DIRECTOR

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire



**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: The Emmaus Homeless Shelter
 Mailing Address: P.O. Box 811
Ellsworth, ME 04608
 Phone Number: (207) 667-3962
 Contact Person: Stacey Herrick
 Contact Email: Director@emmaushelter.org

Gross operating budget: _____
 Gross payroll: _____
 Salary and other compensation of highest paid employee: \$43,000
 Salary and other compensation of lowest paid employee: \$8,000
 Number of Paid Employees: 5 Full Time 5 Part Time
 Number of volunteers: 5

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

Temporary housing for homeless individuals + families
Food Pantry, Produce, Thanksgiving and Christmas food boxes, Toys for Kids Program, Free clothing, Linens and financial assistance.

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

How many times per month was this service used? Undetermined but moving forward we intend to collect this data
 What amount is each Mount Desert resident being served charged? \$0

What are your plans for fundraisers?
Auction, Raffles, Yard Sales, Re-Gift-A-Thon
and make a change Donation Boxes.

With staffing changes we hope to add even more!

Town of Mount Desert Budget Questionnaire

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

All services that were mentioned previously.
All funds go towards operating costs.

Amount you are requesting for FY 2020-2021: \$ 2,053

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

2019: \$ 2,053 2018: \$ 2,053 2017: \$ 2,053

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

100% will go towards operating expenses to fund all programs.

Stacey Herrick
Signature of Requester

1-17-20
Date of Request

Stacey Herrick - Director.
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

FEB - 4 2020

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Families First Community Center
 Mailing Address: PO BOX 951
ELLSWORTH ME 04605
 Phone Number: 207 460 3711 207 812-1645
 Contact Person: Terri Ouellette
 Contact Email: familiesfirstellsworth@gmail.com
 Gross operating budget: SEE ATTACHED SHEET.
 Gross payroll: _____
 Salary and other compensation of highest paid employee: EXEC. Director 50k+ Benefits
 Salary and other compensation of lowest paid employee: Overnight staff stipend
 Number of Paid Employees: 1 Full Time 1 Part Time + room and Board
 Number of volunteers: 6-8

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

Families First Community Center will provide supportive housing to six homeless families with minor children. We will offer direct assistance and educ programs to people on an outreach basis as well.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): _____ we are not yet operational so we can't provide this data yet.

How many times per month was this service used? _____

What amount is each Mount Desert resident being served charged? our services will be at no charge to families. We will serve anyone in Hancock County.
 What are your plans for fundraisers?

annual Dinner 2020 will be year 4!
Last year we did a concert E Paul Sullivan as well as a FLASH in the PAN concert.

Grants & private donations are a large part of our revenues.

Town of Mount Desert Budget Questionnaire

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

these funds will be used to fund our general programming which would include one on one personal assistance, life skills classes. It is our plan to have a casemanager to work with families both in our residential and outreach programs.

Amount you are requesting for FY 2020-2021: \$ 1,000

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

2019: \$ 1,000. 2018: \$ — 2017: \$ —

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

we will use many volunteers all of whom will need safety training to work with families and children. This will allow us to help more people by minimizing the costs of reg. employees.

Theresa Ouellette
Signature of Requester

2/3/20
Date of Request

Theresa Ouellette Board President FFCC.
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Great Harbor Maritime Museum
Mailing Address: PO Box 149
124 Main Street, Northeast Harbor, ME 04675
Phone Number: 207 276 5262
Contact Person: Sydney Roberts Rockefeller
Contact Email: sydr@me.com
Gross operating budget: \$ 25,000
Gross payroll: \$17,185
Salary and other compensation of highest paid employee: \$7,700
Salary and other compensation of lowest paid employee: \$7,700
Number of Paid Employees: 0 Full Time 3 Part Time
Number of volunteers: 12

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

See attached.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): *The bathroom is used hundreds of times per day and is often used by those who don't visit the museum. It is Main Street's only public restroom facility.*
How many times per month was this service used? *see attached*

What amount is each Mount Desert resident being served charged? Entrance is Free. \$3 suggested donation.

What are your plans for fundraisers?

Family Foundations, grants, donations at the door.

Town of Mount Desert Budget Questionnaire

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

See attached

As the only public restrooms on Main Street, these bathrooms are heavily used by area shopkeepers, residents, and visitors. The two are cleaned and restocked at least once a day, and often more than that. In 2019 they were open for

Amount you are requesting for FY 2020-2021: \$ \$5500.00

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

2019: \$ 3,700 2018: \$ 3,500 2017: \$ 3,500

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

nothing from 1983-2016

\$3,500 for salary, supplies for the bathrooms

SRRockefeller

Signature of Requester

February 3, 2020

Date of Request

SYDNEY ROBERTS ROCKEFELLER

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Explain how funds will be used

As the only public restrooms on Main Street, these bathrooms are heavily used by area shopkeepers, residents, and visitors. The two are cleaned and restocked at least once a day, and often more than that. In 2019 they were open for about 4 months and were not closed until after the MDI Marathon. In addition to paying for the cleaning of these public restrooms, these funds help to supply the soap and toilet paper and help purchase cleaning supplies and paint to take care of the facilities.

Description A maritime museum in Northeast Harbor's former firehouse on Main Street; open seasonally but responding to research inquires year-round. The museum mounts exhibits of relating to local maritime history, with new exhibits in 2020 related to the Maine bicentennial, and Mount Desert Island's place in state history, as well a new special-focus exhibit on Mount Desert Rock. The Museum also hosts public programs related to maritime history and ecology, and hosts children's programs for the public, the Northeast Harbor Sailing School, the MDI Community Sailing Center, and the Mount Desert Nursery School. Additionally, the museum operates Main Street's only public restrooms.

Total of MD Residents: 4192 entered the museum, but significantly larger number use the bathroom daily, and it is also used for the Northeast Harbor Road Race, and the MDI Marathon, among other events.

How many times per month: This bathroom is used hundreds of times per day and is often used by those who don't even visit the museum. It is Main Street's only public restroom facilities.

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

FEB - 3 2020

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Health Equity Alliance
Mailing Address: 5 Long Lane, Suite 1
Ellsworth, ME 04605
Phone Number: 207-990-3626 x210
Contact Person: Dana Carver-Bialer
Contact Email: dana@mainehealthequity.org
Gross operating budget: \$2MM
Gross payroll: \$1MM
Salary and other compensation of highest paid employee: \$45K
Salary and other compensation of lowest paid employee: \$45K
Number of Paid Employees: 20 Full Time 2 Part Time
Number of volunteers: 20

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

Throughout our four locations across the state, HEAL strives to create a world where all identities are cele

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

How many times per month was this service used? See above, please.

What amount is each Mount Desert resident being served charged? All services are free of c

What are your plans for fundraisers?

We are constantly innovating and collaborating to secure funding with the constant goal of keeping our serv

Town of Mount Desert Budget Questionnaire

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

The following services will be provided to your residents in the coming year through Health Equity Alliance's

Amount you are requesting for FY 2020-2021: \$500

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

2019: \$500 2018: \$- 2017: \$-

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

100% of funds will directly go to services for our clients: testing supplies, food for our emergency food pantry,

Dana Carver-Bialer, Director of Development

2/2/2020

Signature of Requester

Date of Request

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

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FEB - 3 2020

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Hospice Volunteers of Hancock County
Mailing Address: 14 McKenzie Ave.
Ellsworth ME 04605
Phone Number: 667-2531
Contact Person: Jody Wolford Tucker, Ex. Dir.
Contact Email: jwtucker@hospiceofhancock.org
Gross operating budget: \$ 293,291.00
Gross payroll: \$ 223,676.00
Salary and other compensation of highest paid employee: \$ 64,602.00
Salary and other compensation of lowest paid employee: \$ 29,966.00 (4-day/wk emp)
Number of Paid Employees: 3 Full Time 1 Part Time
Number of volunteers: ≈ 100 trained direct service volunteers
& ≈ 100 behind-the-scenes volunteers (office, events, etc.)

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
Patient Care + Caregiver Support; Bereavement Support;
Community Education; Equipment Sharing; Evensong singers.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 4 Patient (+ their caregivers)
20 Bereavement clients (not the same population)
How many times per month was this service used? ≈ 4 each (1x/wk avg)

see letter for county totals

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

What are your plans for fundraisers?
Hospice Regatta of Maine
Dinner Parties for a Cause
Direct-ask Appeals
And we just learned that we are this year's Ellsworth Rotary Club Charity Auction partner.

RECEIVED

Town of Mount Desert Budget Questionnaire

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

- Volunteer Training and Support
- Patient Care + Caregiver Support
- Bereavement (Grief) Support
- Community Education

Amount you are requesting for FY 2020-2021: \$ 1500.⁰⁰

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

2019: \$ 1500.⁰⁰ 2018: \$ 1500.⁰⁰ 2017: \$ 1000.⁰⁰

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

We will recruit, train & support our corps of volunteers who are prepared to offer compassionate care to those living with life-limiting illness & to their caregivers; Bereavement support to those who are grieving and community education. Per most recent audit = Program = 85% of budget and Admin + Fundraising = 15%

M. J. (Jody) Whitford Tucker
Signature of Requester

2/3/2020
Date of Request

M. J. (Jody) Whitford Tucker, Exec. Dir.
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.



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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Island Connections
Mailing Address: 93 Cottage Street, Suite 101, Bar Harbor, ME 04609

Phone Number: 207-288-4457
Contact Person: Doreen Willett

Contact Email: director@islconnections.org

Gross operating budget: \$ 170,524

Gross payroll: \$ 108,640

Salary and other compensation of highest paid employee: \$ 58,884

Salary and other compensation of lowest paid employee: \$ 24,000

Number of Paid Employees: 3 Full Time 1 Part Time 2

Number of volunteers: Approximately 100

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

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

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 63 – this number does not include meal delivery for the Meals on Wheels Program recipients; Island Connections doesn't have a list of recipients – that data is held by the MDI-Ellsworth Housing Authority and the Eastern Area Agency on Aging.

How many times per month was this service used? 22-40 x per month

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

What are your plans for fundraisers?

In 2020, we have the following fundraisers scheduled: 4th Annual Chowder & Chili Chowdown for Rides, January 2020; Annual Dine-Around Day, July 2020; 5th Annual Running for Rides Mary Parker Memorial 5K Race, October 2020 and the 4th

Town of Mount Desert Budget Questionnaire

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

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

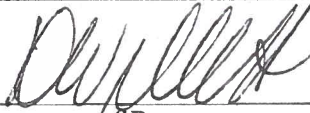
Amount you are requesting for **FY 2020-2021**: \$ 2,500

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

2019: \$ 2,500 2018: \$ 2,000 2017: \$ 2,000

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

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



Signature of Requester

1/30/20

Date of Request

Doreen Willett, Executive Director

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date:

February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review:

February 18, 2020

Organization Name	Island Housing Trust	
Mailing Address:	P.O. Box 851	
	Mount Desert, ME 04660	
Phone Number:	207-244-8011	
Contact Person:	Marla O'Byrne, Executive Director	
Contact Email:	mobyrne@islandhousingtrust.org	
Gross operating budget:	\$531,000.00	
Gross payroll:	\$196,195.00	
Salary and other compensation of highest paid employee:		\$46,954
Salary and other compensation of lowest paid employee:		\$46,954
Number of Paid Employees:	2 Full Time	Part Time
Number of volunteers:	40	

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

IHT promotes viable, year-round communities by advancing year-round housing on MDI. IHT holds covenants on 14 properties, with 44 residents, in the Town of Mt. Desert. Last year we sold three houses in Mt. Desert to new owners (NE Harbor and 2 in Somesville), and explored 7 new projects.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 50+

How many times per month was this service used? ongoing

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

What are your plans for fundraisers?

IHT sends two appeals per year; produces two newsletters; holds 2-3 small events to gather anywhere from about MDI's year-round housing issues and IHT's work; and we meet to talk with donors and prospective donors throughout the year.

Town of Mount Desert Budget Questionnaire

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

IHT will use funding from the Town to help qualified applicants to bridge financing gaps, as part of IHT's Home Ownership Assistance Program. HOAP applicants identify a property to purchase, negotiate a fair price, and apply for assistance to meet their down payment requirements, agreeing to covenants on their home. Typical HOAP funding is \$20,000-\$30,000; covenants ensure affordability for future owners.

Amount you are requesting for FY 2020-2021: \$7,500

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

2019: \$7,500 2018: \$5,000 2017: \$114,600 (land)

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

100% of the funds IHT receives from the Town of Mount Desert will go directly toward a Home Ownership Ass (HOAP) project. In most cases, the funding directly fills the gap in financing needed to make a down payment on a house purchase. HOAP funding is typically \$20,000-\$30,000. The \$7,500 requested from Mount Desert will place another working family in a year-round house on MDI, and will ensure that the house remains affordable for future year-round home buyers who work on MDI.

Marla S. O'Byrne
Signature of Requester

1/27/20
Date of Request

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

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: The LifeFlight Foundation
Mailing Address: PO Box 899
Camden, ME 04843
Phone Number: (207) 230-7092
Contact Person: Tori Bathgate, Development Assistant
Contact Email: vbathgate@lifeflightmaine.org
Gross operating budget: Please see attached budget
Gross payroll: _____
Salary and other compensation of highest paid employee: _____
Salary and other compensation of lowest paid employee: _____
Number of Paid Employees: 6 Full Time 0 Part Time
Number of volunteers: 100+ depending on the event

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

LifeFlight of Maine is the primary provider of critical care air and ground transportation services throughout the State of Maine. Critical care services are supplied directly to patients at emergency scene calls in support of local EMS and public safety crews, and also within hospital emergency departments and critical care units.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 13 in FY2019 (July 2018 - June 2019)

How many times per month was this service used? Varies - more in summer months
Average cost of transport is _____
What amount is each Mount Desert resident being served charged? \$15,000. However LifeFlight bills insurances like a hospital emergency department.

What are your plans for fundraisers?
LifeFlight hosts a fundraising golf tournament once (sometimes twice) a year, and the proceeds support the Crew Education Fund. LifeFlight also hosts the Islesboro Crossing, a 5k swim from Northport to the island of Islesboro. The proceeds from the swim support our Aircraft Replacement Fund, to replace our two oldest helicopters, Echo Mike and Charlie Mike.

Town of Mount Desert Budget Questionnaire

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

LifeFlight will continue to provide emergency critical care and transport for all patients from, working in, and visiting Mount Desert. Support from towns in Maine is specifically used for the aircraft replacement fund unless otherwise requested by the town.

Amount you are requesting for FY 2020-2021: \$ 1,000.00

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

2019: \$ 1,000 2018: \$ 1,000 2017: \$ 1,000 - Thank you!

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

Any funding received from Mount Desert will be put into a fund for aircraft replacement.

VBathgate
Signature of Requester

February 3, 2020
Date of Request

Victoria Bathgate, Development Assistant
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

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FEB - 3 2020

THE TOWN OF MOUNT DESERT

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: MDI Community Campfire Coalition
Mailing Address: C/o The Neighborhood House
P.O. Box 332, Northeast Harbor, ME 04662
Phone Number: 207.276.5039
Contact Person: Anne-Marie Hart
Contact Email: annemarie@theneighborhoodhouse.com

Gross operating budget: \$30,000 to \$40,000 depending upon the # of requests, fuel prices, temps for the season
Gross payroll: \$0
Salary and other compensation of highest paid employee: \$0
Salary and other compensation of lowest paid employee: \$0
Number of Paid Employees: N/A Full Time N/A Part Time
Number of volunteers: N/A

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

The Coalition provides heating assistance to qualifying households on MDI and the outer islands. Each household receives 100 gallons of heating fuel or the equivalent in wood, electric, propane, k2, etc.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 29 last. 35 this year.

29 DURING 2018-2019 HEATING SEASON. 35 SO FAR

How many times per month was this service used? N/A one time each season per household

THIS SEASON.

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

What are your plans for fundraisers?

We do an appeal mailing each fall.

We apply for various grants.

We request \$3,000 from each municipality annually.

Town of Mount Desert Budget Questionnaire

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

100% of any funds received from the Town will purchase heating fuel or the equivalent in electric, wood, propane, k2, etc.

Amount you are requesting for FY 2020-2021: \$ 3,000

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

2019: \$ 3,000 2018: \$ 3,000 2017: \$ 3,000

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

100% will purchase 100 gallons of heating fuel per household or the financial equivalent in electric, wood, propane, k2, etc.

Anne-Marie Hart

Signature of Requester

February 3, 2020

Date of Request

ANNE-MARIE HART, EXECUTIVE DIRECTOR

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).



Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2020-2021 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: Mount Desert Chamber of Commerce
Mailing Address: PO Box 675, Northeast Harbor ME 04662
Phone Number: 207-276-5040
Contact Person: Micki Sumpter
Contact Email: director@mtdesertchamber.org

Gross operating budget: \$80,000
Gross payroll: \$44,000
Salary and other compensation of highest paid employee: \$26,000
Salary and other compensation of lowest paid employee: \$12/hr
Number of Paid Employees: Full Time 5 Part Time
Number of volunteers: 6 Board Members and 35 Outside Volunteers

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

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): We assisted over 18,000 visitors, 100 member businesses.

How many times per month was this service used? 12

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

What are your plans for fundraisers? The Chamber continues to develop new products to attract additional membership to build a sustainable revenue source. Additionally, sponsorship opportunities have been reworked to be more attractive to businesses.

Town of Mount Desert Budget Questionnaire

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

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

Amount you are requesting for FY 2020-2021: \$ 27,500.00

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

2019: \$ 27,500.00 2018: \$ 34,750.00 2017: \$ 48,450.00

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

\$9,500 will partially cover the costs of operating the Visitor Center for the season. \$1,500 will be used to provide free internet year-round to visitors and residents at the Visitor Center. \$2,200 will be allocated to update and install the Town Wayfinding Signs. \$4,000 will be used towards the costs of town events. \$10,300 will be used to partially offset administration costs for management of the Visitor Center.

Lisa Lyn Parsons
Signature of Requester

2-4-20
Date of Request

Lisa Lyn Parsons, President Mount Desert Chamber of Commerce
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

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JAN 08 2020

THE TOWN OF MOUNT DESERT

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2020-2021 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: Mount Desert Island Historical Society
Mailing Address: P.O. Box 653 373 Sound Dr. Mount Desert, ME 04660
Phone Number: 207-276-9323
Contact Person: Raney Bench
Contact Email: raney@mdihistory.org
Gross operating budget: \$290,000
Gross payroll: \$180,000
Salary and other compensation of highest paid employee: \$16,000
Salary and other compensation of lowest paid employee: \$16,000
Number of Paid Employees: 1 Full Time 5 Part Time
Number of volunteers: 30+

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

We record, preserve, and share the histories of Mount Desert Island by caring for thousands of artifacts in safe storage at the Sound School House and sharing them with the public.
We maintain two museums and heirloom gardens in the village of Somesville, open to the public, as well as the iconic bridge, a popular destination for residents and visitors alike.
We host educational programs and offer events that share the story of the Island to a wide audience. We offer free on-line resources and a digital archive.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): We do not track this statistic

How many times per month was this service used? We are open M-F 10:00-4:00 and 24/7 on line

What amount is each Mount Desert resident being served charged? No fees are charged. Membership is \$25 by choice

What are your plans for fundraisers?

We have several fundraisers throughout the year, including the annual Strawberry Festival held at the Fire Station in July, the Bean Supper at the High School in January, and through a team on the MDI marathon. We do additional fundraising through private and corporate sponsorships. We also partner with other island non-profits to provide events and opportunities for the community and members.

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JAN 18 2020

Town of Mount Desert Budget Questionnaire

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

We are asking for support for our new exhibit offered in connection with bicentennial for statehood taking place in 2020. "Before 1820" will explore the ways in which we commemorate milestones, what anniversaries mean to our lives today and how we understand the past, and significant impact statehood had on Maine communities living here prior to statehood. In addition to the exhibit, we are asking for continued support to maintain the bridge and gardens, and to enable us to provide a port-a-pottie at the Somesville Museum.

Amount you are requesting for FY 2020-2021: \$2,500

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

2019: \$2,500 2018: \$2,600 2017: \$2,500

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

We ask for the Town's help to defray the following costs for projects at the Somesville campus: \$8,000 for exhibit design, printing, and installation, \$600 for the cost of a public port-a-potty, and \$1200 to maintain the bridge and garden.

Signature of Requester

Date of Request

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

JAN 14 2020

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Mount Desert Nursing Assoc.
 Mailing Address: PO BOX 397
12 Summit Rd, N.E.H.
 Phone Number: 207-276-8440
 Contact Person: Heather Lewis
 Contact Email: heather@mountdesertnursing.org
 Gross operating budget: 860,157.110
 Gross payroll: 586,443.510
 Salary and other compensation of highest paid employee: 85,765.68
 Salary and other compensation of lowest paid employee: 25,792.00
 Number of Paid Employees: 0 Full Time 7 Part Time
 Number of volunteers: 11 Board members, 29 Corporators,
3 office project.

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

See attached

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 27

How many times per month was this service used?

See attached

What amount is each Mount Desert resident being served charged?

See attached

What are your plans for fundraisers?

See attached

Town of Mount Desert Budget Questionnaire

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

See attached

Amount you are requesting for FY 2020-2021: \$ 35,000.00

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

2019: \$ 35,000.00 2018: \$ 35,000.00 2017: \$ 29,000.00

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

See attached

Heather Lewis
Signature of Requester

1/14/20
Date of Request

Heather Lewis Exec. Dir.
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

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

2019 has proven to be busy year with medical needs on the rise. MDI has one of the oldest populations in Maine. As we continue to promote services island wide, we see the need in nearly every town.

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

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

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

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

TOTAL NUMBER OF RESIDENTS SERVED LAST YEAR:

Each patient varies which impacts the number of times a patient is seen. Therefore, we track visits on an annual basis. Last year 776 home visits were made to homecare patients of Mount Desert.

27 Residents received 776 private pay visits with skilled nursing, physical therapy and home health aide services.

35 Medicare beneficiaries received over 839 visits with skilled nursing, physical therapy, occupational therapy and /or home health aide services.

WHAT AMOUNT IS EACH MOUNT DESERT RESIDENT BEING SERVED CHARGED?

	<u>Medicare Rates:</u>	MDNA
<u>Skilled Nursing</u>	\$146.50	\$75.00
<u>Physical Therapy</u>	\$160.14	\$100.00
<u>Occupational Therapy</u>	\$161.24	\$85.00

Home Health Aide

\$66.34

\$25.00

MDNA makes every effort to keep fees for service as low as possible. MDNA uses the Federal Poverty Income Guidelines in assessing payment options on private pay cases.

FREE LOAN CLOSET to Northeast Harbor and expanded communities.

FREE Blood Pressure Clinics monthly offered at the Maple Lane Housing or at MDNA

WHAT ARE YOUR PLANS FOR FUNDRAISERS?

The MDNA Board of Directors and Public Support Committee held its third "Annual MDNA Stethoscope Open" golf tournament at the Northeast Harbor Golf Course in September 2019. The success of this fundraiser allows MDNA to host it as an annual event. We will continue to send out Summer and Fall Appeal and Newsletters and have expanded our mailings to the other service areas. MDNA obtained several grants from the community including the: Lion's Club, Stroud Fund, Hancock County Fund through Maine Community Foundation. MDNA will continue to look for grants and cultivate new donors as we continue to grow and expand our services. In 2019 the Town of BH and SWH contributed financial support to MDNA creating a stronger presence in those communities as well.

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

The services listed above all encompass a physical assessment, medication management and safety evaluations.

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

80% Salaries, 10% benefits, 5% Mileage and 5% general supplies/other.

Respectfully,
Heather Lewis,
Executive Director

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THE TOWN OF MOUNT DESERT

Town of Mount Desert Budget Questionnaire

TOWN OF MOUNT DESERT MANDATORY QUESTIONNAIRE FOR PROPOSED FY 2020-2021 BUDGET REQUESTS

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: The Neighborhood House
Mailing Address: P.O. Box 332, Northeast Harbor, ME 04662
Phone Number: 207.276.5039
Contact Person: Anne-Marie Hart, Executive Director
Contact Email: annemarie@theneighborhoodhouse.com

Gross operating budget: \$676,800
Gross payroll: \$399,163 (includes payroll taxes)
Salary and other compensation of highest paid employee: 92,497
Salary and other compensation of lowest paid employee: \$12/hour
Number of Paid Employees: 4 Full Time 17 Part Time
Number of volunteers: Approx. 50 during a calendar year.

THIS # INCLUDES 12 SEASONAL CAMP COUNSELORS

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

The fundamental purpose of The Neighborhood House is to serve as the community center for the year-round and seasonal residents of the town of Mt. Desert. The center is dedicated to the maintenance and improvement of the community values and spirit of the town.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 2,000 plus YR-ROUND AND SEASONAL BETWEEN OUR OWN PROGRAMS AS WELL AS CIVIC GROUPS, PRIVATE PARTIES, MEMORIAL SERVICES ETC.
How many times per month was this service used? N/A

What amount is each Mount Desert resident being served charged? Varies upon program.

FREE TO \$190/WK FOR SUMMER CAMP AS AN EXAMPLE

What are your plans for fundraisers?

We conduct two appeal mailings per year. We hold a major fundraising event each July.

We apply for various grants. We directly solicit private donors for funding.

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FEB 11 2020
Town of Mount Desert Budget Questionnaire

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

✓ \$50,000 for General Support for upkeep of a heavily used building by all; year-round and seasonal alike.

\$15,000 for Youth Programs which include the after school program and summer day camp.

\$23,000 for Community Events that serve young and old throughout the year.

Amount you are requesting for FY 2020-2021: \$ 88,000

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

2019: \$ 88,000

2018: \$ 88,000

2017: \$ 88,000

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

Please see breakdown above. No Town funds are used for staff benefits or fundraising costs. Town monies directly support programming and the upkeep of a building used by the entire community for an array of purposes.

Anne-Marie Hart

Signature of Requester

February 3, 2020

Date of Request

ANNE-MARIE HART, EXECUTIVE DIRECTOR

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

RECEIVED

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

FEB - 4 2020

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Northeast Harbor Ambulance Service
Mailing Address: PO Box 122
Northeast Harbor, ME 04662
Phone Number: 207-276-2200
Contact Person: Basil Mahaney, Service Chief
Contact Email: basil@nehambulance.org
Gross operating budget: \$254,726
Gross payroll: \$166,202
Salary and other compensation of highest paid employee: \$38,822.50
Salary and other compensation of lowest paid employee: \$12.00
Number of Paid Employees: 0 Full Time 40 Part Time
Number of volunteers: 1

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

The Northeast Harbor Ambulance Service, Inc. is a non-profit ambulance service contracted by the Town of Mt. Desert to provide emergency medical services and transport to the town.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): The ambulance service responded on 306 calls in 2019

How many times per month was this service used? 26 Average

What amount is each Mount Desert resident being served charged? Average cost per call is \$ 277.74

What are your plans for fundraisers?

The ambulance service uses many different fundraising methods including Annual appeal letter, annual family fun walk + road race and a benefit dinner.

Town of Mount Desert Budget Questionnaire

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

These funds will help the ambulance service continue to provide a high quality medical response in Mt Desert. These funds will allow our organization to maintain adequate administrative and file storage at the Mt. Desert Medical Center. It will also help pay excise taxes on our two ambulances.

Amount you are requesting for FY 2020-2021: \$ 10,000.00

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

2019: \$ 10,000 2018: \$ 0 2017: \$ 0

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

These funds will be used to pay for office space at the Mount Desert Medical Center. These rental costs will use roughly 55% of the requested funds. The other 45% of the requested funding will be used to pay state of Maine taxes required to register and operate our two Advanced Life Support (ALS) ambulances.

Signature of Requester

2-1-2020 Date of Request

Basil Mahaney, Service Chief Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Northeast Harbor Library
Mailing Address: PO Box 279, Northeast Harbor, ME 04662

Phone Number: 207-276-3333
Contact Person: Elly Andrews

Contact Email: eandrews@nehlibrary.org

Gross operating budget: \$ 483,000.00
Gross payroll: \$ 311,655.97
Salary and other compensation of highest paid employee: \$ 67,000.00
Salary and other compensation of lowest paid employee: \$ 2,619.50
Number of Paid Employees: 4 Full Time 5 Part Time
Number of volunteers: 15 varies every year

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

The Northeast Harbor Library provides public library services to the residents of the Town of Mount Desert as well as The Cranberry Isles. We also serve as the school library for the Mount Desert Elementary School. We lend books, DVDs, audiobooks, magazines and music for free. We host over 300 programs a year for people of all ages, free and open to everyone. We offer free wi-fi and have 10 public computers open to everyone. We provide free meeting space for community groups and individuals. We have an extensive archives collection that is open to the public and we are also the official town repository for the municipal records.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): It is very hard to calculate this but we had approximately 60,000 visitors come through the doors. I would quessitmate at least 1000 residents being served at least once.

How many times per month was this service use?

This is hard to be totally accurate but we loaned out 39, 252 items last year and we had 544

Town of Mount Desert Budget Questionnaire

programs with 11,010 attending. (This includes the student classes)

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

What are your plans for fundraisers?

We try and raise \$ 180,000 a year to fund our operation expenses by sending out two appeal letters a year. In addition, we apply for various grants and also have a book sale room which generates additional income.

Town of Mount Desert Budget Questionnaire

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

We will use the \$ 20,500.00 to provide programming for people of all ages. We will also use the funds to acquire books, DVDs, audios and newspapers and magazines. We will use a portion for staff in implement these programs.

Amount you *are requesting* for **FY 2020-2021**: \$ 20,500.00

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

2019: \$20,500.00 2018: \$20,500.00 2017: \$20,500

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

I foresee, if awarded the funding, that 40% will be spent on programming and staff and 60% (\$12, 300) on book, DVD, audio, magazine and newspaper acquisitions.

Signature of Requester

Date of Request

Eleanor B. Andrews, Library Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: *Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).*

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

JAN 30 2020

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Northeast Harbor Village Improvement Society
Mailing Address: C/O Jerome Suminsby, President
P.O. Box 722, Northeast Harbor, ME 04662
Phone Number: 207-276-5424
Contact Person: Jerome Suminsby, President
Contact Email: jhs@knowappr.com
Gross operating budget: \$30,759
Gross payroll: \$0
Salary and other compensation of highest paid employee: \$0
Salary and other compensation of lowest paid employee: \$0
Number of Paid Employees: 0 Full Time 0 Part Time
Number of volunteers: 4+

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

Maintain village connector trails, publish maps, maintain vistas of Northeast Harbor and Somes Sound

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

How many times per month was this service used? Public use (unknown)

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

What are your plans for fundraisers?

Direct appeal to year-round residents, summer residents, and public

Town of Mount Desert Budget Questionnaire

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

Free hiking maps to public, bush hogging and cutting to maintain vista of harbor and Somes Sound

Amount you are requesting for FY 2020-2021: \$ \$5000.00

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

2019: \$ \$5000.00 2018: \$ \$5000.00 2017: \$ \$5000.00

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

100% towards maps, maintain vistas and trails


Signature of Requester

1/27/20
Date of Request

Jerome Suminsby, President

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: VNA Home Health Hospice d/b/a Northern Light Home Care & Hospice
Mailing Address: 50 Foden Road, Suite 1
South Portland, ME 04106
Phone Number: 800-757-3326
Contact Person: Colleen Hilton, President / Jackie Welsh Director of Philanthropy & CR
Contact Email: hiltonc@northernlight.org / jwelsh@northernlight.org

Gross operating budget: \$52,586,892
Gross payroll: \$31,228,774
Salary and other compensation of highest paid employee: **
Salary and other compensation of lowest paid employee: **
Number of Paid Employees: 555 Full Time ** Part Time
Number of volunteers: 248

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

Northern Light Home Care & Hospice provides health services to those at home recovering from illness or surgery and hospice services to those no longer seeking curative treatment. Services are provided by skilled clinicians (nurses, rehabilitation therapists, home health aides, and social workers and if on hospice spiritual counselors and volunteers.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 12

How many times per month was this service used? 346 visits were made to 12 patients

What amount is each Mount Desert resident being served charged? Services are covered by insurance

What are your plans for fundraisers?

We send out two annual appeals, and a fall and spring newsletter with a donation reply envelope. We also have strong memorial giving program and seek grants from various foundations. Fundraising events take place on occasion and are provided by community members and volunteers.

Town of Mount Desert Budget Questionnaire

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

Your residents will receive care at home from our nurses, home health aides, social workers and rehabilitation therapists. If hospice services are needed we will also provide spiritual counseling, bereavement care and trained volunteers. As mentioned below, care is provided regardless of ability to pay, insured or uninsured.

Amount you are requesting for FY 2020-2021: \$ 1,200

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

2019: \$ 1,200 2018: \$ 1,200 2017: \$ 1,200

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

Northern Light Home Care & Hospice provides care regardless of ability to pay, insured or uninsured. Funds provided by the Town of Mount Desert are used to offset the cost of care. Although we are reimbursed by Medicare and MaineCare this does not cover the full cost of care. MaineCare reimburses at 50% of the cost of care. We do not use the funds for salary and benefits.

Signature of Requester

Date of Request

Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

**Salary Information

	\$/Hour	Annual	Benefits & Taxes	Total
Highest Pd	\$81.11	\$168,708.80	\$42,177.20	\$210,886.00
Lowest Pd	\$12.80	\$23,961.60	\$5,990.40	\$29,952.00

55 part time employees working less than 30 hours per week.
91 per diem employees

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Town of Mount Desert Budget Questionnaire

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TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Seal Harbor Library Association
Mailing Address: P O Box 135
Seal Harbor, ME 04675
Phone Number: 207-276-5306
Contact Person: Mary Silverman
Contact Email: sealharbor1@yahoo.com
Gross operating budget: \$ 22,000
Gross payroll: \$ 5,000
Salary and other compensation of highest paid employee: \$ 4000
Salary and other compensation of lowest paid employee: \$ 1000
Number of Paid Employees: 0 Full Time 2 Part Time
Number of volunteers: 10 +/-

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

The Library provides year round services lending books, periodicals and visual materials. we provide Children's programs via story time + Crafttime, book club in the summer as well as historical archives for various clubs + organizations

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 300 +/-

July + August - 6 days/week
Sept - June - 2 days/week

How many times per month was this service used?

What amount is each Mount Desert resident being served charged? No Charge

What are your plans for fundraisers?

Annual appeal letter, Annual Summer Book Sale + Fair.
Any special fundraising events throughout the year and
small grants when available.

Town of Mount Desert Budget Questionnaire

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

The Town funds is used to purchase books and materials for the Childrens Programs and assist in the operating expenses and building maintenance, if needed.

Amount you are requesting for FY 2020-2021: \$ 4,000.⁰⁰

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

2019: \$ 4,000.⁰⁰ 2018: \$ 4,000.⁰⁰ 2017: \$ 4,000.⁰⁰

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

Operating 50%
Book Purchase 30%
Employee Salaries 20%

Mary Silverman
Signature of Requester

1-9-2020
Date of Request

Mary Silverman
Printed Name and Title of Requester

Librarian

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Seal Harbor Village Improvement Society
Mailing Address: P.O. Box 369
Northeast Harbor, ME 04662
Phone Number: 207-276-5481
Contact Person: Deborah S. Brown
Contact Email: drbrown431@roadrunner.com

Gross operating budget: \$157,329
Gross payroll: \$90,000
Salary and other compensation of highest paid employee: \$39,119
Salary and other compensation of lowest paid employee: \$39,119
Number of Paid Employees: 3 Full Time 2 Part Time
Number of volunteers: Directors and Officers, 26

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

Seal Harbor VIS is the caretaker of Mt. Desert properties in Seal Harbor. ie: the Beach, Village Green, the Comfort Station, Parking Lots, Turnouts, Monuments, and publicly accessible trails and pathways.

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

How many times per month was this service used? Daily

What amount is each Mount Desert resident being served charged? No Charge

What are your plans for fundraisers?
Fund raising appeal letters.

Town of Mount Desert Budget Questionnaire

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

The VIS will continue to serve the community by maintaining and improving the Town of Mt. Desert property in Seal Harbor.

Amount you are requesting for **FY 2020-2021**: \$ 50,000

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

2019: \$ 45,000.00 2018: \$ 40,000.00 2017: \$ 36,000.00

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

See Attached Budget

Deborah A Brown 1/27/2020
Signature of Requester Date of Request

Deborah S. Brown, Secretary/Treasurer
Printed Name and Title of Requester
for: Seal Harbor Village Improvement Society

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

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Seal Harbor V.I. S.

Actual vs Budget

Year ended
6/30/2019 Year ended
6/30/2020

Actual Budget

<u>Income</u>		
500- Contribution Income		
500 A- Unrestricted	94,906	95,000
500 B- Bequest		
Total 500 - Contributions Income	94,906	95,000
505 - Grant Income	40,000	50,000
511 - Event Income	0	0
525 - Interest & Dividend Income	5,887	0
		*

Total Income **140,793** **145,000**

<u>Expenses</u>			
Total 600 - Payroll Expenses	81,958	90,000	57%
601 - Materials, supplies and outside	8,495	13,500	9%
609 - Administrative Expense	5,035	5,500	3%
620 - Insurance	30,545	40,000	25%
625 - Depreciation	4,330	4,329	3%
635 - Professional Fees	3,848	4,000	3%
660 - Miscellaneous, Advertising	714	0	0%
661 - Event Expense	4,792	0	0%
<u>Total Expense</u>	139,717	157,329	

Net Income **1,076** **-12,329** **3%**

* Includes \$3000 for Comfort Station Expense and increases in employee benefits, i.e. health insurance

Transmittal Memo

To: Town of Mount Desert

From: Alex Stephens, President and Deborah Brown

RE: Town of Mount Desert Grant to the Seal Harbor Village Improvement Society

Enclosed you will find the VIS's application for the 2020 grant which includes:

1. Grant Application
2. VIS budget for 2020
3. VIS Accountant's Report

You will note on the application and on budget, that the VIS is requesting a grant increase of \$5,000 to help cover rising health insurance costs as well as the cost of employee maintaining and supplying the Comfort Station at the Seal Harbor Beach.

Please let me know if you need any additional information or if you have any questions.



Deborah S. Brown
Secretary/Treasurer and Director

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date:

February 4, 2020

Board of Selectmen and Warrant Committee

Meeting Date to Review:

February 18, 2020

Organization Name: Somesville Library Association
Mailing Address: P.O. Box 280
MOUNT DESERT, ME 04660
Phone Number: 207-244-7404
Contact Person: KAROL HAGBERG, ACTING PRESIDENT
Contact Email: karolhagberg@me.com
Gross operating budget: \$36,425.00
Gross payroll: \$15,000.00
Salary and other compensation of highest paid employee: \$13,555.00
Salary and other compensation of lowest paid employee: N/A
Number of Paid Employees: Full Time 1 Part Time
Number of volunteers: 21 Board members who also serve as volunteers, plus several community "friend."
Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert: The Somesville Library manages + maintains a free library, open to the public 10 hours each week for the loan of books and internet connectivity. We have a wonderful children's room and now serve as the local library for the community school. We offer children's programs and soup + bread community dinners during the fall, winter + spring.
Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): _____
How many times per month was this service used? 20-30 times per month. Library hours are 9-2 on Saturdays; 1-6 on Wednesdays year around + Mondays in the summer from 1-4 pm. Many groups use the library at other times.
What amount is each Mount Desert resident being served charged? No fees are charged
What are your plans for fundraisers?
① Our Annual Book + Blueberry, Crafts + Bake Sale will be Aug. 8, 2020
② Hard covers + Paperback books are on sale during open hours
③ Our Annual Appeal is held in November each year
④ During 2020 we will be planning for our 125th anniversary year in 2021 - many events plus an endowment fund campaign to enhance our small investment fund.

Town of Mount Desert Budget Questionnaire

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

The funds we receive from the Town will go in to our operating fund to be used for books, supplies, salary, and programming costs and general Building & grounds maintenance - All of which continue to increase.

Amount you are requesting for FY 2020-2021: \$ 11,000

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

2019: \$ 9,000 2018: \$ 9,000 2017: \$ 9,000

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

30% Books, supplies, programming
30% salary increase + operating costs (utilities etc)
40% Building & grounds maintenance

KAROL A. HAGBERG
Signature of Requester

1/27/2020
Date of Request

KAROL A HAGBERG, ACTING PRESIDENT - BOARD OF TRUSTEES
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

RECEIVED

JAN 16 2020

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS

THE TOWN OF
MOUNT DESERT

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: Somesville Village Improvement Society
Mailing Address: PO Box 53
Mount Desert, ME 04660
Phone Number: 207-266-0639
Contact Person: Thomas Fernald
Contact Email: thomasjferald@gmail.com
Gross operating budget: \$10,000
Gross payroll: - 0 -
Salary and other compensation of highest paid employee: - 0 -
Salary and other compensation of lowest paid employee: - 0 -
Number of Paid Employees: - 0 - Full Time - 0 - Part Time
Number of volunteers: 7

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert:
Maintaining the beauty of the Village of Somesville that includes painting the bridge, planting flower boxes, clearing brush for opening vistas.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): any resident who travels on Route 102

How many times per month was this service used? Daily

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

What are your plans for fundraisers?
Annual Appeal solicitation.

Town of Mount Desert Budget Questionnaire

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

Repair of bridge on Route 102; painting bridge following repair.

Amount you are requesting for FY 2020-2021: \$ 3,000

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

2019: \$ 3,000 2018: \$ 2,500 2017: \$ 2,500

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

Repair and painting of bridge on Route 102. 50% materials and labor 50% paint and labor

Thomas J. Fernald Signature of Requester

1-16-20 Date of Request

Thomas J. Fernald, Treasurer Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 18, 2020

Organization Name: SPCA of Hancock County
Mailing Address: 141 Bar Harbor Rd.
Trenton, ME 04605
Phone Number: 207 667 8088
Contact Person: Nichole Redmond
Contact Email: spcahc.ed@gmail.com
Gross operating budget: \$638,895
Gross payroll: \$370,411
Salary and other compensation of highest paid employee: \$85,000
Salary and other compensation of lowest paid employee: \$27,960
Number of Paid Employees: 8 Full Time 3 Part Time
Number of volunteers: 110

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

The SPCA of Hancock County accepts homeless animals from residents of Hancock county. They can be relinquished by owners or abandoned. We provide care and veterinary care. Pets are adopted to local residents. We also provide financial assistance for spay/neuter and vet care for pets of local residents. In addition, we provide a pet food pantry, humane education and other aid.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): We do not currently have the ability to report on where our adopters or surrenders reside. We do not require pet food pantry customers, or those requesting help to register.

How many times per month was this service used? we are open 5 days a week all year.

What amount is each Mount Desert resident being served charged? The only fees we require are adoption fees \$90-\$150 cat/kittens and \$300-\$150 puppies/dogs.

What are your plans for fundraisers?

We have a fundraising Dinner with auction - wine and whiskeys in the summer; a 5k in the fall and 2 mail appeals during the year.

Town of Mount Desert Budget Questionnaire

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

Any funds would be used to cover expenses of animals that require care such as a litter of very sick kittens that we accepted a few months ago from the Asticou. The kittens required a great deal of care but recovered and were adopted.

Amount you are requesting for FY 2020-2021: \$ 1,000

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

2019: \$ 0 2018: \$ 0 2017: \$ 0

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

100% Direct animal care

Nicholas Redmond
Signature of Requester

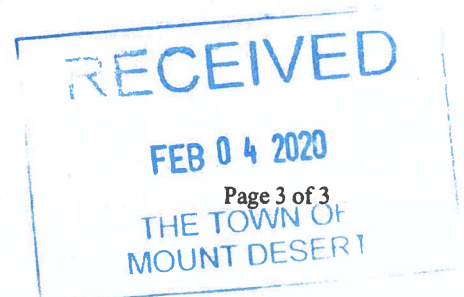
2/4/20
Date of Request

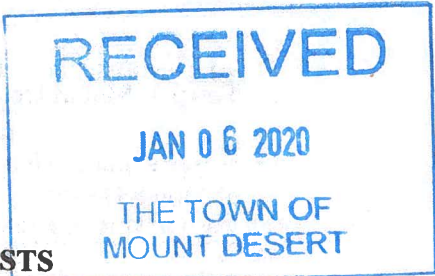
Nicholas Redmond Executive Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor** in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).





**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2020-2021 BUDGET REQUESTS**

Questionnaire Due Date: February 4, 2020

Board of Selectmen and Warrant Committee Meeting Date to Review: February 18, 2020

Organization Name: WIC Program
Mailing Address: 248 State St. Suite 3A, Box #10
Ellsworth, Maine 04605
Phone Number: 207-667-5304
Contact Person: Tawney Jacobs

Contact Email: tjacobs@mainefamilyplanning.org

Gross operating budget: \$404,530
Gross payroll: \$262,027
Salary and other compensation of highest paid employee: \$10,920
Salary and other compensation of lowest paid employee: \$10,920
Number of Paid Employees: 5 Full Time 2 Part Time
Number of volunteers: 0

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

WIC provides income-eligible families, including foster and adoptive families with vouchers to purchase healthy foods, health screenings, free books and nutrition education. We also provide access to 3 certified lactation counselors for breastfeeding promotion and support.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 15

How many times per month was this service used? 15

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

What are your plans for fundraisers?
WIC requests \$45 per participant per town each year. We are also seeking grants.

Town of Mount Desert Budget Questionnaire

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

Travel to MDI to reach clients, books for children, training for staff and educational materials.

Amount you are requesting for FY 2020-2021: \$ 675

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

2019: \$ 495 2018: \$ 0 2017: \$ 0

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

Travel - 50%

Books - 25%

Training / educational materials - 25%

Tawney Jacobs
Signature of Requester

1/2/2020
Date of Request

Tawney Jacobs - WIC Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at 6:30 p.m., Tuesday, February 18, 2020, in the Meeting Room, Town Hall, 21 Sea Street, Northeast Harbor in order for the request to be considered. Attendance is also recommended at the May 5, 2020 Annual Town Meeting beginning at 6:00 p.m. in the Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor.

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

Special Note: Your organization is no longer required to submit an invoice for payment if your request is approved at the Annual Town Meeting; rather, the Treasurer will make payment as soon as cash flow permits within the first three months of the fiscal year (or by September 30, 2020).



Town of Mount Desert

MEMORANDUM

TO: Board of Selectmen FROM: Kathryn A Mahar, Treasurer

SUBJECT: Scholarship & Stipend Recommendations DATE February 11, 2020

RECOMMENDATION:

I recommend that the Board of Selectmen authorize the Mount Desert Regional High School to grant the following Stipend and Scholarship:

- Horace and Mary Reynolds Stipend in the amount of \$200.00
- Frank F. Stanley Trust Scholarship in the amount of \$100.00

BACKGROUND:

At a special town meeting on September 16, 1970, the Town accepted a gift of \$1,000 from Horace R. and Mary P. Reynolds to be held in trust used to fund the perpetual care of lots 83 and 84 in the Forest Hill Cemetery at Northeast Harbor, and to provide any unexpended income annually to be awarded to a member or members of the graduating class of Mount Desert Island Regional High School. This gift was increased by \$5,000 in 1973 and by \$3,509.69 in 1976 through bequests from the Reynold's estate.

At a special town meeting held in May 1966, the Town voted to accept a gift of \$3,000 to be held in trust from Frank F. Stanley. The proceeds of this trust are to be used annually, \$50 going to the maintenance of the Frank F. Stanley Athletic Field in Northeast Harbor (We assume this is the field at the elementary school.); \$100 for a scholarship to a member of the graduating class of the Mount Desert Island Regional High School; and the balance of the income for the maintenance of the infield at the Frank F. Stanley Athletic Field.

These funds have been placed in the Municipal Investment Trust Fund (Fund 500) and the investment has been placed with the Trust Services Department at Bar Harbor Bank and Trust.

ANALYSIS

As of the end of December, the values of the trusts are:

	<u>Trust Balance</u>	<u>Expendable</u>
Horace R. and Mary P. Reynolds	\$14,250.29	\$ 954.23
Frank F. Stanley	\$ 6,897.31	\$ 2,598.94

As trustees of the funds, the Town is responsible for maintaining the principal amounts of the bequests, which has been done. Last year the Board approved \$200 from the Horace and Mary Reynolds Trust for stipends. Due to continuing positive returns, I am recommending that \$200 be authorized this year. The Frank Stanley Trust stipulates \$100 be released as a scholarship.

Last year, the Horace and Mary Reynolds Trust Stipend of \$200 was awarded to Dawson Burnett and the Frank Stanley Trust Scholarship of \$100 was awarded to Chase McGee.



Town of Mount Desert

Treasurer's Office

MEMORANDUM

TO: BOARD OF SELECTMEN FROM: Kathryn A Mahar
SUBJECT: DOE Audit Report Extension DATE: February 14, 2020

Attached is a Department of Education letter regarding the late status of our audit. The annual audits are due at the Department of Education no later than December 30th each year. The Superintendent's may file a request for an extension, however, if an extension is not filed/granted and the audit is not submitted by March 9th the State will withhold the educational Subsidy to the Town.

We have received this notice each year since 2014 and the Superintendent's office has filed and received an extension each year. The educational subsidy has never been withheld and the audits have been electronically filed by our auditors on our behalf immediately upon their finalization.

This year our audit process was exceptionally delayed by my eight-week absence last summer but primarily it was delayed by the poor implementation of the Munis Tax and Cashiering modules in our software. The Tax Collector and I have spent untold hours unsnarling the errors made by the incorrect set up of the Tax module along with sifting through the detail postings of the Cashiering module. We have had to trace six months of payments made on our 2600+ tax accounts (some of which have ten monthly payments) and then make a myriad of journal entry adjustments to bring our Taxes Receivable into balance.

Since, July 1st of this fiscal year, we have been able to re-establish the reconciliation of all accounts on a monthly or quarterly basis and we expect to be in an excellent position for year-end this June.

However, the complexity of our software and our staff time makes it difficult, in the best of times, to meet an audit schedule that would comply with the December 30th DOE deadline. It also impacts our ability to meet the Town Report and Town Meeting deadlines.

In prior years, our audit engagement was completed in late December or early January and the financials were presented in the first week of April. This year, our last audit engagement day will be February 27th and the school's last engagement day was February 12. However, we are still in hopes (with extra consideration by the auditors) to meet the Town Report deadline for this year.



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

February 6, 2020

Kathryn A. Mahar, Treasurer
PO Box 248
Northeast Harbor, ME 04662

Dear Ms. Mahar:

In accordance with Maine Education Statute [20-A MRSA §6051 \(1\)](#) municipal financial audits for the fiscal year ending June 30, 2019 were due to the Department of Education no later than December 30, 2019. To date we have not received a copy of the audit report for the town of Mount Desert. If we do not receive the audit by March 9, 2020 we will begin to withhold the School's State subsidy per [20-A MRSA §6801-A \(2\)](#) beginning with the next subsequent payment.

It is the Superintendents responsibility to request audit deadline extensions and/or exceptions. The forms are available online at this link: <https://www.maine.gov/doe/funding/fiscalreview>

Please submit your annual audit or extension to:

DOE.audit@maine.gov

or

Stephanie Clark
Department of Education
23 State House Station
Augusta, Maine 04333-0023

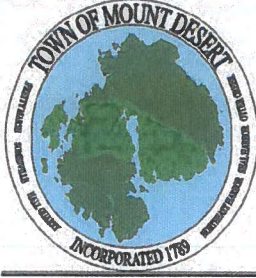
Thank you for your attention to this matter. If you have any questions or concerns you may call me, at 624-6807 or e-mail DOE.Audit@maine.gov.

Sincerely,

A handwritten signature in blue ink that reads "Stephanie Clark".

Stephanie Clark
Fiscal Review & Compliance Team
School Finance & Operations

cc: Superintendent Gousse



Town of Mount Desert

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

Telephone 207-276-5111

Fax 207-276-5732

Web Address www.mtidesert.org

firechief@mtidesert.org

Memo

To: Durlin Lunt, Town Manager
From: Mike Bender, Fire Chief
CC: Tony Smith, Public Works Director, Basil Mahaney, Crew Chief, NEH Ambulance
Date: February 21, 2020
Re: Progress Report – Northeast Harbor Fire Station Expansion Conceptual Plans

Enclosed are copies of the first conceptual plans for the possible expansion of the Northeast Harbor fire station. We asked Hedefine Engineering & Design (Hedefine) to provide us with two options for expansion, one adding on to the existing first floor outward (south) into the present parking lot (Option 1) and the other by building a second story on the existing truck bay footprint, with an additional truck bay added to the west side of the building (Option 2). Please see the enclosed concept plans at the end of this report. Full-size plan sheets will be available at the Selectboard meeting on February 24th. The concept plans for both options presented show a floor plan, an elevation view, and a satellite view with traffic flow to better visualize the scope and sightlines of the respective options. At the 11th hour we did identify a third option that will be discussed below.

The enclosed concept plans were developed by Hedefine with input from the Fire Chief, the Public Works Director, and the Service Chief of the Northeast Harbor Ambulance Service. The goal was to address the immediate needs of the services in providing living quarters for 24/7 staff while planning for the future needs of each service for the next 20 to 30 years. The Board should keep in mind that if directed to move forward with this project, the finalization of detailed building floor plans will be done during the subsequent surveying, designing and permitting, phases of the project. Both options include vehicle bays sized in accordance with the dimensions of larger trucks now being built by manufacturers to accommodate new vehicles when existing vehicles are replaced in the future. They both also include separate potentially toxic and non-toxic areas of the building by having decontamination and similar facilities accessible directly from the vehicle bay area. They also include operational, administrative and staff support spaces with designated living quarters areas.

Option 1 (Please see the enclosed concept plans)

Option 1 shows converting the existing truck bays into space for storage, working and living areas as briefly described above. A one-story addition would be added to the south side of the existing fire station truck bays, essentially a one-story extension of the building. This addition to the building will include truck bays for both fire and ambulance equipment and trucks. This option would encroach on the existing paid and the leased Cranberry Isles parking. The review and development of this option would consider identifying new parking spots to take the place of the displaced ones. This option would also require reconfiguring the parking lot to allow for more efficient fire truck and ambulance traffic flow to and from the station. Sketch C-1 is enclosed showing an idea of what the traffic flow might entail. The advantage to this selection is it would

allow for future expansion if necessary, as the consolidation of MDI fire departments is further considered.

Option 2 (Please see the enclosed concept plans)

This second option adds a fourth truck bay to the west side (Gray Cow parking lot side) of the existing bays and adds a second story over all four bays. Raising the roof like this would correspondingly change the rooflines of the municipal building. This fourth bay in this location was considered when the building was being planned in the 1980's but was never built. If this option was selected for implementation, the fire trucks and ambulance would still be parked on the ground floor with the living quarters, etc. described in Option 1 being built on the second floor. This option would require we add a second elevator to the building to accommodate ADA requirements. We looked at using the existing elevator to access the second floor of the renovated fire station but were not able to identify a way to do so without severely disrupting the second floor of the town office. We were also not able to restrict access to and from the renovated fire department to the second floor of the town office. The traffic flow for this option should not change. See the enclosed Sketch C-2 reflecting no change in traffic patterns.

Option 3

A third option that we identified late in the process and did not thoroughly include in our options review was the construction of a new building on the wooded area to the south of the intersection of Sea Street and Harbor Road (and across the parking lot from the police department). The location is shown on the enclosed location map. This area presently has picnic tables in it that are used occasionally though the summer season. This option was evaluated by Tony and me after our initial meetings with Hedefine. If this option was selected as the site of a new fire station, we would propose the construction of a picnic area just across Harbor Road on property between the Yachtsman parking lot and the Visitors Center. Our initial thought would be to provide picnic tables and plant shade trees on the site.

Using this site and building new construction from the ground up provides more flexibility in addressing our needs than do the renovations described in Options 1 and 2. Some of the advantages to this alternative include more options for building design and layout and, safer and immediate access to a public travel way for responding vehicles rather than negotiating a sometimes busy and congested parking lot. It would also eliminate the need to locate temporary quarters for the fire trucks and ambulances while any construction is being done to the existing fire station. Another point to consider with this approach is the added available space to the town office building for future use, for example, our administrative staff, with fire and ambulance being completely removed from the municipal building.

Options Summary

Based on the information presented above and the limited information available to us, my preference would be to go with Option 3; Option 2 as my second choice and Option 1 as my third choice. My choice of Option 3 is due primarily to having the flexibility with design described above – not having the physical limitations with a renovation project which, sometimes, can be more expensive than new construction – there are fewer unknowns with new construction. This option also will very minimally impact the existing parking spots. We feel any that are displaced can be readily replaced.

Cost Considerations

The engineers estimate of costs for the construction of Option 1 ranges from \$2,800,000 to \$3,325,000 and Option 2 at a range of \$2,650,000 to \$3,150,000. An initial breakdown of the costs is enclosed. These are costs presented for the purpose of demonstrating that such a new building or renovations as we are discussing here will not be inexpensive and, to provide an economy of scale of costs comparing one building project to the other. As I noted above, we did not decide on consideration of Option 3 until just before our deadline to get this information to you. An approximate concept construction estimate for Option 3 will be provided to you at the Board meeting of February 24th. For a point of reference, the low bid for the new highway garage when it was constructed was just under \$2 million; the high bid was \$2.4 million, both figures being 2012 dollars. We feel that the highway garage has more space than we anticipate needing for the fire station expansion or construction of a new building but offer it here as an example of what a larger building constructed on a vacant site can cost. If pressed for one, my recommendation would be to proceed with Option 3. It appears to be the most practical, most functional and possibly the least expensive.

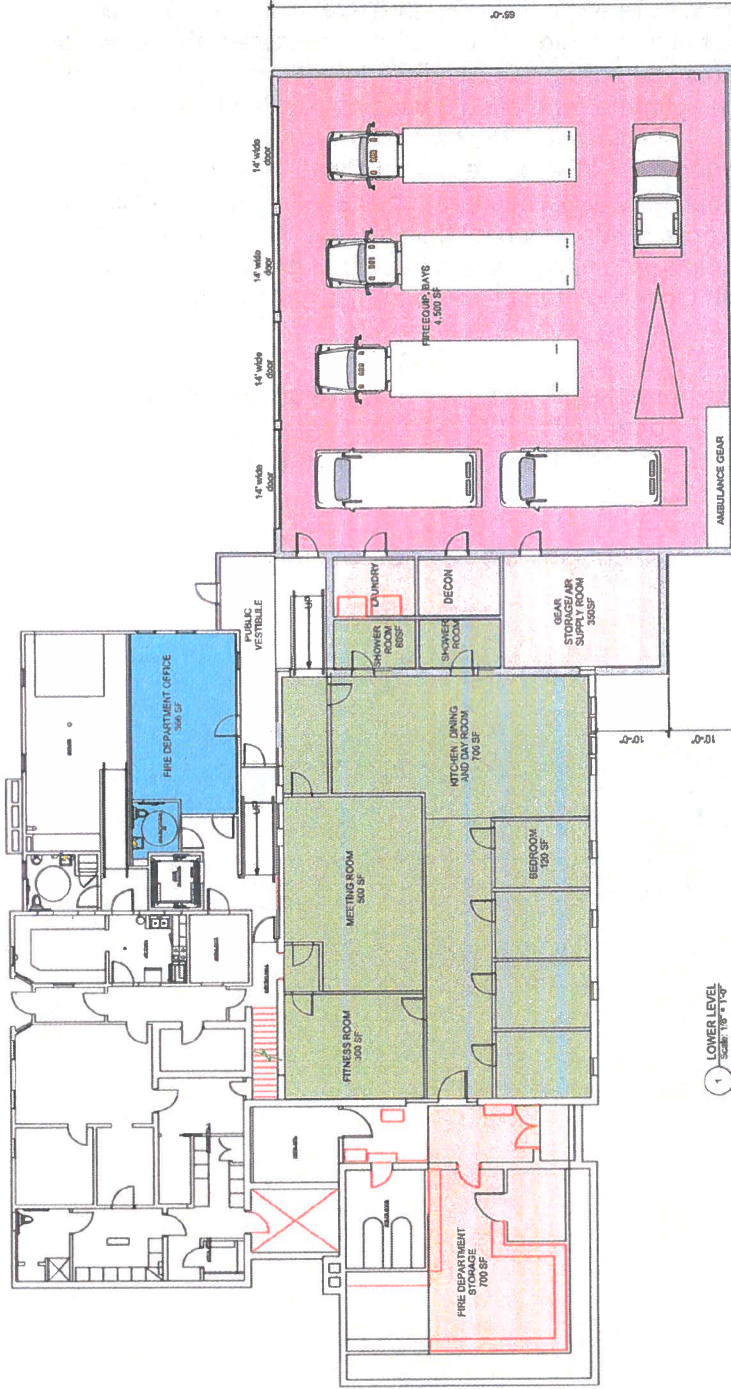
The engineers estimate for professional technical services for survey, design and bidding services will be finalized once we select a building option. We plan to have this information in time to provide it to the Board at their meeting of March 2nd along with a draft warrant article for their consideration.

I look forward to the discussion on Monday night. We will have additional information to share at that time.

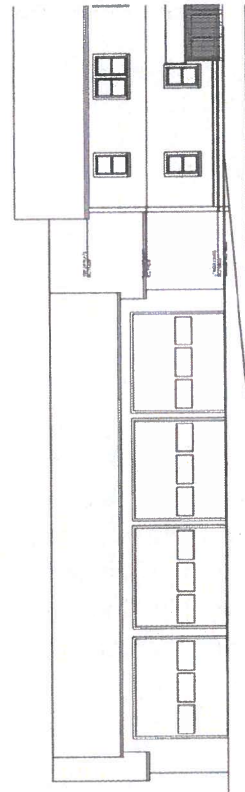
Thank you.

Enc:

- Option 1 Plan and Elevation Views
- Option 1 Traffic Flow Showing Anticipated Change
- Option 2 Plan and Elevation Views
- Option 2 Traffic Flow Reflecting Anticipating No Change
- Option 1 Construction Cost Sheet
- Option 2 Construction Cost Sheet
- Option 3 Location Map



1 LOWER LEVEL
Scale: 1/8" = 1'-0"
NEW CONSTRUCTION 3,700SF
RENOVATION 3,500SF



3 EAST ELEVATION
Scale: 1/8" = 1'-0"



PROJECT NORTH

REV.	DESCRIPTION

PROGRESS DRAWINGS
2/14/2020
CLIENT/ISSUE STATE:

DESIGN GROUP COLLABORATIVE ARCHITECTURE DESIGN + PLANNING
 8140 W. WASHINGTON AVENUE SUITE 200
 DENVER, CO 80231
 (303) 733-4400

DGC

MT. DESERT FIRE STATION FEASIBILITY STUDY
 21 SEA STREET
 NORTHBAY TOWN, MAINE 04860

OPTION 1

DATE	BY	CHKD	APP'D

NO. 01	DATE	REVISION

PROJECT NO.	DATE	REVISION

HEDDEFINE ENGINEERING & DESIGN, INC.
 PO BOX 628
 ELSTON, ME 04825
 (207) 664-0330

CONCEPT

C-1

NORTHEAST HARBOR FIRE STATION RENOVATION
 OPTION 1 - OVERALL SITE PLAN

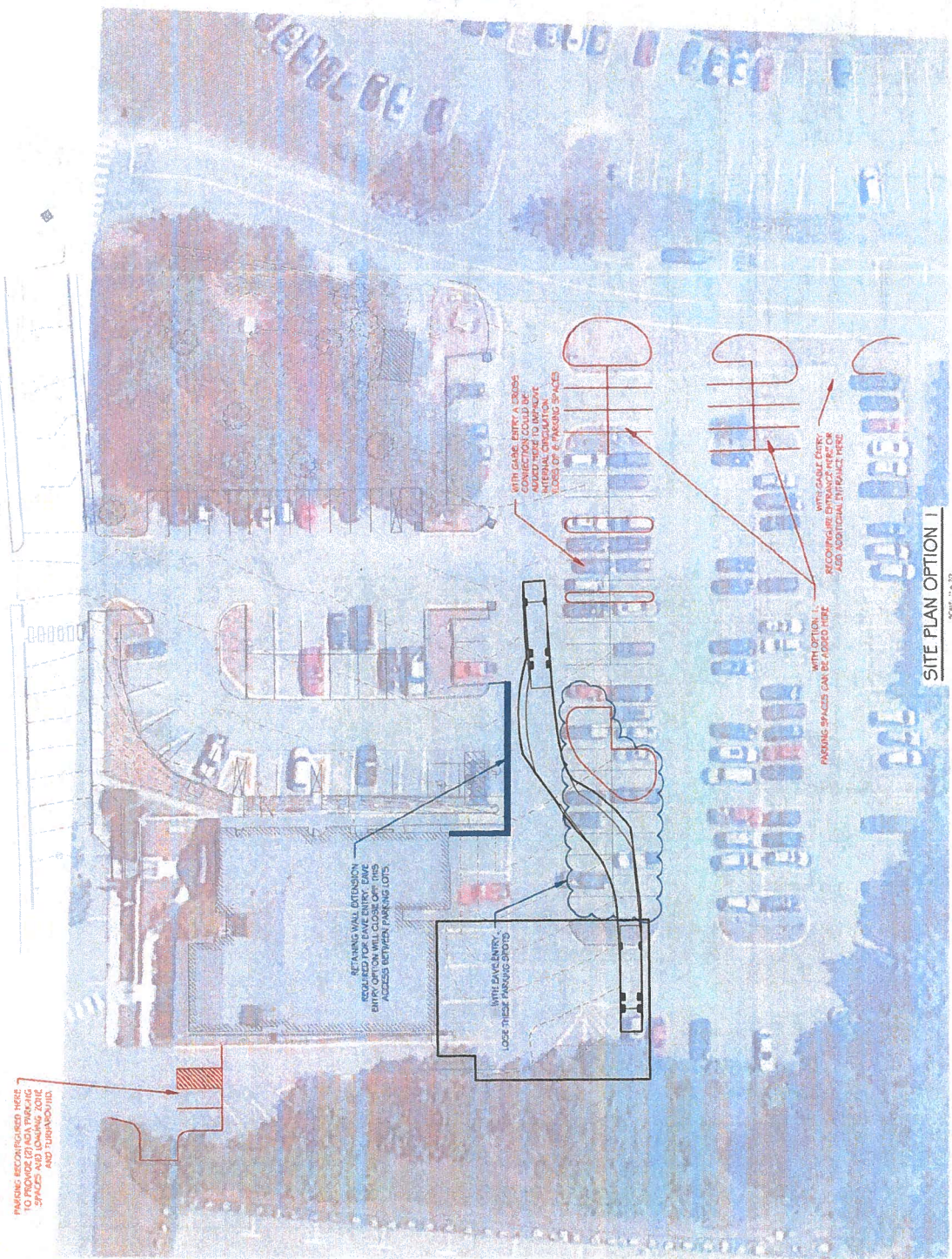
GENERAL NOTES:

1. REFER TO PLANNING REPORT BY APPROPRIATE AGENCIES AND BASED ON THE INFORMATION PROVIDED BY THE CLIENT FOR THE PRELIMINARY DESIGN. THE DESIGN IS SUBJECT TO THE APPROVAL OF ALL AFFECTING AGENCIES AND THE CLIENT. THE DESIGN IS SUBJECT TO THE APPROVAL OF ALL AFFECTING AGENCIES AND THE CLIENT. THE DESIGN IS SUBJECT TO THE APPROVAL OF ALL AFFECTING AGENCIES AND THE CLIENT.

OPTION 1 - PARKING SUMMARY:

THIS SUMMARY OF OPTION 1 SHOWS APPROXIMATE SITE RECONFIGURATION AND PARKING SPACES. THE PARKING SPACES ARE BASED ON THE INFORMATION PROVIDED BY THE CLIENT. THE DESIGN IS SUBJECT TO THE APPROVAL OF ALL AFFECTING AGENCIES AND THE CLIENT. THE DESIGN IS SUBJECT TO THE APPROVAL OF ALL AFFECTING AGENCIES AND THE CLIENT.


FOR PLANNING ONLY
NOT FOR CONSTRUCTION
NOT FOR BIDDING



SITE PLAN OPTION 1


SCALE: 1" = 20'

PROJECT NORTH



REV	DESCRIPTION

PROGRESS DRAWINGS
2/14/2020
CURRENT SCALE STATUS:

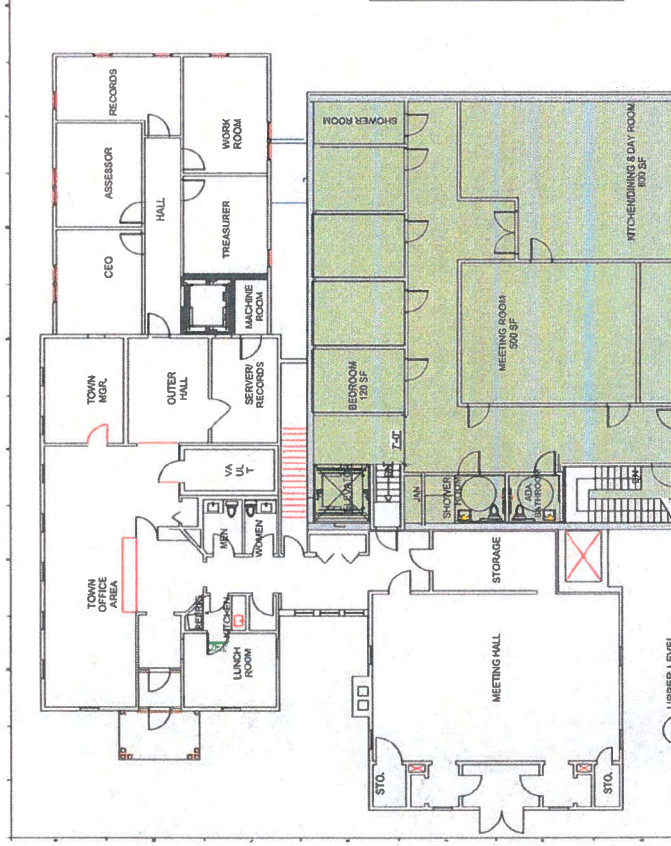
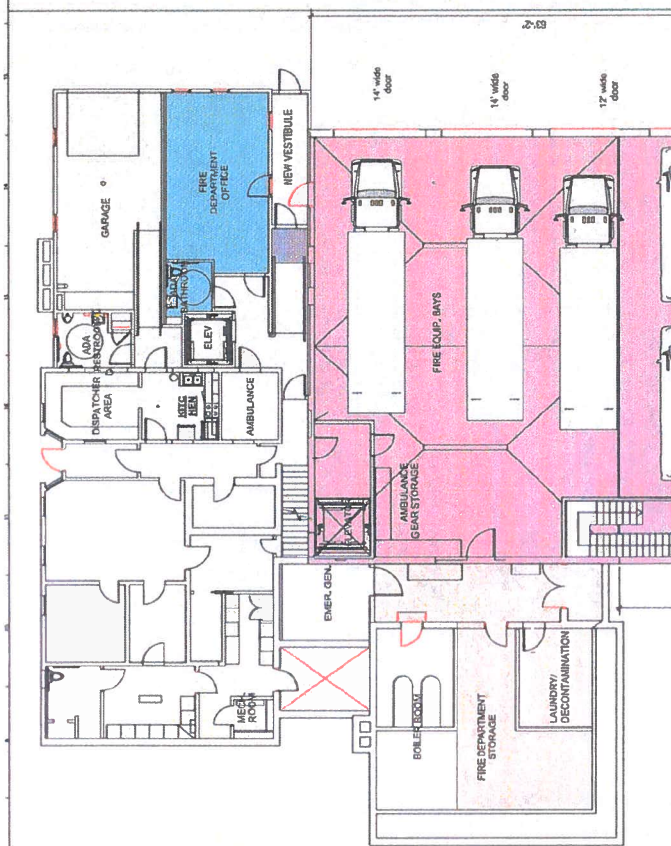


**DESIGN GROUP
COLLABORATIVE
ARCHITECTURE
DESIGN + PLANNING**
10 CANTON HILL ROAD
ELIZABETH, MA 01828
508-253-8888

**MT. DESERT FIRE STATION
FEASIBILITY STUDY**
21 SCA STREET
NORTHWEST HARBOR, MAINE 04850

OPTION 2

DATE	02/14/2020	SCALE	AS SHOWN
DRAWN BY		CHECKED BY	
DATE PLOTTED		SCALE	
DATE		SCALE	



OVERALL SITE PLAN - OPTION 2	
DATE: 11/20/2017	DRAWN BY: JLD
PROJECT: NORTH EAST HARBOR FIRE STATION RENOVATION	CHECKED BY: JLD
SCALE: AS SHOWN	DATE: 11/20/2017

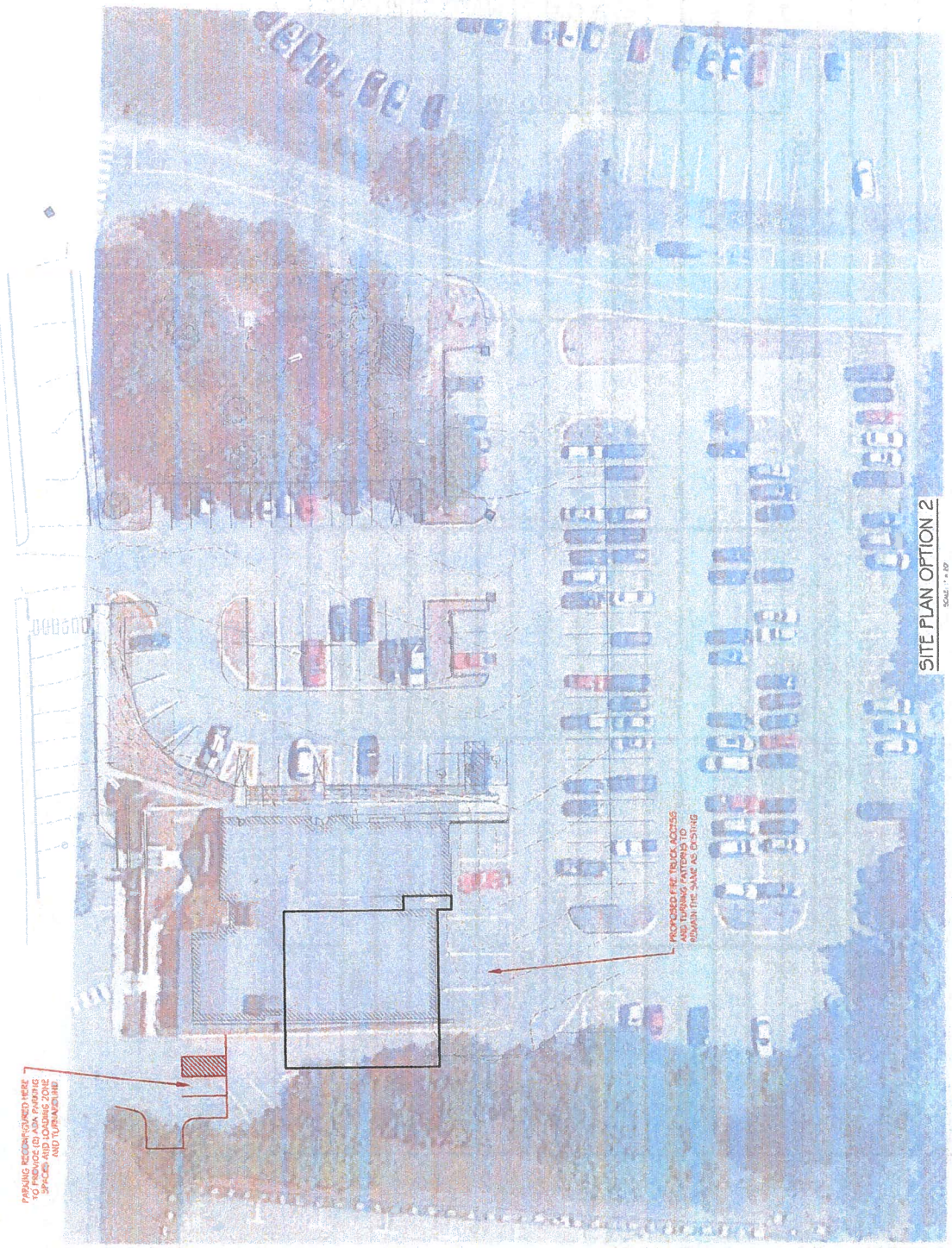
HEDEFINE ENGINEERING & DESIGN, INC.
 100 BOX 624
 BILTMORE, NC 28605
 (817) 654-0930

CONCEPT
 SHEET
 C-2

GENERAL NOTES:
 1. PRELIMINARY CONCEPTUAL PLAN. ALL DIMENSIONS AND LOCATIONS ARE APPROXIMATE.
 2. THE LOCATION OF THE EXISTING STRUCTURE IS SHOWN IN THIS PLAN. THE EXISTING STRUCTURE IS TO BE DEMOLISHED AND A NEW STRUCTURE IS TO BE CONSTRUCTED IN THE SAME LOCATION.
 3. THE LOCATION OF THE EXISTING PARKING SPACES IS SHOWN IN THIS PLAN. THE EXISTING PARKING SPACES ARE TO BE DEMOLISHED AND NEW PARKING SPACES ARE TO BE CONSTRUCTED IN THE SAME LOCATION.

OPTION 2 (GABLE ENTRY)
 THIS OPTION PROVIDES A GABLE ENTRY TO THE EXISTING STRUCTURE. THE EXISTING STRUCTURE IS TO BE DEMOLISHED AND A NEW STRUCTURE IS TO BE CONSTRUCTED IN THE SAME LOCATION. THE LOCATION OF THE EXISTING PARKING SPACES IS SHOWN IN THIS PLAN. THE EXISTING PARKING SPACES ARE TO BE DEMOLISHED AND NEW PARKING SPACES ARE TO BE CONSTRUCTED IN THE SAME LOCATION.

FOR PLANNING ONLY
 NOT FOR CONSTRUCTION
 NOT FOR BIDDING



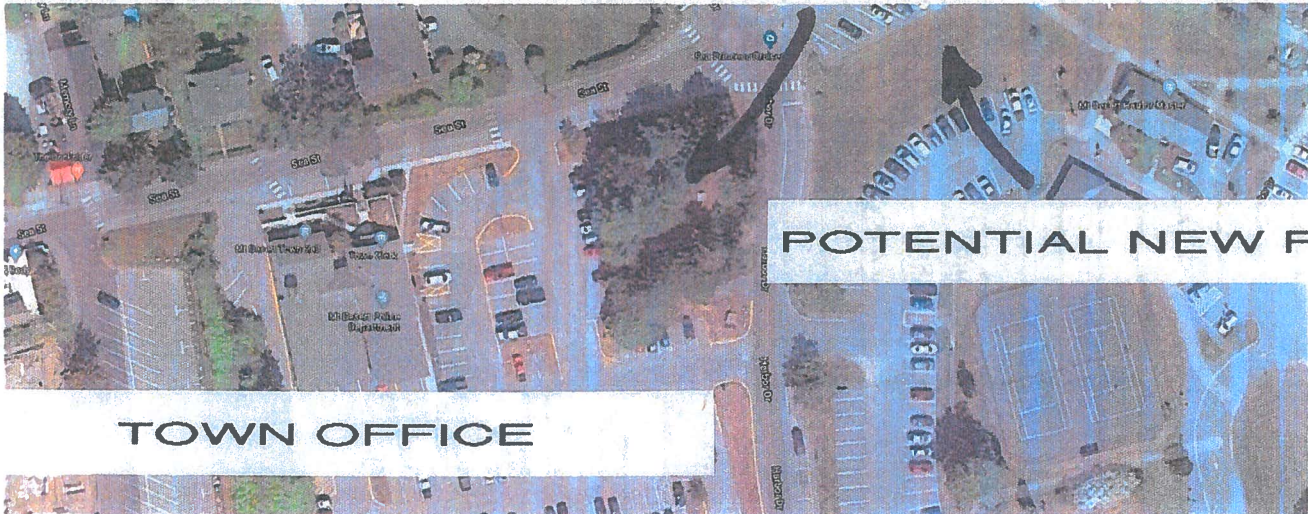
SITE PLAN OPTION 2
 SCALE: 1/8" = 1'-0"

Town of Mount Desert											
Opinion of Probable Cost for Construction of Fire Department Expansion: Option 1											
(Based on concept documents dated 2/20/20)											
PROJECT #:	20002	NOTES:	total values are rounded up to next 100								
DATE:	2/21/2020										
BY:	EH										
Checked/mod:	EH										
ITEM	UNIT	UNIT COST	QUANTITY	COST: Upper	Lower end						
General Site Work	Lump	\$ 190,000	1	\$ 190,000	\$ 190,000						
Electrical Service extension	Lump	\$ 12,000	1	\$ 12,000	\$ 12,000						
Misc site demolition	Lump	\$ 8,000	1	\$ 8,000	\$ 8,000						
General Building: new	SF	\$ 300	5700	\$ 1,710,000	\$ 1,425,000						
General Building: reno	SF	\$ 250	3500	\$ 875,000	\$ 700,000						
Ledge	Lump	\$ 41,000	1	\$ 41,000	\$ 41,000						
New Generator	Lump	\$ 55,000	1	\$ 55,000	\$ 55,000						
Project Contingency	Lump	433,700	1	\$ 433,700	\$ 364,650.00						
			Total Opinion of	\$ 3,324,700	\$ 2,795,700						
			Probable Cost:								

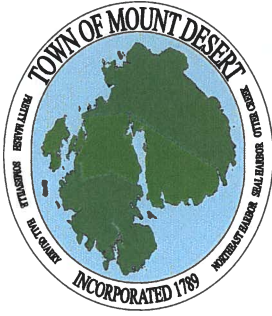
Town of Mount Desert											
Opinion of Probable Cost for Construction of Fire Department Expansion: Option 2											
(Based on concept documents dated 2/20/20)											
PROJECT #:	20002	NOTES:	total values are rounded up to next 100								
DATE:	2/21/2020										
BY:	EH										
Checked/mod:	EH										
ITEM	UNIT	UNIT COST	QUANTITY	COST: Upper	Lower end						
General Site Work	Lump	\$ 115,000	1	\$ 115,000	\$ 115,000						
Electrical Service extension	Lump	\$ 12,000	1	\$ 12,000	\$ 12,000						
Misc site demolition	Lump	\$ 12,000	1	\$ 12,000	\$ 12,000						
General Building: new	SF	\$ 300	5297	\$ 1,589,100	\$ 1,324,250						
General Building: reno	SF	\$ 250	3618	\$ 904,500	\$ 723,600						
Ledge	Lump	\$ 51,000	1	\$ 51,000	\$ 51,000						
New Generator	Lump	\$ 55,000	1	\$ 55,000	\$ 55,000						
Project Contingency	Lump	410,800	1	\$ 410,800	\$ 343,928						
			Total Opinion of Probable Cost:	\$ 3,149,400	\$ 2,636,800						



OPTION 3 LOCATION



Imagery ©2020 Maxar Technologies, Map data ©2020 50 ft



Town of Mount Desert

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

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

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

To: Mike Bender; Ben Jacobs; James Willis

CC: Tony Smith: Board of Selectmen

Date: February 20, 2020

Subject: Department of Labor Safety works Inspection

As you are well aware the Department of Labor conducted an inspection for OSHA compliance on February 19 and 20. This inspection was as always, unannounced.

I cannot adequately express how proud I am of your leadership and the quality of your employees as a result of this expression. Not only were we violation free, but the praise for your efforts were so effusive that we are encouraged to apply for the Safety and Health Award for Public Employees (SHAPE). Not only would this award recognize the splendid work that you and your employees perform every day, but would also reward the Community with a reduction in Worker's Compensation reduction of up to three percent if all three Department's that were inspected apply and are awarded SHAPE recognition.

All Departments received much deserved praise, but the Highway Garage was singled out for special recognition due to the cleanliness and organization of the facility. It is apparent that much pride is taken in this great facility. Inspector Garland-Picard said that she had never seen a Highway Garage maintained in such pristine condition. Upon leaving she remarked that we have a great community, but I believe that we already knew as much.

Once again thank you on behalf of myself, the Selectmen, and the citizens of our great community.

Town of Mount Desert

Annual Town Meeting Warrant Fiscal Year 2020 – 2021

**As presented at the
Annual Town Meeting
May 4 & 5, 2020**

**Secret Ballot (Candidate) Election
May 4, 2020 8 a.m. – 8 p.m.
Somesville Fire Station**

**Open Floor Town Meeting
May 5, 2020
6 p.m.**

**Kelley Auditorium, Mt Desert Elementary School
(Gymnasium)**

Greeting

State of Maine

Hancock County, ss

year

To: David Kerns, a Constable in the Town of Mount Desert

In the name of the State of Maine, you are hereby required to notify and warn the Inhabitants of the Town of Mount Desert, qualified by law to vote in Town affairs, to assemble in the **Somesville Fire House, 1157 Main Street, Mount Desert, Maine**, on **Monday, the fourth day of May AD 2020** at **seven-fifty o'clock** in the forenoon, then and there to act on Article 1; and immediately thereafter to act on Article 2 until **eight o'clock** in the evening.

AND to notify and warn said voters to reconvene in the **Kelley Auditorium, Mount Desert Elementary School, 8 Joy Road, Northeast Harbor, Maine** in said Town, on **Tuesday, the fifth day of May AD 2020** at **six o'clock** in the evening; then and there to act on Articles 3 through **xx**; all of said Articles being set out below to wit:

Pursuant to Title 21-A, §759(7), absentee ballots will be processed at the polls on May 4, 2020 every half hour beginning at 9:00 AM.

Election of Moderator

Article 1. To elect a Moderator by written ballot.

Election of Municipal Officers

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

Non-Voter Recognition

Article 3. To see if non-voters shall be allowed, when recognized, to speak during the 2020 Annual Town Meeting.

Board of Selectmen recommends (passage)

Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Animal Welfare

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

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

Ordinances

For Articles x through xx, an underline indicates an addition and a ~~strikethrough~~ indicates a deletion.

Article 5. Shall an ordinance dated May 5, 2020 and entitled “Town of Mount Desert Alewife Ordinance” be enacted? The ordinance reads, in its entirety, “Regulations for the taking of alewives and blue back herring shall be as follows: For the year July 1, 2020 through June 30, 2021 there shall be no taking of Alewives and Blue Back Herring in the Town of Mount Desert.”

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

Article 6. Shall an ordinance dated May 5, 2020 and entitled “Amendments to the Town of Mount Desert Sewer Ordinance” be enacted as follows? See Appendix A (pg. XX) with proposed amendments

Explanatory Note: *These amendments will (1) add clarification to the calculation of Gross Retail Area, (2) amend the Notes to the Article 13 Chart for Design Flows for Facilities; and (3) amend the process and decision maker under Section 4.04 for reviewing and approving any waivers for the connection of a private building sewer.*

Sewer Ordinance Amendment 1:

1.03.13a Gross Retail Area – The total floor area designed for the retailer’s occupancy and exclusive uses, including any basements and mezzanines. The area of the retailer’s occupancy is measured from the inside wall or building partition wall to the inside of the opposing wall.

Sewer Ordinance Amendment 2:

Article 13 - DESIGN FLOWS FOR FACILITIES

The design flows for facilities shall be based on the resultant daily flows of wastewater as determined from the following table:

BLACK – voted or Non-BOS/ **GREEN** – Ready to review/ **RED** – Not ready

Type of Facility	GPD Design Flow
SINGLE FAMILY RESIDENTIAL	
Each one or Two Bedroom Unit	180/unit
Each Additional Bedroom	90/Bedroom
MULTIPLE FAMILY RESIDENTIAL	
Boarding Houses (incl. meals)	50/bedroom
Rooming Houses (without meals)	40/bedroom
Transient Accommodations with:	
Shared bathrooms	60/bedroom
Private bathrooms	100/bedroom
Mobile Home Parks	235/site
Multifamily Homes (except retirement homes):	
1 bedroom unit	120/unit
2 bedroom unit	180/unit
3 bedroom unit	270/unit
Multifamily Homes (retirement homes limited to persons older than 50 yrs.)	
Each 1-2 bedroom unit	120/unit
COMMERCIAL ESTABLISHMENTS	
Beauty Salon (E)	10/customer
Bus Service Areas (E)	
Factories & Plants (e)	
With showers	15/person
Without showers	25/person
Laundry, self-service	600/washer
Offices (E)	15/person
Restaurants:	
Eat in with conventional utensils (B)	30/15 sq. ft.
Eat in with disposable utensils (B)	15/15 sq. ft.
24 hour operation (B)	50/15 sq. ft.
Take-out only (C)	8/15 sq. ft.
Retail (D)	6/100 sq. ft.
Service Station (F)	125/vehicle
Tavern (B)	20/15sq.ft.
Tennis, Racquetball Courts	300/court
Visitor Center	6/visitor/day
INSTITUTIONAL	
Assembly Halls, Public Buildings	5/seat
Churches	5/seat
Hospitals	150/bed
Institutions: (other than hospitals)	100/bed
Nursing Homes	1.76/sq. ft.
Schools (Boarding)	100/bed
Schools (Day) (E)	75/bed

BLACK – voted or Non-BOS/ GREEN – Ready to review/ RED – Not ready

Elementary	7/student +15/employee
Junior High	9/student +15/employee
SEASONAL COMMERCIAL	
Camps: (E)	
Day (no meal served)	10/person
Day (only lunch served)	15/person
Resort (limited plumbing)	50/bed
Fairgrounds, Parks and Picnic Areas (w/ bath, showers, & Toilets) (E)	10/person
Swimming Pools & Bathhouses (E)	10/person
Campgrounds:	
No sewer hookups	50/site
With sewer hookups	75/site

- A. For facilities that constitute a composite of one or more of the following types of facilities, the design flow shall be calculated by adding the design flow for each type of facility that comprise the entire facility.
- B. Sq. Ft. refers to the square feet of the dining area as defined by this ordinance.
- C. Sq. ft. refers to square feet of serving area.
- D. Sq. ft. refers to square feet of gross retail area as defined by the Mount Desert Land Use Ordinance in this Sewer Ordinance.
- E. Estimated maximum occupancy per day, as shown on Land Use Ordinance permit, application or site plan.
- F. Per vehicle that can be fueled simultaneously.

GPD means Gallons per Day.

Sewer Ordinance Amendment 3 (new text below to wholly replace the existing Section 4.04):

4.04 A separate and independent building sewer shall be provided for every principal "building" as defined in Section 8 (Definitions) of the Mount Desert Land Use Zoning Ordinance.

Waivers related to this paragraph of the Sewer Ordinance may be requested in writing from the Public Works Director ("Director"). Final determination of the granting of a waiver will be solely at the discretion of the Director.

In acting on any waiver request, the circumstances to be considered by the Director when considering an application for a waiver include but will not necessarily be limited to: (A) the ease of access of the proposed building sewer to the public sewer main; (B) whether the connection of the new building sewer to the public sewer will require crossing the public way, or other property, requiring excavation of said public way, or other property, thereby adversely affecting said public

way, or other property; (C) the practicality of, and ability to, connect the proposed building sewer to the public sewer main, in the opinion of the Director; and (D) if a building stands at the rear of another or an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, in which case the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

The Director may choose to attach conditions to a waiver if one is granted. In the event a waiver is granted, all other portions of the Sewer Ordinance still apply. At a minimum, required conditions for granting a waiver may include, but not necessarily be limited to: (A) the Applicant has proven in writing to the satisfaction of the Director that the existing building sewer is adequate to accommodate the proposed additional discharge; (B) the Applicant has demonstrated to the satisfaction of the Director that the Applicant has the right, title, or interest to use the existing building sewer; (C) the owner(s) of the existing private sewer shall register the connection of the new private building sewer to their existing private sewer with the Hancock County Registry of Deeds within 60 (sixty) calendar days of said connection being made; (D) documentation of the filing of the connection with the Registry shall be provided to the Director and include a copy of the actual registry filing document; and (E) the Applicant agrees in writing to assume all liability for the installation and maintenance of their proposed building sewer and for restoring public areas disturbed by the construction of the proposed building sewer to preconstruction condition.

All costs associated with (A) through (E) above shall be borne by the Applicant.

Board of Selectmen recommends (passage)

Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Article 7. Shall an ordinance dated May 5, 2020 and entitled “Amendments to the Town of Mount Desert **Special Amusement Permit Ordinance** to amend the Permit Fees under the Ordinance and to amend the Term of the Ordinance” be enacted as follows? **See Appendix B (pg. XX) for entire ordinance, with proposed amendments**

Explanation of First Amendment: This amendment to the Special Amusement Permit Ordinance will increase the fee to cover administrative costs and advertisements associated with processing special amusement permits.

Section 2. General Permit

A. Permit Required

- The fee for a Special Amusement Permit shall be ~~five dollars (\$50)~~ one hundred dollars (\$100) to cover administrative costs.

Explanation of Second Amendment: *This amendment to the Special Amusement Permit Ordinance clarifies that the duration of the ordinance shall remain in effect for a further period of fifteen (15) years from the date of this latest revision.*

Section 5. Period of Ordinance

This Ordinance shall remain in effect for a period of fifteen (15) years from the effective date, or the date of the latest amendment thereafter.

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

Article 8. Shall an ordinance dated May 5, 2020 and entitled “**Sale of Food and Merchandise**” be enacted? **See Appendix C (pg. XX)**

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

Article 9. Shall an ordinance dated May 5, 2020 and entitled “**Rooming Houses**” be enacted? **See Appendix D (pg. XX)**

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

Article 10. Shall an ordinance dated May 5, 2020 and entitled “**CEO Appeals**” be enacted as set forth below?

Planning Board recommends [if LUZO]
Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Article 11. Shall an ordinance dated May 5, 2020 and entitled “**Giant Slide Stream Relocation**” be enacted as set forth below?

Planning Board recommends [if LUZO]
Warrant Committee recommends (passage) (XX Ayes; XX Nays)

BLACK – voted or Non-BOS/ GREEN – Ready to review/ RED – Not ready

Article 12. Shall an ordinance dated May 5, 2020 and entitled “**Lighting**” be enacted as set forth below?

Planning Board recommends [if LUZO]

Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Article 13. Shall an ordinance dated May 5, 2020 and entitled “**Gross Leasable Floor Area**” be enacted as set forth below?

Planning Board recommends [if LUZO]

Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Gifts

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

Board of Selectmen recommends (passage)

Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Leases, Agreements, Easements, Deeds, Sales [revise as necessary]

Article 15. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to lease a portion of the so-called Visitor Center at the Northeast Harbor Marina to the Ticket Booth operators for a term of one (1) year beginning July 1, 2020 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

Board of Selectmen recommends (passage)

Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Article 16. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen, to lease a portion of the so-called Visitor Center at the Northeast Harbor Marina to the Mount Desert Chamber of Commerce for a term of one (1) year beginning July 1, 2020 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

Board of Selectmen recommends (passage)

Warrant Committee recommends (passage) (XX Ayes; XX Nays)

Article 17. To see if the Inhabitants of the Town of Mount Desert will authorize the Board of Selectmen, to negotiate and enter into an agreement with the

Neighborhood House Club, Inc. for management and maintenance of the municipal swimming pool, under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

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

Article 18. To see if the inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to enter into a **boundary line agreement with Mount Desert 365** in order to clarify minor uncertainties as to the exact boundary between property owned by the Town of Mount Desert and property owned by Mount Desert 365 abutting Old Firehouse Lane. Reference is made to Tax Map 24, Lot 105 and Tax Map 24, Lot 99. See Appendix X (pg. XX)

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

Article 19. To see if the inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to lease the so-called **"Bait House"** located at 26 Dodge Point Road in the Village of Seal Harbor found on Tax Map 1 Lot 15 of the Town of Mount Desert's tax maps, to the Seal Harbor Fishermen's Association for a term of five (5) years, said term beginning on July 1, 2020 and ending on June 30, 2025, under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town and in general conformance with the lease agreement. **See Appendix X (pg. XX) for lease agreement**

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

Fiscal Policy

Article 20. Shall the voters of the Town of Mount Desert authorize the Town to appropriate funds from the Marina Unassigned Fund Balance (Town Account #600-38300) in an amount not to exceed \$50,000.00 to finance professional technical inspection services (the "Project") related to the performance of an inspection of all structural components of the **Northeast Harbor pier**, said services to include but not be limited to, mobilization, diving inspection, materials testing (including but not limited to steel and rebar), determination(s) of the load limits of sections of the pier, video inspection and recording, and preparation and submission to the Town of a technical report, said report to include inspection findings and recommendations for pier improvements (including recommendations of what components of the pier can be repaired and what portions should be replaced), and to further authorize the Board of Selectmen to execute any and all contracts and documents and do any and all things necessary or convenient to accomplish the project?

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

Article 21. Shall the voters of the Town of Mount Desert authorize the Town to enter into an agreement with the Maine Department of Transportation (the Agreement), a copy of which is included in Appendix ABC (the Agreement) under the MDOT Municipal Partnership Initiative program, for technical and construction services related to improvements of State Route 198 beginning approximately at its intersection with State Route 233 (Eagle Lake Road) and proceeding approximately 0.153 miles (810-foot) southerly along State Route 198 ending at or near a point in State Route 198 that is at its intersection with the southerly entrance to the Butler Road, said beginning and ending points shown on the attached project site map included herein in Appendix DEF (Site Map); with construction of said improvements to begin on or after September 7, 2020 and ending for a seasonal shutdown on or before November 21, 2020 and resuming, if necessary, on or after March 28, 2021 to be ready for final completion on or before May 25, 2021 and including, but not necessarily being limited to, reclaiming (grinding and leaving in place) the existing pavement, grading and compacting these materials, construction of new base and surface pavement layers on the reclaimed materials, construction of four-foot (4') wide extended shoulders on each side of the road, drainage improvements and other typical roadway improvements associated with projects of this kind, and further authorizing the Board of Selectmen to execute such Agreement, and all related contracts and documents, and to do any and all things necessary or convenient to implement this Agreement with the Maine Department of Transportation? See Appendix ABC The Agreement (warrant pg. ##) and Appendix DEF Site Map (warrant pg. ##).

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

Article 22. Shall the voters of the Town of Mount Desert authorize the Town to issue general obligation bonds or notes of the Town in a principal amount not to exceed \$295,000.00 (two-hundred and ninety-five thousand dollars) to fund the Town's 50% cost share for construction of roadway improvements to Route 198 in accordance with the Agreement with the Maine Department of Transportation described in Article X above; and further shall the Board of Selectmen be authorized to execute any and all contracts and documents and do any and all things necessary or convenient to issue the bonds or notes of the Town, which may be callable, and to accomplish the project?

FINANCIAL STATEMENT - TOWN OF MOUNT DESERT

1. Total Town Indebtedness

A.	Bonds outstanding and unpaid:	\$17,043,726.00
B.	Bonds authorized and unissued:	\$00.00
C.	Bonds to be issued under this Town Meeting Article	\$295,000.00
	TOTAL	\$17,338,726.00

2. Costs

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

Principal	\$295,000.00
Interest	\$X,XXX.00
Total Debt Service	\$X,XXX.00

3. Validity

BLACK – voted or Non-BOS/ GREEN – Ready to review/ RED – Not ready

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

Kathryn A. Mahan
Treasurer, Town of Mount Desert, Maine

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

Article 23. Shall the voters of the Town of Mount Desert authorize the Town to allocate any unspent funds originally appropriated in connection with the 2017-2018 and the 2018-2019 State **Route 198** Maine Department of Transportation’s Municipal Partnership Initiative projects approved at the May 2017 and May 2018 Town Meeting’s to the work described in **Article X** above?

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

Article 24. Shall the voters of the Town of Mount Desert authorize the Town to issue general obligation bonds or notes of the Town in a principal amount not to exceed **\$150,000.00** (one-hundred and fifty thousand dollars) to pay for professional technical services associated with the design and bidding of the improvements to the **Northeast Harbor Fire Station** located at 21 Sea Street in the Village of Northeast Harbor, with said improvements being made to accommodate anticipated staffing, storage and equipment needs of the Town’s fire department and the Northeast Harbor Ambulance Service and with said improvements to include but not be limited to, staff housing (including bunk rooms, kitchen, bathroom and shower facilities), a meeting/training and day room, additional equipment storage space for rolling stock and for typical firefighter and ambulance personnel gear, and other fire and ambulance needs identified during the design process, said improvements to be in conformance with Federal, State and Local requirements as well as to promote firefighter and ambulance staff health and safety, all as generally described and illustrated in the concept sketches located in **Appendix XYZ** Sketches (found on page **TBD**) and further to authorize the Board of Selectmen or its designee to execute any and all contracts and documents and do all things necessary or convenient to accomplish the project?

FINANCIAL STATEMENT - TOWN OF MOUNT DESERT

3. Total Town Indebtedness

A.	Bonds outstanding and unpaid:	\$17,043,726.00
B.	Bonds authorized and unissued:	\$00.00
C.	Bonds to be issued under this Town Meeting Article	\$150,000.00
	TOTAL	\$17,193,726.00

4. Costs

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

Principal	\$150,000.00
Interest	\$X,XXX.00
Total Debt Service	\$X,XXX.00

3. Validity

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

Kathryn A. Mahas
Treasurer, Town of Mount Desert, Maine

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

FINANCIAL STATEMENT - TOWN OF MOUNT DESERT

(If Articles A and B are Approved in Total)

1. Total Town Indebtedness

A. Bonds outstanding and unpaid:	\$17,043,726.00
B. Bonds authorized and unissued:	\$00.00
C. Bonds to be issued under this Town Meeting Article	\$445,000.00
TOTAL	\$17,488,726.00

2. Costs

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

Principal	\$445,000.00
Interest	\$X,XXX.00
Total Debt Service	\$X,XXX.00

3. Validity

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

Kathryn A. Mahas
Treasurer, Town of Mount Desert, Maine

Article 25.

To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to accept and expend on behalf of the Town additional state, federal and other funds (including unconditional gifts of money) received during the

fiscal year 2020-2021 for Town purposes, provided that such additional funds do not require expenditure of local funds not previously appropriated.

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

Article 26. To see if the Inhabitants of the Town of Mount Desert will vote to approve July 1, each year, as the date on which all taxes shall be due and payable providing that all unpaid taxes on September 1, of each year, shall be charged interest at an annual rate of 9% (percent) per year. (*Tax Club members are exempt within the terms and conditions of the Town's Tax Club Agreement.*)

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

Article 27. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Tax Collector to enter into a standard "tax club" agreement with taxpayers whereby: (1) the taxpayer agrees to pay specified monthly payments to the Town based on the taxpayer's estimated and actual tax obligation for current year property taxes (real estate and/or personal); (2) the Town agrees to waive interest on timely payments; (3) the Town authorizes the Tax Collector to accept payment of taxes prior to commitment of taxes; with the understanding that any prepayments made prior to receipt of tax club agreement will reduce the principle amount used to calculate the 10 monthly payments as stated on the tax club agreement. (4) the agreement automatically terminates if two consecutive payments are missed and the taxpayer thereupon becomes subject to the same due date and interest rate as other, nonparticipating taxpayers; (5) only taxpayers who are paid in full on their property tax obligations may participate; and (6) interested taxpayers shall apply annually for participation by the date shown on the application, date and application format to be determined by the Tax Collector.

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

Article 28. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Tax Collector to accept pre-payment of property taxes, with no interest to be paid on same.

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

Article 29. To see if the Inhabitants of the Town of Mount Desert will vote to set the interest rate to be paid by the Town for abated taxes that have been paid at the rate of 5% (percent) per year.

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

Article 30. To see if the inhabitants of the Town of Mount Desert will vote to authorize expenditures to pay any tax abatements granted by the Assessor, Board of Assessment Review, or Board of Selectmen together with any interest due thereon from the Town, during the fiscal year beginning July 1, 2020, in an aggregate amount not to exceed the property tax commitment overlay.

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

Article 31. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to dispose by public bid of Town-owned property, other than real property, with a value of ten thousand dollars (\$10,000.00) or less under such terms and conditions as it deems advisable.

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

Article 32. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to sell at public auction or by advertised sealed bid, and to convey titles obtained under tax deeds and under deeds of conveyance to the Inhabitants of the Town any land and/or buildings, including trailers, in lieu of payment of taxes except that the Selectmen have the power to authorize redemption. Municipal Officers shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).

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

Article 33. To see if the Inhabitants of the Town of Mount Desert will vote to authorize the Board of Selectmen to contract for services, in amounts not to exceed appropriation for same, under such terms and conditions as it deems advisable.

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

Municipal Revenue

Article 34. To see if the Inhabitants of the Town of Mount Desert will vote to transfer **XXXXX thousand dollars (\$0. 00)** from the Undesignated Fund Balance Account #100-38300 to reduce the 2020-2021 tax commitment.

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

BLACK – voted or Non-BOS/ GREEN – Ready to review/ RED – Not ready

Article 35. To see if the Inhabitants of the Town of Mount Desert will vote to transfer **XXXXX thousand dollars (\$XXX,000.00)** from the Capital Gains Reserve Account #400-24202 to reduce the 2020-2021 tax commitment.

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

Article 36. Shall the Town of Mount Desert be authorized to appropriate an amount not to exceed \$65,000.00 from the Capital Gains Reserve Account #400-24200 to finance professional technical survey, design, local information gathering and bidding services associated with improvements to the Town's **Indian Point Road** beginning at its intersection with the Pretty Marsh Road and extending in a northerly direction approximately 4,700-feet to its intersection with the Town's Gray Farm Road with said improvements including, but not necessarily being limited to, construction of extended paved shoulders to positively impact, and enhance safety for, pedestrian, bicycling and vehicular traffic, improved drainage and construction of a paved overlay of the traveled way of the project area and further shall the Board of Selectmen be authorized to execute any and all contracts and documents and do any and all things necessary or convenient to accomplish the project?

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

Article 37. Shall the voters of the Town of Mount Desert authorize the Town to appropriate an amount not to exceed **\$70,000** from the Capital Gains Reserve Account #400-24200 (in order to supplement the funds authorized by the Town Meeting provided by approval of the 2019 Warrant Article # 30 in an amount not to exceed \$160,000) so that, in the aggregate, there are sufficient funds to finance an updated final set of improvements to the "**Seal Harbor Bait House**" building (the "Building") now estimated will not exceed \$230,000 (the "Project") including professional technical services and construction work necessary to modify the Building in order to address (1) the roof system structure and (2) other physical changes to the Building including but not limited to, building support columns, stair case, decking around the Building, the electrical entrance for the Building, in order to conform with national and local Code and Ordinance requirements, including FEMA flood insurance requirements, and further to authorize the Board of Selectmen or its designee to execute any and all contracts and documents and do all things necessary or convenient to accomplish the Project?

Explanatory Note: The May 2019 Town Meeting approved up to \$160,000 for funding based on the engineer's estimates of costs for the improvements to the Seal Harbor Bait House Building. Sometime after that Town Meeting, the engineers discovered that, as compared to the existing finished floor elevation of the Building, the overall Building has to be elevated in 2020 so that the floor is two (2) feet higher than it is now (1 foot due to new FEMA flood insurance requirements and another foot due to a local ordinance requirement that requires an additional foot to be added to the base FEMA requirement). This two-foot increase must be done without increasing the roofline elevation; hence, the roof had to be redesigned and will also have to be rebuilt using a flatter slope. Please also see the Site Map found in **Appendix X** to the Warrant for the location of the Seal Harbor Bait House Building.

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

Article 38. To see if the inhabitants of the Town of Mount Desert will vote to create a new **Benefit Accrual Reserve Account** in the amount of \$187,750 to be funded from the Town's Capital Gains Account 400-24202. Said benefits to consist of Vacation Wages, Paid Compensation Time, Floating Holiday Compensation, bonus compensation, and Sick leave Bonus Wages, all of which shall be subject to such terms and conditions, personnel policies, employment or labor agreements and other policies or provisions as may be changed or negotiated from time to time by the officers of the Town of Mount Desert, its insurance carriers and brokers, and employees. Subsequent funding for this reserve account shall be considered through the General Fund during the annual Town Meeting of the Town of Mount Desert.

Explanatory Note: \$187,500 is equal to 50% of the maximum annual liability that could accrue in the upcoming fiscal year. In future years, the goal will be to maintain the reserve at an amount calculated to be approximately 50% of the maximum annual liability that could accrue in each year. Adjustments would be made during the consideration of the budget for the General Fund during the Town Meeting.

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

APPROPRIATION FROM CAPITAL GAINS RESERVE ACCOUNTS SUMMARY
(If Article 36 through Article 38 are Approved in Total)

Article 36	Indian Point Road	\$65,000.00
Article 37	Seal Harbor Bait House	\$70,000.00
Article 38	Benefit Accrual Reserve	<u>\$187,750.00</u>
	Total Appropriation Requested	\$322,750.00

Article 39. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and/or appropriate as Revenue through Excise Taxes, Service Fees and miscellaneous sources for the 2020-2021 Town Budget.

Board of Selectmen recommends \$1,298,510.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Municipal Appropriations

Article 40. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 200 through 221 General Government – Governing Body (Board of Selectmen), Municipal Management, Town Clerk, Registrar, Elections, Planning Board, Finance, Treasurer, Tax Collector, Assessment, Code Enforcement, Unallocated Funds, Human Resources, and Technology for the 2020-2021 Town Budget.

Gov. Body (Bd of Selectmen): \$34,655.00	Town Management: \$372,470.00
Town Clerk: \$121,048.00	Registrar: \$2,500.00
Elections: \$7,250.00	Planning Board: \$49,321.00
Finance: \$93,783.00	Treasurer: \$140,378.00
Tax Collector: \$19,538.00	Assessment: \$123,747.00
Code Enforcement: \$176,414.00	Unallocated: \$115,500.00
Human Resources: \$5,000.00	Technology: \$219,617.00

Board of Selectmen recommends	\$1,481,221.00
Warrant Committee recommends	\$XXX.00 (XX Ayes; XX Nays)

Article 41. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 300 General Assistance Support for the 2020-2021 Town Budget.

Board of Selectmen recommends	\$5,000.00
Warrant Committee recommends	\$XXX.00 (XX Ayes; XX Nays)

Article 42. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 350 Rural Wastewater Support for the 2020-2021 Town Budget.

Board of Selectmen recommends	\$195,694.00
Warrant Committee recommends	\$XXX.00 (XX Ayes; XX Nays)

Article 43. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 406 Street Lights for the 2020-2021 Town Budget.

Board of Selectmen recommends	\$25,750.00
Warrant Committee recommends	\$XXX.00 (XX Ayes; XX Nays)

Article 44. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 401 and 408 Public Safety – Police and

BLACK – voted or Non-BOS/ GREEN – Ready to review/ RED – Not ready

Communications (Dispatch) for the 2020-2021 Town Budget.

Police: \$870,256.00
Shellfish: \$00.00

Communications: \$379,410.00
Animal Control: \$00.00

Board of Selectmen recommends \$1,249,666.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Article 45. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 403, 404, and 409 Public Safety – Fire Department, Hydrants, and Emergency Management for the 2020-2021 Town Budget.

Fire: \$655,827.00 Hydrants: \$273,500.00 Emergency Management: \$1,000.00

Board of Selectmen recommends \$930,327.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Article 46. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 501, 515, 520 and 525 Public Works - Roads, Waste Management, Buildings & Grounds, Parks & Cemeteries, and 530 Environmental Sustainability for the 2020-2021 Town Budget.

Roads: \$1,824,252.00 Buildings/Grounds: \$226,612.00
Parks/Cemeteries: \$47,316.00 Waste Management: \$581,550.00
Environmental Sustainability: \$18,500.00

Board of Selectmen recommends \$2,698,230.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Article 47. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 505 and 506 Sewers (Wastewater Treatment) for the 2020-2021 Town Budget.

Sewer Capital: \$ 0.00 Sewer Operation: \$660,114.00

Wastewater Treatment
Northeast Harbor Plant: \$154,350.00 Somesville Plant: \$61,500.00
Seal Harbor Plant: \$112,258.00 Otter Creek Pump Station: \$33,000.00

Board of Selectmen recommends \$1,021,222.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

BLACK – voted or Non-BOS/ GREEN – Ready to review/ RED – Not ready

Article 48. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 605 Recreation (Public Pool ~Utilities & Maintenance) for the 2020-2021 Town Budget.

Board of Selectmen recommends \$5,900.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Article 49. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 701 Economic/Community Development for the 2020-2021 Town Budget.

Board of Selectmen recommends \$12,000.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Article 50. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 801 Debt Service for the 2020-2021 Town Budget.

Board of Selectmen recommends \$1,902,977.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Article 51. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 851 Libraries, Village Improvement Societies, Recreation, and Public/Social Service Agencies for the 2020-2021 Town Budget.

Libraries: \$XXX.00 **Village Improvement Societies:** \$XXX.00
Recreation: \$XXX.00 **Public/Social Service Agencies:** \$XXX.00

Board of Selectmen recommends \$XXX.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Article 52. To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and appropriate for Department 991 Capital Improvement Plan transfers for the 2020-2021 Town Budget.

Board of Selectmen recommends \$621,570.00
Warrant Committee recommends \$XXX.00 (XX Ayes; XX Nays)

Written Ballot required for Article xx

Article 53. To see if the Inhabitants of the Town of Mount Desert will vote to increase the property tax levy limit by \$XXX.00. **See Appendix XYZ (pg. XX).**

BLACK – voted or Non-BOS/ GREEN – Ready to review/ RED – Not ready

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

Board of Selectmen recommends
Warrant Committee recommends (XX Ayes; XX Nays)

Marina Proprietary Fund

Article 54. To see if the Inhabitants of the Town of Mount Desert will vote to ratify the Board of Selectmen’s approval of the Marina Proprietary Fund budget.

Revenue: \$740,028.00

Expense: \$740,028.00

Board of Selectmen recommends (ratification)
Warrant Committee makes no recommendation

DRAFT

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

2/18/2020

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices	AP2047	02/19/20	\$ 383,296.59
B. Authorized Warrants to be Signed: (Wendy needs to abstain) (Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits			
		AP2045	02/05/20	\$ 1,998.49
		AP2046	02/12/20	\$ 30,134.73
	Town Payroll			
		PR2017	02/07/20	\$ 103,815.81
C. Warrants to be Acknowledged:				
	School Invoices	#09	02/05/20	\$ 145,287.61
	School Payroll	#17	02/14/20	\$ 83,228.02
TOTAL WARRANTS FOR BOS MEETING				<u>\$ 747,761.25</u>

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

WARRANT AP# 2045

CHECK DATE: February 5, 2020

CHECK NUMBER:	<u>312703</u>	through	<u>312703</u>	\$	<u>1,998.49</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: \$ 1,998.49

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

Selectmen:

<u>John B Macauley, Chairman</u>	<u>Martha T Dudman</u>
<u>Matthew J Hart, Vice Chairman</u>	<u>James F Mooers</u>

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT PR# 2017

CHECK DATE: February 7, 2020

ADVICE NUMBERS: 10724 through 10773

CHECK NUMBERS: 64621 through 64631

TOTAL DISBURSEMENTS: \$ 103,815.81

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

Selectmen:

John B Macauley, Chairman

Martha T Dudman

Matthew J Hart, Vice Chairman

James F Mooers

Kathi Mahar

From: Matthew Hart <matt@theneighborhoodhouse.com>
Sent: Friday, February 07, 2020 11:05 AM
To: Kathi Mahar
Subject: Re: SECOND REQUEST: Approval Request: Warrant AP#2045 & PR#2017

Hi Kathi,

I approve AP Warrant #2045 and Payroll Warrant #2017.

Sorry about the delay!

-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: Friday, February 7, 2020 at 11:02 AM
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: SECOND REQUEST: Approval Request: Warrant AP#2045 & PR#2017

From: Kathi Mahar
Sent: Thursday, February 06, 2020 12:11 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) <rmooers@mtdesert.org>
Subject: Approval Request: Warrant AP#2045 & PR#2017

Good afternoon!

Attached are the following warrants for your approval:

Accounts Payable	#2045 total of	\$ 1,998.49
Payroll	#2017 total of	\$103,815.81

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

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

WARRANT AP# 2046

CHECK DATE: February 12, 2020

CHECK NUMBER: <u>312704</u>	through	<u>312708</u>	\$ <u>30,134.73</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: \$ 30,134.73

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

Lisa Young

From: Matthew Hart <matt@theneighborhoodhouse.com>
Sent: Tuesday, February 11, 2020 11:07 AM
To: Lisa Young
Subject: Re: Warrant AP#2046 State Fees/Payroll Benefits Approval Request

Hi Lisa,

I approve AP Warrant #2046.

Thanks,
Matt

Matthew Hart

Community Relations Director
The Neighborhood House | 207-276-5039
End of Main Street | Northeast Harbor, ME

From: Lisa Young <financeclerk@mtdesert.org>
Date: Tuesday, February 11, 2020 at 10:58 AM
To: John Macauley <jbmacauley3@gmail.com>, Martha Dudman <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>, Rick Mooers <rmooers@mtdesert.org>
Cc: Kathi Mahar <treasurer@mtdesert.org>, Lisa Young <financeclerk@mtdesert.org>
Subject: Warrant AP#2046 State Fees/Payroll Benefits Approval Request

Good Morning!

Attached is Accounts Payable Warrant #2046 (for Payroll and/or State Fees) in the amount of \$30,134.73 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!

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 13993

Check Batch: 8114
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
8114	19174	02/05/2020	1160	AMAZON	0.00	2,473.34
	19175	02/05/2020	1215	AOS #91 Reimb - Vlass iPad, 2019-20 Assessment, Curric. Money 2020	0.00	103,381.60
	19176	02/05/2020	1216	AOS #91-MDI RSS RESERVE ACCOUNT Sped Reserves 2020	0.00	2,407.00
	19177	02/05/2020	1374	ATLANTIC BEHAVIOR SERVICES Student Consult	0.00	250.54
	19178	02/05/2020	1700	BLICK ART MATERIALS	0.00	72.40
	19179	02/05/2020	1975	CARDMEMBER SERVICE Jan Charges	0.00	553.21
	19180	02/05/2020	2300	CLEAN-O-RAMA	0.00	1,227.23
	19181	02/05/2020	2305	CMD POWERSYSTEMS, INC. Repair Generator	0.00	271.25
	19182	02/05/2020	2310	COASTAL ENERGY, INC. Greenhouse Propane	0.00	306.13
	19183	02/05/2020	3525	DRUMMOND, WOODSUM Legal Fees	0.00	2,202.50
	19184	02/05/2020	3577	DUNBAR, SARAH Reimb Supplies	0.00	261.23
	19185	02/05/2020	4152	EMERA MAINE	0.00	3,072.19
	19186	02/05/2020	4180	F.T. BROWN CO. Jan Charge	0.00	149.06
	19187	02/05/2020	4389	GARRETT, ALEXANDER	0.00	37.46
	19188	02/05/2020	4410	GILMAN ELECTRICAL SUPPLY	0.00	278.31
	19189	02/05/2020	4585	GROUP DYNAMIC, INC. HRA - February	0.00	131.25
	19190	02/05/2020	4110	HAMMOND LUMBER CO/EBS	0.00	101.15
	19191	02/05/2020	5615	LITERACY RESOURCES, INC.	0.00	91.99
	19192	02/05/2020	5920	MAINE PRINCIPALS' ASSOC. Membership	0.00	290.00
	19193	02/05/2020	6180	MDES - GENERAL FUND/STUDENT ACTIVITY TBR. Oct - Dec	0.00	659.95
	19194	02/05/2020	6205	MDI REGIONAL SCHOOL DISTRICT Other Reimb - Jan	0.00	10,500.67
	19195	02/05/2020	6225	MECHANICAL SERVICES, INC. Maintenance Agreement	0.00	2,686.23
	19196	02/05/2020	6370	MORRIS FIRE PROTECTION, INC. Extinguisher Inspection	0.00	139.50
	19197	02/05/2020	6430	MOUNT DESERT WATER DISTRICT Water 1st Install	0.00	2,263.00
	19198	02/05/2020	6785	NORTHCENTER FOODS	0.00	5,310.60
	19199	02/05/2020	6874	OCCUPATIONAL HEALTH CENTERS OF THE SOUTH Bus Driver Phys.	0.00	85.00
	19200	02/05/2020	6910	OPPEWALL, ELIZABETH	0.00	1,658.75
	19201	02/05/2020	6938	OTELCO	0.00	306.15

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 13993

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	19202	02/05/2020	7165	PHILBROOK, AMY <i>Supply Kumb</i>	0.00	139.16
	19203	02/05/2020	7180	PINE STATE ELEVATOR CO. <i>Service Contract</i>	0.00	361.79
	19204	02/05/2020	7463	QUILL CORP.	0.00	20.40
	19205	02/05/2020	7800	S R TRACY INC	0.00	186.00
	19206	02/05/2020	7830	SAFE SITTER, INC. <i>Health Curr.</i>	0.00	84.50
	19207	02/05/2020	7835	SALSBUARY HARDWARE INC	0.00	25.63
	19208	02/05/2020	7885	SARGENT, LEON <i>Phone d mileage</i>	0.00	102.33
	19209	02/05/2020	8010	SCHOOL SPECIALTY, INC. <i>Class room Supplies</i>	0.00	943.91
	19210	02/05/2020	8285	SKETCHFORSCHOOLS PUBLISHING INC.	0.00	68.70
	19211	02/05/2020	8471	STAPLES, DEBRA	0.00	17.25
	19212	02/05/2020	9150	WADMAN, JAMES W. <i>Audit 11/25-12/4/19</i>	0.00	2,170.25
Totals:					<u>0.00</u>	<u>\$145,287.61</u>

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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WARRANT # 9

DATE: 2/5/20

Steve Edward Ganss, Ed.D.

SUPERINTENDENT

FINANCE OFFICER

DocuSigned by:

Heather Jones
FINANCE OFFICER
838DF072994F47...

DocuSigned by:

Katrina
FINANCE OFFICER
2D8B915880744FE...

DocuSigned by:

Kevin L. Jones
FINANCE OFFICER
006B345745F826...

DocuSigned by:

[Signature]
FINANCE OFFICER
258E71BC7A0C480...

FINANCE OFFICER

39 Checks Listed.

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 14012

Include Authorization Codes: Yes
Batch: 8121
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
	02/14/2020	STAT	TREASURER, STATE OF MAIN		3,347.00	3,347.00	0.00	0.00	
	02/14/2020	IRS	INTERNAL REVENUE SERVIC		11,575.94	11,575.94	0.00	0.00	
45369	02/14/2020	280	SUSAN J. ARIPOUCH	1	300.00	277.05	0.00	277.05	
45370	02/14/2020	473	HEATHER R. EVANS	1	1,477.00	1,144.90	0.00	1,144.90	
45371	02/14/2020	480	KARINA GUZMAN-BOSIO	1	100.00	90.90	0.00	90.90	
45372	02/14/2020	297	Lena Hatch	1	100.00	92.35	0.00	92.35	
45373	02/14/2020	424	JORDAN MERCER	1	150.00	138.52	0.00	138.52	
45374	02/14/2020	468	WARREN L. MURRAY	1	1,041.12	892.13	0.00	892.13	
45375	02/14/2020	290	MARY E. SKIFF	1	300.00	272.70	0.00	272.70	
45376	02/14/2020	149	MARIAH D. BAKER	1	1,884.61	1,543.22	1,543.22	0.00	
45377	02/14/2020	311	LAURA-JEAN BEAL	1	2,844.23	2,132.24	2,132.24	0.00	
45378	02/14/2020	11	KELLY S. BEAULIEU	1	2,469.23	1,621.97	1,621.97	0.00	
45379	02/14/2020	463	RENE L. BECKER	1	1,522.40	1,137.91	1,137.91	0.00	
45380	02/14/2020	266	JULIANNA R. BENNOCH	1	2,536.53	1,876.25	1,876.25	0.00	
45381	02/14/2020	479	JAMIE K. BRACY	1	1,121.92	785.70	785.70	0.00	
45382	02/14/2020	314	ANDREW J. CARLSON	1	2,674.75	1,853.08	1,853.08	0.00	
45383	02/14/2020	18	JANICE P. CARROLL	1	1,181.57	856.54	856.54	0.00	
45384	02/14/2020	337	AMBER G. CHARRON	1	2,015.57	1,398.70	1,398.70	0.00	
45385	02/14/2020	21	LARRY A. COLE	1	1,382.02	568.57	568.57	0.00	
45386	02/14/2020	91	JUDITH CULLEN	1	1,969.23	1,517.46	1,517.46	0.00	
45387	02/14/2020	69	EMILY N. DAMON	1	1,622.16	1,166.08	1,166.08	0.00	
45388	02/14/2020	308	Gloria A. Delsandro	1	3,574.00	2,565.79	2,565.79	0.00	
45389	02/14/2020	43	SARAH R. DUNBAR	1	2,498.07	1,902.92	1,902.92	0.00	
45390	02/14/2020	481	ELIZABETH FARRELL	1	891.65	670.73	670.73	0.00	
45391	02/14/2020	52	WANDA J. FERNALD	1	2,392.30	1,549.18	1,549.18	0.00	
45392	02/14/2020	57	JASON W. FOUNTAINE	1	1,622.40	1,185.79	1,185.79	0.00	
45393	02/14/2020	332	MARINA P. FREDERICK	1	1,473.03	870.57	870.57	0.00	
45394	02/14/2020	329	ALEXANDER GARRETT	1	2,027.84	1,523.35	1,523.35	0.00	
45395	02/14/2020	63	HEATHER M. GRAVES	1	2,315.38	1,473.47	1,473.47	0.00	
45396	02/14/2020	65	GAYLE M. GRAY	1	2,969.23	2,107.08	2,107.08	0.00	
45397	02/14/2020	331	RUSSELL W. GRAY	1	879.60	768.12	768.12	0.00	
45398	02/14/2020	92	ABIGAIL A. HARMON	1	1,285.70	942.42	942.42	0.00	
45399	02/14/2020	477	ANGELIQUE E. HODGDON	1	1,446.00	832.16	832.16	0.00	
45400	02/14/2020	244	KRISTIN D. HOLLEY	1	1,482.11	1,111.35	1,111.35	0.00	
45401	02/14/2020	313	ANDREA W. HOWELL	1	1,630.50	1,325.55	1,325.55	0.00	
45402	02/14/2020	293	Amy L. James	1	2,536.53	1,712.18	1,712.18	0.00	
45403	02/14/2020	90	REBECCA A. JARVIS	1	2,228.84	1,461.29	1,461.29	0.00	
45404	02/14/2020	312	BETHANY G. JOHNSON	1	1,250.78	920.22	920.22	0.00	
45405	02/14/2020	291	PATRICIA A. KELLEY	1	1,319.53	865.28	865.28	0.00	
45406	02/14/2020	335	CYNTHIA A. LAMBERT	1	1,090.29	893.07	893.07	0.00	
45407	02/14/2020	321	MAX E. MASON	1	1,297.94	1,035.39	1,035.39	0.00	
45408	02/14/2020	292	TARA MCKERNAN	1	2,142.46	1,555.62	1,555.62	0.00	
45409	02/14/2020	461	JANET NORDELUS	1	1,762.15	1,213.72	1,213.72	0.00	
45410	02/14/2020	193	HARVEY BRUCE NORWOOD	1	1,084.01	743.39	743.39	0.00	
45411	02/14/2020	237	JUSTIN B. NORWOOD	1	2,123.07	1,655.26	1,655.26	0.00	
45412	02/14/2020	238	WENDELL L. OPPEWALL	1	1,337.88	767.39	767.39	0.00	
45413	02/14/2020	240	JEANNE C. OTT	1	2,623.07	1,819.30	1,819.30	0.00	
45414	02/14/2020	301	Terry P. Paulos	1	347.04	250.40	250.40	0.00	
45415	02/14/2020	138	AMY Y. PHILBROOK	1	2,473.80	1,701.04	1,701.04	0.00	
45416	02/14/2020	275	JOELLE A. RUDDY	1	2,469.23	1,878.84	1,878.84	0.00	
45417	02/14/2020	74	LEON E. SARGENT	1	2,017.60	1,356.34	1,356.34	0.00	
45418	02/14/2020	120	KAREN L. SHARPE	1	2,950.00	1,881.41	1,881.41	0.00	
45419	02/14/2020	375	KATHLEEN C. ST DENIS	1	2,709.61	1,561.24	1,561.24	0.00	
45420	02/14/2020	404	KERRY L. TAYLOR	1	2,461.53	1,799.23	1,799.23	0.00	

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 14012

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
45421	02/14/2020	459	SHANNON L. WESTPHAL	1	1,892.30	1,485.05	1,485.05	0.00	
45422	02/14/2020	448	JACQUELINE A. WHEATON	1	2,853.84	2,025.52	2,025.52	0.00	
45423	02/14/2020	307	LAUREN M. WHITE	1	933.41	654.73	654.73	0.00	
45424	02/14/2020	469	TIFFANY C. YARBROUGH	1	1,028.16	874.42	874.42	0.00	
					111,036.16	83,228.02	65,396.53	2,908.55	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	7	2,908.55
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	49	65,396.53
	ACH Employee Credits	49	65,396.53
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	0	0.00
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH Vendor Debits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	2	14,922.94

WARRANT # 17

DATE PAID FEB 14 2020

SUPERINTENDENT *[Signature]* 12 February 2020

FINANCE OFFICER

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