

Town of Mount Desert
Board of Selectmen
Agenda

Regular Meeting
TUESDAY, February 16, 2021

Location: Zoom Meeting see pg. 2 for connection details
Joint meeting with the Warrant Committee for 3rd Party Requests

- I. Call to order at 6:30 p.m.**
- II. Minutes**
None presented
- 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.)*
None presented
- V. Selectmen's Reports**
- VI. Unfinished Business**
 - A. Re-establish the position of Director of Finance/Treasurer*
 - B. Appoint of Kendall Davis to Acadia National Park Advisory Commission by Interior Secretary David*
 - C. Approval of Fire Chief's request to amend the motion and approval to use up to \$7500.00 from Town Office Building Reserve Account No.4050100-24570 from the January 19, 2021 Board of Selectman's meeting to read "authorizing Fire Chief Bender to spend up to \$7,500 to continue the review of the options for the Public Safety Building from Fire Station Building Reserve Account No.4040300-24470 with a balance of \$59,847.62.*

ORIGINAL MOTION: *Ms. Dudman moved, with Mr. Wood seconding, authorizing Public Works Director Smith to spend up to \$7,500 to continue the review of the options for the Public Safety Building from Town Office Building Reserve Account No.4050100-24570 with a balance of \$123,468.00.10 Motion approved 5-0*
- VII. New Business**
 - A. Service Groups/3rd Party Budget 2021-2022 Requests*
 - B. Ambulance Service discussion*
 - C. Mount Desert Regional High School Scholarship & Stipend Recommendations*
 - D. As described in Public Works Director Tony Smith's February 11, 2021 memo to Town Manager Durlin Lunt, consideration of Director Smith's request to purchase a Honda commercial grade snow blower from Greenway Equipment Sales in Ellsworth at a cost of \$3,059 using funds from the Public Works Equipment Reserve account number 4050100-24500 with an unencumbered balance of \$286,005 leaving a balance of \$282,946 remaining in the account if the snow blower purchase is approved*

Board of Selectmen Meeting Agenda February 16, 2021

- E. *Consideration of including an article in the 2021 town meeting warrant asking the voters to authorize the costs associated with professional engineering services for design through bidding, IT and communications needs in the amount of \$357,500.00 for development of a new public safety building to house fire department and EMS personnel and equipment as described in Fire Chief Mike Bender's memo to Town Manager Durlin Lunt dated February 10, 2021*

VIII. Other Business

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

IX. Treasurer's Warrants

- A. *Approve & Sign Treasurer's Warrant AP2146 in the amount of \$113,247.35*
- B. *Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2144, AP2145, PR2106 and PR2119 in the amounts of \$4,005.57, \$11,048.14, \$120,522.79 and \$104,086.84, respectively*
- C. *Acknowledge Treasurer's School Board AP/Payroll Warrants 09 and 17 in the amounts of \$22,499.47 and \$83,651.83, respectively*

X. Adjournment

The next scheduled meeting is at 6:30 p.m., Monday, February 22, 2021 in the Meeting Room, Town Hall, Northeast Harbor
Special Joint meeting with the Warrant Committee for 3rd Party Requests

The Town of Mount Desert is inviting you to a scheduled Zoom meeting. You can call in through any of the listed phone numbers or connect with a computer via the web link. You **will need to enter the meeting ID** to get access to the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/248566175?pwd=RmozZjBOVWhUTQrRXR5QzFEZEEyQT09>

Meeting ID: 248 566 175

Password: 919872

One tap mobile

+13126266799,,248566175#,,,,0#,,919872# US (Chicago)
+16468769923,,248566175#,,,,0#,,919872# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)
+1 646 876 9923 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 408 638 0968 US (San Jose)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 248 566 175

Password: 919872

Zoom security now requires a password on all zoom meetings, so the recurring BOS meeting now has a password.

MANAGERS AGENDA MEMO

Board of Selectmen's Meeting

February 16, 2021

CONSENT AGENDA- *Informational items with no action required. A possible motion to accept consent agenda as printed.*

UNFINISHED BUSINESS

- A.** Re-establish the position of Director of Finance/Treasurer
 - 1. See memo from Town Manager requesting the re-establishment of the position of Director of Finance/Treasurer. This position existed from 2002-2011. Please refer to the revised salary classification plan, FY 22 salary schedule base, and the Finance Director/Treasurer job description. ***A possible motion to re-establish the position of Director of Finance/Treasurer at salary grade level 7 effective upon the date of hire.***

- B.** Appoint of Kendall Davis to Acadia National Park Advisory Commission by Interior Secretary David Bernhardt
 - 1. See letter from Trump Interior Secretary David Bernhardt to Kendall Davis dated April 25, 2020. This appointment was embargoed from public release due to the uncertainty of park advisory commissions continuance under the prior administration. Mr. Davis attended the ANP advisory commission held remotely earlier this week. ***A possible motion to invite Kendall Davis to a future Selectmen's meeting to discuss Town issues involving Acadia National park***

- C.** Request of Fire Chief Bender to amend motion and approval to use up to \$7,500. From town Office Building Reserve Account Number 4050100-24570 from January 19, 2021. BOS Meeting. ***A possible motion to authorize Fire Chief Bender to spend up to \$7,500 to continue the review of the options for the Public Safety Building from fire Station Reserve Account No. 4040300-24470 with a balance of \$59,847.62.***

NEW BUSINESS

A. Review of Social Service Agency Funding requests

1. See packet for list of agencies. **Informational only no action needed.**

B. Northeast Harbor Ambulance Service intention to cease operation.

1. Letter from Northeast Harbor Ambulance Service President Douglass Gray Jr. and Service Chief Basil Mahaney requesting entering discussions with the Town about transferring all responsibility for the provision of emergency medical response and care from the Northeast Harbor Ambulance Service to the municipality. They request that the changeover of service occur by January 1, 2023. **A possible motion to direct Town Manager Lunt, Fire Chief Bender, and Police Chief Willis to begin discussions with the Northeast Harbor Ambulance Service concerning the transfer of emergency medical response and care to the Town of Mount Desert by January 1, 2023.**

C. Scholarship & Stipend Recommendations

1. Memo from Treasurer Kathi Mahar recommending the authorization of a stipend and scholarship at MDI High school **A possible motion to authorize the Mount Desert Island High School to grant a stipend in the amount of \$200 from the Horace r. and Mary Reynolds Trust and a scholarship in the amount of \$100. From the Frank F. Stanley Trust.**

D. Request to Purchase Snowblower

1. Memo from Public Works Director requesting authorization to purchase a commercial grade snow blower to clear portions of sidewalks in Seal Harbor, Somerville, and East side of Main street in northeast Harbor. These are too narrow for our sidewalk plow to clear. The proposed snowblower will minimize the possibility of damage to these sidewalks and wooden rails. **A possible motion to authorize the purchase a Honda Commercial grade snowblower from Greenway Equipment sales in Ellsworth at a cost of \$3059 using funds from the Public Works Equipment Reserve account number 4050100-24500 with an unencumbered balance of \$286,005 leaving a balance of \$282,946 remaining in the account.**

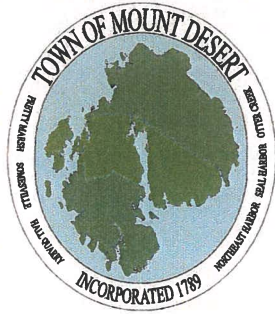
E. Request for a Warrant Article for the May 2021 Town Meeting to fund Engineering & Design Services for proposed addition to the Northeast Harbor Fire Station

1. Memo from Fire Chief Mike Bender requesting a Warrant Article in the amount of \$357,500 to cover the following expenses associated with the proposed addition to the Northeast Harbor Fire station.

- a. \$305,000 for Hedefine Engineering & Design Services fee for design, bidding, and permitting.
- b. \$25,000 for IT services to our IT Provider Haley Ward (formerly CES)
- c. \$2,500 to Brown's Communications

A proposed motion to create a Warrant Article for the May 2021 Annual Town Meeting in the amount of \$357,500 for engineering services, Information Technology support, and communication Costs for the proposed addition to the Northeast Harbor fire station.

UNFINISHED BUSINESS



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: Board of Selectmen

From: Durlin E. Lunt

Date; February 12, 2021

Subject: Director of Finance/Treasurer

In 2002 the Town of Mount Desert established the position of Director of Finance/Treasurer in the recognition that the finances of the Town were large and complex enough to warrant a position of upgrade from the previous position of Treasurer/Tax Collector. This position was at par with the Police Chief and Public Works Director.

In 2011 the position was returned to Treasurer/Tax Collector. At the recommendation of our auditor the Tax collector was separated for reasons of internal control and best governmental practice. I proved difficult to find a candidate that was either capable or willing to take on the extra tasks required of a Finance Director.

As governmental finance continues to evolve in complexity the time has come to return to the Finance Director model. I propose that the position be restored to Level Seven on our salary scale. I have attached the Salary Scale Base, Classification plan, and job description

	A	B	C	D	E
1	Town of Mt. Desert, ME				
2					
3	Salary Scale Base				
4					
5					
6					
7					
8					
9					
10					
11	(1) Salary Grade	(2) Minimum	(3) Mid-Point (Annual)	(4) Maximum	(5) Mid-Point (Hourly)
12					
13	8	85,050	100,059	115,068	48.11
14	7	76,545	90,053	103,561	43.29
15	6	68,891	81,048	93,205	38.97
16	5	62,002	72,943	83,884	35.07
17	4	55,801	65,649	75,496	31.56
18	3	50,221	59,084	67,946	28.41
19	2	45,199	53,175	61,152	25.57
20	1	40,679	47,858	55,037	23.01
21	1A	36,611	43,072	49,533	20.71
22					

FY 22

Final thru December

Town of Mount Desert
Salary Classification Plan

Position	Grade
Town Manager	8
Public works Director	7
Police Chief	7
Finance Director/Treasurer	7
Assessor	5
Fire Chief	5
Harbor Master/Marina Manager	5
Wastewater Superintendent	5
Police Lieutenant	5
Town Clerk	4
Code Enforcement Officer	4
Police Sergeant	4
Fire Lieutenant	4
Highway superintendent	4
Finance Clerk	3
Police Officer	3
Deputy Harbor Master	3
Fire Fighter	3
Dispatchers & Customer Service Reps	2

Town of Mount Desert

Job Description

Director of Finance-Treasurer

Salary Scale 7

Nature of Work

The Director of Finance-Treasurer is responsible for the professional management of Town Government finances, following State statutes and local regulations. This will include the collection of appropriate tax revenues from the Tax Collector, the disbursement of monies for operating and debt obligations, assisting the Town's investment committee in the prudent investment of available monies in accordance with Town policies, and the securing of monies required to finance projects or operating needs. The incumbent is responsible for the integrity of all financial transactions within an accounting and reporting system and the forecasting and recommendations on Town financial matters. In addition, the incumbent is responsible for managing the relationships of all vendors supplying products and services to the Town. The incumbent also provides direction and supervision to the clerical staff at Town Hall and is responsible for human resources management.

Authority

The incumbent has the authority and responsibility to effectively recommend the hiring and discipline/discharge of employees in this department, and has the authority and responsibility to supervise, assign, and evaluate work, and schedule employees in this department. The incumbent operates under the general direction of State Statutes and reports to the Town Manager.

Scope FY 21

Annual Town Budget: \$16,509,020

Tax Revenues: \$16,470,493

Town Investments Value: \$7,500,000

Town (Average) Bonds Liability: \$1,702,977

Essential Duties and Responsibilities

1. **Accounting Management & Integrity**- the incumbent is responsible for ensuring that all financial transactions required by Statute or generally accepted accounting principles (GAAP) are accurate, timely, and within compliance of such regulations. In addition, the incumbent performs cost control activities which includes monitoring revenues and expenditures and establishes and maintains internal control procedures, including establishing and maintaining appropriate financial records. The incumbent is to provide financial analysis and plans, forecasts, estimates, and a variety of studies, reports and related information for decision-making

purposes as well as monitoring the financial condition of the Town to assure its fiscal well-being. The incumbent assists in and supports the budget preparation and execution process. The incumbent is responsible for the posting and reconciliation of ledgers and accounts, and for managing the annual audit.

2. **Collection & Disbursement of Monies**-the incumbent is responsible for ensuring that all appropriate taxes due to the municipality are collected from the Tax Collector on a timely basis following the regulations determined by the State and Local government institutions. The incumbent is also responsible for the proper disbursements of monies received through tax collection and other sources of revenue to the appropriate government agencies, lending institutions, payroll, and vendors, etc. This is to be done on a timely basis and within acceptable accounting standards to ensure that liabilities and/or additional costs are not incurred by the municipality
3. **Investing and Borrowing**- The incumbent is responsible for assisting and providing support to the Town Investment Committee with their mission to provide prudent and timely investing of municipal monies following guidelines and regulations promulgated by State and Local Government and judicious accounting concepts. The incumbent has the responsibility for the municipality the lowest cost financing (within State and Municipal regulations) involving monies needed to pay for voter-mandated projects. In addition, the incumbent is responsible for securing lines of credit for municipal operating needs dictated by timing issues created by gaps in tax collections vs. expenditures
4. **Vendor Management**- The incumbent is responsible for developing and managing the relationships with vendors that directly supply goods and services to the Town, which will include reviewing recommended contracts prior to their signing and keeping the Town Manager informed of situations where the Town could be at risk/ and or not negotiating in its best interest.
5. **Communications**- the incumbent is responsible for the accurate and timely communications of all financial information of interest to the Town Manager, Board of Selectmen, and residents of the community. This will include activities such as preparing financial analysis, statements, recommendations, and background information (expenditures to-date, payment obligations, revenues, investment activity, etc.) needed to facilitate sound decision making by the appropriate parties (e.g., annual town reports, warrant proposals, etc.).
6. **Supervision**- The incumbent is responsible for the direction and supervision of the Town Clerk and the clerical employees working in Town Hall including the Tax Collector, Deputy Town Clerk, and the Treasurer's Clerical staff.
7. **Other Duties**- The incumbent as one of the major department managers of the municipality, may be assigned other duties from time to time as the town Manager may direct

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Education and Experience

- Bachelor's degree in Finance, Accounting or Public Administration

- Municipal accounting & finance knowledge, however acquired preferably through technical education and hands-on experience

Five (5) years of progressively responsible experience in municipal finance

Three (3) years in a responsible supervisory position

Necessary Knowledge, Skills and Abilities

- Working knowledge of modern governmental accounting theory, principles, and practices; of office automation and computerized financial applications; of public finance and fiscal planning; of budgetary, accounting, and reporting systems, GAAFR, GAAP, and GASB; etc. and applications knowledge of modern spreadsheet uses.
- Ability to prepare and analyze the financial reports; maintain efficient and effective financial systems and procedures; establish and maintain effective working relationships with employees and town officials
- Skill in Human Relations for supervision of employees and interaction with the public and the various elected or appointed boards, financial institutions, and regulatory agencies
- Effective written, verbal, and listening skills
- Ability to handle confidential materials and information in a professional manner
- The highest level of ethical conduct as required by the public trust as the scope of this position involves the handling of large sums of money
- High degree of accuracy

Special Requirements

- A valid State of Maine driver's license or ability to obtain one within three months
- Must be able to be bonded
- U.S. Citizen, Resident of the State of Maine
- At least eighteen (18) years of age

Tools and Equipment Used

Personal computer, including word processing and spreadsheet software; MUNIS and TRIO software; 10 key calculators; telephone; copy machine; fax machine

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals to perform the essential functions

While performing the duties of this job, the employee is frequently required to sit and talk or hear, use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk

The employee must occasionally lift and/or move up to 40 pounds. Specific vision required by this job include close vision and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job which would include a normal office environment with a moderately quiet work environment

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



THE SECRETARY OF THE INTERIOR
WASHINGTON
APR 25 2020

Mr. Kendall L. Davis
P.O. Box 555
Mount Desert, Maine 04609

Dear Mr. Davis:

It gives me great pleasure to appoint you to the Acadia National Park Advisory Commission (Commission) representing the Town of Mount Desert. Your appointment is effective the date of this letter for a 3-year term.

The purpose of the Commission is to consult with the Secretary of the Interior on matters relating to the management and development of Acadia National Park, including but not limited to, the acquisition of lands and interests in lands (including conservation easements on islands) and termination of rights of use and occupancy. A copy of the Commission's charter is enclosed for your information.

Mr. Kevin Schneider, Superintendent, Acadia National Park, will be in contact with you regarding Commission activities. Mr. Schneider can be reached at (207) 288-8700.

I look forward to the benefit of your counsel on the important activities to be undertaken by the Commission.

Sincerely,

Secretary of the Interior

Enclosure

Town Clerk

From: Mike Bender
Sent: Wednesday, February 10, 2021 10:05 AM
To: Town Clerk
Cc: Durlin Lunt
Subject: BOS Agenda Item

Follow Up Flag: Follow up
Flag Status: Flagged

Claire,

Please place as an agenda item for the 2/16/21 BOS meeting:

Approval of Fire Chief's request to amend the motion and approval to use up to \$7500.00 from Town Office Building Reserve Account No.4050100-24570 from the January 19, 2021 Board of Selectman's meeting to read "*authorizing Fire Chief Bender to spend up to \$7,500 to continue the review of the options for the Public Safety Building from Fire Station Building Reserve Account No.4040300-24470 with a balance of \$59,847.62*

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Mike Bender, Fire Chief
Mount Desert Fire Department
PO Box 248
Northeast Harbor, ME 04662
Tel. 207-276-5111
Cell 207-460-3096
Fax 207-801-5851
firechief@mtdesert.org

NEW BUSINESS

	Application Returned	2020-21 Application Emailed	Funded Prior Yr	Group Name	ContactFName	ContactLastName	Approved BOS Recommendations	2021 Request	2020 Request	2019 Request
2/16/2021		1/6/2021	NO	Acadia Family Center	Clara	Baker		\$5,000.00	none	\$2,000.00
2/16/2021	2/2/2021	Yes	NO	Acadian Youth Sports	Brenda	Fernald		\$2,000.00	none	\$1,750.00
2/16/2021		Yes	Yes	Aid Society Otter Creek	John	Macauley				
2/16/2021	2/4/2021	Yes	Yes	American Red Cross/Pine Tree Chapter	Rachel	Zellem		\$3,500.00	\$3,700.00	\$1,500.00
2/16/2021	2/2/2021	Yes	Yes	Bar Harbor Food Pantry	Jennifer	Jones		\$3,500.00	\$3,500.00	\$3,500.00
2/16/2021	request letter 11/18/20; app received 2/3/21	Yes	NO	Community Health and Counseling Services	Michelle	Humphrey		\$300.00	\$0.00	\$0.00
2/16/2021	2/5/2021	Yes	Yes	Downeast Community Partners (formerly Wash Hancock Community)	Sarah	Nugent		\$1,504.00	\$5,059.00	\$2,280.00
2/16/2021	1/22/2021	Yes	Yes	Downeast Horizons Inc.	Ashley	Johnson		\$5,600.00	\$5,600.00	\$5,600.00
2/16/2021	Not Requesting Funding 2021	Yes	Yes	Downeast Transportation/Island Explorer	Paul	Murphy		--	--	--
2/16/2021	1/12/2021	Yes	Yes	Eastern Area Agency On Aging	Dyan	Walsh		\$500.00	\$500.00	\$500.00
2/16/2021	2/5/2021	Yes	Yes	Emmaus Homeless Shelter	Stacey	Herrick		\$2,053.00	\$2,053.00	\$2,053.00
2/16/2021	2/5/2021	Yes	Yes	Families First Community Center	Dawn	Coffin		\$1,000.00	\$1,000.00	\$1,000.00
2/16/2021	2/3/2021	Yes	Yes	Great Harbor Maritime Museum	Sydney	Roberts-Rockefeller		\$5,500.00	\$8,700.00	\$3,700.00
2/16/2021	2/3/2021	Yes	Yes	Health Equity Alliance (formerly Down East AIDS Network)	Kelly	McDonald		\$500.00	\$500.00	\$500.00
2/16/2021	2/3/2021	Yes	Yes	Hospice Volunteers of Hancock County	Jody	Wolford-Tucker		\$1,500.00	\$1,500.00	\$1,500.00
2/16/2021	1/13/2021	Yes	Yes	Island Connections	Doreen	Willett		\$2,500.00	\$2,500.00	\$2,000.00
2/16/2021	2/4/2021	Yes	Yes	Island Housing Trust	Gail	La Rosa Thompson		\$7,500.00	\$7,500.00	\$5,000.00
2/16/2021	1/15/2021	1/6/2021	Yes	Lifelight Foundation	Thomas	Judge		\$1,000.00	\$1,000.00	\$1,000.00
2/16/2021		Yes	Yes	MDI Campfire Coalition	Ann Marie	Hart		\$3,000.00	\$3,000.00	\$3,000.00
2/16/2021	1/21/2021	Yes	Yes	Mt. Desert Chamber of Commerce	Micki	Sumpter (Lisa Parsons)		\$27,500.00	\$27,500.00	\$27,500.00

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee

Meeting Date to Review:

February 16, 2021

Organization Name

Academy Youth Sports

Mailing Address:

P.O. Box 656
Br. Hills, ME, 04609

Phone Number:

207-460-4106

Contact Person:

Tony McKim

Contact Email:

tony.mckim@thefirst.com

Gross operating budget:

83,034.18

Gross payroll:

-0-

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:

100

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

AYS Provides safe, enjoyable team sports activities for the
youth of MDE. We provide Basketball, Baseball, Softball,
Cheering, Golf, and Football.

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): 75

How many times per month was this service used?

5-10

What amount is each Mount Desert resident being served charged?

100.-

What are your plans for fundraisers?

We will hold our annual golf tournament at Kebo this year.
However we are limited due to the COVID-19 Pandemic.
So indoor events are not possible for us to do. Normally
we would also hold our annual AYS Extravaganza, which is
an indoor event.

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:

A/S will use these funds to maintain our current equipment and uniforms for participants to use. Any remaining will be used for athletes to participate, should they not be able to cover registration fees.

Amount you are requesting for FY 2021-2022: \$ 2,000

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

2020: \$ _____ 2019: \$ 1750 2018: \$ 1500

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

100% of the funds will go to purchasing and maintaining our equipment and uniforms for use by all players.

[Signature]
Signature of Requester

2/3/2021
Date of Request

Kyle McKim - Board of Directors
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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 16, 2021

Organization Name American Red Cross

Mailing Address: 2401 Congress Street
Portland Maine 04102

Phone Number: 207-874-1192

Contact Person: Rachel Zellem

Contact Email: supportnne@redcross.org

Gross operating budget: \$7,287,952

Gross payroll: \$3,639,287

Salary and other compensation of highest paid employee: Not disclosed

Salary and other compensation of lowest paid employee: Not disclosed

Number of Paid Employees: 41 Full Time 0 Part Time

Number of volunteers: 1,660

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

We respond to disasters, locally these are most commonly home fires, to provide those effected by them with emergency shelter, financial assistance, and an array of other supportive services. We were not called to any fires in Mount Desert last year; however throughout our three state region we were on the scene at more than 450 incidents and provided services to 1,900 individuals. Throughout Hancock County, we installed 8 free smoke detectors in homes, collected 1,036 pints of blood, and trained 100 people in life-saving first aid and CPR. We are proud to have also assisted 56 of Hancock County's Service Members, veterans, and their families by providing emergency communications and other services, including counseling 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): We did not respond to any home fires in Mount Desert last year. The rest of our services are reported by county.

How many times per month was this service used? N/A

Town of Mount Desert Budget Questionnaire

What amount is each Mount Desert resident being served charged? Our services are provided free of charge.

What are your plans for fundraisers?
We are not hosting and fundraising events.

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

Our five lines of service are:

- Disaster response/relief
- Blood collection
- Training services (first aid, CPR)
- Services to the Armed Forces (emergency communications, resiliency training, financial assistance)
- International Services (emergency communications)

Amount you *are requesting* for **FY 2021-2022**: \$3,500.00

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


2020: \$3,700.00

2019: \$1,500.00

2018: \$1,500.00

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

We are requesting funds for our general operating budget, which is attached.



Signature of Requester

February 3, 2021

Date of Request

Rachel Zelle, Development Specialist
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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review:

February 16, 2021

Organization Name: Bar Harbor Food Pantry
Mailing Address: PO Box 434 Bar Harbor ME 04609
Phone Number: 207 288 3375
Contact Person: Alison Bean – Board Chair
Contact Email: Alison @bhfp.org

Gross operating budget: _____
Gross payroll: _____
Salary and other compensation of highest paid employee: \$55,000 yr / 3 wks of paid vacation
Salary and other compensation of lowest paid employee: \$25,000 yr / 1 wk of paid vacation
Number of Paid Employees: 1 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:

We provide food and other household items at no cost to any resident of Mount Desert that seeks assistance with us. All patrons are allowed to use the pantry up to 4 times a month to ensure they are receiving enough food.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 47

How many times per month was this service used? Up to 4 times per individual if they so choose.

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

What are your plans for fundraisers?

With the uncertainty of having in person fundraisers, we have 2 virtual ones planned this year. We plan to do host an online style event/talk with Lindsey Frommeing from Fashion Fix MN, in Feb. We also plan to host a virtual fundraiser with our farm partners to raise funds for purchasing local produce. We will continue to operate Serendipity Resale as best we can during these times.

Town of Mount Desert Budget Questionnaire

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

The funds will provide healthy food and local produce to any resident from Mount Desert seeking assistance


Amount you are requesting for **FY 2021-2022**: \$ \$3,500

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

2020: \$ \$3,500 2019: \$ \$3,500 2018: \$ \$3,000

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

The full amount of the funds received from Mount Desert go towards our food purchases budget with for 2021 is \$125,000-\$150,000



Signature of Requester

Feb 2nd 2021
Date of Request

Jennifer Jones- Executive Director
Printed Name and Title of Requester

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 16, 2021

Organization Name: Community Health and Counseling Services
Mailing Address: P.O. Box 425, Bangor ME, 04402-0425

Phone Number: (207) 947-0366
Contact Person: Michelle Humphrey

Contact Email: mhumphrey@chcs-me.org

Gross operating budget: 32,165,184
Gross payroll: 16,977,940/yr
Salary and other compensation of highest paid employee: 237,848
Salary and other compensation of lowest paid employee: \$25,272
Number of Paid Employees: 318 Full Time 72 Part Time
Number of volunteers: 18

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

CHCS offers several outpatient services to the people of Mount Desert: outpatient mental health therapy, psychiatric services. This past year we have offered residential services to several people living in Mt Desert. Residential services could be either congregate care or crisis stabilization. A complete listing of the potential services CHCS may be able to offer citizens has been attached to this document.

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

How many times per month was this service used? 38

What amount is each Mount Desert resident being served charged? The amount charged depends on the service being provided and the type of insurance the person holds. There are several sliding fee schedules and a listing of mental health charges attached to this document.

What are your plans for fundraisers?

CHCS had an annual appeal campaign for employees, a Christopher P. Pickering Pay It Forward Fund and we accept donations from citizens organizations. Our pay it forward fund is designed to assist clients in need.

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:

Service provided would include most of the indicated services on the Services and Descriptions document attached to this document.

Amount you are requesting for FY 2021-2022: \$ 300.00

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

2020: \$ 0 2019: \$ 0 2018: \$ 0

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

Municipal appropriations are allocated to cost units associated with services provided in that municipality. The municipal appropriation is treated as revenue and serves to bridge the gap between reimbursement and costs. 74% of our total costs are associated with personnel expenses. 80% of personnel expenses are salary and 20% are benefits. Our G&A expenses are approximately 13%.

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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review:

February 16, 2021

Organization Name: Downeast Community Partners
Mailing Address: 248 Bucksport Road
Ellsworth, ME 04605
Phone Number: 207-664-2424
Contact Person: Sarah Nugent
Contact Email: sarah.nugent@downeastcommunitypartners.org

Gross operating budget: 12,739,726
Gross payroll: 6,961,895
Salary and other compensation of highest paid employee: 105,961
Salary and other compensation of lowest paid employee: 27,523
Number of Paid Employees: 110 Full Time 63 Part Time
Number of volunteers: 244

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

Please see the attached letter for services provided to town residents last 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): 14 Households or approximately 30 people, received LIHEAP benefits. At this time we are unable to confirm if a higher number of residents received services without risking duplication of count.

How many times per month was this service used? It is difficult to answer that definitively, services such as LIHEAP can only be accessed once per year, however, Transportation Services can be used daily.

What amount is each Mount Desert resident being served charged? All services accessed by Mount Desert residents this past year were provided free of charge.

What are your plans for fundraisers?

COVID has laid waste to our usual plans for fundraisers. Where possible, we have gone to a virtual model, and of course, we continue our annual appeal letters for the programs that have always utilized them. Our grantwriting activity has increased dramatically, and we continue our annual campaign to raise funds from the towns we serve.

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:

DCP will continue to offer services designed to meet the basic needs of residents of Hancock and Washington counties in line with our mission, "To improve the quality of life and reduce the impact of poverty in Downeast communities", specifically as outlined in the attached brochure.

Amount you are requesting for FY 2021-2022: \$ 1,504 (Based on 5% of services provided to the town)

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

2020: \$ 5,059 2019: \$ 2,280 2018: \$ 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 augment underfunded programs, provide local match where required for state and federal funds (such as in our transportation services division) and to support the creation of new programs designed to meet the needs of local residents. COVID provided us with ample opportunity to adapt to the changing needs within our communities and DCP has been able to shift how we do the work in part because of the unrestricted funding we receive from towns. Unfortunately, we are not able to break it down into percentages like this, but I can tell you that it will likely follow our overall budget which has 54% to salaries, 9% for administration, and the balance to materials, client support, and other expenses.

Sarah Nugent

2/5/2021

Signature of Requester

Date of Request

Sarah 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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**



Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee Meeting Date to Review: February 16, 2021

Organizational Name: Downeast Horizons, Inc.
Mailing Address: 1200 State Highway 3
Bar Harbor, Maine 04609
Phone Number: 207-288-4234
Contact Person: Ashley Johnson

Contact Email: ajohnson@dehi.org

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

Salary and other compensation of highest paid employee: \$120,000
Salary and other compensation of lowest paid employee: \$28,080
Number of Paid Employees: 159
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 two program centers, eight 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): 45 Individuals

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 \$47,712.28. 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.

Amount you are requesting for **FY 2021-2022**: \$5,600.00

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

2020: \$5,600.00 2019: \$5,600.00 2018: \$5,600.00

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

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


Signature of Requestor

1/20/2021
Date of Request

Ashley Johnson Resource Coordinator
Printed Name and Title of Requestor

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting **at 6:30pm, Tuesday, February 16, 2021 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 4, 2021 Annual Town Meeting beginning at 6:00pm in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

Questions? Contact Durlin E. Lunt, Jr., Town Manager or Claire Woolfolk, Town Clerk at the Town Office 276-5531 or by email 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, 2021)

DATA SHEET FOR MOUNT DESERT

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

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

Adult Services Provided

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

Day & Evening Programs

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

Community Supports

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

Residential Services

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

Employment Supports

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

Children Services Provided

DEH, in partnership with the Maine Department of Health and Human Services, serves children diagnosed with Mental Retardation, Autism, and Autism Spectrum Disorders including Asperger Syndrome, Pervasive Development Disorder (PDD), and Rhetts Syndrome. The focus is to teach necessary skills to improve the consumer's independence with activities of daily living, community integration, and behavior management. Services include:

Community Supports

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

Social Group Services

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

Number of people served from the town of Mount Desert: 45 individuals

Average annual cost to agency per consumer: \$47,364 (Group home residents are double)

2021 Operating Budget: \$7.8 million; 5 percent of that budget must be raised from private and municipal funds. DEH currently receives support from 9 additional towns in Hancock County.

Total number of consumers: 225

Total number of family members receiving indirect services: 525

Total number of employees: 159

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

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

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee

Meeting Date to Review:

February 16, 2021

Organization Name

Eastern Area Agency on Aging

Mailing Address:

240 State Street, Brewer, ME 04412

Phone Number:

207 941-2865 ext.110

Contact Person:

Dyan Walsh

Contact Email:

dwalsh@eaaa.org

Gross operating budget:

\$3,951,498

Gross payroll:

\$2,020,879

Salary and other compensation of highest paid employee:

\$95,709

Salary and other compensation of lowest paid employee:

\$7,488

Number of Paid Employees:

33 Full Time 4 Part Time

Number of volunteers:

350

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): **33**

How many times per month was this service used? **1,182/12 = 98.5 times per month**

What amount is each Mount Desert resident being served charged?

EAAA does not charge for most services. The total requested from Mount Desert is \$500. Divided by 33 residents is \$15.15 per resident.

What are your plans for fundraisers?

EAAA consistently applies for private grants and solicits for donations from private donors as well as holds fundraising event 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:

Please see attached services sheet.


Amount you *are requesting* for **FY 2021-2022: \$500**

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

2020: **\$500** 2019: **\$500** 2018: **\$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 Senior Food Box program, Family Caregiver Services, Meals on Wheels and Information and Assistance.



Signature of Requester

1/11/2021
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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review:

February 16, 2021

Organization Name
Mailing Address:

Emmaus Homeless Shelter, HOME, Inc.
P.O. Box 811

Phone Number:
Contact Person:

Ellsworth, ME 04605
(207) 667-3962
Stacey Herrick

Contact Email:

director@emmaushelter.org

Gross operating budget:
Gross payroll:

\$ 663,749.46
\$ 313,398.44

Salary and other compensation of highest paid employee:

\$42,140

Salary and other compensation of lowest paid employee:

\$10,000.00

Number of Paid Employees:

8 Full Time 3 Part Time

Number of volunteers:

(3) Specific - however #'s vary because residents help too.

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

- ① Shelter Services A) Shelter B) Housing Case Management C) Support for 1yr after move
 - ② Food A) Pantry w/ emergency food boxes + produce
 - ③ Household Items A) Linens B) Clothing, Socks, Shoes, Mask, dishes, Furniture
 - ④ Holiday Programs A) Thanksgiving food basket B) Christmas food baskets C) Gift program for kids/Christmas
- Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): Undetermined

How many times per month was this service used?

undetermined

What amount is each Mount Desert resident being served charged?

\$ 0

We do not charge for any services

What are your plans for fundraisers?

The past year we were unable due to Covid-19 - However we are working on a virtual auction and hope our "make a change" Donation boxes can go out this year.

Yard Sales, Re-Gift-a-thon

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 would put any funds into general funding to be used where needed

Amount you are requesting for FY 2021-2022: \$ 2,053

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

2020: \$ 2053.00 2019: \$ 2053.00 2018: \$ 2053.00

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% will go towards general operating expenses to fund all programs mentioned

Stacey Herrick
Signature of Requester

02-04-21
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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee

Meeting Date to Review:

February 16, 2021

Organization Name: Families First Community Center
Mailing Address: PO Box 951 Ellsworth Maine 04605
Phone Number: 207 460-3711 207 412-2045
Contact Person: Maureen Bartley
Contact Email: familiesfirstellsworth@gmail.com

Gross operating budget: \$ 186,778.00
Gross payroll: \$ 78,336.00
Salary and other compensation of highest paid employee: \$ 47,000.00
Salary and other compensation of lowest paid employee: \$ 22,504.00
Number of Paid Employees: 1 Full Time 1 Part Time
Number of volunteers: 25 +

Narrative of what services your organization specifically provides to the residents of the Town of Mount Desert: **We provide housing for homeless families with minor children, and offer outreach services to meet the immediate needs of families experiencing homelessness or who are at risk for becoming homeless.**

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 * we just completed our house and ware now beginning our operational phase.

How many times per month was this service used? 0

What amount is each Mount Desert resident being served charged? there is no charge

Town of Mount Desert Budget Questionnaire

What are your plans for fundraisers? **We have an annual dinner in September, benefit concerts and seasonal appeals to donors as well writing grants.**

Please explain what services will be provided by any funds you may receive from the Town of Mount Desert: **This funding would assist us in transportation costs. Darlings Has donated a van with a 2 year lease to us but it will require gas, and upkeep as well as additional insurance.**

Amount you *are requesting* for FY 2021-2022: \$ 1,000.00

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

2020: \$ 1,000.00 2019: \$ 1000.00 2018: \$ 0

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

100% of these funds would support the cost of maintaining our van which will be used to assist people from both our residential and outreach programs.

Signature of Requester

Date of Request Feb. 5, 2021



Printed Name and Title of Requester
Theresa Ouellette Board President

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

Town of Mount Desert Budget Questionnaire

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 16, 2021

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:

A maritime museum in Northeast Harbor's former firehouse on Main Street; open seasonally but responding to research inquiries year-round. The museum mounts exhibits of relating to local maritime history, with new exhibits in 2020 n

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

How many times per month was this service used? 4192 entered the museum, but significantly larger number use

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
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 16, 2021

Organization Name: Health Equity Alliance

Mailing Address: 304 Hancock St, Suite 3B, Bangor
04401

Phone Number: 207-990-3626

Contact Person: Kelly McDonald

Contact Email: kelly@mainealthequity.org

Gross operating budget: \$3.2 million

Gross payroll: \$1.017 million

Salary and other compensation of highest paid employee: \$95K

Salary and other compensation of lowest paid employee: \$31K

Number of Paid Employees: 23 Full Time 2 Part Time

Number of volunteers: Currently 6 as many are not able to volunteer due to the pandemic.

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

HEAL offers a food pantry, syringe exchange, medical case management for those living with HIV/AIDS, and targeted case management for those with a current or history of drug use. We also provide LGBTQ+ services such as a youth group, testing events, trainings for the community, and plan Bangor Pride as well as support other Pride events across Maine.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 47

How many times per month was this service used? This varies as to what service is being accessed. Food pantry is available weekly for clients and monthly for community

Town of Mount Desert Budget Questionnaire

members, while the syringe exchange can be accessed daily by clients. Case management varies as to the need of the client. _____

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

What are your plans for fundraisers?

We have many fundraisers planned surrounding Pride, but the current pandemic is changing how we fundraise since we are not able to hold as many in person events, such as our auction and dinner which is a large fundraising event for us. We hope to have a Drive-In Movie event, bottle drive and work with local organizations to partner to better serve our community.

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:

Food pantry, syringe exchange, case management, HIV and HCV testing

Amount you *are requesting* for **FY 2021-2022**: \$ 500_____

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

2020: \$ 500_____ 2019: \$ 500_____ 2018: \$ 0_____

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

Food Pantry – 100%

Kelly Crane McDonald _____ 2/3/2021 _____
Signature of Requester Date of Request

Kelly Crane McDonald, Development Coordinator

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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee

Meeting Date to Review:

February 16, 2021

Organization Name

Hospice Volunteers of Hancock County

Mailing Address:

14 McKenzie Ave.
Edloworth ME 04605

Phone Number:

667-2531

Contact Person:

Jody Wolford Tucker

Contact Email:

jwtucker@hospiceofhancock.org

Gross operating budget:

\$287,179.83

Gross payroll:

\$222,514.83 (including wages, taxes + benefits)

Salary and other compensation of highest paid employee:

\$64,602.00

Salary and other compensation of lowest paid employee:

\$29,961.00 (4-day emp)

Number of Paid Employees:

3 Full Time 1 Part Time

Number of volunteers:

≈ 100 trained direct-service volunteers, +
≈ 100 behind-the-scenes volunteers

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 patients + families } NOT the same population.
1 equipment sharing 4 Bereavement clients }

How many times per month was this service used?

≈ 4 each (i.e. 1x per week)

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

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 2021-2022: \$ 1500.00

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

2020: \$ 1500.00 2019: \$ 1500.00 2018: \$ 1500.00

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

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

M. J. (Jody) Wolford-Tucker
Signature of Requester

2/3/2021
Date of Request

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

Reminder: A representative from your organization shall attend the combined Board of Selectmen/Warrant Committee meeting at **6:30 p.m., Tuesday, February 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

Thank you!

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee

Meeting Date to Review:

February 16, 2021

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: \$ 185,770
Gross payroll: \$ 129,911
Salary and other compensation of highest paid employee: \$ 59,989
Salary and other compensation of lowest paid employee: \$ 26,266
Number of Paid Employees: 1 Full Time 2 Part Time
Number of volunteers: Up to 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): 40 Island Connections Neighbors identified as residents of Mount Desert were served in 2020 however this number doesn't include meal delivery for the Meals on Wheels Program recipients; Island Connections doesn't maintain a list of meal recipients - that data is maintained by the MDI & Ellsworth Housing Authority and the Eastern Area on Aging.

How many times per month was this service used? In 2020, 485 rides benefited the residents of the Town of Mount Desert averaging 40.41 per month.

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

What are your plans for fundraisers?

Due to Covid-19, we were forced to cancel our annual fundraising events for 2021 however we will run a Match Campaign in the spring.

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 2021-2022**: \$ 2,500.00

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

2020: \$ 2,500.00 2019: \$ 2,500.00 2018: \$ 2,000.00

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.)

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



Signature of Requester

1/8/21

Date of Request

Doreen Willett

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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 16, 2021

Organization Name: Island Housing Trust
Mailing Address: PO Box 851, Mount Desert, ME 04660
Phone Number: (207) 244-8011
Contact Person: Marla O'Byrne
Contact Email: mobyrne@islandhousingtrust.org
Gross operating budget: \$512,290 (\$1.5M budget w/projects)
Gross payroll: \$215,000
Salary and other compensation of highest paid employee: \$66,000
Salary and other compensation of lowest paid employee: \$49,000
Number of Paid Employees: 3 Full Time 0 Part Time
Number of volunteers: 17

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 16 properties, home to 46 residents in the Town of Mount Desert, including the IHT Ripples Hill neighborhood.

Total number of Mount Desert residents your organization served last year (a resident may only be counted **once** toward the total regardless of how many different programs/services are provided to him/her): 47

How many times per month was this service used? Ongoing

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

What are your plans for fundraisers?

IHT sends two appeals each year, and produces two newsletters that include fundraising appeals. Online donations are accepted all year. Generally, IHT holds small events but did not do so in 2020, and plans are unsure for 2021. Donor outreach has been done virtually due to the pandemic. IHT is in the early, quiet phase of a capital campaign and is connecting with donors by phone and Zoom.

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:

Home Ownership Assistance Program applicants who are approved for funding will receive HOAP funds to help with down payment of their home purchase. These funds will help place a working family in a home on MDI and covenants ensure the house remains affordable for year-round residents working on MDI.

Amount you *are requesting* for FY 2021-2022: \$7,500

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

2020: \$7,500 2019: \$5,000 2018: \$5,000

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.)

IHT will use 100 % of the funding from the Town of Mount Desert 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 to IHT for assistance to meet their down payment requirements, agreeing to covenants on their home. Typical HOAP funding is \$25,000 - \$30,000. Covenants ensure affordability for future owners.

Marla S. O'Byrne
Signature of Requester

February 4, 2021
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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date:

February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review:

February 16, 2021

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): 11 residents were cared for by LifeFlight

How many times per month was this service used? Average of almost once a month - used more in the Summer months.

What amount is each Mount Desert resident being served charged? Average cost per transport is \$17,000. However LifeFlight contracts with and bills all major insurances, like a hospital emergency department.

What are your plans for fundraisers? LifeFlight's biggest fundraiser is the Islesboro Crossing - a 5k swim from Northport to the island of Islesboro. However in 2020 the event went virtual allowing participants to swim, paddle, bike, walk, or hike over a two week period in August. We wanted to connect all the corners of Maine during the event, like LifeFlight does when they fly across the state to help patients. LifeFlight also hosts a fundraising golf tournament once a 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:

This year the towns can choose to have their funds support the aircraft replacement fund or the COVID relief fund. The financial impact on LifeFlight, due to COVID-19, for equipment, supplies, and biocontainment systems is estimated at \$1.8 million in new costs between February 2020 and January 2022.

Amount you *are requesting* for FY 2021-2022: \$ 1,000

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

2020: \$ 1,000 2019: \$ 1,000 2018: \$ 1,000 - Thank you!

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

Any funding from Mount Desert will be put into the aircraft replacement fund or into the COVID relief fund - the choice is up to the town. If no specific option is chosen, the funds will go to the aircraft replacement fund.

Victoria Bathgate
Signature of Requester

January 13, 2021
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 22, 2021, via Zoom Meeting** in order for the request to be considered. Attendance is also recommended at the May 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 22, 2021

Organization Name: MDI COMMUNITY CAMPFIRE COALITION
Mailing Address: C/O THE NEIGHBORHOOD HOUSE
P.O. BOX 332, NEH, ME 04862
Phone Number: 270.5039
Contact Person: ANNE-MARIE HART

Contact Email: annemarie@theneighborhoodhouse.com
Gross operating budget: \$25,000 - \$45,000 DEPENDING ON
Gross payroll: Ø THE SEASON AND HEATING FUEL PRICES.
Salary and other compensation of highest paid employee: N/A Ø
Salary and other compensation of lowest paid employee: N/A Ø
Number of Paid Employees: Ø Full Time Ø Part Time
Number of volunteers: Ø

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

THE COALITION PROVIDES HEATING ASSISTANCE TO HOUSEHOLDS ON MDI AND THE OUTER ISLANDS. QUALIFYING HOUSEHOLDS RECEIVE 100 GALLONS OF HEATING OIL OR THE EQUIVALENT IN PROPANE, ELECTRIC, WOOD OR KZ.

Total number of Mount Desert residents your organization served last year (a resident may only be counted once toward the total regardless of how many different programs/services are provided to him/her): 30 PEOPLE LAST HEATING SEASON
28 SO FAR THIS SEASON

How many times per month was this service used? N/A HOUSEHOLDS CAN ONLY RECEIVE FUEL ONCE PER HEATING SEASON.
What amount is each Mount Desert resident being served charged? Ø

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.

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 ALL FUNDS RECEIVED WILL PURCHASE HEATING FUEL OR THE EQUIVALENT IN WOOD, PROPANE, ELECTRIC OR KZ.

Amount you are requesting for FY 2021-2022: \$ 3,000

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

2020: \$ 3,000 2019: \$ 3,000 2018: \$ 3,000

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

PLEASE SEE ABOVE

Anne-Marie Hart

Signature of Requester

1/27/21

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., Monday, February 22, 2021, via Zoom Meeting** in order for the request to be considered. Attendance is also recommended at the May 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).

**TOWN OF MOUNT DESERT
MANDATORY QUESTIONNAIRE FOR
PROPOSED FY 2021-2022 BUDGET REQUESTS**

Questionnaire Due Date: February 5, 2021

Board of Selectmen and Warrant Committee
Meeting Date to Review: February 16, 2021

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

Gross operating budget: \$60,000
 Gross payroll: \$33,000
 Salary and other compensation of highest paid employee: \$26,000
 Salary and other compensation of lowest paid employee: \$12.50 an hour
 Number of Paid Employees: 0 Full Time 3 Part Time
 Number of volunteers: 7 Board Members and 20 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. Our executive director is a business resource and advocate for our members and community. Additionally we manage events to attract visitors and locals 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): Over 125 Mount Desert businesses

How many times per month was this service used? 12

What amount is each Mount Desert resident being served charged? Annual Membership Dues
Range from \$95.00
to \$290.00

What are your plans for fundraisers?

The Chamber continues to develop new products and services to attract additional membership in order to build a sustainable revenue source. In addition our executive director is researching project driven grant opportunities to supplement our revenue.

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 operating the Town's visitor center and promoting the Town through signage and brochures. The Chamber will manage and promote events to bring people to Town. The funds will also provide year-round high-speed internet at the visitor center.

Amount you are requesting for FY 2021-2022: \$ 27,500.00

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

2020: \$ 27,500.00 2019: \$ 27,500.00 2018: \$ 34,750.00

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.)

\$8,000 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 both visitors and residents at the visitor center. \$2,500 will be allocated to update and install signage. \$4,000 will be used towards the costs associated with following the COVID 19 guideline requirements and the town events. \$11,500 will be used to partially offset the administration costs for management of the visitor center.

Lisa Lyn Parsons
Signature of Requester

1-29-21
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 16, 2021, 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 4, 2021 Annual Town Meeting beginning at 6:00 p.m. in the parking lot of Mount Desert High School, 1081 Eagle Lake Rd, Bar Harbor (to meet COVID protocols for social distancing).

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, 2021).



PO Box 122
NORTHEAST HARBOR, ME 04662

February 8, 2021

Durlin E. Lunt Jr.
Town Manager
Town of Mount Desert
21 Sea Street
Northeast Harbor, ME 04662

Dear Town Manager Lunt,

The Northeast Harbor Ambulance Service is requesting to enter into discussion with the Town of Mount Desert regarding transferring all responsibility for provision of emergency medical response and care from the Northeast Harbor Ambulance Service to the municipality. We ask that the changeover of service occurs by January 1, 2023.

During this period of transition, the Northeast Harbor Ambulance Service will continue to provide the town of Mount Desert, Cranberry Isles and our mutual aid partners with the high-quality EMS transport and care they have enjoyed since 1938.

The Northeast Harbor Ambulance Service is committed to assisting the municipality in this transfer of responsibility to facilitate a smooth transition of service.

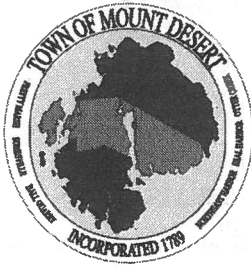
Sincerely,



Douglass Gray, Jr.
President
Northeast Harbor Ambulance Service



Basil Mahaney
Service Chief
Northeast Harbor Ambulance Service



Town of Mount Desert

21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248
Telephone 207-276-5743 Fax 207-276-5742
www.mtdesert.org director@mtdesert.org

MEMO

To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Director
Re: Commercial Grade Snow Blower Purchase
Date: February 11, 2021

We have recently been asked to keep portions of three sidewalks free of snow that are too narrow for our sidewalk plow/blower to travel to clear. The sidewalks are located in Seal Harbor near the fire station, one is along Main Street in Somesville just past Hibbard's Hill and the new sidewalks to be constructed along the east side of Main Street in Northeast Harbor as part of the improvements project. There is a short section there already that will be replaced with new that we have been asked to keep clear of snow already. A fourth likely location will be the sidewalk along Route 102 across the Mill Pond in Somesville. We presently clear this one with the loader. We will be able to do a better job of clearing the snow in this location with the snow blower and greatly minimize the potential of damaging the sidewalk and the wooden guardrail along it.

In conformance with our purchasing policy, we recently solicited three verbal price quotes for a new 2021 commercial grade snow blower for the Public Works Department. Following is a summary of the bid pricing we received:

Honda Brand, Greenway Equipment Sales, Ellsworth	\$3,059
Husqvarna Brand, Ellsworth Chainsaw, Trenton	\$3,100
Toro Brand, Bradstreet Lawn & Garden, Brewer	\$3,200

Based on the need and the costs presented above, I recommend we purchase the Honda commercial grade snow blower from Greenway Equipment Sales in Ellsworth at a cost of \$3,059.

As is typical for such purchases, I recommend we use funds from the Public Works Equipment Reserve account number 4050100-24500 with an unencumbered balance of approximately \$286,005. This figure is based on the balance shown on the version of the CIP reviewed as part of the FY-22 budget process. There will be \$282,946 remaining in the account if the snow blower purchase is approved. We can go to Ellsworth and pick up the mower within one day of our telling Greenway Equipment the purchase was approved. Thank you for consideration of my recommendation.

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



Town of Mount Desert

Michael Bender, Fire Chief, Emergency

Management Director

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; Jim Willis, Police Chief; Basil Mahaney, NEHAS Service Chief

Date: February 10, 2021

Re: Requesting Article for Town Meeting Warrant to Fund Hedefine Engineering & Design Services, Inc. Proposal for Design through Bidding Services

As authorized by the Selectboard at their February 1, 2021 meeting, we requested a budget from Hedefine Engineering & Design, Inc for professional design through bidding services, including permitting, related to the proposed public safety building. They are the lead consultant of the design team we have been working with for the proposed building which would house personnel and equipment for the fire department and EMS. The budget is based on Option 8, a two-story addition to the existing fire truck bays which was discussed at the Selectboard meeting on February 1st.

The fee provided by Hedefine is \$305,500 which includes all work tasks for design thru bidding services for a turnkey building project less two components. These two components are the furnishings for the building ranging from curtains, beds, desks, kitchen and laundry appliances, etc. and IT services. If the Selectboard decides to approve our recommendation for a warrant article for design of a public safety building in the warrant for the 2021 town meeting, we request that the total amount of funding to be requested include \$25,000 for IT services using the services of our IT service provider, \$2,500 for Browns Communications to make any necessary communication changes in the current fire department-police department space and a \$25,000 contingency to address unforeseen circumstances that might arise during design. These requests would bring the total proposed project funding to \$357,500.00.

Thank you.

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

2/16/2021

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices	AP	02/17/21	\$ 113,247.35
B. Authorized Warrants to be Signed:				
(Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits			
		AP2144	02/03/21	\$ 4,005.57
		AP2145	02/10/21	\$ 11,048.14
	Town Payroll correction			
		PR2106	09/18/20	\$ 120,522.79
		PR2119	02/05/21	\$ 104,086.84
C. Warrants to be Acknowledged:				
	School Invoices	#09	02/03/21	\$ 22,499.47
	School Payroll	#17	02/12/21	\$ 83,651.83
TOTAL WARRANTS FOR BOS MEETING				<u>\$ 459,061.99</u>

10/10/10

10/10/10

10/10/10

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

WARRANT AP# 2146

CHECK DATE: February 17, 2021

CHECK NUMBER: <u>314581</u>	through	<u>314634</u>	\$ <u>61,733.52</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Electronic payments
EFT NUMBER: <u>1818</u>	through	<u>1835</u>	\$ <u>51,513.83</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 113,247.35

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

Geoffrey V Wood

Wendy H Littlefield, Secretary



02/11/2021 12:48
 69051you
 Town of Mount Desert
 A/P CASH DISBURSEMENTS JOURNAL
 CASH ACCOUNT: 100
 CHECK NO CHK DATE TYPE VENDOR NAME 10100 Cfg-BH General Fund 8066
 P 1
 apcsbdsb

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
1818 02/17/2021 EFT Invoice: 3923	2097 TOWN OF BAR HARBOR 3923	02/09/2021	AP2146		6,275.41
	January 2021 Mutual Aid				
	2,590.16 1440110 51500 299	OT-NA BHPD TO MDPD			
	3,685.25 1440800 51500 299	OT-NA BHPD TO MDPD			
1819 02/17/2021 EFT Invoice: 36061	76 BROWNS COMMUNICATIONS INC 36061	01/21/2021	AP2146		538.85
	Computer mount install in E6				
	538.85 1440330 57400	EQUIP-TECH HARDWARE			
1820 02/17/2021 EFT Invoice: 1178981	792 COASTAL ENERGY 1178981	01/28/2021	AP2146		40.39
	COASTAL ENERGY				
	40.39 1550666 53400	20.5 GALS LP Gas Sea Street PS Heating-EM			
	HEATING FUEL				
Invoice: 1179104	COASTAL ENERGY 1179104	02/01/2021	AP2146		93.18
	COASTAL ENERGY				
	93.18 1550666 53400	51.2 GALS LP Gas NEH WWTP Heating-EM			
	HEATING FUEL				
Invoice: 1179163	COASTAL ENERGY 1179163	02/01/2021	AP2146		16.20
	COASTAL ENERGY				
	16.20 1550666 53400	8.9 GALS LP Gas NEH WWTP Heating-EM			
	HEATING FUEL				
1821 02/17/2021 EFT Invoice: X100001912:02	124 COLWELL DIESEL SERVICE & GARAGE I X100001912:02 1,223.29 1550100 55400	01/28/2021	AP2146		1,223.29
	COLWELL DIESEL SERVICE & GARAGE I R100000091:01				
	1,904.29 1550100 55400	TR#33 EXHAUST AL			
	GEN REPAIRS & MAINT				
Invoice: R100000091:01	COLWELL DIESEL SERVICE & GARAGE I R100000091:01 1,904.29 1550100 55400	07/06/2020	AP2146		1,904.29
	COLWELL DIESEL SERVICE & GARAGE I X100002329:01				
	235.32 1550100 55400	TR#20 EXHAUST REPAIR AL			
	GEN REPAIRS & MAINT				
Invoice: X100002329:01	COLWELL DIESEL SERVICE & GARAGE I X100002329:01 235.32 1550100 55400	02/05/2021	AP2146		235.32
	COLWELL DIESEL SERVICE & GARAGE I X100002329:01				
	235.32 1550100 55400	TRACKLESS ALTERNATOR AL			
	GEN REPAIRS & MAINT				
1822 02/17/2021 EFT Invoice: 6534	1735 CONNECTIVITY WORKS INC 6534	01/31/2021	AP2146		665.63
	CONNECTIVITY WORKS INC				
	665.63 1221000 57400	headsets for dispatch			
	EQUIP-TECH HARDWARE				
Invoice: 6534	CONNECTIVITY WORKS INC 6534	01/31/2021	AP2146		665.63
	CONNECTIVITY WORKS INC				
	665.63 1221000 57400	headsets for dispatch			
	EQUIP-TECH HARDWARE				
1818 TOTAL:					6,275.41
1819 TOTAL:					538.85
1820 TOTAL:					149.77
1821 TOTAL:					3,362.90
1822 TOTAL:					665.63



1823	02/17/2021	EFT	148	DELL MARKETING LP	10461048641	228.79	1220110	53000	DELL ULTRASHARP 24 MONITOR OFFICE SUPPLIES	02/01/2021	AP2146	228.79
	Invoice:	10461048641										
	Invoice:	10461447501		DELL MARKETING LP	10461447501	876.28	1220110	53000	DELL LAPTOP FOR ML REMOTE OFFICE SUPPLIES	02/02/2021	AP2146	876.28
	Invoice:	10459125793		DELL MARKETING LP	10459125793	451.32	1220110	53000	SCANNER FOR MEGAN - REMOTE OFFICE SUPPLIES	01/25/2021	AP2146	451.32
									CHECK		1823 TOTAL:	1,556.39
	1824	02/17/2021	EFT	175	EMR INC	15,149.75	1551500	55501	Jan tip fee ts TIPPING FEE EMR	01/31/2021	AP2146	15,149.75
	Invoice:	41365			41365							
	1825	02/17/2021	EFT	116	HALEY WARD, INC.	387.60	1221000	54250	IT support police department IT/TECH FEE	01/26/2021	AP2146	387.60
	Invoice:	20205980			20205980							
	Invoice:	20205979		HALEY WARD, INC.	20205979	678.30	1221000	54250	IT support municipal office IT/TECH FEE	01/26/2021	AP2146	678.30
	Invoice:	20205978		HALEY WARD, INC.	20205978	226.23	6010100	57100	IT work EQUIPMENT	01/26/2021	AP2146	226.23
									CHECK		1825 TOTAL:	1,292.13
	1826	02/17/2021	EFT	287	HEDEFINE ENGINEERING & DESIGN INC	9,900.00	4050100	24570	Pub Safety Bldg Option design ts PW Bldg Resv	02/02/2021	AP2146	9,900.00
	Invoice:	20002-6			20002-6							
	1827	02/17/2021	EFT	1043	MAIN STREET VARIETY	243.65	1552000	53710	101.6 GALS B&G Vehicle Fuel-EM VEHICLE FUEL	01/31/2021	AP2146	243.65
	Invoice:	0121 B&G			0121 B&G							
	Invoice:	0121 WW		MAIN STREET VARIETY	0121 WW	589.94	1550552	53710	228.4 GALS WW Vehicle Fuel-EM VEHICLE FUEL	01/31/2021	AP2146	589.94
									CHECK		1826 TOTAL:	9,900.00



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100
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Ckg-BH General Fund 8066

TYPE VENDOR NAME

INVOICE

INV DATE PO

WARRANT

NET

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INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
MAIN STREET VARIETY 0121 HWY 129.5 GALS HWY Vehicle Fuel-EM VEHICLE FUEL	0121 HWY 312.55 1550100 53710	01/31/2021		AP2146	312.55
MAIN STREET VARIETY 0121 FD 58 gals Fuel for T9 VEHICLE FUEL-T9	0121 FD 58.67 1440330 53710 4309	01/18/2021	20210092	AP2146	58.67
CHECK				1827 TOTAL:	1,204.81
2604 NO FRILLS OIL COPMANY 487858 178.6 HEATING FUEL BJ HEATING FUEL	487858 412.39 1550100 53400	01/25/2021		AP2146	412.39
CHECK				1828 TOTAL:	412.39
2607 NO FRILLS OIL COMPANY 488601 5,330.35 1550100 53710	488601 5,330.35 1550100 53710	02/01/2021		AP2146	5,330.35
CHECK				1829 TOTAL:	5,330.35
2609 NO FRILLS OIL COMPANY 488003 185.11 1550667 53400	488003 185.11 1550667 53400	02/10/2021		AP2146	185.11
CHECK				1830 TOTAL:	185.11
2693 NO FRILLS OIL COMPANY 305079 58.07 6010100 53400	305079 58.07 6010100 53400	02/09/2021		AP2146	58.07
CHECK				1831 TOTAL:	58.07
1715 PORTLAND GLASS 377-884159 438.16 1550100 55400	377-884159 438.16 1550100 55400	01/15/2021		AP2146	438.16
CHECK				1832 TOTAL:	438.16
1004 SAVAGE FOREST ENTERPRISE INC 6174 4,287.50 1550100 55400	6174 4,287.50 1550100 55400	01/28/2021		AP2146	4,287.50
CHECK				1832 TOTAL:	4,287.50

Invoice: 0121 HWY
Invoice: 0121 FD
Invoice: 487858
Invoice: 488601
Invoice: 488003
Invoice: 305079
Invoice: 377-884159
Invoice: 6174



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100
CHECK NO CHK DATE

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Ckg-BH General Fund 8066
TYPE VENDOR NAME

1985 AT&T MOBILITY

2701 AUTOZONE

1915 BEAUREGARD EQUIPMENT INC

2281 JOSEPH T BLANCHFIELD

75 F T BROWN CO

314585 02/17/2021 PRPD
Invoice: 01282021

314586 02/17/2021 PRPD
Invoice: 3488244491

314587 02/17/2021 PRPD
Invoice: IB39908

314588 02/17/2021 PRPD
Invoice: ROYALFLUSH092220

314589 02/17/2021 PRPD
Invoice: B69279

INVOICE INVOICE INVOICE INVOICE INVOICE
INVOICE DTL DESC INVOICE DTL DESC INVOICE DTL DESC INVOICE DTL DESC INVOICE DTL DESC

314585 02/17/2021 PRPD 1985 AT&T MOBILITY 01282021 01/22/2021 AP2146 271.35
 Invoice: 01282021
 49.70 1220550 55130 87949 CELL AND DATA THROUGH 012221
 49.70 1220660 55130 CELL PHONES
 43.47 1220551 55130 CELL PHONES
 128.48 1221000 55140 EMAIL/INTERNET

314586 02/17/2021 PRPD 2701 AUTOZONE 3488244491 02/01/2021 AP2146 26.96
 Invoice: 3488244491
 26.96 1550100 55400 TTR#33 RAINX
 GEN REPAIRS & MAINT

314587 02/17/2021 PRPD 1915 BEAUREGARD EQUIPMENT INC IB39908 02/05/2021 AP2146 172.25
 Invoice: IB39908
 14.95 1440110 55100 4110 Oil Filters 01/15/2021 AP2146 14.95
 3488238499 VEHICLE REPAIR-18 DODGE RAM
 40.00 1440110 55100 4112 Oil supply for cruisers 01/15/2021 AP2146 119.98
 40.00 1440110 55100 4111 VEHICLE REPAIR-20 SUV FORD
 39.98 1440110 55100 4110 VEHICLE REPAIR-19 SUV FORD
 VEHICLE REPAIR-18 DODGE RAM

314588 02/17/2021 PRPD 2281 JOSEPH T BLANCHFIELD ROYALFLUSH092220 09/22/2020 AP2146 350.00
 Invoice: ROYALFLUSH092220
 10.36 1440110 55100 4110 Oil Filters 12/01/2020 AP2146 10.36
 3488223605 VEHICLE REPAIR-18 DODGE RAM
 1,682.47 1550100 55400 LOADER COMPLETE SERVICE KIT AL 02/05/2021 AP2146 1,682.47
 GEN REPAIRS & MAINT

314589 02/17/2021 PRPD 75 F T BROWN CO 75 F T BROWN CO 01/22/2021 AP2146 -35.99
 Invoice: B69279
 -35.99 1440330 53110 Return of defective Christmans lights
 GENERAL SUPPLIES

CHECK 314584 TOTAL: 142.19
 CHECK 314585 TOTAL: 271.35
 CHECK 314586 TOTAL: 172.25
 CHECK 314587 TOTAL: 1,682.47
 CHECK 314588 TOTAL: 350.00
 CHECK 314589 TOTAL: -35.99



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

INVOICE NO	CHK DATE	TYPE	VENDOR NAME	Ckg-BH	General Fund	8066	INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
Invoice: B69281			F T BROWN CO				B69281	Pine-sol cleaner GENERAL SUPPLIES	01/22/2021	20210094	AP2146	12.59
Invoice: B68919			F T BROWN CO				B68919	Protectnt Tire Wet 14.5oz-EM GEN REPAIRS & MAINT	01/04/2021		AP2146	7.73
Invoice: B68975			F T BROWN CO				B68975	office supplies OFFICE SUPPLIES	01/31/2021		AP2146	12.21
Invoice: B69050			F T BROWN CO				B69050	Ace Bleach, Hand Soap-EM GEN REPAIRS & MAINT	01/11/2021		AP2146	23.70
Invoice: B69051			F T BROWN CO				B69051	Mr Clean Antibac 45 OZ-EM GEN REPAIRS & MAINT	01/11/2021		AP2146	24.54
Invoice: B69082			F T BROWN CO				B69082	Tire Wet Black Magic-EM GEN REPAIRS & MAINT	01/12/2021		AP2146	14.38
Invoice: B69153			F T BROWN CO				B69153	Rain Gauge Jumbo-EM OTHER EQUIPMENT	01/15/2021		AP2146	15.29
Invoice: B69214			F T BROWN CO				B69214	Pine Hitch 5/8x1/4 HCS-EM GEN REPAIRS & MAINT	01/19/2021		AP2146	11.68
Invoice: B69421			F T BROWN CO				B69421	Nuts, Bolts, Screws-EM OTHER EQUIPMENT	01/29/2021		AP2146	.99
CHECK 314589 TOTAL:												87.12
314590 02/17/2021 PRTD	2743	COMMON GOOD SOUP KITCHEN					2020 DONATION	EMPLOYEE JEAN DAY CONTRIBUTIONS	12/31/2020		AP2146	100.00
Invoice: 2020 DONATION							100.00 100	EE CONTRIB-DRESS DOWN				
CHECK 314590 TOTAL:												100.00
314591 02/17/2021 PRTD	819	DARLINGS					260489	TONNER TRANSMISSION DIPSTICK AL	01/25/2021		AP2146	33.28
Invoice: 260489							33.28 1550100	GEN REPAIRS & MAINT				



CHECK NO	CHK DATE	TYPE	VENDOR NAME	AMOUNT	INVOICE	INVOICE DTL DESC	INVT DATE	PO	WARRANT	NET
314592	02/17/2021	PRTD	2480 DIANA DE LOS SANTOS	0121	94.64	1440700 54120	01/31/2021	AP2146		94.64
Invoice: 0121										
314593	02/17/2021	PRTD	2504 EA ACQUISITION INC	322660	515.00	1220440 56205	01/31/2021	AP2146		600.60
Invoice: 322660										
314594	02/17/2021	PRTD	197 ELLSWORTH CHAINSAW INC	109310	28.06	1550552 53900	02/04/2021	AP2146		28.06
Invoice: 109310										
314595	02/17/2021	PRTD	2256 EMMAUS HOMELESS SHELTER	2020	50.00	100 24770	12/31/2020	AP2146		50.00
Invoice: 2020 DONATION										
314596	02/17/2021	PRTD	1794 CONSOLIDATED COMMUNICATIONS	012721	52.02	1221000 55120	01/27/2021	AP2146		52.02
Invoice: 012721										
314597	02/17/2021	PRTD	1796 CONSOLIDATED COMMUNICATIONS	012721	116.72	1221000 55120	01/27/2021	AP2146		116.72
Invoice: 012721										
314598	02/17/2021	PRTD	1797 CONSOLIDATED COMMUNICATIONS	012721	353.11	1221000 55120	01/27/2021	AP2146		353.11
Invoice: 012721										
CHECK 314591 TOTAL:										33.28
CHECK 314592 TOTAL:										94.64
CHECK 314593 TOTAL:										600.60
CHECK 314594 TOTAL:										28.06
CHECK 314595 TOTAL:										50.00
CHECK 314596 TOTAL:										52.02
CHECK 314597 TOTAL:										116.72
CHECK 314598 TOTAL:										116.72



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

1550100
Ckg-BH General Fund 8066

INVOICE

INVOICE DTL DESC

INV DATE PO

WARRANT

NET

314598 TOTAL: 353.11

314599 02/17/2021 PRD
Invoice: MELS52023

314599	02/17/2021	PRD	1398	FASTENAL COMPANY	MELS52023	01/19/2021	AP2146	325.55	325.55
					55400	SHOP SUPPLIES BJ GEN REPAIRS & MAINT			
						01/19/2021	AP2146	30.69	30.69
					55400	HYDRO FITTINGS BJ GEN REPAIRS & MAINT			
						01/11/2021	AP2146	274.41	274.41
					55400	GLOVES, FITTINGS AND BRAKE GEN REPAIRS & MAINT			
						01/06/2021	AP2146	132.33	132.33
					55400	FITTINGS AL GEN REPAIRS & MAINT			
						01/04/2021	AP2146	76.32	76.32
					55400	TR#8 FITTINGS AL GEN REPAIRS & MAINT			

314600	02/17/2021	PRD	2438	AT&T MOBILITY	01282021	02/08/2021	AP2146	388.72	388.72
					55130	Cell phone and data use bill used credit \$2.90 CELL PHONES			

314601	02/17/2021	PRD	2669	AT&T MOBILITY	01282021	01/22/2021	AP2146	206.15	206.15
					55140	DATA THROUGH 012821 EMAIL/INTERNET			

314602	02/17/2021	PRD	2443	AT&T MOBILITY	01282021	01/22/2021	AP2146	375.08	375.08
					55130	CELL AND DATA THROUGH 012221 377.98 LESS \$2.90 CR CELL PHONES-ADMIN ASSIST			
					81911	CELL PHONES-POLICE CHIEF			
					84088	CELL PHONES-POLICE LT			
					84648	CELL PHONES-POLICE LGT			
					86748	CELL PHONES-POLICE HBR PD			
					84088	CELL PHONES-POLICE HBR PD			

314598 TOTAL: 353.11

314599 TOTAL: 325.55

314600 TOTAL: 388.72

314601 TOTAL: 206.15

314602 TOTAL: 375.08

314599 TOTAL: 839.30

314600 TOTAL: 388.72

314601 TOTAL: 206.15

314602 TOTAL: 375.08

314599 TOTAL: 839.30

314600 TOTAL: 388.72

314601 TOTAL: 206.15

314602 TOTAL: 375.08

314599 TOTAL: 839.30

314600 TOTAL: 388.72

314601 TOTAL: 206.15

314602 TOTAL: 375.08



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

Invoice: 4103745 HAMMOND LUMBER COMPANY 4103745 02/05/2021 AP2146 15.50
15.50 6010100 55400 shop supplies
GEN REPAIR & MAINT CHECK 314607 TOTAL: 99.58

314608 02/17/2021 PRTD 2745 HANCOCK COUNTY HABITAT FOR HUMANI 2020 DONATION AP2146 100.00
Invoice: 2020 DONATION EMPLOYEE JEAN DAY CONTRIBUTIONS
FD Bldg Resv CHECK 314608 TOTAL: 100.00

314609 02/17/2021 PRTD 2255 HARBOR HOUSE BACKPACK PROGRAM 2020 DONATION AP2146 100.00
Invoice: 2020 DONATION EE CONTRIB-DRESS DOWN CHECK 314609 TOTAL: 100.00

314610 02/17/2021 PRTD 1064 HARCROS CHEMICALS INC 300160725 AP2146 519.75
Invoice: 300160725 519.75 1550666 53211 1 IBD Bleach-EM
CHLORINATION SALT BJ 01/26/2021 AP2146 519.75
HARCROS CHEMICALS INC 300160760 SALT & SAND SALT BJ 01/28/2021 AP2146 1,704.35
1,704.35 1550100 53200 SALT & SAND SALT BJ 01/28/2021 AP2146 1,705.38
HARCROS CHEMICALS INC 300160759 1,705.38 1550100 53200 SALT & SAND SALT BJ 01/29/2021 AP2146 1,677.52
HARCROS CHEMICALS INC 300160828 1,677.52 1550100 53200 SALT & SAND SALT BJ 02/04/2021 AP2146 1,646.56
HARCROS CHEMICALS INC 300160884 1,646.56 1550100 53200 SALT & SAND SALT BJ 02/02/2021 AP2146 1,638.30
HARCROS CHEMICALS INC 3001860852 1,638.30 1550100 53200 SALT & SAND SALT BJ 02/02/2021 AP2146 1,638.30
HARCROS CHEMICALS INC 3001860852 1,638.30 1550100 53200 SALT & SAND CHECK 314610 TOTAL: 8,891.86

314611 02/17/2021 PRTD 285 HAYES PUMP INC-(01-WC) 00139443 AP2146 265.38
Invoice: 00139443 265.38 1550552 55210 GR WISA Air Pump Repair Kits and Check Valves-EM
PUMP STATION MAINT



02/11/2021 12:48
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE

INV DATE PO

WARRANT

NET

INVOICE DTL DESC

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2742031371 2742031371 210.93 1220110 53000 AP2146 01/06/2021 AP2146 copy paper, pain reliever, coffee supplies, highli
Invoice: 2742031371 OFFICE SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2756433441 2756433441 120.42 1220110 53000 AP2146 01/21/2021 AP2146 120.42
Invoice: 2756433441 OFFICE SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2738234101 2738234101 319.60 1440110 53000 AP2146 12/31/2020 AP2146 319.60
Invoice: 2738234101 Copy paper, shredder bags, binders
OFFICE SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2740560391 2740560391 59.09 1440110 53000 AP2146 01/05/2021 AP2146 59.09
Invoice: 2740560391 Storage boxes
OFFICE SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2740417491 2740417491 36.98 1220500 53000 AP2146 01/05/2021 AP2146 36.98
Invoice: 2740417491 FORMS AND COFFEE
OFFICE SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2744678461 2744678461 425.45 1220500 53900 AP2146 01/08/2021 AP2146 425.45
Invoice: 2744678461 DYMO LABEWRTERS (2) LY AND ML
MISC SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2759039561 2759039561 53.43 1220500 53900 AP2146 01/23/2021 AP2146 53.43
Invoice: 2759039561 CALCULATOR-SMALL ML
MISC SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2761400151 2761400151 55.54 1220500 53000 AP2146 01/26/2021 AP2146 55.54
Invoice: 2761400151 FLOOR PROTECTOR-ML
OFFICE SUPPLIES

314622 02/17/2021 PRD 874 STAPLES CREDIT PLAN 2764336451 2764336451 13.48 1440330 53000 431 AP2146 01/29/2021 AP2146 13.48
Invoice: 2764336451 supplies
OFFICE SUPPLIES-S1 NEH

314622 02/17/2021 PRD 1737 TIME WARNER CABLE 854714801020221 854714801020221 333.70 1221000 55150 1737 AP2146 02/02/2021 AP2146 333.70
Invoice: 854714801020221 Internet Fire Station # 2
CABLE/INTERNET-FIRE ST#2 SH

314624 02/17/2021 PRD 1370 TIME WARNER CABLE 719743901012821 719743901012821 246.59 6010100 55150 AP2146 01/28/2021 AP2146 246.59
Invoice: 719743901012821 time warner
CABLE/INTERNET

CHECK 314621 TOTAL: 1,750.00

CHECK 314622 TOTAL: 1,294.92

CHECK 314623 TOTAL: 333.70

CHECK 314623 TOTAL: 333.70



INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
CHECK 314624 TOTAL:				314624	246.59
314625 02/17/2021 PRTD 1773 TIME WARNER CABLE Invoice: 859562901013121	859562901013121 Internet Highway Garage 415.60 1221000 55150 1773 CABLE/INTERNET-HGWY GAR	01/31/2021		AP2146	415.60
314626 02/17/2021 PRTD 2510 TIME WARNER CABLE Invoice: 713240201013021	713240201013021 Internet Beech Hill Communications Tower 55.00 1221000 55150 1771 CABLE/INTERNET-POLICE DEPT	01/03/2021		AP2146	55.00
314627 02/17/2021 PRTD 2511 TIME WARNER CABLE Invoice: 715785501012221	715785501012221 Internet Joy Road Communications Tower 30.00 1221000 55150 1771 CABLE/INTERNET-POLICE DEPT	01/22/2021		AP2146	30.00
314628 02/17/2021 PRTD 2512 TIME WARNER CABLE Invoice: 715785601012221	715785601012221 Internet Otter Creek communications Tower 70.00 1221000 55150 1771 CABLE/INTERNET-POLICE DEPT	01/22/2021		AP2146	70.00
314629 02/17/2021 PRTD 1465 U S BANK EQUIPMENT FINANCE INC Invoice: 434466389	434466389 Printer and Copier lease 104.74 1221000 55320	01/25/2021		AP2146	104.74
314630 02/17/2021 PRTD 737 UNIFIRST CORP Invoice: 0272813234	0272813234 WW Uniforms-EM 107.69 1550552 53800	01/28/2021		AP2146	107.69
Invoice: 0272813233	0272813233 HWY/MSW/P&C Uniforms-EM 35.00 1551500 53800 20.00 1552500 53800 118.48 1550100 53800	01/28/2021		AP2146	173.48
Invoice: 0272814725	0272814725 HWY/MSW/P&C Uniforms-EM 35.00 1551500 53800	02/04/2021		AP2146	173.48



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

INVOICE	INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
20.00 1552500 53800	UNIFORMS					
118.48 1550100 53800	UNIFORMS					
Invoice: 0272814726						
UNIFIRST CORP	02/04/2021	AP2146			113.69	
	WW Uniforms and Floor Mat-EM					
	UNIFORMS					
314631 02/17/2021 PRTD 742 USA BLUEBOOK						
Invoice: 481266						
481266	01/22/2021	AP2146			666.97	
	Hach BOD Buffer 300ml, Drum Pump, Sampler-EM					
	LAB EQUIP					
	OTHER EQUIPMENT					
314632 02/17/2021 PRTD 1842 VERSANT POWER						
Invoice: 10003318-8 011921						
10003318-8 011921	01/19/2021	AP2146			39.37	
	174 KWH SH Hill PS Electric-EM					
	ELECTRICITY					
Invoice: 10057346-2 011921						
10057346-2 011921	01/19/2021	AP2146			366.40	
	2396 KWH SV Fence PS Electric-EM					
	ELECTRICITY					
Invoice: 10057344-7 011921						
10057344-7 011921	01/19/2021	AP2146			2,850.05	
	23960 KWH SV WWTP Electric-EM					
	ELECTRICITY					
Invoice: 10057349-8 011921						
10057349-8 011921	01/19/2021	AP2146			320.08	
	2082 KWH Babson Creek PS Electric-EM					
	ELECTRICITY					
Invoice: 10057321-9 011921						
10057321-9 011921	01/19/2021	AP2146			801.09	
	kwh 5360 307 SARGEANT DRIVE BJ					
	ELECTRICITY					
Invoice: 10057324-5 011921						
10057324-5 011921	01/19/2021	AP2146			60.99	
	KWH 321 SEA ST UNIT 435 BJ					
	ELECTRICITY					
Invoice: 10057325-8 011921						
10057325-8 011921	01/19/2021	AP2146			1,231.46	
	KWH 8274 SEA ST UNIT 407 BJ					
	ELECTRICITY					
Invoice: 10057320-7 011921						
10057320-7 011921	01/19/2021	AP2146			28.02	
	KWH 97 TFL 102-198 BJ					
	TRAFFIC SIGNALS					
Invoice: 10532164-0 011921						
10532164-0 011921	01/19/2021	AP2146			13.73	
	COMFORT STATION FTE 3 BJ					

CHECK 314630 TOTAL: 568.34

CHECK 314631 TOTAL: 666.97



02/11/2021 12:48 | Town of Mount Desert
69051you | A/P CASH DISBURSEMENTS JOURNAL
CLERK: 69051you

JOURNAL ENTRIES TO BE CREATED

YEAR PER SRC ACCOUNT	JNL	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	8	75								
APP 100-20000		02/17/2021	AP2146	LLY			Accounts Payable		86,011.94	
APP 100-10100		02/17/2021	AP2146	LLY			AP CASH DISBURSEMENTS JOURNAL Ckg-BH General Fund 8066			113,247.35
APP 600-20000		02/17/2021	AP2146	LLY			Accounts Payable		774.85	
APP 400-20000		02/17/2021	AP2146	LLY			AP CASH DISBURSEMENTS JOURNAL		9,900.00	
APP 200-20000		02/17/2021	AP2146	LLY			Accounts Payable		31.16	
APP 300-20000		02/17/2021	AP2146	LLY			AP CASH DISBURSEMENTS JOURNAL		16,529.40	
							GENERAL LEDGER TOTAL		113,247.35	113,247.35
APP 100-35060		02/17/2021	AP2146	LLY			DT-MARINA		774.85	
APP 600-35010		02/17/2021	AP2146	LLY			DT Gen fund			774.85
APP 100-35040		02/17/2021	AP2146	LLY			DT-TRUST		9,900.00	
APP 400-35010		02/17/2021	AP2146	LLY			DT Gen fund			9,900.00
APP 100-35020		02/17/2021	AP2146	LLY			DTF-SPEC REV		31.16	
APP 200-35010		02/17/2021	AP2146	LLY			DT Gen fund			31.16
APP 100-35030		02/17/2021	AP2146	LLY			DTF-CAP IMP		16,529.40	
APP 300-35010		02/17/2021	AP2146	LLY			DT Gen fund			16,529.40
							SYSTEM GENERATED ENTRIES TOTAL		27,235.41	27,235.41
							JOURNAL 2021/08/75		140,482.76	140,482.76
							TOTAL			

02/11/2021 12:48
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

P 19
apcsdhsb

JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100 General Fund	2021 8	75	02/17/2021	Ckg-BH General Fund 8066		
100-10100				Accounts Payable	86,011.94	
100-20000				DTF-SPEC REV	31.16	
100-35020				DTF-CAP IMP	16,529.40	
100-35030				DT-TRUST	9,900.00	
100-35040				DT-MARINA	774.85	
100-35060						
				FUND TOTAL	113,247.35	113,247.35
200 Special Revenue	2021 8	75	02/17/2021	Accounts Payable	31.16	
200-20000				DT Gen fund		
200-35010						
				FUND TOTAL	31.16	31.16
300 Capital Projects	2021 8	75	02/17/2021	Accounts Payable	16,529.40	
300-20000				DT Gen fund		
300-35010						
				FUND TOTAL	16,529.40	16,529.40
400 Investment Trusts-Reserves	2021 8	75	02/17/2021	Accounts Payable	9,900.00	
400-20000				DT Gen fund		
400-35010						
				FUND TOTAL	9,900.00	9,900.00
600 Marina	2021 8	75	02/17/2021	Accounts Payable	774.85	
600-20000				DT Gen fund		
600-35010						
				FUND TOTAL	774.85	774.85



02/11/2021 12:48
69051you

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

P 20
apcsbdsb

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
100 General Fund	27,235.41	
200 Special Revenue		31.16
300 Capital Projects		16,529.40
400 Investment Trusts-Reserves		9,900.00
600 Marina		774.85
TOTAL	27,235.41	27,235.41

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

TOWN OF MOUNT DESERT

PAYROLL WARRANT

WARRANT PR# 2106

CHECK DATE: September 18, 2020

ADVICE NUMBERS: 11581 through 11635

CHECK NUMBERS: 64855 through 64869

TOTAL DISBURSEMENTS: \$ 120,522.79

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

Geoffrey V Wood

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

WARRANT AP# 2144

CHECK DATE: February 3, 2021

CHECK NUMBER:	<u>314576</u>	through	<u>314576</u>	\$	<u>4,005.57</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	Electronic payments
EFT NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 4,005.57

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

Geoffrey V Wood

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT PR# 2119

CHECK DATE: February 5, 2021

ADVICE NUMBERS: 12095 through 12145
CHECK NUMBERS: 65003 through 65013

TOTAL DISBURSEMENTS: \$ 104,086.84

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

Geoffrey V Wood

Lisa Young

From: Matthew Hart <matt@theneighborhoodhouse.com>
Sent: Wednesday, February 3, 2021 10:39 AM
To: Lisa Young
Subject: Re: Warrant AP#2144 & PR#2119 Approval Request

Hi Lisa,

I approve AP Warrant #2144 and Payroll Warrant #2119.

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: Wednesday, February 3, 2021 at 10:12 AM
To: Geoffrey Wood <gwood@mtdesert.org>, "jbmacauley3@gmail.com" <jbmacauley3@gmail.com>, Martha Dudman <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>
Cc: Kathi Mahar <treasurer@mtdesert.org>
Subject: Warrant AP#2144 & PR#2119 Approval Request

Good Morning!

Attached are the following warrants for approval:

Accounts Payable	#2144	total of	\$4,005.57
Payroll	#2119	total of	\$104,086.84

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

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

Thank you!

Lisa Young



Lisa Young,

Finance Clerk, Tax Collector

Town of Mount Desert

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

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

WARRANT AP# 2145

CHECK DATE: February 10, 2021

CHECK NUMBER:	<u>314577</u>	through	<u>314580</u>	\$	<u>11,048.14</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: \$ 11,048.14

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 Geoffrey V Wood

Lisa Young

From: Matthew Hart <matt@theneighborhoodhouse.com>
Sent: Tuesday, February 9, 2021 3:12 PM
To: Lisa Young
Subject: Re: Warrant AP#2145 State Fees/Payroll Benefits

Hi Lisa,

I approve AP Warrant #2145.

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 9, 2021 at 11:01 AM
To: Geoffrey Wood <gwood@mtdesert.org>, "jbmacauley3@gmail.com" <jbmacauley3@gmail.com>, Martha Dudman <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>
Cc: Kathi Mahar <treasurer@mtdesert.org>
Subject: Warrant AP#2145 State Fees/Payroll Benefits

Good Morning!

Attached is Accounts Payable Warrant #2145 (for Payroll and/or State Fees) in the amount of \$11,048.14 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!

Lisa Young



Lisa Young,
Finance Clerk, Tax Collector
Town of Mount Desert

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

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 14904

Check Batch: 9323
 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
9323	19638	02/03/2021	1055	ABBE MUSEUM <i>Vivacious program</i>	0.00	125.00
	19639	02/03/2021	1084	ACADIA FUEL, LLC	0.00	5,003.13
	19640	02/03/2021	1086	ACADIA LOCK <i>Repair broken Key lock</i>	0.00	170.00
	19641	02/03/2021	1094	ACADIA ROLL-OFFS, LLC <i>Removal of Construction Debris</i>	0.00	337.75
	19642	02/03/2021	1160	AMAZON	0.00	1,091.39
	19643	02/03/2021	1700	BLICK ART MATERIALS	0.00	34.96
	19644	02/03/2021	1975	CARDMEMBER SERVICE	0.00	776.70
	19645	02/03/2021	2310	COASTAL ENERGY, INC. <i>Greenhouse L.P</i>	0.00	489.11
	19646	02/03/2021	4180	F.T. BROWN CO.	0.00	131.80
	19647	02/03/2021	4410	GILMAN ELECTRICAL SUPPLY <i>Lights</i>	0.00	633.16
	19648	02/03/2021	4585	GROUP DYNAMIC, INC. <i>HRA - Jan + Feb</i>	0.00	240.00
	19649	02/03/2021	5229	JOHNSON, BETHANY <i>Reimb Supplies</i>	0.00	40.00
	19650	02/03/2021	5870	MAINE DEPARTMENT OF LABOR - BUC <i>unemployment</i>	0.00	825.57
	19651	02/03/2021	6180	MDES - GENERAL FUND/STUDENT ACTIVITY	0.00	115.00
	19652	02/03/2021	6205	MDI REGIONAL SCHOOL DISTRICT <i>HRA Claims + Other Reimb Jan</i>	0.00	3,673.58
	19653	02/03/2021	6536	NATIONAL FOOD GROUP	0.00	447.90
	19654	02/03/2021	6785	NORTHCENTER FOODS	0.00	2,296.94
	19655	02/03/2021	6910	OPPEWALL, ELIZABETH <i>Phys Therapy</i>	0.00	751.25
	19656	02/03/2021	6938	OTELCO	0.00	294.39
	19657	02/03/2021	6990	PALOS SPORTS <i>PE supplies</i>	0.00	130.99
	19658	02/03/2021	7165	PHILBROOK, AMY	0.00	26.84
	19659	02/03/2021	7180	PINE STATE ELEVATOR CO. <i>Service Contract</i>	0.00	355.79
	19660	02/03/2021	7463	QUILL CORP. <i>Class Supplies</i>	0.00	246.66
	19661	02/03/2021	7570	REALLY GOOD STUFF, INC. <i>Class Supplies</i>	0.00	206.04
	19662	02/03/2021	7885	SARGENT, LEON <i>Phone Stipend</i>	0.00	50.00
	19663	02/03/2021	8642	TAYLOR, KERRY <i>Reim Class Supplies</i>	0.00	193.42
	19664	02/03/2021	4152	VERSANT POWER	0.00	3,216.32
	19665	02/03/2021	9231	WEST MUSIC <i>music Supplies</i>	0.00	595.78

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 14904

Batch # Check # Check Date Vendor Code Vendor Name

	Electronic Amount	Check Amount
Totals:	0.00	\$22,499.47

WARRANT # 9

DATE: 2/3/21

SUPERINTENDENT

DocuSigned by:

Heather Jones

FINANCE OFFICER

DocuSigned by:

Heather Jones

FINANCE OFFICER

DocuSigned by:

Dr. Susan McCreedy

FINANCE OFFICER

DocuSigned by:

Jenna King

FINANCE OFFICER

DocuSigned by:

Jenna King

FINANCE OFFICER

FINANCE OFFICER

28 Checks Listed.

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 14929

Include Authorization Codes: Yes

Batch: 9326

Check Dates: (Earliest) - (Latest)

Cash Account Number:

Minimum Check Amount: \$0.00

Sorted By: Check Number

Check Amt Void

Check # Check Date Code Name Chk Grp Gross Pay Net Pay Direct Deposit Check Amt Void

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
46744	02/12/2021	IRS	TREASURER, STATE OF MAIN		3,399.00	3,399.00		0.00	0.00
46745	02/12/2021	STAT	INTERNAL REVENUE SERVIC		11,232.91	11,232.91		0.00	0.00
46746	02/12/2021	STAT	ERIN J. ALLEN		1,098.73	1,098.73		0.00	0.00
46747	02/12/2021	STAT	LAURA-JEAN BEAL		2,440.38	1,782.51		1,782.51	0.00
46748	02/12/2021	STAT	KELLY S. BEAULIEU		2,487.95	1,629.01		1,629.01	0.00
46749	02/12/2021	STAT	RENE L. BECKER		1,594.40	1,185.00		1,185.00	0.00
46750	02/12/2021	STAT	JULIANNA R. BENNOCH		4,388.23	3,696.77		3,696.77	0.00
46751	02/12/2021	STAT	SANDRA G. BOYCE		1,192.41	975.68		975.68	0.00
46752	02/12/2021	STAT	ANDREW J. CARLSON		1,192.41	975.68		975.68	0.00
46753	02/12/2021	STAT	JANICE P. CARROLL		1,719.23	1,224.18		1,224.18	0.00
46754	02/12/2021	STAT	AMBER G. CHARRON		1,215.59	875.16		875.16	0.00
46755	02/12/2021	STAT	JUDITH CULLEN		2,093.57	1,444.50		1,444.50	0.00
46756	02/12/2021	STAT	EMILY N. DAMON		2,065.38	1,627.24		1,627.24	0.00
46757	02/12/2021	STAT	Gloria A. Delisandro		492.03	452.11		452.11	0.00
46758	02/12/2021	STAT	SARAH R. DUNBAR		3,712.31	2,661.45		2,661.45	0.00
46759	02/12/2021	STAT	ELIZABETH FARRELL		2,094.23	1,546.22		1,546.22	0.00
46760	02/12/2021	STAT	WANDA J. FERNALD		1,036.80	775.28		775.28	0.00
46761	02/12/2021	STAT	JASON W. FOUNTAINE		2,488.46	1,607.45		1,607.45	0.00
46762	02/12/2021	STAT	HEATHER M. GRAVES		1,726.17	1,258.45		1,258.45	0.00
46763	02/12/2021	STAT	GAYLE M. GRAY		1,258.45	1,258.45		1,258.45	0.00
46764	02/12/2021	STAT	RUSSELL W. GRAY		2,411.53	1,530.06		1,530.06	0.00
46765	02/12/2021	STAT	ABIGAIL A. HARMON		2,526.92	1,774.55		1,774.55	0.00
46766	02/12/2021	STAT	TASHA L. HIGGINS		1,190.28	1,008.11		1,008.11	0.00
46767	02/12/2021	STAT	ANGELIQUE E. HODGDON		1,390.73	1,014.95		1,014.95	0.00
46768	02/12/2021	STAT	KRISTIN D. HOLTFY		1,091.02	931.38		931.38	0.00
46769	02/12/2021	STAT	ANDREA W. HOWELL		1,577.22	918.92		918.92	0.00
46770	02/12/2021	STAT	Amy L. James		1,166.04	830.31		830.31	0.00
46771	02/12/2021	STAT	REBECCA A. JARVIS		1,955.53	1,568.47		1,568.47	0.00
46772	02/12/2021	STAT	BETHANY G. JOHNSON		2,632.69	1,770.90		1,770.90	0.00
46773	02/12/2021	STAT	PATRICIA A. KELLEY		2,325.00	1,565.16		1,565.16	0.00
46774	02/12/2021	STAT	CYNTHIA A. LAMBERT		1,387.52	950.78		950.78	0.00
46775	02/12/2021	STAT	BENJAMIN MACKO		1,132.26	925.32		925.32	0.00
46776	02/12/2021	STAT	TARA MCKERNAN		2,842.85	2,122.16		2,122.16	0.00
46777	02/12/2021	STAT	ANNA D. MONTE		2,225.38	1,610.95		1,610.95	0.00
46778	02/12/2021	STAT	JANET NORDELUS		1,034.38	879.75		879.75	0.00
46779	02/12/2021	STAT	HARVEY BRUCE NORWOOD		1,830.34	1,261.00		1,261.00	0.00
46780	02/12/2021	STAT	JUSTIN B. NORWOOD		971.50	695.02		695.02	0.00
46781	02/12/2021	STAT	WENDELL L. OPPEWALL		2,219.23	1,727.29		1,727.29	0.00
46782	02/12/2021	STAT	JEANNE C. OTT		1,389.65	808.49		808.49	0.00
46783	02/12/2021	STAT	AMY Y. PHILBROOK		2,680.76	1,860.50		1,860.50	0.00
46784	02/12/2021	STAT	JOELLE V. RUDDY		2,592.85	1,778.00		1,778.00	0.00
46785	02/12/2021	STAT	LEON E. SARGENT		2,526.92	1,919.93		1,919.93	0.00
46786	02/12/2021	STAT	EDITH SCHRIEVER		2,644.81	1,861.56		1,861.56	0.00
46787	02/12/2021	STAT	KAREN L. SHARPE		1,266.27	1,054.50		1,054.50	0.00
46788	02/12/2021	STAT	EMMA L. SOULES		3,169.04	2,020.29		2,020.29	0.00
46789	02/12/2021	STAT	KATHLEEN C. ST DENNIS		1,476.87	1,108.93		1,108.93	0.00
46790	02/12/2021	STAT	KERRY L. TAYLOR		2,767.30	1,593.54		1,593.54	0.00
46791	02/12/2021	STAT	BRUCE L. TRIPP		2,557.69	1,870.71		1,870.71	0.00
46792	02/12/2021	STAT	SHANNON L. WESTPHAL		2,361.16	1,981.10		1,981.10	0.00
46793	02/12/2021	STAT	JACQUELINE A. WHEATON		1,988.46	1,519.03		1,519.03	0.00
46794	02/12/2021	STAT	LAUREN M. WHITE		2,450.00	1,710.25		1,710.25	0.00
46795	02/12/2021	STAT	TIFFANY C. YARBROUGH		1,084.32	762.80		762.80	0.00
					995.90	852.22		852.22	0.00
					110,293.93	83,651.83		69,019.92	0.00

FINANCE OFFICER

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SUPERINTENDENT

[Handwritten Signature]
 E.O. 10 February 2021

DATE: PAID FEB 12 2021

WARRANT # 17

Type	Description	Count	Amount
Employee	Checks	0	0.00
Employee	Voided Checks	0	0.00
Employee	Direct Deposits (Fully Distributed)	50	69,019.92
Employee	ACH Employee Credits	50	69,019.92
Employee	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	0	0.00
Deduction	Voided Checks	0	0.00
Deduction	ACH Vendor Credits	0	0.00
Deduction	ACH Vendor Debits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	2	14,631.91

Check Authorization Summary

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
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Mount Desert School Department
 PAYROLL WARRANT REGISTER

