



Town of Mount Desert  
Board of Selectmen  
Agenda

**Regular Meeting**  
**Monday, June 7, 2021**

**Location: BOS will meet in the Meeting Room; Public will continue to access via Zoom Meeting see pg. 2 for connection details**

- I. Call to order at 6:30 p.m.**
- II. Minutes**
  - A. Approval of Minutes of May 17, 2021*
- III. Appointments/Recognitions/Resignations**
  - A. Consider appointment of Sarah March to the Sustainability Committee effective June 7, 2021.*
  - B. Consider appointment of Johannah Blackman to the Sustainability Committee effective June 7, 2021.*
- IV. Consent Agenda** *(These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)*
  - A. Hancock County Commissioners Meeting Agenda for June 1, 2021*
  - B. Hancock County Commissioners Meeting Minutes of May 4, 2021*
  - C. Hancock County Commissioners Special Meeting Minutes of May 18, 2021*
- V. Selectmen's Reports**
- VI. Unfinished Business**
  - A. Extension of Temporary Agreement Between the Town of Mount Desert and the Maine Department of Transportation, from September 6, 2021, through September 6, 2026.*
  - B. Discussion of Proposed Tobacco Free Policy for the Town of Mount Desert.*
  - C. Discussion of Memo of Maine to Adopt U.S. CDC's New COVID-19 Guidance.*
  - D. Memo from Finance Director, Jake Wright for recommendation to amend the 04/05/2021 meeting minutes to reflect prior Board approval of AP Warrant #2155.*
  - E. Sign Extension of Temporary Easement Agreement with Maine Department of Transportation.*
  - F. Modify May 4, 2021, minutes to reflect Treasurer Transition Information and Signatories as outlined in memo from Finance Director, Jake Wright.*
- VII. New Business**
  - A. Interior Department TOMD Advisory Commission Representative*
  - B. Integrating Parking Enforcement Systems*
  - C. Request for Temporary Stipend for Front Office Employees*
  - D. Informational Update from Kathy Miller of the Broadband Committee, including request of approval for identified outreach efforts*
  - E. Request to close the Town Office on June 21, 2021, to facilitate going live with Cash Receipting Software.*

- F. Backroads, Lynny Kramm Public Space Special Event Application- Suminsby Park- Use of Suminsby Park for Picnic Lunches, Various dates starting June 12, 2021 through October 11, 2021*
- G. Request authorization to pay Invoice #237351 to Kofile Technologies for Historic Preservation Payment in the amount of \$15,000.00.*
- H. Authorization to Increase the Hourly Rate for all On-Call Firefighters from \$14.08 an hour to \$18.00 an hour, effective June 14, 2021*
- I. Authorization to apply for and operate the Mount Desert Fire Department as a Non-Transport Emergency Medical Responder Level Service*
- J. Liquor License Renewal - Eliza Bishop d/b/a Milk & Honey (Milk and Honey Kitchen LLC) 3 Old Firehouse Lane, Northeast Harbor*
- K. Discussion with Mount Desert Elementary School Students concerning the potential of having a Rainbow Pride Crosswalk in front of the Elementary School.*

**VIII. Other Business**

*Such other business as may be legally conducted*

**IX. Treasurer's Warrants**

- A. Approve & Sign Treasurer's Warrant AP2168 in the amount of \$169,707.86*
- B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2165, AP2166, AP2167, and PR2127 in the amounts of \$5,080.67, \$72,195.31, \$12,061.16 and 118,951.00, respectively*
- C. Acknowledge Treasurer's School Board AP/Payroll Warrants #13, #24, and #25 in the amounts of \$69,311.85, 173,613.88 and \$92,653.83, respectively*

**X. Adjournment**

The next scheduled meeting is at **6:30** p.m., Monday, June 21, 2021- Via Zoom.

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)

Board of Selectmen Meeting Agenda June 7, 2021

+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.

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# Board of Selectmen

## Managers Memo

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Location: Via Zoom

Date: June 7, 2021

Time: 6:30 p.m.

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### Agenda details:

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

*Public, please hold comments until the BOS Chairman opens the agenda items for Public Comment.*

**II. PUBLIC HEARINGS**

*None Scheduled*

**III. Post Public Hearing**

*None Scheduled*

**IV. Minutes**

- a. Approval of Minutes May 17, 2021

**V. Appointments/Recognitions/Resignations**

- a. Consider Appointment of Sarah March to the Sustainability Committee effective June 7, 2021.
- b. Consider appointment of Johannah Blackman to the Sustainability Committee effective June 7, 2021.



## VI. Consent Agenda

- a. Hancock County Commissioners Meeting Agenda June 1, 2021.
- b. Hancock County commissioners Meeting Minutes of May 4, 2021
- c. Hancock county commissioners Meeting special Minutes of May 18, 2021.

## V11. Selectmen's Reports

### V111. Unfinished Business

- d. Recommendation by Finance Director Jacob Wright to amend Board of Selectmen minutes of April 5, 2021. See memo from Finance Director Wright.

***A possible motion: Approve Signed Treasurer's Payroll, State Fees, & PR Benefits Warrants AP 2153, AP 2154, AP 2155, PR 2122, and PF 2123 in the amounts of \$4,378.23, \$7,520.31, and \$6,426.20, and \$106,335.35 and \$103,304.15, respectively.***

- e. Review Town of Mount Desert COVID-19 protocols considering the State of Maine's decision to adopt the U.S. Center for Disease Control and Prevention COVID-19 Guidance effective May 24, 2021. See memo from Town Manager Lunt in your packet.
- c. Extension of Temporary Easement Agreement between Maine Department of Transportation and the Town of Mount Desert on Jordan Pond Road until a new drainage system is completed.

Current Easement and a copy of the extension are included in your packet.

***A possible motion: Approve the Temporary Easement between the Town of Mount Desert and the Maine Department of Transportation from the period of September 6, 2021 through September 6, 2026.***

- d. Discussion of draft Tobacco-Free policy for the Town of Mount Desert. Please refer to the draft policy in your packet. We were working on said policy prior to COVID-19.

***A possible motion: to adopt as written or refer to Town Manager for modification.***

- e. Amend May 4, 2021, minutes to modify Treasurer transition information and signatories as outlined in memo from Finance Director Jake Wright.
- f. Sign the extension of the Temporary Easement Agreement with the Maine department of Transportation under and across a portion of Town owned property located on Jordan Pond Road until a new drainage system for Jordan Pond Road and Route 3 is constructed by Maine DOT.

## **IX. New Business**

- a. Meeting with Mount Desert Acadia National Park Advisory Commission Member Kendall Davis. For your reference I have included a copy of the Acadia National Park Advisory Commission Charter and Bylaws.
- b. Meeting with Kathy Miller from the Broadband Committee for an information update and approval to participate in The VETRO Cares for Maine Program. This program is designed communities plan improved broadband using GIS mapping services. There is no cost to the Town. Please refer to Kathy's memo in your meeting packet.
- c. Request from Fire Chief Mike Bender to license the Fire Department as a Maine EMS non-transporting provider. See memo from Fire Chief Mike Bender in your packet. This will

allow on-duty firefighters/EMT's to respond to medical calls along with the ambulance service.

***A possible motion: Authorization to operate the Mount Desert Fire department as a Non-Transport Emergency Medical Responder Level Service.***

- d. Request for temporary stipend for front office personnel during the absence of the Town Clerk. See memo from Finance director Jake Wright. During the Town Clerk's absence, we will be building flexibility and redundancies into the front office positions to minimize downtime in the event of vacancies.

***A possible motion to: create a temporary stipend of \$500 bi-weekly for the period of the absence of the Town Clerk to the Customer Service Clerks and the Finance Clerk.***

- e. Request to close the Town office on June 21, 202 to facilitate going live with cash receipting software. See memo from Finance Director Jacob Wright

***A possible motion to: Grant request to close the Town Office on June 21, 2021, to facilitate going live with cash receipting software.***

- f. Request to pay Historical preservation amount of \$15,000 to Kofile Technologies for historical preservation records. See cost breakout in memo from Town Manager Lunt in your packet.

***A possible Motion: to approve a payment in the amount of \$15,000 to Kofile Technologies for historical records preservation from GL Account # 1220220-57800 Historical Preservation leaving a balance of \$0.00 in this account.***

- g. Request from Fire Chief Mike Bender to increase the hourly pay rate for all on-call firefighters from \$14.08 per hour to \$18.00 per hour effective June 14, 2021. See memo from Chief Bender in your packet.

***A possible motion to: Increase the rate of pay for on-call firefighters from \$14.08 an hour to \$18.00 an hour effective June 14, 2021.***

- h. Application from Backroads Bike Tours for a Public Space Special Events application to use Suminsby Park for staging events. Schedule included as part of the application.
- i. Request from Police Chief James Willis to integrate Mount Desert's parking enforcement system with Bar Harbor's hosted and administered by IPS Group. See June 4, 2021, memo from Chief Willis to Town Manager Lunt. Mount Desert's current paper system is manual and time consuming. It also does not have a formal system in place for collecting unpaid fines.

***A possible motion to: implement the plan as presented and to authorize the release and expenditure of funds not to exceed \$8,500 from GL Account # 4040100-24405 Police Equipment Reserve, with a current balance of \$87,403.***

- j. Discussion with students from Mount Desert Elementary school concerning the possibility of painting a rainbow crosswalk in front of the school. See information in your packet concerning the Maine State Department of Transportation guidelines for crosswalks.

***A possible motion to: Approve the painting of a rainbow crosswalk on Joy Road in front of the Elementary School.***

## **X. Other Business**

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

# MINUTES

**Town of Mount Desert  
Selectboard Special Meeting Minutes  
Monday, May 17, 2021  
Location: Zoom Meeting**

This Meeting was held via remote access.

Selectboard Members Present: Chair John Macauley, Matt Hart, Martha Dudman, Wendy Littlefield, Geoff Wood

Town Officials Present: Town Manager Durlin Lunt, Tax Assessor Kyle Avila, Treasurer Jake Wright, Police Chief Jim Willis, Town Clerk Claire Woolfolk, Part-Time Treasurer Kathy Mahar

Members of the public were also in attendance.

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

Chair Macauley called the Meeting to order at 6:01PM.

**II. Public Hearing(s)**

*A. Special Amusement Permit Renewal Asti-Kim /DBA Asticou Inn/Class E*

Chair Macauley opened the Hearing and asked for Public Comment.

There was none.

Chair Macauley closed the Public Hearing.

*B. Post Public Hearing*

MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval of Special Amusement Permit Renewal Asti-Kim /DBA Asticou Inn/Class E, as presented.  
Motion approved 5-0.

**III. Minutes**

*A. Approval of Minutes of April 5, 2021*

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of the Minutes of April 5, 2021, as presented.  
Motion approved 5-0.

*B. Approval of Minutes of April 20, 2021*

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of the Minutes of April 20, 2021, as presented.  
Motion approved 5-0.

*C. Approval of Minutes of May 4, 2021*

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of the Minutes of May 4, 2021, as presented.

1 Motion approved 5-0.

2  
3 **IV. Appointments/Recognitions/Resignations**

4 *A. Approval of pay rate for Joelle Nolan at \$30.00 per hour as substitute for Claire*  
5 *Woolfolk while she is on extended leave.*

6 Town Manager Lunt reported that Ms. Nolan would be working at the Town Office  
7 two days a week in Clerk Woolfolk's absence. This would be adequate to keep  
8 operations running.

9  
10 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, Approval of pay rate  
11 for Joelle Nolan at \$30.00 per hour as substitute for Claire Woolfolk while she is on  
12 extended leave, as presented and with thanks.

13 Motion approved 5-0.

14  
15 *B. Annual Employee Appointments*

16 Manager Lunt noted the forms for signature have the correct dates. Other copies the  
17 Board has seen may not.

18  
19 Town Manager Lunt confirmed the Public Works Director is the Acting Town  
20 Manager in the Town Manager's absence. The position consists of signing  
21 documents in the Town Manager's absence.

22  
23 MOTION: Ms. Dudman moved, with Mr. Hart seconding, Annual Employee  
24 Appointments as noted, and with the dates confirmed as correct.

25 Motion approved 5-0.

26  
27 *C. Approval to hire Nathan Formby of Bar Harbor as a Full Time Dispatcher to fill a*  
28 *vacancy effective May 18, 2021 with pay rate of \$23.09 for six-month probation.*

29 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval to hire Nathan  
30 Formby of Bar Harbor as a Full Time Dispatcher to fill a vacancy effective May 18,  
31 2021 with pay rate of \$23.09 for six-month probation, as presented and with thanks.

32 Motion approved 5-0.

33  
34 *D. Resignation of Christopher Johansen effective May 15, 2021*

35 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, acceptance of  
36 resignation of Christopher Johansen effective May 15, 2021 as presented and with  
37 thanks.

38 Motion approved 5-0.

39  
40 **V. Consent Agenda (These items are considered routine, and therefore, may be passed**  
41 **by the Selectmen in one blanket motion. Board members may remove any item for**  
42 **discussion by requesting such action prior to consideration of that portion of the**  
43 **agenda.)**

44 *A. Hancock County Commissioners Meeting Minutes of April 6, 2021*

45 *B. Hancock County Commissioners Meeting Minutes of April 15, 2021*

1 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, acceptance of the  
2 Consent Agenda as presented.  
3 Motion approved 5-0.  
4

5 **VI. Selectmen's Reports**

6 Ms. Dudman inquired about the MRC. Recent news regarding the MRC is confusing and  
7 concerning. She wondered what the Town's options are. Manager Lunt noted the Town  
8 has the option to secede from the MRC. Manager Lunt suggested adding the issue to the  
9 next agenda and inviting MRC representatives to speak.  
10

11 Options outside of staying with the MRC include returning to PERC, or landfilling solid  
12 waste. Ms. Dudman hoped those options could be outlined and explained. Manager Lunt  
13 agreed to do so.  
14

15 Ms. Littlefield inquired about the issue of the rainbow crosswalk. Manager Lunt reported  
16 the Public Works Director is working with the DOT. Such a crosswalk is legal. Ms.  
17 Dudman felt it would be helpful to have the students suggesting the idea present their  
18 idea at a future meeting. Ms. Littlefield voiced concern over the safety of having a  
19 crosswalk that may not be easily recognizable as a crosswalk.  
20

21 **VII. Unfinished Business**

22 Chair Macauley noted that at the end of Town Meeting, the Board traditionally votes on a  
23 new slate of Board Officers. He requested nominations for Selectboard Chair, Vice-  
24 Chair, and Secretary.  
25

26 MOTION: Mr. Hart moved, with Ms. Dudman seconding, nomination of the current  
27 slate of Selectboard Officers for the coming year.  
28 Motion approved 5-0.  
29

30 **VIII. New Business**

31 *A. Request to pay costs associated with Annual Town Meeting from Selectmen's*  
32 *Contingency fund. Costs of \$2,639.75 from GL Account # 1220001-59350 –*  
33 *Contingency, leaving a balance of \$7,360.25 in the account.*

34 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of request to  
35 pay costs associated with Annual Town Meeting from Selectmen's Contingency fund.  
36 Costs of \$2,639.75 from GL Account # 1220001-59350 – Contingency, leaving a balance  
37 of \$7,360.25 in the account, as presented.  
38 Motion approved 5-0.  
39

40 *B. Daniel Moreshead Public Space Special Event Application – Seal Harbor Village*  
41 *Green; Wedding May 29, 2021 - 12:30-2:30 pm*

42 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of Daniel  
43 Moreshead Public Space Special Event Application – Seal Harbor Village Green;  
44 Wedding May 29, 2021 - 12:30-2:30 pm, as presented and with congratulations.  
45 Motion approved 5-0.  
46



1           C.   *MDI Farmers' Market Public Space Special Event Application – Northeast Harbor*  
2               *Village Green; Thursdays 9am – noon from June 18 – September 16, 2021*

3           Mr. Wood noted the Application is for a single event, which occurs over a number of  
4           Thursdays.

5  
6           MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of MDI  
7           Farmers' Market Public Space Special Event Application – Northeast Harbor Village  
8           Green; Thursdays 9am – noon, from June 18 – September 16, 2021, as presented.  
9           Motion approved 5-0.

10  
11          D.   *Public Space Special Event Application – Mount Desert Elementary School 8th*  
12               *Grade Promotion – June 10, 2020, Northeast Harbor Village Green (Tennis Court*  
13               *Parking Area)*

14          Manager Lunt noted the request is similar to how the event occurred last year.

15  
16          MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of Public  
17          Space Special Event Application – Mount Desert Elementary School 8th Grade  
18          Promotion – June 10, 2020, Northeast Harbor Village Green (Tennis Court Parking  
19          Area), as presented.  
20          Motion approved 5-0.

21  
22          E.   *Discussion of Stanley Brook, Temporary Stormwater Mitigation Easement*

23          Manager Lunt explained this was simply notification that a second five-year easement  
24          would be exercised. The parties involved are within their right to do so. No action from  
25          the Board is required.

26  
27          It was noted this is in reference to the Jordan Pond Road, and where the hillside drains  
28          down to Park Loop Road Access. The hillside there is eroding. Planning is underway to  
29          figure out how to mitigate the problem.

30  
31          F.   *Harbor Committee parking concerns with regards to Backroads (bicycle tour*  
32               *company's use of the Northeast Harbor Marina)*

33          Manager Lunt clarified that the Backroads bicycle tour company has not yet applied for a  
34          permit this year.

35  
36          Howard Motenko noted that Chris Moore, James Black, and himself were present on  
37          behalf of the Harbor Committee. Mr. Motenko reported that the Harbor Committee is  
38          working on addressing the parking issues at the marina. Part of that task is to inform the  
39          Board of the Harbor Committee's concerns regarding issuing the Backroads tour  
40          company an event permit for the Northeast Harbor marina.

41  
42          Last year the company was issued a conditional permit, due to their lack of regard to the  
43          marina in past years. Submitted in the Board's packet is the Backroads company's  
44          itinerary. The group starts in Portland, taking vans to Northeast Harbor where lunch is  
45          waiting for them. The bikes are outfitted for the bicyclists onsite. The group leaves  
46          Northeast Harbor, bikes through the Park to Bar Harbor where they spend the rest of their

1 time. The company has asked other visitors using the space to leave the picnic tables for  
2 their exclusive use or they have commandeered the picnic tables ahead of time allowing  
3 no others to use them.  
4

5 Their vans and bike trailers are parked across six parking spaces. This is done so the  
6 company has the space needed to outfit their tour groups on site. This is not the intent of  
7 the parking spaces or the permit. The group has been informed that this is not acceptable.  
8 The behavior continues to happen. In consideration of the parking, the Harbor  
9 Committee requests that the Board deny a permit to the Backroads tour company for the  
10 Northeast Harbor marina for this season.  
11

12 If the Town feels they must try to accommodate the group, the Harbor Committee  
13 suggests that Suminsby Park be considered. The site has bathrooms, picnic tables on the  
14 water, and plenty of room to outfit the tours and will not impact the marina.  
15

16 Mr. Motenko noted the touring company offers no benefit to Northeast Harbor. They  
17 drive in from Portland, bring their food with them, and leave for Bar Harbor where they  
18 stay. The group does this every Monday for approximately 10 weeks during the summer.  
19

20 It was agreed the Harbor Committee should attend the meeting at which the Application  
21 will be discussed.  
22

23 Harbor Committee Member James Black noted that unlike other permits granted by the  
24 Selectboard at this meeting, this permit is for a business asking for 10 or more dates to  
25 run their business. There have been days when the marina is full and there's been  
26 overflow.  
27

28 Police Chief Jim Willis noted that he's worked with the Harbor Committee on this issue.  
29 He tried to steer the company towards Suminsby Park. They seem to prefer the Northeast  
30 Harbor marina. Chief Willis would be happy to discuss the issue with them.  
31

32 *G. Asti-Kim Corporation /DBA Asticou Inn Request for Liquor License Renewal*  
33 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of Asti-Kim  
34 Corporation /DBA Asticou Inn Request for Liquor License Renewal, as presented.  
35 Motion approved 5-0.  
36

37 *H. Asti-Kim Corporation/DBA Asticou Inn Request for Special Amusement Permit*  
38 *Renewal*

39 MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval of Asti-Kim  
40 Corporation/DBA Asticou Inn Request for Special Amusement Permit Renewal, as  
41 presented.  
42 Motion approved 5-0.  
43

44 *I. Michael C. Boland/DBA COPITA (Choco-Latte, LLC) Request for Liquor License*  
45 *Renewal*

1 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of Michael C.  
2 Boland/DBA COPITA (Choco-Latte, LLC) Request for Liquor License Renewal, as  
3 presented.  
4 Motion approved 5-0.

5  
6 *J. Journeys End Inc. d/b/a The Docksider 14 Sea St, Northeast Harbor request for*  
7 *Liquor License Renewal*

8 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of Journeys End  
9 Inc. d/b/a The Docksider 14 Sea St, Northeast Harbor request for Liquor License  
10 Renewal, as presented.  
11 Motion approved 5-0.

12  
13 *K. Elmer Beal Jr./D.B.A. Burning Tree Restaurant, Otter Creek Dr., Otter Creek*  
14 *Request for Liquor License Renewal*

15 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of Elmer Beal  
16 Jr./D.B.A. Burning Tree Restaurant, Otter Creek Dr., Otter Creek Request for Liquor  
17 License Renewal, as presented.  
18 Motion approved 5-0.

19  
20 **IX. Other Business**

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

22 Manager Lunt reported that friends of Tom Savage have requested to donate a beech tree  
23 to the Town, not as a memorial but as a gift to the Town, to be placed at the marina.

24  
25 Ms. Dudman asked if there were a landscape plan for the area. Manager Lunt reported  
26 that the Town did not have a master landscape plan, but the Garden Club has done some  
27 work on area landscaping around the buildings.

28  
29 Ms. Dudman felt the site requested for the beech tree placement seems fine. She worries  
30 about future plantings. It would be wise to have a plan that would maintain some order  
31 with respect to future requests like this one. Perhaps the Garden Club would be interested  
32 in offering some ideas.

33  
34 Harbor Committee Member Chris Moore recalled the Garden Club did some planning. A  
35 plan would curtail random plantings that may not be a good fit.

36  
37 The Board agreed with Mr. Moore's assessment.

38  
39 MOTION: Mr. Hart moved, with Ms. Dudman seconding, acceptance of the tree and its  
40 planting as offered by the friends of Tom Savage, as presented and with thanks.  
41 Motion approved 5-0.

42  
43 Manager Lunt agreed to reach out to Garden Club members for their thoughts with the  
44 intent to begin creating guidelines for plantings and bench placement on the Village  
45 Green.  
46

1 Chair Macauley reported there was an extra liquor license renewal request. Dawn Land  
2 LLC, dba Jordan Pond House, 2928 Park Loop Road, Request for Liquor License  
3 Renewal.

4  
5 Manager Lunt noted this request came in too late to be included on the Agenda.

6  
7 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of Dawn Land LLC,  
8 dba Jordan Pond House, 2928 Park Loop Road, Request for Liquor License Renewal, as  
9 presented.

10 Motion approved 5-0.

11  
12 **X. Treasurer's Warrants**

13 Part-Time Treasurer Kathy Mahar noted there was a new Warrant List presented, with  
14 updated figures included for the Warrants on the Agenda.

15  
16 *A. Approve & Sign Treasurer's Warrant AP2164 in the amount of \$570,622.09.*

17 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval and signature of  
18 Treasurer's Warrant AP2164 in the amount of \$570,622.09, as presented.

19 Motion approved 5-0.

20  
21 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2163,*  
22 *and PR2126 in the amounts of \$59,282.97 and \$109,465.20, respectively*

23 MOTION: Ms. Dudman moved, with Mr. Wood seconding, signature of Treasurer's  
24 Payroll, State Fees, & PR Benefit Warrants AP2163, and PR2126 in the amounts of  
25 \$59,282.97 and \$109,465.20, respectively, as presented.

26 Motion approved 4-1-0 (Littlefield in Abstention)

27  
28 *C. Acknowledge Treasurer's School Board AP/Payroll Warrants 12 and 23 in the*  
29 *amounts of \$34,855.32 and \$77,233.22, respectively.*

30 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, acknowledgement of  
31 Treasurer's School Board AP/Payroll Warrants 12 and 23 in the amounts of \$34,855.32  
32 and \$77,233.22, respectively, as presented.

33 Motion approved 5-0.

34  
35 **XI. Adjournment**

36 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, adjournment.

37 Motion approved 5-0.

38  
39 The Meeting adjourned at 7:08PM.

40  
41  
42 Respectfully Submitted,

43  
44  
45  
46 Wendy Littlefield

**APPOINTMENTS**

**RECOGNITIONS**

**RESIGNATIONS**



## Town of Mount Desert

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

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

Web Address [www.mtidesert.org](http://www.mtidesert.org)

RECEIVED

MAY 19 2021

THE TOWN OF  
MOUNT DESERT

### Resident Request for Appointment to Volunteer Board or Committee

Thank you for expressing an interest in serving on one of the Town's volunteer Boards or Committees. Before the Board of Selectmen makes appointments, they would like to know a little about you and why you feel you could contribute to the Board or Committee. Please take a few minutes and complete the brief expression of interest information below and return to the Town Clerk, PO Box 248/21 Sea St, Northeast Harbor ME 04662.

Name:

Sarah March

Date:

5/07/21

Street

Address:

4 Dragonfly Way

Phone: Home

244 8274

Mail

Address:

Mt. Desert, ME

Work

E-mail:

sarahfmarch@gmail.com

Cell

207 266 2386

Are you a registered voter in the Town of Mount Desert?

Yes

No

Appointment(s) requested:

Sustainability Committee

If you have previously served on any Boards or Committees in the Town of Mount Desert, please describe your experience:

NO

Are there other background experiences or skills that you feel would contribute to this appointment?

I am a good "people person"

Why are you interested in this appointment?

I want to make Mt Desert more sustainable

What are your goals for this Board or Committee?

Move towards Climate change action goals

Do you have conflicts with meeting times or group assignments?

I am not

sure but I will try my best to make them



## Town of Mount Desert

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

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

### Resident Request for Appointment to Volunteer Board or Committee

Thank you for expressing an interest in serving on one of the Town's volunteer Boards or Committees. Before the Board of Selectmen makes appointments, they would like to know a little about you and why you feel you could contribute to the Board or Committee. Please take a few minutes and complete the brief expression of interest information below and **return to the Town Clerk, PO Box 248/21 Sea St, Northeast Harbor ME 04662.**

Name: Johannah Blackman Date: May 31, 2021  
Street Address: 89 Pretty Marsh Road, Mount Desert Phone: Home \_\_\_\_\_  
Mail Address: PO Box 726, Mount Desert 04660 Work \_\_\_\_\_  
E-mail: johannah.blackman@gmail.com Cell 603-369-1998

Are you a registered voter in the Town of Mount Desert? ☒ Yes ☐ No

Appointment(s) requested: Member of Sustainability Committee

If you have previously served on any Boards or Committees in the Town of Mount Desert, please describe your experience: \_\_\_\_\_

Are there other background experiences or skills that you feel would contribute to this appointment?

For the past five years, I have served as a founding member and board member of A Climate to Thrive, helping to plan

and implement the organization's work towards energy independence by 2030. This work will be directly relevant to the work of the Sustainability Committee.

Why are you interested in this appointment? As a Mount Desert resident and a parent of two young Mount Desert residents, I am very

proud that my town has declared a climate emergency. I want to help develop and implement the plan to respond accordingly, helping establish Mount Desert as a model for MDI towns, towns in Maine and towns everywhere.

What are your goals for this Board or Committee? That the Sustainability Committee develops an ambitious climate action plan,

successfully works with the Town's residents and officials to cultivate support, and implements the plan responsibly in a manner that makes the Town proud and establishes Mount Desert as a leader in climate action.

Do you have conflicts with meeting times or group assignments? Not at the moment.

# **CONSENT AGENDA**



## COMMISSIONERS REGULAR MEETING

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

The Hancock County Commissioners will meet at **8:30 a.m.** on **June 1, 2021.**

*Due to COVID 19 restrictions & social distancing guidelines, this meeting will be held remotely via Zoom. The public can access the Zoom link through the Hancock County website: [www.co.hancock.me.us](http://www.co.hancock.me.us)*

### AGENDA

Lunch break possible at approximately 11:30 a.m.

*Adjustments to / approval of agenda:*

#### **Commission Business:**

##### **1. Public Comment**

##### **2. Meeting Minutes:**

- a. Approve the minutes of the May 18, 2021 Commissioners' Special Meeting

##### **3. Employee Recognition:**

Frank Jennings, Detective, 5 years

Frank Shepard, Assistant Jail Administrator, 10 years

Michael Pileski, Corrections Officer, 15 years

##### **4. Airport:**

- a. Monthly report
- b. Request approval to hire Kenneth (Frank) Evenson of Ellsworth as a full time airport maintenance person at grade 7 step C, effective June 5, 2021

##### **5. Jail:**

- a. Request approval to extend CO Michael Butters working out of classification for another 30 working days, effective May 29, 2021

##### **6. RCC:**

- a. Monthly report

##### **7. Maintenance:**

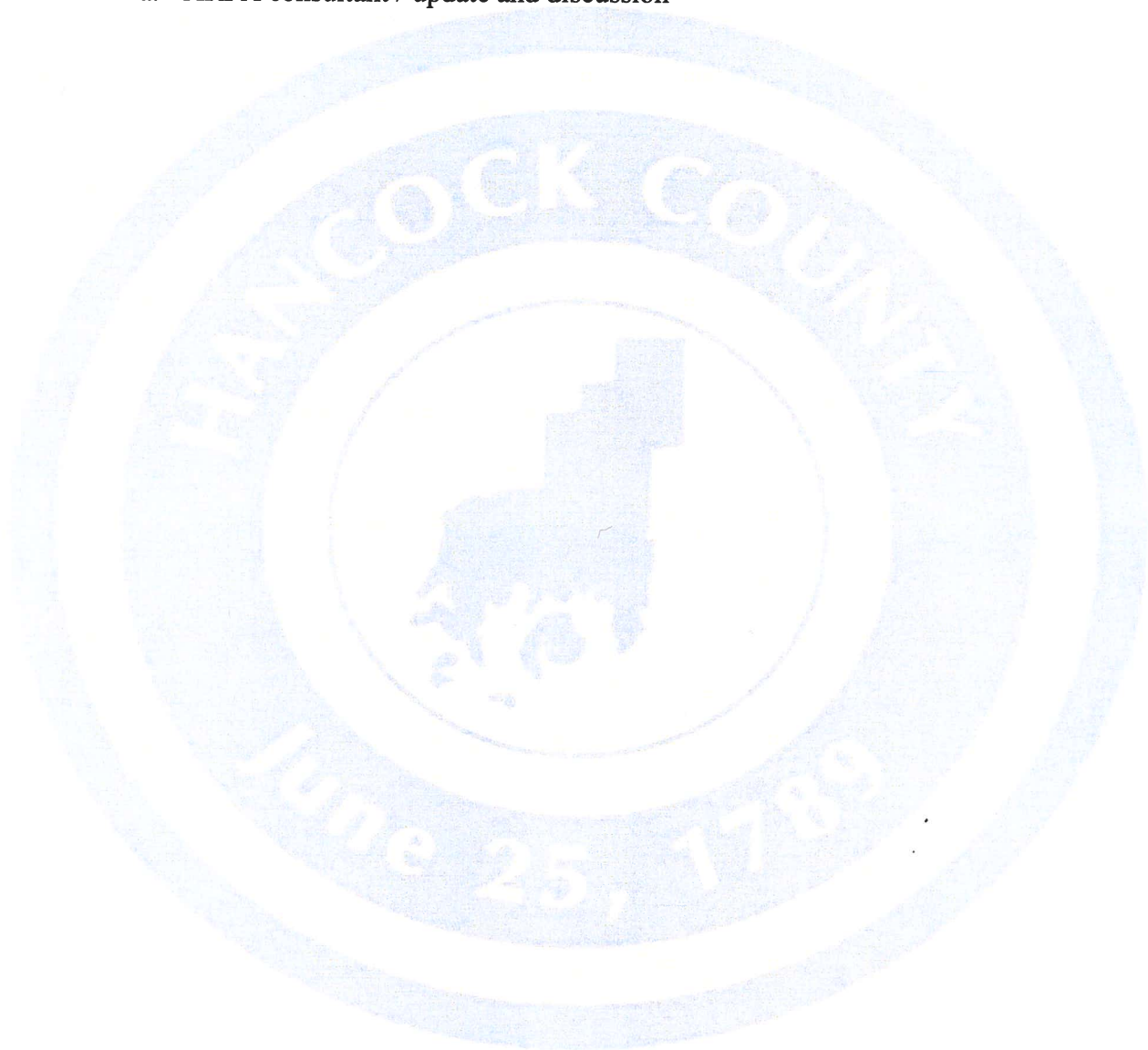
- a. Monthly report

**8. Treasurer:**

- a. Approve monthly bills and warrants
- b. Update on AR

**9. Commissioners:**

- a. ARPA consultant / update and discussion



## COMMISSIONERS REGULAR MEETING

Learn more about **HANCOCK COUNTY** by visiting

[www.co.hancock.me.us](http://www.co.hancock.me.us)

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

The regular meeting of the Hancock County Commissioners was brought to order by Commissioner Clark at 8:30 a.m. on **Tuesday May 4, 2021**. Commissioner Wombacher, Commissioner Paradis, County Administrator Scott Adkins and Deputy County Administrator Rebekah Knowlton were also in attendance, as well as several Department Heads, employees, and members of the public. Due to Covid-19 social distancing requirements, the meeting was held remotely via Zoom.

Adjustments to / approval of agenda:

**MOTION: Move to approve the amended agenda as presented with the exception of adding an item titled "ATV Grant Program Update" after item 3 (Paradis/Wombacher 3-0, motion passed)**

Public Comment:

Rebecca Wentworth spoke about her concern regarding the procedure unfolding around the County Treasurer. She said her aim is to make local government better and wishes for more discussion and not a lot of emotion around issues.

Meeting Minutes:

**MOTION: Move to approve the minutes of the April 6, 2021 Regular Meeting and the April 15, 2021 Special Meeting, both as presented (Paradis/Wombacher 3-0, motion passed)**

Employee Recognition:

**MOTION: Move to recognize and thank 911/Dispatcher David Brady for his 40 years of Service (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to recognize and thank Hancock County Administrator Scott Adkins for his 5 years of Service (Paradis/Wombacher 3-0, motion passed)**

Update on ATV grant-

UT Supervisor Billings reported that he met with the Chairman of Acadia Trail Riders regarding the Municipal Grant in Aid process through the Bureau of Parks and Land. The group is not ready to begin the grant process for this year but are looking to work on the grant next year.

Sheriff:

**MOTION: Move to congratulate Detective Steve McFarland on his retirement and thank him for his 38 years of service (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to congratulate Deputy Daniel Harlan on his promotion to Patrol Sergeant (Paradis/Wombacher 3-0, motion passed)**



**MOTION: Move to congratulate Deputy Jacob Day on his promotion to Detective (Paradis/Wombacher 3-0, motion passed)**

Discussion of costs for accreditation of HCSO-

Sheriff Kane said he was asking for a commitment from the Commissioners and presented 3 year cost quotes from Power DMS and Dirigo Safety in the amount of \$23,636.93, in addition to various other costs. Shawn O'Leary of Dirigo Safety spoke about the program standards and the process for achieving accreditation.

Commissioner Paradis said he was in support of this; he said he thought we needed to get to this level of professionalism and this seems to be cost effective. Commissioner Wombacher agreed, referencing the continued need for transparency. Commissioner Clark said only 10 agencies have done this, and although this a good program it is a discretionary one, which should be approved when the budget is set and not in the middle of the budget year. He also referenced the cost as a concern- there are a list of fees that are not determined at this point.

**MOTION: Move to support seeking accreditation of the Hancock County Sheriff's Office moving forward (Paradis/Wombacher 2-1, motion passed, Clark opposed)**

Commissioner Clark said he was having a problem supporting this because of the cost and would like to see a more proven track record of the company before getting involved.

**MOTION: Direct the sheriff to provide us with a quarterly report with regards to the status of this program to include all costs associated with that quarter, also if any forms need to be signed with regards to providing this accreditation program that Commissioner Wombacher be authorized on behalf of the Chair to sign those (Clark/Wombacher 2-1, motion passed Paradis opposed)**

Commissioner Paradis questioned the need for quarterly reporting.

Discussion regarding purchase of Chevrolet Tahoes-

Sheriff Kane explained that the vehicles may not be available from Quirk until July, but are currently available through Colonial Motor Group in Massachusetts; the vehicles meet most of the specifications. Sheriff Kane is asking for Commissioner approval to purchase the Tahoes from Colonial Motor Group.

**MOTION: Move to purchase 4 Chevy Tahoe cruisers from Colonial Motor Group for the sum of \$134,015 as recommended by the Sheriff provided we have no liabilities concerning the bid awarded to Quirk Auto Group (Paradis/Wombacher 3-0, motion passed)**

The financing that was approved earlier was not changed, only the approved dealership for the purchase of the vehicles. Financing was previously approved as follows:

- E 10-70-300 / Dept. 10 / Vehicles \$ 100,000 Budget line ... Balance to be applied to the total cost of the vehicles
- G 01-3011-70 / SO – Twn Contract Vehicles / \$ 70,594.35 / Balance on 05-04-2021 .... Balance of vehicle financing to be from this account
- G 03-3025-06 / Comm Benefits / SO 21 Budget Vehicle / \$ 50,000 – Transfer this \$ 50k from the CB to Dept. 10 / Revenue / R 10-900 / Reserve Trfr

Discussion of Airport security and tentative approval to hire-

Chief Deputy Kane explained that due to the increased demand for services at the airport, additional staffing is required. Chief Kane said after interviews they have 2 new potential hires-one to back-fill Detective McFarland's departure and another for the additional coverage needed at the airport. The total personnel cost (benefits included) will be \$30.52 per hour, with an additional cost of \$2,000 for a laptop. Chief Kane said other equipment costs would be absorbed by the SO budget. This would be through the remaining year; next year would be determined through the budget process. CA Adkins said there is special grant funding through the airport that will enable us to support a significant portion of this; the grant funding will not support the purchase of additional equipment. CA Adkins suggested the laptop be purchased through Dep. 14.

**MOTION: Move to authorize the hiring of additional Sheriff Dept. personnel for airport security as outlined and recommended by the Sheriff's Dept., Airport Manager, and County Administrator, the laptop funded through dept. 14 (Paradis/Wombacher 3-0, motion passed)**

The names of the new hires will be submitted for the meeting on May 18<sup>th</sup>.

Airport:

**MOTION: Move to accept and file the Airport Manager's April monthly report as presented (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to approve Jacobs Engineering enter into an agreement with Haley Ward, Inc. for Eagle Nest Monitoring Scope of Service as presented and recommended (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to approve Lease of Office 100 in the Terminal Building to Maine Coastal Flight Center, Inc. for the term June 1, 2021 to May 31, 2023 and approval for the Chairman to sign (Paradis/Wombacher 3-0, motion passed)**

IT

IT Director Carter proposed changing the county's domain name from *co.hancock.me.us* to *hancockcountymaine.gov*, as a matter of security.

**MOTION: Move to authorize the Chair to sign the Hancock County Domain change request as presented and recommended (Paradis/Wombacher 3-0, motion passed)**

Maintenance:

**MOTION: Move to accept and file the Maintenance Director's April Monthly Report as presented (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to approve the color version of the top of the Annex sign as recommended (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to approve the hire of Ramsey Abraham II as part time janitor at the rate of \$13 per hour, limited to not more than 30 hours per week, effective May 1, 2021 (Paradis/Wombacher 3-0, motion passed)**



Deeds:

**MOTION: Move to approve hiring Tracy Young of Franklin as full time Deeds Clerk, at Grade / Step 6C, effective May 15, 2021 as requested (Paradis/Wombacher 3-0, motion passed)**

RCC:

**MOTION: Move to accept and file the RCC Director's April monthly report as presented (Paradis/Wombacher 3-0, motion passed)**

Treasurer:

**MOTION: Move to sign the Treasurer's Warrants as presented (Paradis/Wombacher 3-0, motion passed)**

The Treasurer's memo listed the following:

April GF, Airport and Jail Payroll Warrants #21-12, #21-13, #21-14, #21-15, and #21-16, in the aggregate amount of \$493,473.16;

April GF, Airport and Jail Expense Warrants #21-20, #21-21, #21-22, #21-23, #21-24, and #21-25 in the aggregate amount of \$835,440.40;

April UT Payroll Warrants #21-39, #21-40, #21-41, #21-42, and #21-43 in the aggregate amount of \$1,372.55;

April UT Expense Warrants #21-19 and #21-20 in the aggregate amount of \$86,051.14

County Administrator:

ARP Funding update- CA Adkins said he expected that money may be released in stages, beginning next week, although it is still not clear what the funds can be used for. The county is expected to receive a total of \$10.6 million; \$5.3 million in the first stage. CA Adkins said he stopped the TAN process for the moment, as we may not require one this year.

Regarding the Finance Position for the Treasurer's office, Commissioner Paradis said he would like to see a document outlining exactly what is involved. CA Adkins said he would rework the job description and bring it back to the Commissioners. There was some discussion about a county charter; the Commissioners agreed to take steps to consider the merits of a charter and learn more about the process.

COVID-19 update-

Domestic travel restrictions have been lifted by the state, as well as the mandated wearing of masks outside. CA Adkins will send an updated operational memo to staff reflecting the changes.

**MOTION: Move to adjourn 11:19 (Paradis/Wombacher 3-0, motion passed)**

Meeting adjourned 11:19 a.m.

Respectfully submitted,

Rebekah Knowlton  
Deputy County Administrator





## COMMISSIONERS SPECIAL MEETING

Learn more about **HANCOCK COUNTY** by visiting

[www.co.hancock.me.us](http://www.co.hancock.me.us)

Audio recordings of the meeting are available upon request

The special meeting of the Hancock County Commissioners was brought to order by Commissioner Clark at 8:30 a.m. on **Tuesday May 18, 2021**. Commissioner Wombacher, Commissioner Paradis, County Administrator Scott Adkins and Deputy County Administrator Rebekah Knowlton were also in attendance, as well as several Department Heads and members of the public. Due to Covid-19 social distancing requirements, the meeting was held remotely via Zoom.

**MOTION: Move to approve the trails grant application as presented in the amounts of \$40,917.50 for Acadia Area Riders and \$39,415 for Airline Riders ATV and authorize the Chair to sign the applications (Paradis/Wombacher 3-0, motion passed)**

Joanna Russell of Northeastern Workforce Development Board provided an update on their programs in Hancock County, including their use of the Opioid National Dislocated Worker Grant. Program Coordinator Benjamin Hawkins, Loretta Alley and Leah Gulliver also spoke about the progress of the programs and funding.

Adjustments to / approval of agenda:

**MOTION: Move to adopt the amended agenda as presented (Paradis/Wombacher 3-0, motion passed)**

### Public Comment:

Rebecca Wentworth spoke about the proposed Finance position. Commissioner Paradis clarified that the initiative for the anticipated Finance position in no way replaces any elected official.

### Meeting Minutes:

**MOTION: Move to approve the minutes of the May 4, 2021 Commissioners' Regular Meeting as presented (Paradis/Wombacher 3-0, motion passed)**

### District Attorney:

**MOTION: Move to accept the resignation of Victim Witness Advocate Amy Smith, effective May 21, 2021 (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to advertise for a full time Victim Witness Advocate as requested (Paradis/Wombacher 3-0, motion passed)**

### Sheriff:

**MOTION: Move to approve and sign the 2021 Town of Tremont Law Enforcement Contract as presented and recommended (Paradis/Wombacher 3-0, motion passed)**  
This represents an addendum to the contract that has already been approved, with an increase of 15 hours per week. The increase of services is effective July 1.



**MOTION: Move to approve the employment of Hunter M. Fernald of Bar Harbor at Grade/Step 12A with a start date of May 22, 2021, as outlined and recommended by the Sheriff's Dept. (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to approve the employment of Kamren C. Jennings of Amherst at Grade/Step 12A with a start date of May 22, 2021, as outlined and recommended by the Sheriff's Dept. (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to approve the purchase of an In-Cruiser Camera System from Motorola Solutions for \$5,065 from account G 1-3014-00 SO Equipment and Technology as requested and recommended by the Sheriff's Dept. (Paradis/Wombacher 3-0, motion passed)**

Chief Kane explained that this purchase is to support the additional hire working at the airport. Motorola is the system currently in place and is the only option that will work with the software; the Commissioners agreed this qualified for sole source.

Jail:

**MOTION: Move to hire Teresa Torrey of Hancock as part time as needed cook at the rate of \$14.00 per hour with no benefits, effective May 8, 2021. (Paradis/Wombacher 3-0, motion passed)**

**MOTION: Move to Promote Corrections Officer Alan Medina to temp full time at grade/step 9A with sick and comp time accruals, effective May 22, 2021 (Paradis/Wombacher 3-0, motion passed)**

RCC:

**MOTION: Move to advertise for an anticipated Dispatcher vacancy as requested (Paradis/Wombacher 3-0, motion passed)**

Airport:

**MOTION: Move to approve the Planning Contract with Jacobs Engineering Group for Bald Eagle Monitoring as requested and authorize the Chair to sign (Paradis/Wombacher 3-0, motion passed)**

County Administrator:

**MOTION: Move to approve the Finance Assistant job description as presented and advertise the position as requested and recommended by the County Administrator (Paradis/Wombacher, motion and second withdrawn after discussion)**

There was some discussion regarding the compensation code. As this is new and developing, the Commissioners agreed that a specific salary did not need to be determined at this time in order to advertise. They agreed that the compensation code should indicate To Be Determined Based on Experience.

**MOTION: Move to approve the Finance Assistant job description as presented with the compensation code to be determined based on experience and advertise for the position as**

**requested and recommended by the County Administrator (Paradis/Wombacher 3-0, motion passed)**

Commissioners:

Frenchman Bay Conservancy / trail easement review

There was some discussion about the responsibility of maintaining the trail. The Commissioners discussed the merits of including a clause in the trail easement that if at some point the trail becomes impassable, the easement would be void. Commissioner Clark said he would like to see language that obligates Frenchman Bay Conservancy to maintain the trail, rather than the County. Commissioner Paradis said his goal was to have the trail maintained, however that is achieved. Aaron Dority of Frenchman Bay Conservancy said he would work with CA Adkins on language regarding maintenance and accountability.

ARP Fund – update / discussion

CA Adkins reported that he has not yet received confirmation that the County's application has been approved. The language in the law regarding appropriate uses is ambiguous. The Commissioners agreed that CA Adkins should take steps to see what consultants may be available and qualified for this project.

**MOTION: Move to adjourn (Paradis/Wombacher, 3-0 motion passed)**

Respectfully submitted,

Rebekah Knowlton  
Deputy County Administrator

**UNFINISHED BUSINESS**



**EXTENSION OF  
TEMPORARY EASEMENT AGREEMENT**

This Extension of Temporary Easement Agreement Term is made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the **Town of Mount Desert**, a body corporate and politic in Hancock County, Maine (the “Town”) and the **State of Maine, acting by and through its Department of Transportation** (“MaineDOT”), with a mailing address of 16 State House Station, Augusta, Maine, 04333.

**Whereas**, the Town and MaineDOT are parties to a Temporary Easement Agreement dated September 6, 2016 and recorded at the Hancock County Registry of Deeds in Book 6646, Page 307 (“Temporary Easement Agreement”) in which the Town grants to MaineDOT temporary easement rights under and across a portion of Town owned property located on Jordan Pond Road until a new drainage system for Jordan Pond Road and Route 3 is constructed by MaineDOT; and

**Whereas**, the term of the Temporary Easement Agreement will expire on September 6, 2021; and

**Whereas**, the Temporary Easement Agreement provides MaineDOT with an option of extending the term of the Temporary Easement Agreement for one (1) additional term of five (5) years, which would run from September 6, 2021 through September 6, 2026 (the “Extension Term”); and

**Whereas**, the parties desire to extend the term of the Temporary Easement Agreement for an additional period while MaineDOT pursues completion of construction of the new drainage system.

**Now therefore**, the Town and MaineDOT hereby agree to modify the Temporary Easement Agreement as follows:

1. The term of the Temporary Easement Agreement shall be extended to September 6, 2026.
2. All other provisions of the Temporary Easement Agreement shall remain in full force and effect until this Extension of Temporary Easement Agreement expires.
3. The parties hereto represent that they have full authority to enter into this Extension of Temporary Easement Agreement and to perform their respective obligations hereunder.

**In witness whereof**, the parties have caused this Extension of Temporary Easement Agreement to be executed by their duly authorized representatives as of the day and year first above recited.

**Town of Mount Desert, Selectmen:**

\_\_\_\_\_  
Witness By: \_\_\_\_\_  
John B. Macauley

\_\_\_\_\_  
Witness By: \_\_\_\_\_  
Matthew Hart

\_\_\_\_\_  
Witness By: \_\_\_\_\_  
Wendy Littlefield

\_\_\_\_\_  
Witness By: \_\_\_\_\_  
Martha T. Dudman

\_\_\_\_\_  
Witness By: \_\_\_\_\_  
Geoffrey Wood

**State of Maine,  
Department of Transportation**

\_\_\_\_\_  
Witness By: \_\_\_\_\_  
Steven Thebarger, Region Manager

Scanned Date: 9/19/16  
DOC ID: 1556325

## TEMPORARY EASEMENT AGREEMENT

THIS AGREEMENT is made this 19 day of September, 2016, by and between the TOWN OF MOUNT DESERT, a body corporate and politic in Hancock County, Maine (the "Town") and the STATE OF MAINE by and through its DEPARTMENT OF TRANSPORTATION ("MaineDOT"), with a mailing address of 16 State House Station, Augusta, Maine. For consideration paid, the Town hereby grants to MaineDOT a temporary storm water drainage easement under and across a portion of the Town's property on Jordan Pond Road in Mount Desert, Hancock County, Maine, on the following terms and conditions (the "Easement"):

**1. EASEMENT AREA:** The easement area (the "Easement Area") over which the Easement rights may be exercised is under and across that portion of the property of the Town described in the deed from Richard G. Rockefeller to The Inhabitants of the Town of Mount Desert, dated January 1, 1980 and recorded in the Hancock County Registry of Deeds in Book 1375, Page 518 (the "Property") which is depicted on Sheet Number 8 of the set of plans prepared by the State of Maine Department of Transportation for "Temp Stormwater Mitigation Plans", a copy of which is attached hereto (the "Easement Plans"). In the event the actual as-built locations of any such storm water improvements constructed in good faith in accordance with the terms and conditions hereof varies from the locations depicted on the Easement Plans, the as-built locations shall control and define the Easement Area, *provided, however*, MaineDOT shall prepare an as-built plan of the same, in recordable form reasonably acceptable to the Town and upon recording by the Town, any such plan shall be incorporated herein.

**2. PURPOSE:** This Easement shall be for the location of an underground storm water pretreatment system with appurtenant underground pipes and manholes (the "Drainage System"), and shall include the right to enter the Easement Area with men and equipment by MaineDOT's agents, employees, or contractors to install, inspect, clean, maintain and repair the Drainage System.

**3. PARTIES' RIGHTS:** It is understood and agreed that this Easement includes the right, after MaineDOT's consultation with the Town, (1) to excavate; (2) to clear and trim trees, shrubs and other growth; (3) to temporarily remove fences, posts, and similar minor structures within the Easement Area; (4) to fill and grade low areas in a manner as to prevent ponding of water and to provide a minimum cover over said pretreatment system and underground pipes; (5) to flow water through and from the Drainage System; and (6) to cross other portions of the Property as necessary, within the narrowest practical confines, to accomplish any work related to the Easement. The Town shall otherwise have full use and enjoyment of the Property (including the right to pave and otherwise improve the Property) and it shall not be the Town's responsibility to maintain the ground surface of the Property.





4. GRANTEE'S OBLIGATIONS: MaineDOT agrees that any exercise of its rights and obligations hereunder shall:

- (1) cause the least disruption reasonably practicable to the Property and use thereof;
- (2) be confined to the narrowest practical limits of the Property;
- (3) not unreasonably impair the safe and reasonable flow of pedestrian and vehicular traffic to, on and/or from the Property;
- (4) not unreasonably affect the use of the Property by the Town or the public;
- (5) be performed in a good and workmanlike manner and in accordance with applicable laws, rules and regulations; and
- (6) except in cases of emergency, be performed after notification to the Town, which notice shall specify the work to be performed and an estimated timeframe for completion of such work.

Further, MaineDOT agrees as follows:

- (1) Following any such installation, inspection, cleaning, maintenance or repair, it shall restore the Property as nearly as practicable to its condition that was existing prior to the same. Such restoration work shall include but not be limited to reseedling and replacing any disturbed areas or foliage or other growth which was removed and restoring any disturbed ground surface, including but not limited to re-graveling and repaving, and restriping of the parking area.
- (2) It shall keep the Drainage System in good maintenance and repair at its sole cost and expense.
- (3) In the event of any damage to the Property or improvements or installations thereon caused by any activities hereunder or any exercise of the easement rights herein granted and not corrected, repaired or restored by MaineDOT, the Town shall have the right, but not the obligation, to conduct such repairs on behalf of MaineDOT and is entitled to seek repayment from MaineDOT of the expenses and costs paid by the Town and incurred in good faith to the extent reasonably related to such correction, repair or restoration. MaineDOT shall promptly reimburse the Town for such expenses and costs upon receipt of a statement or invoice for the same. The obligations of MaineDOT in this paragraph shall survive the termination of this Easement.
- (4) To the extent permissible by applicable law, MaineDOT shall defend, hold harmless and indemnify the Town and its employees, agents, contractors, successors and assigns, from and against any and all claims, actions, proceedings, damages, liabilities, costs and expenses (including but not limited to reasonable attorney's and paralegal's fees, consultants' fees, court costs and other reasonable litigation expenses) for injuries to

any persons arising out of, in connection with, or as a direct result or consequence of MaineDOT's exercise of the easement rights herein granted. The preceding sentence shall not waive any defense immunity or limitation of liability which may be available to MaineDOT or the Town, its or their officers, agents or employees under the Maine Tort Claims Act pursuant to the provisions of 14 MRSA Section 8101 et seq. or any other privileges or immunities as may be provided by law. The obligations in this paragraph shall survive the termination of this Easement.

5. TEMPORARY NATURE: The easement rights granted herein are temporary and being granted until a new drainage system for Jordan Pond Road and Route 3 is constructed by MaineDOT. The term of this Easement shall therefore terminate, without the need for any further documentation or action, upon the earlier of (1) five (5) years from the date hereof or (2) upon completion of construction of said new system. Construction shall be deemed complete when the parties so agree in good faith, and the parties agree that upon request by either of them at any time after construction is complete, they shall each without cost to the other party execute, deliver and record a memorandum of the same confirming the termination of this Temporary Easement Deed. Upon termination of this Easement, MaineDOT shall (1) remove the Drainage System and any other personal property on the Property, (2) reasonably repair any damage caused by such removal, and (3) restore the Property as nearly as practicable to the condition as of the date hereof. (Such restoration work shall include but not be limited to reseeding and replacing any disturbed areas or foliage or other growth which was removed and restoring any disturbed ground surface, including but not limited to re-graveling and repaving, and restriping of the parking area.) However, if MaineDOT is not in default hereunder and if MaineDOT has been pursuing construction of said new system with all due diligence but it has not been completed for reasons beyond MaineDOT's control, then MaineDOT shall have the right to extend the term of this Easement for one (1) additional term of five (5) years on the same terms and conditions set forth herein and on the condition that it pursues completion of construction of said new system with all due diligence (as determined in the Town's reasonable discretion). MaineDOT shall give notice of its intention to renew or not renew this Easement one (1) year prior to the end of the initial term.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be signed and sealed in their names by the undersigned this 6 day of September, 2016.

Town of Mount Desert, Selectmen:

By:   
John B. Macauley

By:   
Dennis Shubert



By: Matthew Hart  
Matthew Hart

By: Martha Dudman  
Martha Dudman

State of Maine, Department of Transportation

By: David Bernhardt

Name: David Bernhardt

Its: Commissioner

Hancock County

STATE OF MAINE

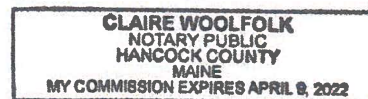
September 6, 2016

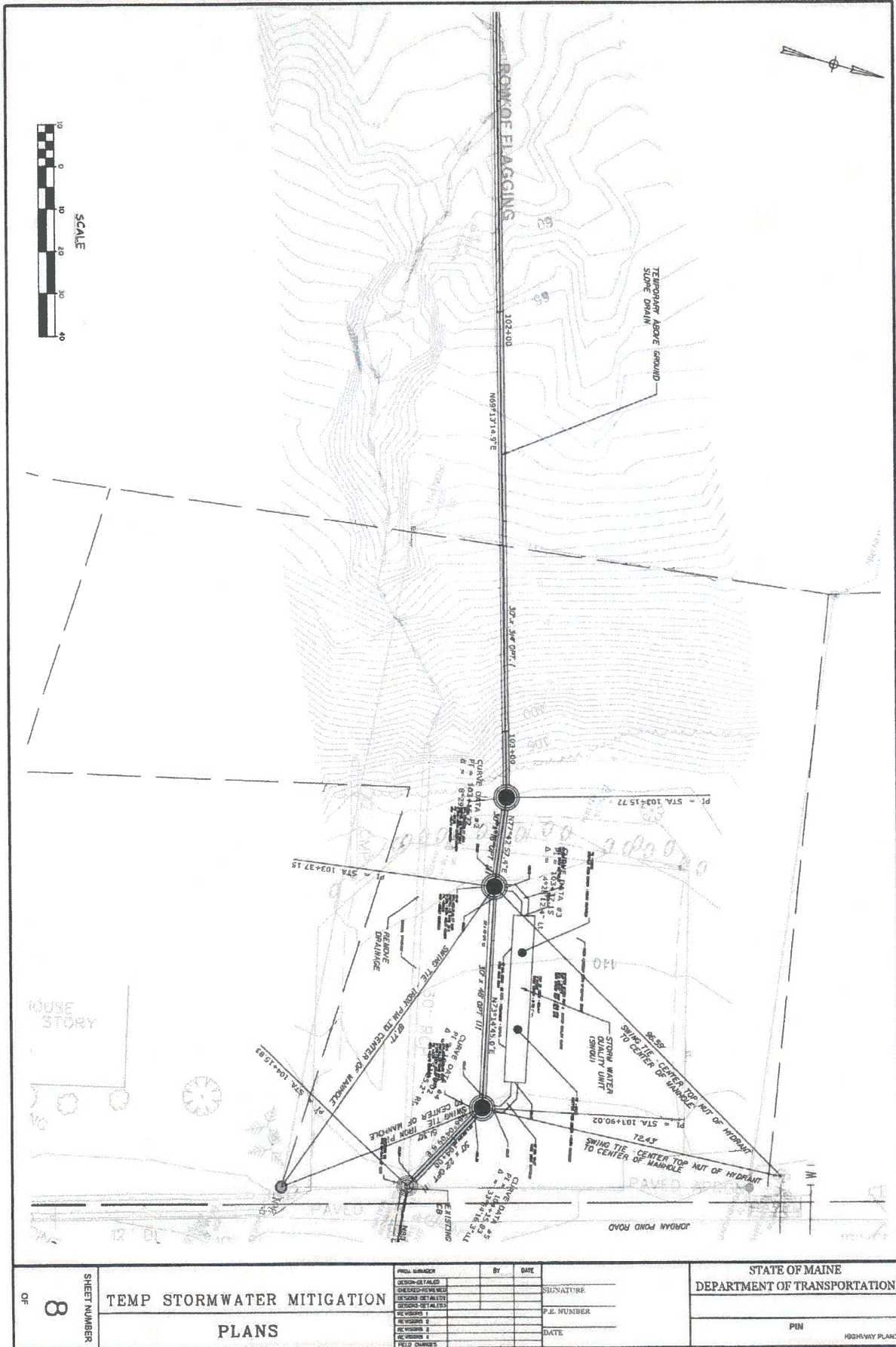
Personally appeared the above named John B Macauley, Dennis Shubert of the Town of Mount Desert and acknowledged before me the foregoing instrument to be his/her free act and deed in his/her said capacity and the free act and deed of the Town of Mount Desert.

Matthew  
Hart,  
and  
Martha  
Dudman

Claire Woolfolk  
Notary Public/~~Attorney at Law~~

Claire Woolfolk  
Print or type name as signed





|                                |  |  |  |  |  |
|--------------------------------|--|--|--|--|--|
| SHEET NUMBER<br><b>8</b><br>OF | TEMP STORMWATER MITIGATION<br><b>PLANS</b> |  | PROJ. NUMBER<br>DESIGNED BY<br>CHECKED BY<br>DESIGNED DATE<br>DESIGNED SCALE<br>DESIGNED SHEET NO. | DATE<br>SIGNATURE<br>P.E. NUMBER<br>DATE | STATE OF MAINE<br>DEPARTMENT OF TRANSPORTATION<br>PIN<br>HIGHWAY PLANS |
|                                |  |  |  |  |  |
|                                |  |  |  |  |  |
|                                |  |  |  |  |  |

⑤ E/DOT X

## TOWN OF MOUNT DESERT

### Tobacco-Free Policy

Adopted by the Board of Selectmen

(insert date)

The Town of Mount Desert strives to provide a healthy and productive work environment for employees and a safe and smoke-free municipal environment for residents and visitors. Effective [date], this policy prohibits all smoking and use of tobacco 24 hours a day, 365 days a year, at the following Town properties:

- A. All Town of Mount Desert owned, leased, and affiliated buildings and grounds
- B. All town of Mount Desert owned, leased, or rented vehicles
- C. All Town of Mount Desert Green spaces including, but not limited to:
  - Northeast Harbor Marina Village Green
  - Otter Creek Playground
  - Pond's End Long Pond
  - Seal Harbor Beach
  - Suminsby Park
  - Seal Harbor Village Green

[This tobacco-free policy applies to all people utilizing Town of Mount Desert space, including organizers of, and attendees at, public events using Town of Mount Desert owned, leased or affiliated property. Everyone is required to abide by the Town of Mount Desert's tobacco-free policy.]

### DEFINITIONS

- A. "Smoking" means inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, pipe or joint, or any other lighted or heated tobacco or plant product intended for inhalation, including hookahs and marijuana whether natural or synthetic in any manner or in any form. "Smoking also included the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in this policy. Non-smoked marijuana products including, but not limited to, edibles and dabs are also included in this policy.
- B. "Tobacco" is defined as all tobacco-derived or containing products, including but not limited to cigarettes. Cigars, cigarillos, bidis, kreteks, all smokeless and dissolvable tobacco products, including but not limited to, dip, spit/spit-less, chew, snuff, snus and nasal tobacco; and any product intended to mimic tobacco, containing tobacco flavoring or delivering nicotine, including, but not limited to electronic nicotine delivery systems, e-cigarettes, e-cigars, e-hookahs, vape pen or any other product name or descriptor. Or the use of any other type of tobacco or nicotine product for the purpose of circumventing the prohibition of tobacco in this

policy. This does not include products specifically approved by the U.S. Food and Drug Administration (FDA) for the purpose of cessation or nicotine replacement therapy.

## **PROCEDURES**

1. This policy will be communicated through tobacco and marijuana free signage at all Town of Mount Desert public spaces as well as at the entrance of all buildings owned and/or operated by the Town. Labels reading "No smoking in Vehicle" shall be installed in all vehicles owned, leased, or operated by the Town of Mount Desert.
2. This policy shall be included in the policy manual provided to all employees and on the Town of Mount Desert website.
3. A violation of this policy may result in reprimand, dismissal, or reassignment of the offender.
4. In the case of a non-official/employee who violates this policy, said person(s) may be barred from utilizing town owned/operated facilities in the future by action of the Board of Selectmen.



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

Durlin E. Lunt Jr., 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.mtidesert.org](http://www.mtidesert.org)

[manager@mtidesert.org](mailto:manager@mtidesert.org)

**To** Board of Selectmen

**From:** Durlin E. Lunt

**Date:** June 7, 2021

**Subject:** Maine to Adopt U.S. CDC's New COVID-19 Guidance

Maine has been one of the national leaders in the effort to vaccinate its citizens. More than 70% of people aged 18 and up have received at least one COVID-19 shot. Maine is one of the national leaders in the percentage of population fully vaccinated, and adjusted for population, is fourth in the nation for fewest numbers of both cases and deaths.

As a result of this information Maine will begin to transition to U.S. CDC guidelines as appropriate. Governor Mills will be putting changes into effect on May 24, 2021. Businesses and other organizations consistent with legal obligations may adopt policies requiring vaccination, or proof of vaccination to avoid wearing a mask.

The following are highlights of the State of Maine policy changes:

1. Fully vaccinated individuals need not wear face coverings indoors effective May 24, 2021.
2. Physical distancing requirements at indoor public settings where people are eating and drinking and therefore removing their face coverings are lifted. This includes bars, restaurants, congregate living facilities, and break rooms.
3. All capacity limits and physical distancing requirements at outdoor and indoor settings are lifted.

In light of these changes what protocols including public meetings customer transaction area, and access to areas currently restricted to staffs be considered?



**ALERT:** Stay up to date on Maine's COVID-19 Response[Contact](#) | [Newsroom](#)

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# Maine to Adopt U.S. CDC's New COVID-19 Guidance

May 14, 2021

Following a review by the Maine Department of Health and Human Services and the Maine Center for Disease Control and Prevention, Governor Janet Mills announced today that the State of Maine will adopt the U.S. Centers for Disease Control and Prevention's (U.S. CDC) [new guidance](#) which allows fully vaccinated Americans not to wear face coverings indoors, effective May 24, 2021.

Maine will also lift the physical distancing requirement at indoor public settings where people are eating or drinking and therefore would be removing their face covering – such as indoor restaurants, bars, dining areas in camps or in congregate living facilities, and break rooms.

Consistent with the U.S. CDC's guidelines, it is recommended that people in Maine who are not fully vaccinated wear face coverings in indoor public settings. The U.S. CDC requires people to wear masks on all planes, buses, trains, and other forms of public transportation.

The May 24th date aligns with Maine's previously-established timeline to remove restrictions and allows those who have not yet been vaccinated to receive at least their first shot prior to the change. This includes youth ages 12 to 15 who just became eligible for a vaccine this week. To schedule a vaccine appointment, visit [Maine.gov/covid19/vaccines](#) or call 1-888-445-4111.

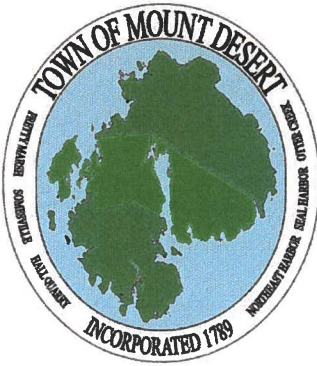
*"We welcome this new guidance and we agree – being vaccinated is the best way to protect you and your loved ones from COVID-19," said Governor Janet Mills. "After a review of the new guidance, we are adopting the U.S. CDC's recommendations, and we continue to strongly urge all Maine people to get their shots. There are appointments available across the state right now. As we get back to normal, rolling up your sleeve is going to ensure that you stay healthy and alive. Please don't wait. Get your shot now."*

*"For people who are not vaccinated, including children too young to receive a COVID-19 vaccine, wearing a mask remains one of the most effective ways of protecting yourself and your family against this highly contagious disease," said Jeanne Lambrew, Commissioner of the Maine Department of Health and Human Services. "We thank those who are fully vaccinated for doing their part to protect themselves and their communities, and ask them to consider wearing a mask in public places to give children the example they need to continue wearing one until a vaccine is available for them."*

*"Getting vaccinated is the best way to protect yourself and your community from COVID-19," said Dr. Nirav D. Shah, Director of the Maine CDC. "Vaccines are available throughout the state for people age 12 and older. If you have not been vaccinated, please take the time now to get shots for yourself and your loved ones age 12 and older."*

Yesterday afternoon, the Mills Administration [updated the Moving Maine Forward Plan](#) to lift all capacity limits and physical distancing requirements in all outdoor public settings. The Administration also lifted capacity limits for indoor public venues and physical distancing requirements, except in settings where people would be removing their face coverings.

The U.S. CDC issued its new guidelines at the same time the Mills Administration released its update to the Moving Maine Forward Plan. Overnight, the Department of Health and Human Services and the Maine Center



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

Jake Wright, Finance Director  
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[financedirector@mtdesert.org](mailto:financedirector@mtdesert.org)

Board of Selectmen,

We recommend amending the 4/5/21 meeting minutes to reflect the following change. The highlighted portion would represent an addition to the minutes previously approved.

*"Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2153, AP2154, **AP2155**, PR2122 and PF 2123 in the amounts of \$4,378.23, \$7,520.31, and \$6,426.20, and \$106,335.35 and \$103,304.15, respectively*

MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval of signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2153, AP2154, **AP2155**, PF2122 and PR 2123 in the amounts of..." (page 5)

Per review of the BOS video from the 4/5/21 meeting at 52 minutes and 2 seconds, warrant AP2155 was identified and the amount of \$6,426.20 was approved. Therefore, it appears sufficient to amend the minutes to accurately reflect the Board's vote and no further action pertaining to this issue is necessary.

Thank you,

Jake Wright

Finance Director

## **EXTENSION OF TEMPORARY EASEMENT AGREEMENT**

This Extension of Temporary Easement Agreement Term is made this 7th day of June, 2021, by and between the **Town of Mount Desert**, a body corporate and politic in Hancock County, Maine (the “Town”) and the **State of Maine, acting by and through its Department of Transportation** (“MaineDOT”), with a mailing address of 16 State House Station, Augusta, Maine, 04333.

**Whereas**, the Town and MaineDOT are parties to a Temporary Easement Agreement dated September 6, 2016 and recorded at the Hancock County Registry of Deeds in Book 6646, Page 307 (“Temporary Easement Agreement”) in which the Town grants to MaineDOT temporary easement rights under and across a portion of Town owned property located on Jordan Pond Road until a new drainage system for Jordan Pond Road and Route 3 is constructed by MaineDOT; and

**Whereas**, the term of the Temporary Easement Agreement will expire on September 6, 2021; and

**Whereas**, the Temporary Easement Agreement provides MaineDOT with an option of extending the term of the Temporary Easement Agreement for one (1) additional term of five (5) years, which would run from September 6, 2021 through September 6, 2026 (the “Extension Term”); and

**Whereas**, the parties desire to extend the term of the Temporary Easement Agreement for an additional period while MaineDOT pursues completion of construction of the new drainage system.

**Now therefore**, the Town and MaineDOT hereby agree to modify the Temporary Easement Agreement as follows:

1. The term of the Temporary Easement Agreement shall be extended to September 6, 2026.
2. All other provisions of the Temporary Easement Agreement shall remain in full force and effect until this Extension of Temporary Easement Agreement expires.
3. The parties hereto represent that they have full authority to enter into this Extension of Temporary Easement Agreement and to perform their respective obligations hereunder.



**In witness whereof**, the parties have caused this Extension of Temporary Easement Agreement to be executed by their duly authorized representatives as of the day and year first above recited.

**Town of Mount Desert, Selectmen:**

|         |                  |
|---------|------------------|
| _____   | By: _____        |
| Witness | John B. Macauley |

|         |              |
|---------|--------------|
| _____   | By: _____    |
| Witness | Matthew Hart |

|         |                   |
|---------|-------------------|
| _____   | By: _____         |
| Witness | Wendy Littlefield |

|         |                  |
|---------|------------------|
| _____   | By: _____        |
| Witness | Martha T. Dudman |

|         |               |
|---------|---------------|
| _____   | By: _____     |
| Witness | Geoffrey Wood |

**State of Maine,  
Department of Transportation**

|         |                                  |
|---------|----------------------------------|
| _____   | By: _____                        |
| Witness | Steven Thebarger, Region Manager |

Scanned Date: 9/19/16  
DOC ID: 1556325

## TEMPORARY EASEMENT AGREEMENT

THIS AGREEMENT is made this 19 day of September, 2016, by and between the **TOWN OF MOUNT DESERT**, a body corporate and politic in Hancock County, Maine (the "Town") and the **STATE OF MAINE by and through its DEPARTMENT OF TRANSPORTATION ("MaineDOT")**, with a mailing address of 16 State House Station, Augusta, Maine. For consideration paid, the Town hereby grants to MaineDOT a temporary storm water drainage easement under and across a portion of the Town's property on Jordan Pond Road in **Mount Desert**, Hancock County, Maine, on the following terms and conditions (the "Easement"):

**1. EASEMENT AREA:** The easement area (the "Easement Area") over which the Easement rights may be exercised is under and across that portion of the property of the Town described in the deed from Richard G. Rockefeller to The Inhabitants of the Town of Mount Desert, dated January 1, 1980 and recorded in the Hancock County Registry of Deeds in Book 1375, Page 518 (the "Property") which is depicted on Sheet Number 8 of the set of plans prepared by the State of Maine Department of Transportation for "Temp Stormwater Mitigation Plans", a copy of which is attached hereto (the "Easement Plans"). In the event the actual as-built locations of any such storm water improvements constructed in good faith in accordance with the terms and conditions hereof varies from the locations depicted on the Easement Plans, the as-built locations shall control and define the Easement Area, *provided, however*, MaineDOT shall prepare an as-built plan of the same, in recordable form reasonably acceptable to the Town and upon recording by the Town, any such plan shall be incorporated herein.

**2. PURPOSE:** This Easement shall be for the location of an underground storm water pretreatment system with appurtenant underground pipes and manholes (the "Drainage System"), and shall include the right to enter the Easement Area with men and equipment by MaineDOT's agents, employees, or contractors to install, inspect, clean, maintain and repair the Drainage System.

**3. PARTIES' RIGHTS:** It is understood and agreed that this Easement includes the right, after MaineDOT's consultation with the Town, (1) to excavate; (2) to clear and trim trees, shrubs and other growth; (3) to temporarily remove fences, posts, and similar minor structures within the Easement Area; (4) to fill and grade low areas in a manner as to prevent ponding of water and to provide a minimum cover over said pretreatment system and underground pipes; (5) to flow water through and from the Drainage System; and (6) to cross other portions of the Property as necessary, within the narrowest practical confines, to accomplish any work related to the Easement. The Town shall otherwise have full use and enjoyment of the Property (including the right to pave and otherwise improve the Property) and it shall not be the Town's responsibility to maintain the ground surface of the Property.



4. GRANTEE'S OBLIGATIONS: MaineDOT agrees that any exercise of its rights and obligations hereunder shall:

- (1) cause the least disruption reasonably practicable to the Property and use thereof;
- (2) be confined to the narrowest practical limits of the Property;
- (3) not unreasonably impair the safe and reasonable flow of pedestrian and vehicular traffic to, on and/or from the Property;
- (4) not unreasonably affect the use of the Property by the Town or the public;
- (5) be performed in a good and workmanlike manner and in accordance with applicable laws, rules and regulations; and
- (6) except in cases of emergency, be performed after notification to the Town, which notice shall specify the work to be performed and an estimated timeframe for completion of such work.

Further, MaineDOT agrees as follows:

- (1) Following any such installation, inspection, cleaning, maintenance or repair, it shall restore the Property as nearly as practicable to its condition that was existing prior to the same. Such restoration work shall include but not be limited to reseedling and replacing any disturbed areas or foliage or other growth which was removed and restoring any disturbed ground surface, including but not limited to re-graveling and repaving, and restriping of the parking area.
- (2) It shall keep the Drainage System in good maintenance and repair at its sole cost and expense.
- (3) In the event of any damage to the Property or improvements or installations thereon caused by any activities hereunder or any exercise of the easement rights herein granted and not corrected, repaired or restored by MaineDOT, the Town shall have the right, but not the obligation, to conduct such repairs on behalf of MaineDOT and is entitled to seek repayment from MaineDOT of the expenses and costs paid by the Town and incurred in good faith to the extent reasonably related to such correction, repair or restoration. MaineDOT shall promptly reimburse the Town for such expenses and costs upon receipt of a statement or invoice for the same. The obligations of MaineDOT in this paragraph shall survive the termination of this Easement.
- (4) To the extent permissible by applicable law, MaineDOT shall defend, hold harmless and indemnify the Town and its employees, agents, contractors, successors and assigns, from and against any and all claims, actions, proceedings, damages, liabilities, costs and expenses (including but not limited to reasonable attorney's and paralegal's fees, consultants' fees, court costs and other reasonable litigation expenses) for injuries to



any persons arising out of, in connection with, or as a direct result or consequence of MaineDOT's exercise of the easement rights herein granted. The preceding sentence shall not waive any defense immunity or limitation of liability which may be available to MaineDOT or the Town, its or their officers, agents or employees under the Maine Tort Claims Act pursuant to the provisions of 14 MRSA Section 8101 et seq. or any other privileges or immunities as may be provided by law. The obligations in this paragraph shall survive the termination of this Easement.

5. TEMPORARY NATURE: The easement rights granted herein are temporary and being granted until a new drainage system for Jordan Pond Road and Route 3 is constructed by MaineDOT. The term of this Easement shall therefore terminate, without the need for any further documentation or action, upon the earlier of (1) five (5) years from the date hereof or (2) upon completion of construction of said new system. Construction shall be deemed complete when the parties so agree in good faith, and the parties agree that upon request by either of them at any time after construction is complete, they shall each without cost to the other party execute, deliver and record a memorandum of the same confirming the termination of this Temporary Easement Deed. Upon termination of this Easement, MaineDOT shall (1) remove the Drainage System and any other personal property on the Property, (2) reasonably repair any damage caused by such removal, and (3) restore the Property as nearly as practicable to the condition as of the date hereof. (Such restoration work shall include but not be limited to reseeding and replacing any disturbed areas or foliage or other growth which was removed and restoring any disturbed ground surface, including but not limited to re-graveling and repaving, and restriping of the parking area.) However, if MaineDOT is not in default hereunder and if MaineDOT has been pursuing construction of said new system with all due diligence but it has not been completed for reasons beyond MaineDOT's control, then MaineDOT shall have the right to extend the term of this Easement for one (1) additional term of five (5) years on the same terms and conditions set forth herein and on the condition that it pursues completion of construction of said new system with all due diligence (as determined in the Town's reasonable discretion). MaineDOT shall give notice of its intention to renew or not renew this Easement one (1) year prior to the end of the initial term.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be signed and sealed in their names by the undersigned this 6 day of September, 2016.

Town of Mount Desert, Selectmen:

By:   
John B. Macauley

By:   
Dennis Shubert

By: Matthew Hart  
Matthew Hart

By: Martha Dudman  
Martha Dudman

State of Maine, Department of Transportation

By: David Bernhardt

Name: David Bernhardt

Its: Commissioner

Hancock County

STATE OF MAINE

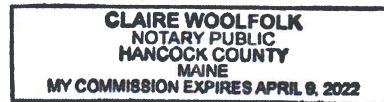
September 6, 2016

Personally appeared the above named John B Macauley, Dennis Shubert of the Town of Mount Desert and acknowledged before me the foregoing instrument to be his/her free act and deed in his/her said capacity and the free act and deed of the Town of Mount Desert.

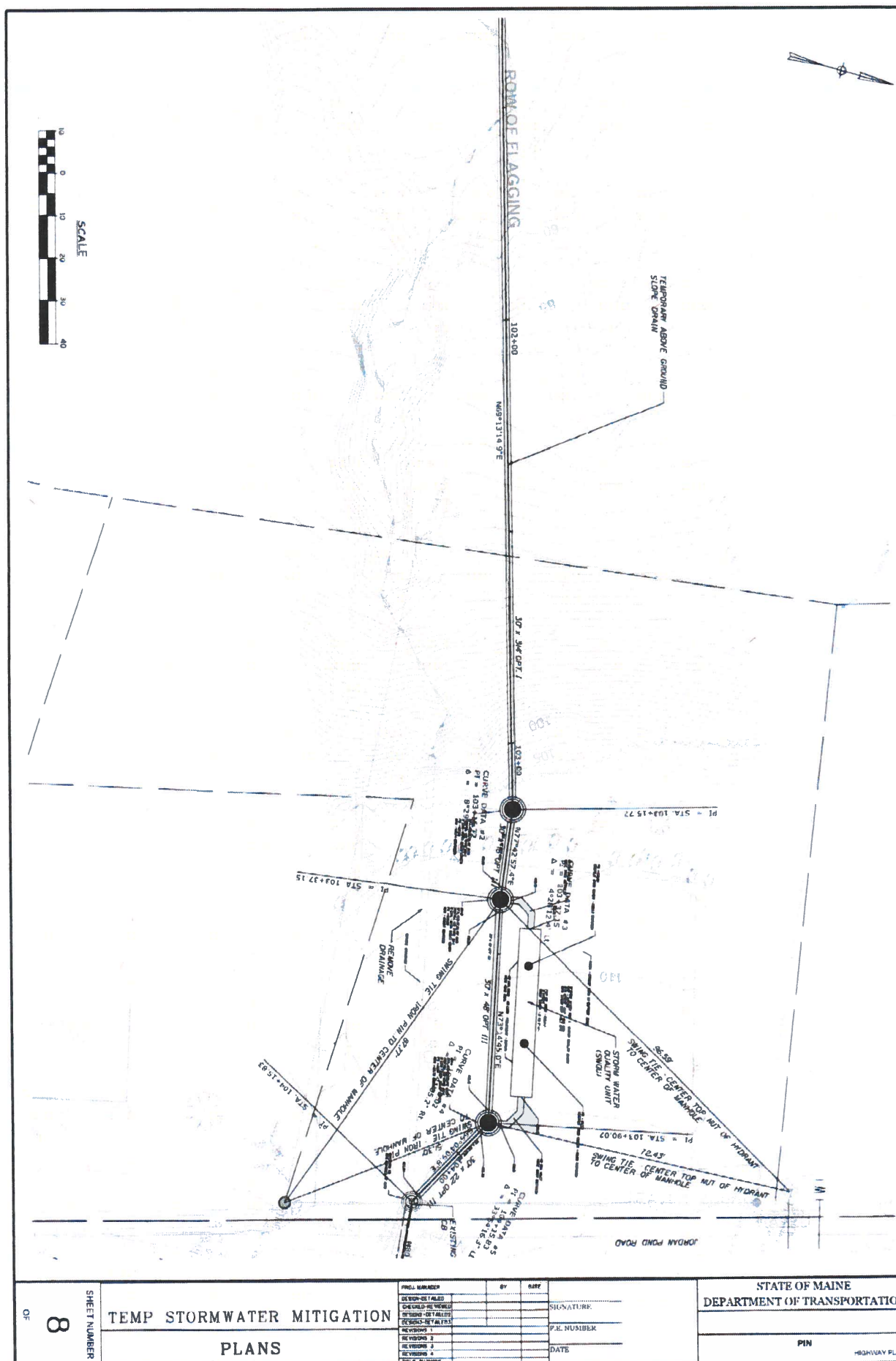
Matthew  
Hart,  
and  
Martha  
Dudman

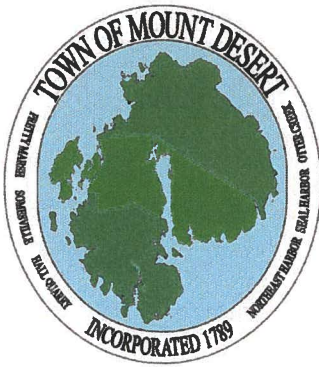
Claire Woolfolk  
Notary Public/~~Attorney at Law~~

Claire Woolfolk  
Print or type name as signed









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

Jake Wright, Finance Director  
21 Sea Street, P.O. Box 248  
Northeast Harbor, ME 04662-0248

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[financedirector@mtidesert.org](mailto:financedirector@mtidesert.org)

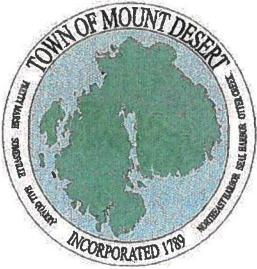
Board of Selectmen,

We recommend amending the 5/4/21 meeting minutes to remove Claire Woolfolk from the list of signatories for the safe deposit box lease agreement and VISA card account as she is currently on extended leave. See the attached exhibit from the minutes for the proposed corrections in red.

Thank you,

**Jake Wright**

Finance Director



## **TOWN OF MOUNT DESERT**

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

Telephone 207-276-5531 Fax 207-276-3232  
Web Address [www.mtidesert.org](http://www.mtidesert.org)

TO: BOARD OF SELECTMEN, TOWN OF MT DESERT

DATE: May 4, 2021

FROM: KATHRYN A MAHAR, TREASURER

RE: TREASURER TRANSITION

PLEASE ACCEPT THE FOLLOWING LIST OF BANK INFORMATION AND SIGNATORIES AS A FORMAL TRANSITION OF ALL THE DUTIES AND LEGAL RESPONSIBILITIES ASSOCIATED WITH THESE ACCOUNTS FROM MYSELF (KATHRYN A MAHAR) TO JACOB D WRIGHT EFFECTIVE MAY 17<sup>TH</sup>, 2021:

### **Bar Harbor Banking & Trust Co**

#### ***General Business Contacts:***

Durlin E Lunt Jr (continue), Lisa Young (continue), Kathryn A Mahar (delete), Jacob D Wright (add)

#### **General Fund:**

**Checking Account** – #8066/#7618 – General Ledger account #100-10100

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Sweep Account** – ICS – #8066/#7618 – General Ledger account #100-10100-0422

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

#### **Mount Desert Elementary School:**

**Checking** – #1610/#7832 – General Ledger account #100-10112

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Sweep Account** – ICS – #8066/#7618 – General Ledger account# 100-10112-0422

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Student Account** – #0502/#7766 – General Ledger account # n/a

Signatories: Gloria Delsandro (continue), Angelique Hodgdon (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

#### **DEP Projects:**

**Checking** - #7511/#7857 – General Ledger account #100-10117

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

#### **Payment Processing:**

**Checking** – #7028/#7881 – General Ledger account # 100-10110

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Sweep Account** – ICS – #8066/#7618 – General Ledger account# 10110-0422

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

#### **Safe Deposit Box: - #248**

Signatories: Claire Woolfolk ~~(continue)~~ <sup>delete</sup>, Durlin Lunt Jr (continue), Elizabeth Yeo (continue), Jennifer Buchanan (continue), Jacob D Wright (add).

**Custodial Money Bags: #1311, #1796, #1832**

Signatories: Lisa Young (continue), Megan Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Night Deposit Money Bags: #1884, 1876**

Signatories: Lisa Young (continue), Megan Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**VISA Cards – Account #4798-5100-4312 \_ \_ \_ \_**

Signatories: Durlin Lunt (continue), Anthony Smith (continue), Michael Bender (continue), James Willis (continue), Kevin Edgecomb (continue), John LeMoine (continue), Kyle Avila (continue), Kimberly Keene (continue), Lisa Young (continue), Benjamin Jacobs (continue), Claire Woolfolk (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

delete

**First National Bank:**

***General Business Contacts:***

Durlin E Lunt Jr (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

***General Fund:***

**Money Market NP # - #2216 – General Ledger account #100-10137**

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**First National Wealth Management:**

***General Business Contacts:***

Durlin E Lunt Jr (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

***Investment:***

**Trust - #2643 – General Ledger accounts #100-11110, #400-11110, #600-11110**

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Bar Harbor Trust Services:**

***General Business Contacts:***

Durlin E Lunt Jr (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

***Investment:***

**Trust - #7900A – General Ledger account #500-10200**

Signatories: Durlin Lunt (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Machias Savings Bank:**

***General Business Contacts:***

Durlin E Lunt Jr (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**Maine Municipal Bond Bank:**

***General Business Contacts:***

Durlin E Lunt Jr (continue), Kathryn A Mahar (delete), Jacob D Wright (add).

**NEW BUSINESS**



**U. S. Department of the Interior  
National Park Service**

**Acadia National Park Advisory Commission  
Charter**

1. **Committee's Official Designation.** The official designation of the Commission is the Acadia National Park Advisory Commission (Commission).
2. **Authority.** The Commission was established by Section 103 of Public Law 99-420, September 25, 1986, as amended by Public Law 110-229, Consolidated Natural Resources Act of 2008, May 8, 2008. The Commission is established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. 2.
3. **Objectives and Scope of Activities.** The Commission is to consult with the Secretary of the Interior (Secretary) 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.
4. **Description of Duties.** The duties of the Commission are solely advisory and are as stated in paragraph 3 above.
5. **Official to Whom the Committee Reports.** The Commission reports to the Secretary through the Designated Federal Officer (DFO).
6. **Support.** The National Park Service will provide administrative and logistical support to the Commission.
7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Commission's functions are estimated to be \$50,000, including all direct and indirect expenses and .40 in staff years.
8. **Designated Federal Officer.** The Designated Federal Officer is the Superintendent, Acadia National Park, National Park Service who is a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Commission and subcommittee meetings, prepare and approve all meeting agendas, attend all Commission and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretary.

9. **Estimated Number and Frequency of Meetings.** The Commission will meet approximately 2-4 times per year, and at such time as designated by the DFO.
10. **Duration.** Continuing.
11. **Termination.** The Commission will carry out its duties until September 25, 2026, at which time the Commission will terminate pursuant to Public Law 99-420, September 25, 1986, as amended by Public Law 110-229, Consolidated Natural Resources Act of 2008, May 8, 2008. All appointments will terminate with the Commission. The Commission will not meet or take any official action without a valid current charter.
12. **Membership and Designation.** The Commission shall be composed of 16 members appointed by the Secretary, as follows:
  - (a) three members at large;
  - (b) three members appointed from among individuals recommended by the Governor of Maine;
  - (c) four members appointed from among individuals recommended by each of the four towns on the island of Mount Desert;
  - (d) three members appointed from individuals recommended by each of the three Hancock County mainland communities of Gouldsboro, Winter Harbor and Trenton; and
  - (e) three members appointed from among individuals recommended by each of the three island towns of Cranberry Isles, Swans Island, and Frenchboro.

Members may be appointed as representatives or special Government employees. The Department of the Interior will provide materials to those members serving as special Government employees.

Members will be appointed for 3-year terms. A vacancy on the Commission will be filled in the same manner in which the original appointment was made. Members serve at the discretion of the Secretary.

Members of the Commission and its subcommittee members serve without compensation. However, while away from their homes or regular places of business, Commission and subcommittee members engaged in Commission business, approved by the DFO, may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under Section 5703 of Title 5 of the United States Code.



The Commission shall elect its own Chairman.

13. **Ethics Responsibility of Members.** No Commission or subcommittee member will participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department in which the member has a direct financial interest. In addition, the Department of the Interior will provide materials to those members appointed as special Government employees, explaining their ethical obligations with which the members should be familiar. Consistent with the ethics requirements, members will endeavor to avoid any actions that would cause the public to question the integrity of the Commissions' operations, activities, or advice. The provisions of this paragraph do not affect any other statutory or regulatory ethical obligations to which a member may be subject.
14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Committee for consideration. Subcommittees must not provide advice or work products directly to the Agency. The Commission Chair, with the approval of the DFO, will appoint subcommittee members. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.
15. **Recordkeeping.** The records of the Commission, and formally and informally established subcommittees of the Commission, shall be handled in accordance with General Records Schedule 26, Item 2 or other approved Agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

  
Secretary of the Interior

MAR 29 2011

Date

MAR 29 2011

Date Filed

## **Bylaws: General**

The bylaws (which are in the process of being amended) contain detailed information about the purpose, membership, meetings, and committees of the commission.

Ratified on Nov. 16, 1987

Amended Jan. 11, 1988

Amended May 13, 1996

Amended August 5, 1996

## **Article I - Name**

The official designation of the commission is the Acadia National Park Advisory Commission, established by Public Law 99-420, Section 103.

## **Article II - Purpose**

The purpose of the commission is to advise the Secretary of the Interior through his designee, the superintendent, Acadia National Park. The superintendent shall conduct with and request the advice of the commission on matters relating to the management and development of the park including, but not limited to, each of the following:

The acquisition of lands and interests in lands (including conservation easements on islands). Termination of rights of use and occupancy.

## **Article III - Membership**

The commission shall be composed of sixteen members appointed by the Secretary as follows:

- three members at large as selected by the Secretary;
- three members appointed from among individuals recommended by the Governor of Maine;
- four members appointed from among individuals recommended by each of the four towns on the Island of Mount Desert;
- three members appointed from among individuals recommended by each of the three Hancock County mainland towns of Gouldsboro, Winter Harbor, and Trenton; and
- three members appointed from among individuals recommended by each of the three island towns of Cranberry Isles, Swans Island, and Frenchboro.

The terms of the commission members shall be three years except for that for the initial appointments under each paragraph, one member shall serve for a term of one year, and one member shall serve for a term of two years.

Members may serve beyond the termination date of their appointment and may continue to serve until they are reappointed or replaced. Any vacancy on the commission shall be filled in the same manner in which the original appointment was made.



The commission will elect a chairman, vice-chairman, and secretary by a majority vote. The term of each officer will be for twelve months or until elections can be held. Should any officer not be able to continue to serve a full term, an election shall be held at the next meeting to select a replacement.

Members of the commission shall serve without compensation as such, except that the National Park Service is authorized to pay the expenses reasonably incurred by the commission in carrying out its responsibilities.

The superintendent, Acadia National Park, will provide staff support to the commission.

#### **Article IV - Meetings**

All meetings of the commission will be held in accordance with properly constituted notice and will be open to the public. The commission will meet at least three times a year. All meetings shall be called by the chairman, and additional meetings may be called at the request of a majority of the commissioners.

Seven commissioners shall constitute a quorum for a commission meeting. In the event a quorum fails, those present may constitute themselves as a committee and make recommendations to the full commission. Any municipal member may defer for one meeting any motion or recommendation affecting that municipality.

The agenda for meetings shall be developed by the chairman and superintendent, Acadia National Park, and be included in the published notice of meetings. Commissioners with proposals for inclusion in the agenda shall notify the chairman in sufficient time for them to be included in the public notice of the meeting. The chairman is responsible for the approval of the commission meeting agenda. Matters not on the agenda set forth in the notice may be added to the agenda at the meeting by unanimous vote of those present.

Any private individuals interested in addressing the commission may avail themselves of the procedures provided in the public notice of the meeting or request their town/state/federal representatives to include their interests in the formal agenda. The purpose of these provisions is to provide an avenue for individual public input within the parameters of an orderly meeting.

The proceedings of the commission will be recorded by a court reporter. The transcript of these proceedings will be submitted to the secretary of the commission for review and acceptance. The secretary will prepare a summary report on each of the commission meetings based on the transcript and supply copies of the summary to the commissioners at least seven days prior to the succeeding meeting. The commission, by resolution, will approve the report. Copies of the transcript will be available to commissioners upon request.

#### **Article V - Absence from meetings**

Any commissioner who shall be absent from three consecutive meetings of the commission, unless excused by resolution of the commission, shall be deemed to have vacated his or her office, and the appropriate official will be requested to appoint a new member to the commission.

After two absences a commissioner shall be notified of this possibility by the chairman. In advance of any meeting, commissioners shall notify the chairman or secretary if they are unable to attend and the reason for the absence.

## **Article VI - Committees**

Committees will be established by the commission for specific purposes and will report to the commission. Wherever possible, committee meetings will be held on the same day as the commission meetings. All committees will have a minimum of three members and a maximum of five, including one federal, one state and one to three municipal representatives. Exceptions to this general rule of committee composition may be altered by resolution of the commission. Committee chairmen, with the concurrence of the commission chairman, may call meetings or workshops to develop information on the subject matter assigned to the committee. The National Park Service will supply staff support to these committees.

## **Article VII - Media Communications**

All media contacts regarding commission actions or reports shall come from the commission chairman, vice-chairman or secretary.

## **Article VIII - Annual Report**

The commission will submit to the Secretary of the Interior an annual report on the actions of the commission beginning with the first report for the year ending December 1987.

## **Article IX - Amendments**

These Bylaws may be amended or added to by a majority vote of the commission at a meeting notified in part for that purpose.

## **Article X - Termination**

The commission will terminate on September 25, 2006.



**BAR HARBOR & MOUNT DESERT  
POLICE DEPARTMENTS**  
James K. Willis, Chief of Police



BHPD

37 Firefly Lane

Bar Harbor, Maine 04609

Tel: 207-288-3391

[jwillis@barharbormaine.gov](mailto:jwillis@barharbormaine.gov)

MDPD

21 Sea Street, PO Box 248

NE Harbor, ME 04662

Tel: 207-276-5111

[jwillis@mdpolice.org](mailto:jwillis@mdpolice.org)

**MEMORANDUM**

To: Durlin Lunt, Town Manager  
From: James Willis  
Subj: Integrating Parking Enforcement Systems  
Date: June 4, 2021

We would like to replace Mount Desert's parking enforcement system by integrating Mount Desert's Parking Enforcement with Bar Harbor's system hosted and administered by IPS Group. Mount Desert uses paper parking tickets, which are tracked for accountability through a manual system which takes a considerable time and effort. We currently do not have a formal system in place for collecting unpaid fines.

Our department helped select the vendor, implemented and now manage Bar Harbors paid and permit parking program, which includes enforcement. The vendor for the entire program is IPS Group and we've found their enforcement system to be extremely effective and functional. While Mount Desert's parking enforcement volume and associated revenue is much smaller than Bar Harbor's, the same responsibilities accompany administering a program. Ticket accountability, system integrity and formal collection processes for unpaid fines are important.

We've explored other programs for Mount Desert and found them to be cost prohibitive. I recently spoke with representatives from IPS and learned we can join Bar Harbor's enforcement system for substantially less compared to developing an independent system for Mount Desert. We will be able to manage the program with existing staff, share lessons learned share equipment and benefit from in house support.

A few small changes to Mount Desert's Traffic Ordinance will be necessary to make this integration easier and cost effective. We'll need to match our fines for parking violations to Bar Harbor's and align our late fees with Bar Harbors. Currently, Mount Desert's fine for most parking violations is \$20.00, for handicapped parking its \$100.00, (state statute regulates it at \$250) and there are no late fees.

To align with Bar Harbor we will need to change the fines for the \$20.00 violations to \$30.00, increase the fine for blocking a fire hydrant or fire lane to \$50, and increase the handicapped parking violation to \$250. We need to add a \$5.00 discount for early payment (within 14 days of issuance) and implement a \$20.00 late fee for the fire lane and hydrant violations as well as all \$30 fine violations (late is more than 30 days from issuance). Mount Desert's current \$20.00 fine amount was implemented in 2000.

We will not need to purchase everything on the attached quote because the system is already implemented. We do need to purchase a citation device (smart phone and printer) and pay the set up and integration fees. There will be recurring monthly charges for a data plan, device support and API (vehicle owner query system) as outlined on the quote.

I've discussed this plan with both Town Managers and Finance Directors and all are in support with moving forward.

If approved, this plan is responsive to the following goals contained in the current Police Chief Sharing Agreement;

- Continue information technology integration to include records management systems, software, hardware and secure remote access capabilities.
- Improve efficiencies between the departments in the two communities.

This plan is responsive to currently established goals of the MDI League of Towns of;

- Municipal Collaboration

Additionally, by integrating with the Bar Harbor system, Mount Desert will have a wide variety of options available to assist with managing parking in the future. Kiosks for paid parking and permits are any reasons that develop will be easily implemented if the town chooses to use those tools.

I am asking for authorization to implement the plan as presented and for the Board of Selectmen to authorize the release and expenditure of funds not to exceed \$8,500 from 4040100-24405 Police Equipment Reserve, current balance \$87,403.





## MOUNT DESERT ME.

### ENFORCEMENT SYSTEM

Our Mobile Enforcement Solution puts you in charge. Select a 1-piece or 2-piece design, Android or iOS operating system. IPS provides a quick and efficient citation issuance process. Electronic citations are immediately loaded into the Enforcement Management System (EMS) allowing timely access to citation information for your Agency and the public. IPS can also utilize existing agency Android and/or iOS devices or can supply new ones as provided below. Paper rolls subject to final volume, approval of artwork design and layout. Pricing does not include any applicable sales tax.

#### Handheld Enforcement Solutions

IPS can utilize existing agency Android and/or iOS devices or can supply new ones as provided below. Town can provide equipment separately if desired. IPS also supports 1-piece and 2-piece devices or any combination thereof.

| 2 PIECE ENFORCEMENT SOLUTION                               |  | UNIT PRICE   |
|--|--|--------------|
| Samsung Note 8 with ruggedized case, charger, and cradle   |  | \$995.00     |
| iOS iPhone 10 with ruggedized case and charger, and cradle |  | \$1,495.00   |
| Zebra ZQ510 3in BT Printer (or equivalent)                 |  | \$995.00     |
| Additional warranties or items to be priced as requested   |  | To be quoted |

#### Handheld Enforcement Support

| Mobile Enforcement Solution   | Units               | Unit Price |
|---|---------------------|------------|
| Mobile Data Plan (Only charged if Agency uses IPS data plan)          | Per unit /per month | \$50.00    |
| Handheld Support  | Per unit/Per month  | \$60.00    |
| Software License (one-time fee)                                       | Per Unit            | Included   |
| Mobile Citation Paper (per roll) QTY 100 Agency will be using current | Per roll            | \$11.95    |
| Estimated Travel Expenses for Installation                            | Per trip            | \$2,000.00 |
| On-site training and installation                                     | Per day             | \$600.00   |



### Enforcement Back Office and Processing Services

| Enforcement Management System   | Units             | Unit Price                       |
|---|-------------------|----------------------------------|
| One Time Setup  | Per Unit          | \$3,000.00                       |
| Annual System License for EMS   | Per user          | Included                         |
| Monthly Minimum Citation Issuance Fee Included in Bar Harbor Contract   | Per unit          | N/A                              |
| Per Issuance Fee if over 3k Citations Issued per month Bar Harbor Pricing   | Per Unit          | N/A                              |
| RO Acquisition  | Per unit          | \$1.00                           |
| Delinquent Notice Processing fee (Includes Postage)   | Per unit          | \$1.00                           |
| Per Integration   | Per Integration   | \$1,500.00                       |
| API Maintenance Fee   | Per API Per month | \$75.00                          |
| Online & IVR Secure Credit Card Payments - Gateway Fee<br><i>Note: Charged to the Public - assumes the use of the Client Merchant Account</i> | Per transaction   | \$2.00 or 3% whichever is higher |
| <i>IF IPS is MERCHANT of Record for Town</i>  | Per Transaction   | \$2.00 or 3% whichever is higher |
| Additional Letters and Correspondence   | Per unit          | \$1.25                           |

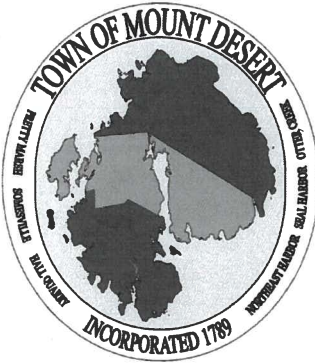
\*Local DMV rates may be free based on Agency relationship with DMV. Pricing can vary based on this relationship.

\*IVR, Lockbox and Customer Call Center to be quoted, upon request

### Ticket Collection Services

| Collections                     | Units                 | Unit Price              |
|---------------------------------|-----------------------|-------------------------|
| Advanced/Delinquent Collections | % of amount collected | 35% of amount collected |

**NOTE:** Pricing does not include any applicable state or local taxes that are required to be paid by the Town currently or in the future. This pricing is FOB, IPS Group, San Diego, CA. Sales taxes and shipping charges will be added to the final invoice. IPS shall have the right to adjust Agreement pricing due to increases in Inflation as published by the US Bureau of Labor Statistics for All Items Consumer Price Index for All Urban Consumers (CPI-U) for the U.S. Town Average, and will not exceed 3% compounded annually.



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

Jake Wright, Finance Director  
21 Sea Street, P.O. Box 248  
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[financedirector@mtdesert.org](mailto:financedirector@mtdesert.org)

Board of Selectmen,

As you all know, Claire Woolfolk is on extended leave for an indefinite amount of time. This has caused considerable strain on the employees that have been asked to take over her duties with little preparation. Lisa Young, Elizabeth Yeo, and Jennifer Buchanan have all met this challenge with determination and grace. In addition to the full-time duties that they were all charged with prior to Claire's leave, all three employees are now juggling another full-time job. In foresight to this issue, Joelle Nolan was brought back into the Town's employment in an attempt to carry some of the workload. However, Joelle only works about two days a week and is, herself, learning new procedures instituted since she retired. With that being said, progress is being made. Everyday, these employees learn new aspects of the Town Clerk position, adding more and more value to the Town of Mount Desert. Creating redundancies in the front office positions creates flexibility for the future and minimizes downtime from vacancies in those positions. However, this value does not come without considerable burdens to those creating it. As the Town is receiving additional benefits from these employees, we propose that a stipend should be awarded to each in recognition of the additional workload that they now bear. We propose that a stipend of \$500 be paid on a bi-weekly basis to Lisa Young, Elizabeth Yeo, and Jennifer Buchanan for the entirety of Claire Woolfolk's extended leave. When Claire comes back to work with the Town, the stipend would cease being paid to these employees upon her arrival. In the event that Claire does not return to her position as Town Clerk, we would propose that the stipends be extended for the first three months of the new Town Clerk's employment to account for training time. Please see the attached excel schedule which details the thought process and calculation that determined the \$500 stipend value.

Thank you,

Jake Wright

Finance Director

# MEMORANDUM

May 20, 2021

**TO: Mt. Desert Board of Selectmen**

**FR: Broadband Committee**

**RE: Broadband Planning Update & Approvals**

The Broadband Committee has been developing plans to expand services across the Town and wants to provide you with an update, as well as get your approval to move ahead with some plans.

## **VETRO CARES FOR ME**

The Town of Mt. Desert has been invited to participate in a program designed to help communities plan for improved broadband services using GIS mapping services. The *VETRO Cares for Maine Program* offers a six-month subscription to use the VETRO FiberMap Platform™, with instruction and support from VETRO FiberMap staff, at no cost to the Town. The program was announced in fall 2020 in conjunction with the ConnectME Authority. We are participating in Cohort 2.

One of the benefits of the program is that VETRO will do an auto-design of a fiber-to-the-home (FTTH) plan for the entire town. The plan would assume no other services are already in place and serve as a basis for future planning, including a Bill of Materials and construction cost estimates. They would need some information from the Town before they begin the work.

1. We should identify a location for a central office (CO). That could be a stand-alone structure or part of another existing structure. It would require electricity and a generator for backup power. It makes most sense to locate it close to where the fiber is coming into the Town and should perhaps be a municipally owned building. Somesville might make the best option, and perhaps the fire station.
2. They provided some details as defaults, and we could weigh in on accepting these defaults or make adjustments. The only question raised by our committee is noted in red below

### **AutoDesign Parameters:**

- \* Splitter Design - Homerun vs Splitters
- \* Maximum Drop Length - Default is 1500 Feet  
[ would this work for roads/driveways in Town?]
- \* Maximum number of addresses served by a pedestal - Default is 2
- \* Fiber Sizes - Defaults are 12, 24, 48, 96, 144, 288, 432, and 576
- \* Fill Factor - Default is 88%

If we're concerned about the price difference between homerun and standard, they can run the design in both scenarios for our comparison.



Would the BOS support us moving forward with this auto-design, using these parameters?

Would the BOS and Fire Dept support naming the Somesville fire station as the central office for this auto-design?

### **COMMUNITY ENGAGEMENT**

Working with the Island Institute, we propose the Town hold a series of public meetings to engage community members in the process of determining what services the Town needs and how that might come to fruition. Knowing the State of Maine is keenly interested in broadband expansion, and seeks regional approaches, the Committee recommends we reach out to neighboring communities via the League of Towns to determine if and how we may work together for expanded access and digital equity. We also recommend we engage with the incumbent providers Spectrum and Consolidated Communications to determine the status of their own plans for expansion, and that we connect with the ConnectME Authority, Maine Broadband Coalition and the National Center for Digital Equity to give residents and stakeholders a strong sense of where things are going and how we might get there. A list of the suggested public meetings is attached.

We recommend a survey of community members be done to help inform the process. Those surveys would be done with a mailing to each property along with the annual tax bill, as well as online surveys. We will work with the Island Institute to draft that survey. Committee members will create Google docs and use Survey Monkey to gather the responses.

We recommend creating a website, or adding to the Town's website, to collect all related documents, provide public meeting schedules and links, and generally provide information to the public on the status of the process as it develops.

Does the BOS support these recommendations and approve of these outreach efforts to residents, stakeholders, outside entities, and neighboring towns?

**Proposed public events with dates TBD, roughly 2 per month starting in early June, before the end of the school year if possible:**

**1. Kickoff Meeting**

- Define “broadband” and how it’s used, or value in the future
- Tell what has been done so far regarding broadband expansion
  - Spectrum to Pretty Marsh
  - School systems and hot spots for COVID coverage
  - Police Department connections to BH via fiber
- Introduce a Town Broadband Website as a site for gathering and sharing info
- Introduce upcoming community survey – online and paper
- Start collecting stories of needs, uses, possibilities
- Point out efforts by other communities, the variety of ways to expand services
- Introduce future funding possibilities from state or federal sources
- Introduce FTTH/P planning efforts through VETRO Cares for Me program
- Plans for future public events

**2. Conversation with Island Institute-ME Broadband Coalition-ConnectME Authority**

- Importance to community values – economic, education, health, social
- Learn about various technology options, and state’s position on growth
- Learn about funding options and other resources for expansion
  - New proposal for Maine Connectivity Authority
  - Requirements to be eligible for grant funding

**3. Conversation with National Digital Equity Center**

- Learn what digital equity and digital literacy are and its potential impact
- Learn how a community can ensure digital equity for its residents

**4. Conversation with Incumbent Provider - Spectrum**

- Ask about where their services are currently – coaxial cable vs fiber optic
- Ask about what their plans are for any expansion, geographically or to fiber optic
- Ask about anticipated costs for services in the future

**5. Conversation with Incumbent Provider - Consolidated Communications**

- Same questions as for Spectrum

**6. Conversations with Other Communities to tell of their process of expansion**

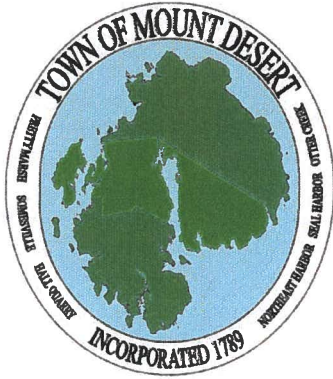
- Communities that worked with incumbents for expansion
- Communities that created their own public-private entity

**7. Update from Broadband Committee**

- Survey Results
- FTTH/P design and cost implications

- Proposed options for expansion
  - Timeline
  - Business/Financial Model

These meetings would be open to the public and could be beneficial to other communities as well as Mt. Desert. We hope that members of the League of Towns will join these sessions and have the various towns consider the option of working together for mutual benefit.



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

Jake Wright, Finance Director  
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[financedirector@mtdesert.org](mailto:financedirector@mtdesert.org)

Board of Selectmen,

We recommend that the Town office be closed on Monday, June 21<sup>st</sup> to facilitate going live with our new cash receipting software, TRIO. The software company has advised us that the process will go much smoother if they are able to program all our systems at once. This appears to be superior to going live one system at a time and troubleshooting while attempting to care for customers. Our IT professional, Robert Bickmore, has been made aware of this date and will be on call to assist with the process.

Thank you,

Jake Wright

Finance Director



**TOWN OF MOUNT DESERT  
PUBLIC SPACE SPECIAL EVENT APPLICATION**

**Application Fee – \$10.00**

**NOTE - Applications are due 60 days prior for major events and  
30 days prior to event for minor events.**

PERMIT #: \_\_\_\_\_ DATE OF EVENT: Multiple dates. See table below TIME: 11:30am - 1:30pm

DATE APPLICATION RECEIVED: \_\_\_\_\_

PUBLIC SPACE REQUESTED: Please check: Northeast Harbor Marina Green \_\_\_\_\_  
Seal Harbor Village Green \_\_\_\_\_ Suminsby Park X Otter Creek Playground \_\_\_\_\_  
Hall Quarry Park \_\_\_\_\_ Pond's End \_\_\_\_\_

TYPE OF EVENT – MAJOR OR **MINOR** (SEE POLICY FOR DEFINITIONS)  
(circle one)

APPLICANT: Backroads, Lynny Kramm  
(Print)

Lynny Kramm  
(Signature)

MAILING ADDRESS: 801 Cedar St. Berkeley CA, 94710

PHONE: \_\_\_\_\_ 510-292-2115 ext. 0115 415-637-7357  
(Home) (Business) (cellular)

OTHER CONTACT INFO: Lynny\_Kramm@Backroads.com 510-527-1444  
(Email) (fax)

AGENT: \_\_\_\_\_  
(Print) (Signature)

AGENT MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_  
(Agent home) (Agent business) (Agent cellular)

OTHER CONTACT INFO: \_\_\_\_\_  
(Agent email) (Agent fax)

What is the tax status of the applicant? (Non-profit) Corporation

Does the applicant propose that amplified sound be used for event? Yes \_\_\_\_\_ No X  
If yes, include description:

USE REQUESTED (*Applicant, review the Public Space Use Policy, then explain what you want to do*)  
Backroads guests will be shuttled by Backroads to Suminsby Park and provided a picnic lunch before starting  
an afternoon bike ride on Carriage Road. Prior to leaving Suminsby Park, guests will be provided bike  
safety instructions, route maps, and have their bikes fitted.

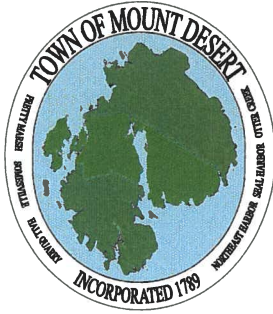
*It should be noted that it is a public space and your event will not preclude other people from using the space;  
however once approved, no other special events will be permitted at that location while your event is taking place.*

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by a majority of the Board of Selectmen:

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

| Date                       | Time     | Description                                 |
|----------------------------|----------|---|
| Saturday, June 12, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, June 14, 2021      | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, June 19, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, June 21, 2021      | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Wednesday, June 23, 2021   | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, June 26, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, June 28, 2021      | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, July 05, 2021      | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, July 10, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, July 12, 2021      | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, July 17, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, July 19, 2021      | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, July 24, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, July 26, 2021      | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, August 02, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, August 07, 2021  | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, August 09, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Thursday, August 12, 2021  | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, August 14, 2021  | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, August 16, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Saturday, August 21, 2021  | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, August 23, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, August 30, 2021    | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, September 06, 2021 | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, September 13, 2021 | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, September 20, 2021 | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |

|                            |          |   |
|----------------------------|----------|---|
| Monday, September 27, 2021 | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, October 04, 2021   | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |
| Monday, October 11, 2021   | 11:30 am | Picnic Lunch & Bike Staging – Suminsby Park |



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

**To:** Board of Selectmen

**From:** Durlin E. Lunt

**Date:** June 1, 2021

**Subject:** Historic Preservation Payment

Request permission to pay invoice # 237351 to Kofile Technologies in the amount of \$15,000 from GL Account # 1220220-57800 Historical Preservation. This will leave a balance of \$0.00 in this account. The work performed is as follows.

1. Marriages 1995-1999- \$1,400
2. Birth Depositions- \$1,300
3. Town Records 1916-1924- \$2,085
4. Town Records 1924-1939- \$1,865
5. Miscellaneous records 1850-1926- \$1,950
6. Box of deaths 1944-1958- \$4,000
7. Imaging & microfilm- \$2,300

Total : \$15,000





## ***Mount Desert Fire Department***

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

Telephone 207-276-5111 Fax 207-276-5732

Web Address [www.mtdesert.org](http://www.mtdesert.org)

[firechief@mtdesert.org](mailto:firechief@mtdesert.org)

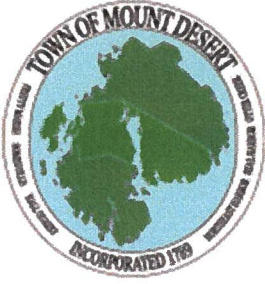
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# **Memo**

To: Durlin Lunt, Town Manager  
From: Mike Bender, Fire Chief  
CC:  
Date: June 2, 2021  
Re: Pay Increase for On-Call Firefighters

I would like to request authorization from the Board of Selectman to increase our hourly pay rate for all on-call firefighters from \$14.08 an hour to \$18.00 an hour, effective June 14, 2021. I have had a few of our on-call staff ask for this increase and based on my estimates, we should be able to implement this increase while staying within the upcoming budget.

Thank you.



---

## ***Mount Desert Fire Department***

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

Telephone 207-276-5111 Fax 207-276-5732

Web Address [www.mtdesert.org](http://www.mtdesert.org)

[firechief@mtdesert.org](mailto:firechief@mtdesert.org)

---

# **Memo**

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: June 2, 2021

Re: EMS Licensing for the Fire Department

I would like to request authorization from the Board of Selectman to apply for, and if approved, operate the Mount Desert Fire Department as a Non-Transport, Emergency Medical Responder Level service. The Northeast Harbor Ambulance Service (NEHAS) will remain as the primary transporting EMS provider for the Town.

Licensing the fire department as a first responder service will allow our on-duty firefighters/EMT's to respond to medical calls along with the ambulance service. The NEHAS Service Chief has indicated that they expect to experience some staff shortages this coming summer and any assistance the FD can offer would be helpful. Licensing the FD would be necessary to start that process. It would also permit the FD to respond to medical calls within Town if no NEHAS EMS staff are available. Acquiring this EMS license now can make transition to a full transport service a smoother process when the NEHAS ceases to exist in 2023. On occasion, FD staff may also be asked to provide a driver for the ambulance when no other options are available. With the addition of the newly created position in the FD, we should be able to accommodate this request without interfering with our fire calls response. The NEHAS fully supports this decision and has offered their assistance in acquiring our EMS license.

Thank you.





STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

| Division Use Only   |     |
|---|-----|
| License No:   |     |
| Class:  | By: |
| Deposit Date:   |     |
| Amt. Deposited:   |     |
| Payment Type:   |     |
| OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/> |     |

Section I: Licensee/Applicant(s) Information;  
Type of License and Status

|  |  |
|--|--|
| Legal Business Entity Applicant Name (corporation, LLC): | Business Name (D/B/A):                         |
| Milk and Honey Kitchen LLC                               | Milk and Honey                                 |
| Individual or Sole Proprietor Applicant Name(s):         | Physical Location:                             |
| Eliza Bishop   | 3 Old Firehouse Lane Northeast Harbor ME 04662 |
| Individual or Sole Proprietor Applicant Name(s):         | Mailing address, if different:                 |
|  | PO Box 1044 Northeast Harbor                   |
| Mailing address, if different from DBA address:          | Email Address:                                 |
|  | eliza@milkandhoneykitchen.com                  |
| Telephone #      Fax #:                                  | Business Telephone #      Fax #:               |
| 2074154161   | 2072764003                                     |
| Federal Tax Identification Number:                       | Maine Seller Certificate # or Sales Tax #:     |
| 45-4584291   | 23257  |
| Retail Beverage Alcohol Dealers Permit:                  | Website address:                               |
| RES-2017-10239   | www.milkandhoneykitchen.com                    |

1. New license or renewal of existing license? ☐ New      Expected Start date: \_\_\_\_\_  
☒ Renewal      Expiration Date: 06/21/2021

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:  
Food: 238150.52      Beer, Wine or Spirits: 2683.96      Guest Rooms: N/A

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer)      ☒ Wine      ☐ Spirits



4. Indicate the type of license applying for: (choose only one)

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant<br>(Class I, II, III, IV)   | <input type="checkbox"/> Class A Restaurant/Lounge<br>(Class XI)         | <input type="checkbox"/> Class A Lounge<br>(Class X)  |
| <input type="checkbox"/> Hotel<br>(Class I, II, III, IV)   | <input type="checkbox"/> Hotel – Food Optional<br>(Class I-A)            | <input type="checkbox"/> Bed & Breakfast<br>(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)<br>(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary                                       | <input type="checkbox"/> Mobile Cart                  |
| <input type="checkbox"/> Tavern<br>(Class IV)  | <input type="checkbox"/> Other: _____                                    |   |
| <input type="checkbox"/> Qualified Caterer   | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) |   |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

1444 Tremont Rd Seal Cove ME

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No
7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

**NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.**

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☐ Not applicable – licensee/applicant(s) is a sole proprietor



10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: \_\_\_\_\_  
\_\_\_\_\_

11. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

| Name of Business | License Number | Complete Physical Address |
|------------------|----------------|---------------------------|
|                  |                |                           |
|                  |                |                           |

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

| Full Name   | DOB                                | Place of Birth |
|---|------------------------------------|----------------|
| Eliza Johnson Bishop                                    | 09/04/1983                         | Portland, ME   |
|   |                                    |                |
|   |                                    |                |
|   |                                    |                |
| Residence address on all the above for previous 5 years |                                    |                |
| Name  | Address:                           |                |
| Eliza Bishop  | 1444 Tremont Rd Seal Cove ME 04674 |                |
| Name  | Address:                           |                |
|   |                                    |                |
| Name  | Address:                           |                |
|   |                                    |                |
| Name  | Address:                           |                |
|   |                                    |                |



13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

\_\_\_\_\_

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

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

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

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

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

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

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

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

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☐ Yes ☒ No

17. Does the licensee/applicant(s) own the premises? ☐ Yes ☒ No

If No, please provide the name and address of the owner:

NEH Real Estate LLC Po Box 15 Bar Harbor ME 04609

\_\_\_\_\_



18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: \_\_\_\_\_

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Cafe and catering company with patio and indoor seating

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Name: Seaside United Church of Christ

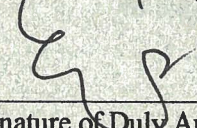
Distance: .2 mi

## Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 5/1/21

  
\_\_\_\_\_  
Signature of Duly Authorized Person

\_\_\_\_\_  
Signature of Duly Authorized Person

ELIZA BISHOP  
\_\_\_\_\_  
Printed Name Duly Authorized Person

\_\_\_\_\_  
Printed Name of Duly Authorized Person



**Section III: For use by Municipal Officers and County Commissioners only**

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: \_\_\_\_\_

Who is approving this application? ☐ Municipal Officers of \_\_\_\_\_

☐ County Commissioners of \_\_\_\_\_ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

| Signature of Officials | Printed Name and Title |
|------------------------|------------------------|
|                        |                        |
|                        |                        |
|                        |                        |
|                        |                        |
|                        |                        |

**This Application will Expire 60 Days from the date of  
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

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

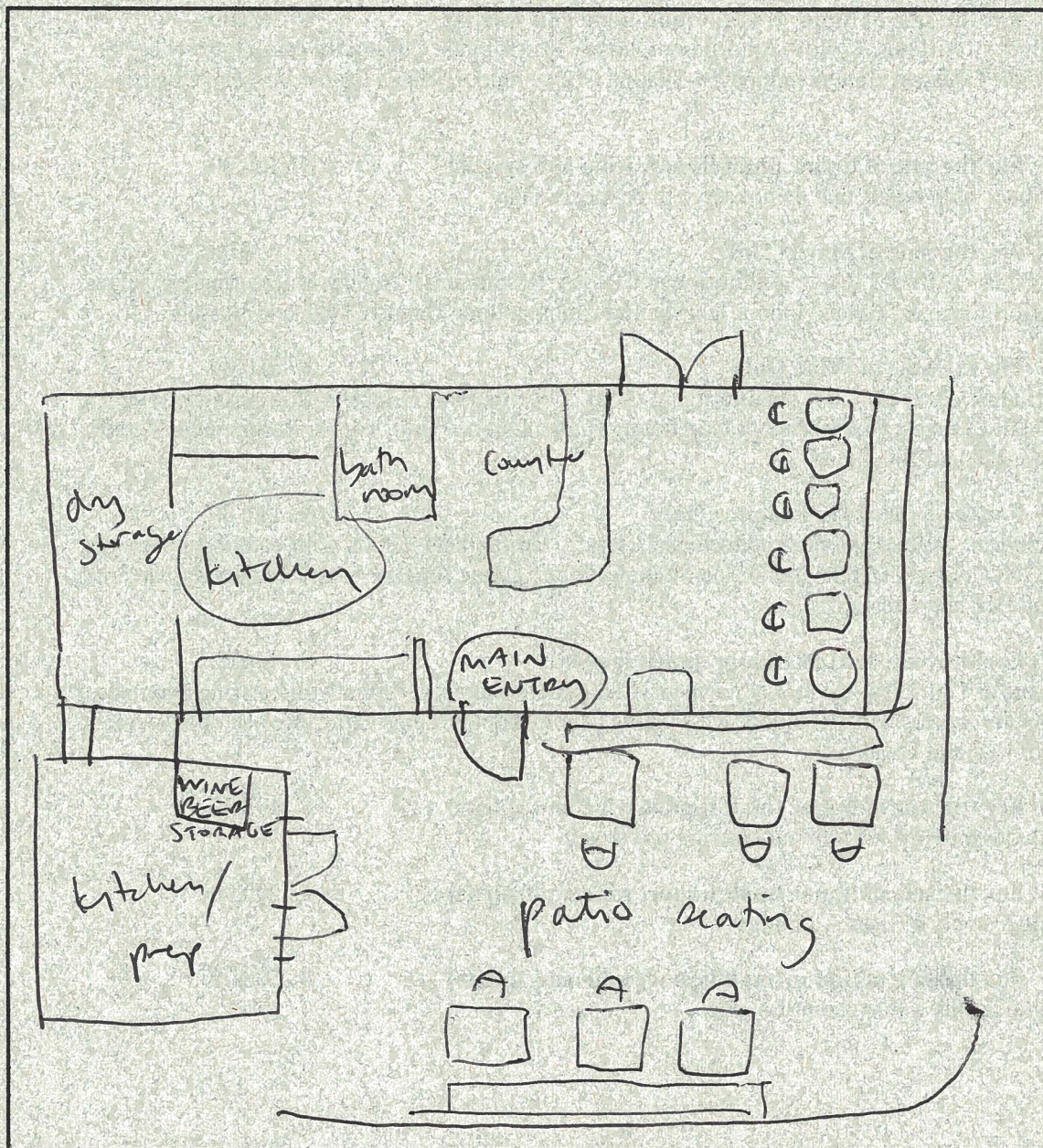
**A.** The bureau shall prepare and supply application forms.



## Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.





## Section V: Fee Schedule

**Filing fee required.** In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

**Please note:** For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

| <b>Class of License</b> | <b>Type of liquor/Establishments included</b>  | <b>Fee</b> |
|-------------------------|--|------------|
| <b>Class I</b>          | <b>For the sale of liquor (malt liquor, wine and spirits)</b><br>This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers                  | \$ 900.00  |
| <b>Class I-A</b>        | <b>For the sale of liquor (malt liquor, wine and spirits)</b><br>This class includes only hotels that do not serve three meals a day.  | \$1,100.00 |
| <b>Class II</b>         | <b>For the Sale of Spirits Only</b><br>This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.   | \$ 550.00  |
| <b>Class III</b>        | <b>For the Sale of Wine Only</b><br>This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.                 | \$ 220.00  |
| <b>Class IV</b>         | <b>For the Sale of Malt Liquor Only</b><br>This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.          | \$ 220.00  |
| <b>Class III and IV</b> | <b>For the Sale of Malt Liquor and Wine Only</b><br>This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts. | \$ 440.00  |
| <b>Class V</b>          | <b>For the sale of liquor (malt liquor, wine and spirits)</b><br>This class includes only a Club without catering privileges.  | \$ 495.00  |
| <b>Class X</b>          | <b>For the sale of liquor (malt liquor, wine and spirits)</b><br>This class includes only a Class A Lounge   | \$2,200.00 |
| <b>Class XI</b>         | <b>For the sale of liquor (malt liquor, wine and spirits)</b><br>This class includes only a Restaurant Lounge  | \$1,500.00 |



**Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities**

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: MILK AND HONEY KITCHEN LLC
2. Doing Business As, if any: MILK AND HONEY
3. Date of filing with Secretary of State: 2/22/12 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

| Name         | Address (5 Years)                     | Date of Birth | Title | Percentage of Ownership |
|--------------|---------------------------------------|---------------|-------|-------------------------|
| ELIZA BISHOP | 1444 TREMONT RD<br>SEAL COVE ME 04672 | 9/4/83        | OWNER | 100                     |
|              |                                       |               |       |                         |
|              |                                       |               |       |                         |
|              |                                       |               |       |                         |
|              |                                       |               |       |                         |
|              |                                       |               |       |                         |

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



## Durlin Lunt

---

**From:** Tony Smith  
**Sent:** Thursday, May 20, 2021 2:55 PM  
**To:** Durlin Lunt  
**Subject:** Rainbow Crosswalk

I just spoke with Patrick Adams at DOT. He is the person who attended one of our BOS meetings to discuss rules and regulations related to crosswalks. He had sent me written guidelines about the rainbow-colored crosswalk painting requested by the grammar school students and called to see if I had any questions. In summary, following are the requirements for painting the requested crosswalk:

- Paint a typical crosswalk of the required size using white paint to paint the white bands separated by unpainted sections of the street.
- Use colored paint in between the white bands to create the rainbow coloring within the crosswalk.
- The white bands have clear reflective glass beads sprinkled on them, so they reflect light from vehicle headlights and are more visible at night. These beads are placed by hand after the white bands are painted and before the paint dries. The same bead treatment is required for the colored bands.
- The crosswalk from the school side to the library has been painted with the white paint. The rainbow pattern can be easily painted by filling in between the white bands.
- Colored chalk can be substituted for colored paint. Some communities use chalk as a first step to see what people think of the idea then, at times, follow-up the chalk by using paint. Others keep re-chalking the bands as they wear off.

Thank you.

Tony Smith, Public Works Director  
Chairman, Acadia Disposal District  
Town of Mount Desert  
P.O. Box 248  
Northeast Harbor, Maine 04662  
Tel. 207-276-5743  
Fax. 207-276-5742  
[director@mtdesert.org](mailto:director@mtdesert.org)  
God Bless America



# **TREASURER'S WARRANTS**

Warrants for BOS Agenda:

BOS Agenda:

6/7/2021

|   | Description                    | #      | Date     | Amount                      |
|---|--------------------------------|--------|----------|-----------------------------|
| <b>A. Warrants to be Approved and Signed:</b>   |                                |        |          |                             |
|   | Town Invoices                  | AP2168 | 06/08/21 | \$ 169,707.86               |
| <b>B. Authorized Warrants to be Signed: (Wendy needs to abstain)</b><br>(Prior Electronic or Manual Authorization ) |                                |        |          |                             |
|   | Town State Fees & P/R Benefits | AP2165 | 05/19/21 | \$ 5,082.67                 |
|   |                                | AP2166 | 05/26/21 | \$ 72,195.31                |
|   |                                | AP2167 | 06/02/21 | \$ 12,061.16                |
|   | Town Payroll                   | PR2127 | 05/28/21 | \$ 118,951.00               |
| <b>C. Warrants to be Acknowledged:</b>  |                                |        |          |                             |
|   | School Invoices                | #13    | 6/2/21   | \$ 69,311.85                |
|   | School Payroll                 | #24    | 05/21/21 | \$ 173,613.88               |
|   |                                | #25    | 06/04/21 | \$ 92,653.83                |
| <b>TOTAL WARRANTS FOR BOS MEETING</b>   |                                |        |          | <b><u>\$ 713,577.56</u></b> |

TOWN OF MOUNT DESERT  
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2168

CHECK DATE: June 8, 2021

|                   |        |         |        |               |                     |
|-------------------|--------|---------|--------|---------------|---------------------|
| CHECK NUMBER:     | 315051 | through | 315107 | \$ 136,868.56 | Check payments      |
| CHECK NUMBER:     | N/A    | through | N/A    | \$ -          | Electronic payments |
| EFT NUMBER:       | 1937   | through | 1950   | \$ 32,839.30  | ACH Payments        |
| EFT or CK NUMBER: | N/A    | through | N/A    | \$ -          | Voided Checks       |

TOTAL DISBURSEMENTS: \$ 169,707.86

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 |                 |





06/03/2021 09:49  
6905lyou

Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100  
CHECK NO CHK DATE TYPE VENDOR NAME

10100 Ckg-BH General Fund 8066

P 1  
apcsbdb

| INVOICE                                       | INVOICE DTL DESC   | INV DATE   | PO | WARRANT     | NET      |
|---|--|------------|----|-------------|----------|
| 1937 06/08/2021 EFT<br>Invoice: 411870        | 2 A C PARSONS LANDSCAPING & GARDEN 411870<br>32.50 1440330 55200 433<br>landscaping station 3<br>BLDG REPAIR & MAINT-S3 SV                                   | 04/30/2021 |    | AP2168      | 32.50    |
| Invoice: 411934                               | A C PARSONS LANDSCAPING & GARDEN 411934<br>96.75 1552000 55222<br>Flower beds ts<br>LANDSCAPING SVCS   | 04/30/2021 |    | AP2168      | 96.75    |
| Invoice: 411921                               | A C PARSONS LANDSCAPING & GARDEN 411921<br>355.81 1552000 55222<br>Landscaping BJ<br>LANDSCAPING SVCS  | 04/30/2021 |    | AP2168      | 355.81   |
|   |  | CHECK      |    | 1937 TOTAL: | 485.06   |
| 1938 06/08/2021 EFT<br>Invoice: R100001949:01 | 124 COLWELL DIESEL SERVICE & GARAGE I R100001949:01<br>BUS#2 EGR COOLER AND ABS SENSOR AL<br>4,221.00 1990100 59200 9106<br>MDES - BUS 2 (NEW)               | 04/20/2021 |    | AP2168      | 4,221.00 |
|   |  | CHECK      |    | 1938 TOTAL: | 4,221.00 |
| 1939 06/08/2021 EFT<br>Invoice: 580705        | 181 EATON PEABODY ATTORNEYS AT LAW 580705<br>740.00 1220900 54533<br>980.00 1220110 54500<br>Legal Fees Hr, Fire station, Liquor license<br>CONSULTANT-ADMIN | 05/07/2021 |    | AP2168      | 1,720.00 |
| Invoice: 580706                               | EATON PEABODY ATTORNEYS AT LAW 580706<br>1,812.00 1220900 54533<br>Personnel, labor negotiations<br>CONSULTANT-ADMIN   | 05/07/2021 |    | AP2168      | 1,812.00 |
| Invoice: 580704                               | EATON PEABODY ATTORNEYS AT LAW 580704<br>551.00 1220900 54533<br>Personnel<br>CONSULTANT-ADMIN   | 05/07/2021 |    | AP2168      | 551.00   |
| Invoice: 580707                               | EATON PEABODY ATTORNEYS AT LAW 580707<br>262.50 1220770 54500<br>Land Use Matters<br>LEGAL   | 05/07/2021 |    | AP2168      | 262.50   |
|   |  | CHECK      |    | 1939 TOTAL: | 4,345.50 |
| 1940 06/08/2021 EFT<br>Invoice: 6121722       | 1925 ESCREAN INC 6121722<br>192.50 1220800 54600<br>Random/preemploy drug testing ts<br>OUTSIDE LAB/MEDICAL  | 04/30/2021 |    | AP2168      | 192.50   |
|   |  | CHECK      |    | 1940 TOTAL: | 192.50   |
| 1942 06/08/2021 EFT<br>Invoice: 20207706      | 116 HALEY WARD, INC. 20207706<br>1,055.23 1221000 54250<br>IT Support Town Office<br>IT/TECH FEE   | 05/10/2021 |    | AP2168      | 1,055.23 |



06/03/2021 09:49  
69051you

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

P 3  
apcshdsb



| INVOICE DTL DESC                       |   | INV DATE  | PO     | WARRANT | NET      |
|--|---|---|--------|---------|----------|
| 1947 06/08/2021 EFT<br>Invoice: 496956 | 2607 NO FRILLS OIL COMPANY                    | 496956  |        |         |          |
|  | 6,816.55 1550100 53710                        |   |        |         |          |
|  |   | 05/17/2021  | AP2168 |         | 6,816.55 |
|  |   | 2865.3 gal ON ROAD DIESEL<br>VEHICLE FUEL             |        |         |          |
| 1948 06/08/2021 EFT<br>Invoice: 486051 | 2613 NO FRILLS OIL COMPANY                    | 486051  |        |         |          |
|  | 338.03 1550668 53400                          |   |        |         |          |
|  |   | 05/06/2021  | AP2168 |         | 338.03   |
|  |   | 169.1 GALS #2 Fuel SH WWTP Heating-EM<br>HEATING FUEL |        |         |          |
|  |   | 05/03/2021  | AP2168 |         | 135.00   |
|  |   | Tether for gas monitor<br>EQUIPMENT                   |        |         |          |
| 1949 06/08/2021 EFT<br>Invoice: 106383 | 1131 NORTHEAST EMERGENCY APPARATUS LLC 106383 |   |        |         |          |
|  | 360.56 1440330 53110                          |   |        |         |          |
|  |   | 04/23/2021  | AP2168 |         | 360.56   |
|  |   | Truck wash<br>GENERAL SUPPLIES                        |        |         |          |
| Invoice: 106360                        | NORTHEAST EMERGENCY APPARATUS LLC 106360      |   |        |         |          |
|  | 135.00 1440330 57100                          |   |        |         |          |
|  |   | 05/03/2021  | AP2168 |         | 135.00   |
| Invoice: 106358                        | NORTHEAST EMERGENCY APPARATUS LLC 106358      |   |        |         |          |
|  | 575.56 1440330 57100                          |   |        |         |          |
|  |   | 05/03/2021  | AP2168 |         | 575.56   |
|  |   | Calibration gas<br>EQUIPMENT                          |        |         |          |
| Invoice: 104988                        | NORTHEAST EMERGENCY APPARATUS LLC 104988      |   |        |         |          |
|  | 12.99 1440330 55400                           |   |        |         |          |
|  |   | 07/21/2020  | AP2168 |         | 12.99    |
|  |   | Repairs to gas monitor<br>GEN REPAIRS & MAINT         |        |         |          |
| Invoice: 106510                        | NORTHEAST EMERGENCY APPARATUS LLC 106510      |   |        |         |          |
|  | 424.34 1440330 55100 4304                     |   |        |         |          |
|  |   | 06/01/2021  | AP2168 |         | 424.34   |
|  |   | Repairs to E4<br>VEHICLE REPAIR-06 SMEAL E4           |        |         |          |
| Invoice: 105271                        | NORTHEAST EMERGENCY APPARATUS LLC 105271      |   |        |         |          |
|  | 963.26 1440330 55100 4304                     |   |        |         |          |
|  |   | 06/01/2021  | AP2168 |         | 963.26   |
|  |   | Repairs to E4 primer<br>VEHICLE REPAIR-06 SMEAL E4    |        |         |          |
| Invoice: 105123                        | NORTHEAST EMERGENCY APPARATUS LLC 105123      |   |        |         |          |
|  | 2,449.20 1440330 55100 4304                   |   |        |         |          |
|  |   | 06/01/2021  | AP2168 |         | 2,449.20 |
|  |   | Repairs to E4<br>VEHICLE REPAIR-06 SMEAL E4           |        |         |          |
| Invoice: 105168                        | NORTHEAST EMERGENCY APPARATUS LLC 105168      |   |        |         |          |
|  | 190.12 1440330 55100 4304                     |   |        |         |          |
|  |   | 06/01/2021  | AP2168 |         | 190.12   |
|  |   | Repairs to E2<br>VEHICLE REPAIR-06 SMEAL E4           |        |         |          |
| Invoice: 105795                        | NORTHEAST EMERGENCY APPARATUS LLC 105795      |   |        |         |          |
|  |   | 06/01/2021  | AP2168 |         | 368.20   |
|  |   | T5 annual pump service                                |        |         |          |







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CASH ACCOUNT: 100  
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379.29

315053 06/08/2021 PRD 28 ALLENS ENVIRONMENTAL SERVICES INC 11116  
Invoice: 11116  
2,972.50 1550552 55210  
AP2168  
Pump Station Cleaning from 9/2020-EM  
PUMP STATION MAINT  
Invoice: 11122  
ALLENS ENVIRONMENTAL SERVICES INC 11122  
3,431.50 1550552 55210  
AP2168  
Pump Station cleaning from 09-2020-EM  
PUMP STATION MAINT

6,404.00

315054 06/08/2021 PRD 2661 AUTOMOTIVE GARAGE TOOLS LLC 51087c  
Invoice: 51087c  
512.69 1550100 55400  
AP2168  
Lift Repairs BJ  
GEN REPAIRS & MAINT

512.69

315055 06/08/2021 PRD 2701 AUTOZONE  
Invoice: 3488279786  
44.61 1440330 55100 4309  
AP2168  
Parts for Truck 9  
VEHICLE REPAIR-T9

44.61

Invoice: 3488275837  
AUTOZONE  
3488275837  
383.90 1440110 55100 4112  
AP2168  
Brake Pads & rotors 2020 Ford  
VEHICLE REPAIR-20 SUV FORD

383.90

Invoice: 3488275713  
AUTOZONE  
3488275713  
6.28 1440110 55100 4112  
AP2168  
Oil Filter  
VEHICLE REPAIR-20 SUV FORD

6.28

434.79

315056 06/08/2021 PRD 997 CARDMEMBER SERVICES  
Invoice: 5480 MEMA SERC  
5480 MEMA SERC 02/22/2021  
50.00 1550100 53710  
AP2168  
Haz Waste Annul Fee ts  
VEHICLE FUEL

50.00

Invoice: 0028 SUNBELT RENTALS  
CARDMEMBER SERVICES  
0028 SUNBELT RENTALS05/19/2021  
833.46 1552500 55400  
AP2168  
SKID STEER RENTAL BJ  
GEN REPAIRS & MAINT

833.46

Invoice: 0864 SPARTAN ATHLETI  
CARDMEMBER SERVICES  
0864 SPARTAN ATHLETI05/19/2021  
816.46 1552000 55400  
AP2168  
TENNIS COURT CRACK REPAIR BJ  
GEN REPAIRS & MAINT

816.46

Invoice: 7779 PAINT THE TOWN  
CARDMEMBER SERVICES  
7779 PAINT THE TOWN 05/17/2021 20210143  
224.00 1220110 52700  
AP2168  
VILLAGE SIGNS - 2 SETS  
TOWN MGR EXPENSE

224.00





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CASH ACCOUNT: 100  
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INVOICE

INV DATE PO WARRANT

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|---------------|-----------------|---------------------|--------|-----------------|------------|---|--------|
| Invoice: 6190 | USCG-MERCHT-M   | CARDMEMBER SERVICES | 6190   | USCG-MERCHT-M   | 04/22/2021 | AP2168  | 95.00  |
|               |                 |                     | 95.00  | 6010100         | 57121      | John capt license renewal<br>EQUIP-MOORINGS/FLOATS  |        |
| Invoice: 2328 | HANNAFORD       | CARDMEMBER SERVICES | 2328   | HANNAFORD       | 05/01/2021 | AP2168  | 395.50 |
|               |                 |                     | 395.50 | 1440330         | 54100      | Lunches for training<br>TRAINING                    |        |
| Invoice: 4376 | HANNAFORD       | CARDMEMBER SERVICES | 4376   | HANNAFORD       | 04/30/2021 | AP2168  | 32.72  |
|               |                 |                     | 32.72  | 1440330         | 54100      | Morning snacks for training<br>TRAINING             |        |
| Invoice: 6273 | USCG-MERCHT MA  | CARDMEMBER SERVICES | 6273   | USCG-MERCHT MA  | 04/22/2021 | AP2168  | 145.00 |
|               |                 |                     | 145.00 | 6010100         | 57121      | Adam capt license original<br>EQUIP-MOORINGS/FLOATS |        |
| Invoice: 4035 | ADOBE ACROPRO   | CARDMEMBER SERVICES | 4035   | ADOBE ACROPRO   | 05/04/2021 | AP2168  | 179.88 |
|               |                 |                     | 179.88 | 1440330         | 53620      | adobe<br>SOFTWARE PKG PURCHASE                      |        |
| Invoice: 2286 | AMZN            | CARDMEMBER SERVICES | 2286   | AMZN            | 04/21/2021 | AP2168  | 19.11  |
|               |                 |                     | 19.11  | 6010100         | 53000      | sharpies<br>OFFICE SUPPLIES                         |        |
| Invoice: 6980 | F.W. WEBB - 89  | CARDMEMBER SERVICES | 6980   | F.W. WEBB - 89  | 05/17/2021 | AP2168  | 45.31  |
|               |                 |                     | 45.31  | 6010100         | 57121      | pump out plumbing supplies<br>EQUIP-MOORINGS/FLOATS |        |
| Invoice: 0572 | EB MMA LEADERSH | CARDMEMBER SERVICES | 0572   | EB MMA LEADERSH | 05/06/2021 | AP2168  | 75.00  |
|               |                 |                     | 75.00  | 1440330         | 54100      | EMS Billing Training<br>TRAINING                    |        |
| Invoice: 4237 | AMZN            | CARDMEMBER SERVICES | 4237   | AMZN            | 05/05/2021 | AP2168  | 190.99 |
|               |                 |                     | 190.99 | 6010100         | 57100      | marina supplies<br>EQUIPMENT                        |        |
| Invoice: 1725 | AMZN            | CARDMEMBER SERVICES | 1725   | AMZN            | 05/05/2021 | AP2168  | 282.00 |
|               |                 |                     | 282.00 | 6010100         | 57100      | chainsaw<br>EQUIPMENT                               |        |
| Invoice: 6836 | AMZN            | CARDMEMBER SERVICES | 6836   | AMZN            | 04/21/2021 | AP2168  | 81.45  |
|               |                 |                     | 81.45  | 6010100         | 53000      | office supplies<br>OFFICE SUPPLIES                  |        |
| Invoice: 2857 | AMZN            | CARDMEMBER SERVICES | 2857   | AMZN            | 04/21/2021 | AP2168  | 15.99  |
|               |                 |                     | 15.99  | 6010100         | 57100      | screwdrivers<br>EQUIPMENT                           |        |
| Invoice: 5856 | 5.11, INC.      | CARDMEMBER SERVICES | 5856   | 5.11, INC.      | 04/30/2021 | AP2168  | 273.13 |
|               |                 |                     | 273.13 | 1440330         | 53800      | uniforms<br>UNIFORMS                                |        |







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CASH ACCOUNT: 100  
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INVOICE DTL DESC

-20.00 1550100 55400 GEN REPAIRS & MAINT

200.81

CHECK 315058 TOTAL:

315059 06/08/2021 PRTD 1757 BERGERON PROTECTIVE CLOTHING 226982  
Invoice: 226982 turnout boots for K Brown AP2168 492.60  
EQUIPMENT 492.60 1440330 57100

492.60

CHECK 315059 TOTAL:

315060 06/08/2021 PRTD 2553 NORTHEAST PAVING 68001002  
Invoice: 68001002 PAVED DAY STREET BJ AP2168 24,974.28  
PAVING 24,974.28 1550100 53250

24,974.28

CHECK 315060 TOTAL:

315061 06/08/2021 PRTD 69 BOYINGTONS BACKFLOW TESTING 51121-7  
Invoice: 51121-7 back flow test harbormaster AP2168 114.00  
BLDG REPAIR & MAINT 114.00 6010100 55200

114.00

CHECK 315061 TOTAL:

315062 06/08/2021 PRTD 1424 C & C MACHINE SHOP INC 31452  
Invoice: 31452 BOYINGTONS BACKFLOW TESTING 51121-8  
51121-8 backflow test yachtsmen AP2168 114.00  
BLDG REPAIR & MAINT 114.00 6010100 55200  
BOYINGTONS BACKFLOW TESTING 51221-2  
51221-2 Backflow Testing in NEH and SH-EM AP2168 279.00  
TECHNICAL SVCS 279.00 1550552 54260

279.00

CHECK 315062 TOTAL:

315063 06/08/2021 PRTD 1339 COMPUTER PROJECTS OF IL INC 21-05-91ME  
Invoice: 21-05-91ME Annual OpenFox License & Maint 05/2021 AP2168 360.00  
IT/TECH FEE 360.00 1440800 54250

360.00

CHECK 315063 TOTAL:

315064 06/08/2021 PRTD 1339 COMPUTER PROJECTS OF IL INC 21-05-91ME  
Invoice: 21-05-91ME Annual OpenFox License & Maint 05/2021 AP2168 360.00  
IT/TECH FEE 360.00 1440800 54250

360.00

CHECK 315064 TOTAL:

315065 06/08/2021 PRTD 1339 COMPUTER PROJECTS OF IL INC 21-05-91ME  
Invoice: 21-05-91ME Annual OpenFox License & Maint 05/2021 AP2168 360.00  
IT/TECH FEE 360.00 1440800 54250

360.00

CHECK 315065 TOTAL:





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A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100  
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10100 Ckg-BH General Fund 8066  
TYPE VENDOR NAME

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INVOICE INVOICE DTL DESC INV DATE PO WARRANT NET

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|--------|-------------------|------|------|--|----------|--|---------------|--------|
| 315064 | 06/08/2021        | PRTD | 819  | DARLINGS                                 | 856806   | 05/05/2021                               | AP2168        | 594.51 |
|        | Invoice: 856806   |      |      |  |          | Tube Assembly 4112                       |               |        |
|        |                   |      |      |  | 594.51   | VEHICLE REPAIR-20 SUV FORD               |               |        |
|        |                   |      |      |  |          | CHECK                                    | 315064 TOTAL: | 594.51 |
| 315065 | 06/08/2021        | PRTD | 197  | ELLSWORTH CHAINSAW INC                   | 112655   | 05/20/2021                               | AP2168        | 14.00  |
|        | Invoice: 112655   |      |      |  | 14.00    | WEEDWACKER PRIMER BULB AL                |               |        |
|        |                   |      |      |  |          | GEN REPAIRS & MAINT                      |               |        |
|        |                   |      |      |  |          | 05/25/2021                               | AP2168        | 124.88 |
|        | Invoice: 112886   |      |      | ELLSWORTH CHAINSAW INC                   | 112886   | WW Zero Turn Mower Filters and Blades-EM |               |        |
|        |                   |      |      |  | 124.88   | VEHICLE REPAIR                           |               |        |
|        |                   |      |      |  |          | CHECK                                    | 315065 TOTAL: | 138.88 |
| 315066 | 06/08/2021        | PRTD | 1794 | CONSOLIDATED COMMUNICATIONS              | 052721   | 05/27/2021                               | AP2168        | 52.24  |
|        | Invoice: 052721   |      |      |  | 52.24    | Telephone Charge E-911                   |               |        |
|        |                   |      |      |  |          | E911 PHONES                              |               |        |
|        |                   |      |      |  |          | CHECK                                    | 315066 TOTAL: | 52.24  |
| 315067 | 06/08/2021        | PRTD | 1796 | CONSOLIDATED COMMUNICATIONS              | 052721   | 05/27/2021                               | AP2168        | 117.65 |
|        | Invoice: 052721   |      |      |  | 117.65   | Telephone Seal Harbor WWTP               |               |        |
|        |                   |      |      |  |          | TELEPHONE-USAGE                          |               |        |
|        |                   |      |      |  |          | CHECK                                    | 315067 TOTAL: | 117.65 |
| 315068 | 06/08/2021        | PRTD | 1797 | CONSOLIDATED COMMUNICATIONS1             | 052721   | 05/27/2021                               | AP2168        | 355.68 |
|        | Invoice: 052721   |      |      |  | 355.68   | telephone Town Office                    |               |        |
|        |                   |      |      |  |          | TELEPHONE                                |               |        |
|        |                   |      |      |  |          | CHECK                                    | 315068 TOTAL: | 355.68 |
| 315069 | 06/08/2021        | PRTD | 215  | FIRE TECH & SAFETY OF NEW ENGLAND 195621 |          | 05/14/2021                               | AP2168        | 114.00 |
|        | Invoice: 195621   |      |      |  | 114.00   | fit test filters                         |               |        |
|        |                   |      |      |  |          | GENERAL SUPPLIES                         |               |        |
|        |                   |      |      |  |          | CHECK                                    | 315069 TOTAL: | 114.00 |
| 315070 | 06/08/2021        | PRTD | 2443 | AT&T MOBILITY                            | 05252021 | 05/22/2021                               | AP2168        | 652.79 |
|        | Invoice: 05252021 |      |      |  | 179.92   | 05/2021 Cell Phones                      |               |        |
|        |                   |      |      |  | 48.24    | CELL PHONES                              |               |        |
|        |                   |      |      |  | 21.23    | CELL PHONES-ADMIN ASSIST                 |               |        |
|        |                   |      |      |  |          | CELL PHONES-POLICE CHIEF                 |               |        |



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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

P 12  
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CASH ACCOUNT: 100  
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TYPE VENDOR NAME

Ckg-BH General Fund 8066

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|------------------------|--|-----------------------------|--|--|--|
| 27.12 1550100 55400    |  | GEN REPAIRS & MAINT         |  |  |  |
| HAMMOND LUMBER COMPANY |  | 4395018                     |  | AP2168   |  |
| Invoice: 4395018       |  | 8.34 1550100 55400          |  | 05/14/2021   |  |
|                        |  | SCREWS BJ                   |  | GEN REPAIRS & MAINT                                |  |
| Invoice: 4433256       |  | 4433256                     |  | AP2168   |  |
|                        |  | 211.49 6010100 57121        |  | 05/24/2021   |  |
|                        |  | dock repair supplies        |  | EQUIP-MOORINGS/FLOATS                              |  |
|                        |  | CHECK                       |  | 315076 TOTAL:                                      |  |
|                        |  |                             |  | 489.65   |  |
| 315077 06/08/2021 PRTD |  | 1064 HARCROS CHEMICALS INC  |  | AP2168   |  |
| Invoice: 300162299     |  | 300162299                   |  | 05/18/2021   |  |
|                        |  | 1,340.00 1550668 53213      |  | PH Control/50% Caustic SH WWTP-EM                  |  |
|                        |  |                             |  | PH CONTROL   |  |
| Invoice: 300162300     |  | 300162300                   |  | AP2168   |  |
|                        |  | 1,340.00 1550666 53213      |  | 05/18/2021   |  |
|                        |  |                             |  | PH Control/50% Caustic NEH WWTP-EM                 |  |
|                        |  |                             |  | PH CONTROL   |  |
|                        |  | CHECK                       |  | 315077 TOTAL:                                      |  |
|                        |  |                             |  | 2,680.00   |  |
| 315078 06/08/2021 PRTD |  | 285 HAYES PUMP INC- (01-WC) |  | AP2168   |  |
| Invoice: 00142278      |  | 00142278                    |  | 05/04/2021   |  |
|                        |  | 2,262.57 1550552 55210      |  | Gorman Rupp Parts: Impellers, Seals and O-Rings-EM |  |
|                        |  |                             |  | PUMP STATION MAINT                                 |  |
|                        |  | CHECK                       |  | 315078 TOTAL:                                      |  |
|                        |  |                             |  | 2,262.57   |  |
| 315079 06/08/2021 PRTD |  | 2770 MARCIA KING            |  | AP2168   |  |
| Invoice: REFUND        |  | REFUND                      |  | 06/02/2021   |  |
|                        |  | 78.22 100 12021             |  | REFUND OVER PYMNT                                  |  |
|                        |  | 217.65 100 12021            |  | RE Taxes-2021                                      |  |
|                        |  | 87.33 100 20010             |  | RE Taxes-2021                                      |  |
|                        |  |                             |  | Accounts Payable-Refunds                           |  |
|                        |  | CHECK                       |  | 315079 TOTAL:                                      |  |
|                        |  |                             |  | 383.20   |  |
| 315080 06/08/2021 PRTD |  | 1753 KOFI PRESERVATION INC  |  | AP2168   |  |
| Invoice: 237351        |  | 237351                      |  | 12/31/2020   |  |
|                        |  | 15,000.00 1220220 57800     |  | Historic Preservation Documents                    |  |
|                        |  |                             |  | HISTORICAL PRESERVATION                            |  |
|                        |  | CHECK                       |  | 315080 TOTAL:                                      |  |
|                        |  |                             |  | 15,000.00  |  |
| 315081 06/08/2021 PRTD |  | 412 LURVEY WRIGHT POST 103  |  | AP2168   |  |
| Invoice: 1721865A      |  | 1721865A                    |  | 04/21/2021   |  |
|                        |  | 125.45 1552500 55400        |  | Veterans flags and stars ts & rmoores              |  |
|                        |  |                             |  | GEN REPAIRS & MAINT                                |  |
|                        |  | LURVEY WRIGHT POST 103      |  | AP2168   |  |
|                        |  | 1721865B                    |  | 04/30/2021   |  |
|                        |  |                             |  |  |  |
|                        |  |                             |  | 109.50   |  |





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

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CASH ACCOUNT: 100  
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veterans flag and emblem ts  
GEN REPAIRS & MAINT

234.95

315082 06/08/2021 PRD  
Invoice: 1051  
2554 M C ELECTRIC COMPANY INC 1051  
447.00 1550552 55210  
1,043.00 1550667 55400

1,490.00

315083 06/08/2021 PRD  
Invoice: 5111  
414 HAROLD MACQUINN INC 5111  
1,677.00 1550100 55400

1,677.00

315084 06/08/2021 PRD  
Invoice: 4033  
953 THE MAHER CORPORATION 4033  
183.14 1550668 55200

183.14

315085 06/08/2021 PRD  
Invoice: 73759  
419 MAINE EQUIPMENT CO INC 73759  
359.66 1550100 55400

359.66

315086 06/08/2021 PRD  
Invoice: 20610  
413 M C M ELECTRIC INC 20610  
434.00 1550100 55400

434.00

Invoice: 20660  
M C M ELECTRIC INC 20660  
2,183.53 6010100 57100

2,183.53

315087 06/08/2021 PRD  
Invoice: 15262  
1347 KOREY GOODWIN 15262  
1,210.00 1550100 55400

1,210.00

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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

| INVOICE                                   |                            | INVOICE  |         | INVOICE DTL DESC |      | INV DATE  | PO     | WARRANT | NET      |
|---|----------------------------|----------|---------|------------------|------|---|--------|---------|----------|
| Invoice: 389656                           |                            | 181.93   | 1990100 | 59200            | 9103 | BUS#3 BELT AND TENSIONER AL<br>MDES - BUS 3                           |        |         |          |
| Invoice: 389215                           |                            |          | 389215  |                  |      | 05/20/2021  | AP2168 |         | 4.45     |
|   | COASTAL AUTO PARTS         | 4.45     | 1550100 | 55400            |      | WEEDWACKER PRIMER BULB AL<br>GEN REPAIRS & MAINT                      |        |         |          |
| Invoice: 388146                           |                            |          | 388146  |                  |      | 05/18/2021  | AP2168 |         | 13.28    |
|   | COASTAL AUTO PARTS         | 13.28    | 1550100 | 55400            |      | LOADER LIGHT BULBS AL<br>GEN REPAIRS & MAINT                          |        |         |          |
| Invoice: 383499                           |                            |          | 383499  |                  |      | 05/06/2021  | AP2168 |         | 18.34    |
|   | COASTAL AUTO PARTS         | 18.34    | 1990100 | 59200            | 9104 | BUS#4 CLEANER AL<br>MDES - BUS 4                                      |        |         |          |
| Invoice: 386686                           |                            |          | 386686  |                  |      | 05/14/2021  | AP2168 |         | 99.93    |
|   | COASTAL AUTO PARTS         | 99.93    | 1552500 | 55400            |      | FRONT COIL SPRING FOR DUCK AT SH PLAYGROUND BJ<br>GEN REPAIRS & MAINT |        |         |          |
| Invoice: 388160                           |                            |          | 388160  |                  |      | 05/14/2021  | AP2168 |         | 47.60    |
|   | COASTAL AUTO PARTS         | 47.60    | 1550100 | 55400            |      | PREMIXED FUEL BJ<br>GEN REPAIRS & MAINT                               |        |         |          |
| Invoice: 579279                           |                            |          | 579279  |                  |      | 05/15/2021  | AP2168 |         | 218.70   |
|   | COASTAL AUTO PARTS         | 218.70   | 1550668 | 55400            |      | 5VX600 Super HC Ind V-Belts-EM<br>GEN REPAIRS & MAINT                 |        |         |          |
| Invoice: 386876                           |                            |          | 386876  |                  |      | 05/14/2021  | AP2168 |         | -105.64  |
|   | COASTAL AUTO PARTS         | -105.64  | 1550100 | 55400            |      | CORE DEPOSIT FROM 5/11/21<br>GEN REPAIRS & MAINT                      |        |         |          |
|   |                            |          |         |                  |      | CHECK   | 315092 | TOTAL:  | 542.91   |
| 315093 06/08/2021 PRPD<br>Invoice: 10961  | 794 OLIVER ASSOCIATES, INC |          | 10961   |                  |      | 05/11/2021  | AP2168 |         | 4,125.00 |
|   |                            | 4,125.00 | 3000048 | 57710            |      | Pump sta improvements ts<br>Construction                              |        |         |          |
|   |                            |          |         |                  |      | CHECK   | 315093 | TOTAL:  | 4,125.00 |
| 315094 06/08/2021 PRPD<br>Invoice: 0521   | 2110 OTT COMMUNICATIONS    |          | 0521    |                  |      | 05/10/2021  | AP2168 |         | 685.29   |
|   |                            | 685.29   | 1221000 | 55120            |      | Telephone Charges<br>TELEPHONE-USAGE                                  |        |         |          |
|   |                            |          |         |                  |      | CHECK   | 315094 | TOTAL:  | 685.29   |
| 315095 06/08/2021 PRPD<br>Invoice: 186397 | 565 PERMA-LINE CORP OF NE  |          | 186397  |                  |      | 05/06/2021  | AP2168 |         | 59.94    |
|   |                            | 59.94    | 1550100 | 55400            |      | CLAMP KIT BJ<br>GEN REPAIRS & MAINT                                   |        |         |          |





| 06/03/2021 09:49<br>69051you                       |          |       |             | Town of Mount Desert<br>A/P CASH DISBURSEMENTS JOURNAL |                                     |    |               | P 11<br>apcsbhsb |  |
|--|----------|-------|-------------|--|-------------------------------------|----|---------------|------------------|--|
| CASH ACCOUNT: 100                                  |          | 10100 |             | Ckg-BH General Fund 8066                               |                                     |    |               |                  |  |
| CHECK NO   | CHK DATE | TYPE  | VENDOR NAME | INVOICE  | INV DATE                            | PO | WARRANT       | NET              |  |
|  |          |       |             | INVOICE DTL DESC                                       |                                     |    |               |                  |  |
| Invoice: 186505                                    |          |       |             | PERMA-LINE CORP OF NE                                  | 05/19/2021                          |    | AP2168        | 96.50            |  |
|  |          |       |             | 96.50 1550100 53331                                    | SIGNS BJ<br>STREET SIGNS            |    |               |                  |  |
|  |          |       |             |  | CHECK                               |    | 315095 TOTAL: | 156.44           |  |
| 315096 06/08/2021 PRTD<br>Invoice: 042821          |          |       |             | 581 PITNEY BOWES                                       | 04/28/2021                          |    | AP2168        | 936.80           |  |
|  |          |       |             | 143.52 1220110 53140                                   | POSTAGE REFILL                      |    |               |                  |  |
|  |          |       |             | 129.72 1220660 53140                                   | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 93.42 1440110 53140                                    | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 150.56 1220770 53140                                   | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 9.13 1220220 53140                                     | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 147.70 1220500 53140                                   | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 3.57 1440330 53140                                     | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 66.66 6010100 53140                                    | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 124.24 1220440 53140                                   | PB POSTAGE                          |    |               |                  |  |
|  |          |       |             | 12.52 1440110 53140                                    | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 3.57 1550552 53140                                     | POSTAGE                             |    |               |                  |  |
|  |          |       |             | 52.19 1220500 53140                                    | POSTAGE                             |    |               |                  |  |
|  |          |       |             |  | CHECK                               |    | 315096 TOTAL: | 936.80           |  |
| 315097 06/08/2021 PRTD<br>Invoice: 715785501052221 |          |       |             | 2511 TIME WARNER CABLE                                 | 05/22/2021                          |    | AP2168        | 30.00            |  |
|  |          |       |             | 715785501052221  | Internet Joy Road Communications    |    |               |                  |  |
|  |          |       |             | 30.00 1221000 55150 1771                               | CABLE/INTERNET-POLICE DEPT          |    |               |                  |  |
|  |          |       |             |  | CHECK                               |    | 315097 TOTAL: | 30.00            |  |
| 315098 06/08/2021 PRTD<br>Invoice: 715785601052221 |          |       |             | 2512 TIME WARNER CABLE                                 | 05/22/2021                          |    | AP2168        | 70.00            |  |
|  |          |       |             | 715785601052221  | Internet Otter Creek Communications |    |               |                  |  |
|  |          |       |             | 70.00 1221000 55150 1771                               | CABLE/INTERNET-POLICE DEPT          |    |               |                  |  |
|  |          |       |             |  | CHECK                               |    | 315098 TOTAL: | 70.00            |  |
| 315099 06/08/2021 PRTD<br>Invoice: 697517601052021 |          |       |             | 1770 TIME WARNER CABLE                                 | 05/20/2021                          |    | AP2168        | 1,969.61         |  |
|  |          |       |             | 697517601052021  | Internet Town Office                |    |               |                  |  |
|  |          |       |             | 1,969.61 1221000 55150 1770                            | CABLE/INTERNET-TOWN OFFICE          |    |               |                  |  |
|  |          |       |             |  | CHECK                               |    | 315099 TOTAL: | 1,969.61         |  |
| 315100 06/08/2021 PRTD<br>Invoice: 442731717       |          |       |             | 1465 U S BANK EQUIPMENT FINANCE INC                    | 05/06/2021                          |    | AP2168        | 380.00           |  |
|  |          |       |             | 442731717  | Copier and Printer Lease            |    |               |                  |  |
|  |          |       |             | 380.00 1221000 55320                                   | COPIER LEASE                        |    |               |                  |  |
|  |          |       |             |  | CHECK                               |    | 315099 TOTAL: | 380.00           |  |



06/03/2021 09:49  
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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

P 17  
apcsbdsb

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

NET

| INVOICE DTL DESC                              |                            | INVOICE                | INV DATE                                     | PO     | WARRANT | NET      |
|---|----------------------------|------------------------|--|--------|---------|----------|
| CHECK 315100 TOTAL:                           |                            |                        |  |        |         | 380.00   |
| 315101 06/08/2021 PRTD<br>Invoice: 0272835922 | 737 UNIFIRST CORP          | 0272835922             | 05/13/2021                                   | AP2168 |         | 104.19   |
|   |                            | 104.19 1550552 53800   | WW Uniforms-EM<br>UNIFORMS                   |        |         |          |
| Invoice: 0272835921                           | UNIFIRST CORP              | 0272835921             | 05/13/2021                                   | AP2168 |         | 161.88   |
|   |                            | 35.00 1551500 53800    | HWY/MSW/P&C Uniforms-EM<br>UNIFORMS          |        |         |          |
|   |                            | 20.00 1552500 53800    | UNIFORMS                                     |        |         |          |
|   |                            | 106.88 1550100 53800   | UNIFORMS                                     |        |         |          |
| Invoice: 0272834403                           | UNIFIRST CORP              | 0272834403             | 05/06/2021                                   | AP2168 |         | 104.19   |
|   |                            | 104.19 1550552 53800   | WW Uniforms-EM<br>UNIFORMS                   |        |         |          |
| Invoice: 0272834402                           | UNIFIRST CORP              | 0272834402             | 05/06/2021                                   | AP2168 |         | 161.88   |
|   |                            | 35.00 1551500 53800    | HWY/MSW/P&C Uniforms-EM<br>UNIFORMS          |        |         |          |
|   |                            | 20.00 1552500 53800    | UNIFORMS                                     |        |         |          |
|   |                            | 106.88 1550100 53800   | UNIFORMS                                     |        |         |          |
| Invoice: 0272837433                           | UNIFIRST CORP              | 0272837433             | 05/20/2021                                   | AP2168 |         | 100.99   |
|   |                            | 100.99 1550552 53800   | WW Uniforms-EM<br>UNIFORMS                   |        |         |          |
| Invoice: 0272837432                           | UNIFIRST CORP              | 0272837432             | 05/20/2021                                   | AP2168 |         | 161.88   |
|   |                            | 35.00 1551500 53800    | HWY/P&C/MSW Uniforms-EM<br>UNIFORMS          |        |         |          |
|   |                            | 20.00 1552500 53800    | UNIFORMS                                     |        |         |          |
|   |                            | 106.88 1550100 53800   | UNIFORMS                                     |        |         |          |
| CHECK 315101 TOTAL:                           |                            |                        |  |        |         | 795.01   |
| 315102 06/08/2021 PRTD<br>Invoice: 063020 941 | 887 UNITED STATES TREASURY | 063020 941             | 07/01/2020                                   | AP2168 |         | 4,407.86 |
|   |                            | 1,650.58 1440800 51220 | EPSL Not Allowed _ Govt entity<br>DISPATCHER |        |         |          |
|   |                            | 23.93 1440800 52310    | MEDICARE                                     |        |         |          |
|   |                            | 873.60 1440800 52200   | HEALTH INS                                   |        |         |          |
|   |                            | 583.24 6010100 51120   | DEPUTY HARBOR MASTER                         |        |         |          |
|   |                            | 8.45 6010100 52310     | MEDICARE                                     |        |         |          |
|   |                            | 376.74 6010100 52200   | HEALTH INS                                   |        |         |          |
|   |                            | 502.59 1550100 51100   | PW DIRECTOR                                  |        |         |          |
|   |                            | 7.29 1550100 52310     | MEDICARE                                     |        |         |          |
|   |                            | 278.46 1550100 52200   | HEALTH INS                                   |        |         |          |
|   |                            | 52.93 1220110 54500    | LEGAL  |        |         |          |
|   |                            | 50.04 1220110 54500    | LEGAL  |        |         |          |
|   |                            | .01 6010100 52300      | FICA   |        |         |          |
| UNited STATES TREASURY                        |                            | 093020 941             | 09/30/2020                                   | AP2168 |         | 3,016.77 |



06/03/2021 09:49  
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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100  
CHECK NO CHK DATE

10100  
TYPE VENDOR NAME

Ckg-BH General Fund 8066

P 18  
apcsbdsb

INVOICE DTL DESC INVOICE INV DATE PO WARRANT NET

Invoice: 093020 941

|        |         |       |                      |
|--------|---------|-------|----------------------|
| 828.25 | 1220550 | 51140 | EPSL NOT ELIGIBLE    |
| 12.01  | 1220550 | 52310 | ACCOUNTING ASSISTANT |
| 261.23 | 1220550 | 52200 | MEDICARE             |
| 339.18 | 6010100 | 51120 | HEALTH INSURANCE     |
| 4.93   | 6010100 | 52310 | DEPUTY HARBOR MASTER |
| 218.47 | 6010100 | 52200 | MEDICARE             |
| 160.15 | 1550100 | 51120 | HEALTH INS           |
| 2.32   | 1550100 | 52310 | HWY SUPERINTENDENT   |
| 87.39  | 1550100 | 52200 | MEDICARE             |
| 828.66 | 6010100 | 51100 | HEALTH INS           |
| 12.01  | 6010100 | 52310 | HARBOR MASTER        |
| 262.17 | 6010100 | 52200 | MEDICARE             |
|        |         |       | HEALTH INS           |

CHECK 315102 TOTAL: 7,424.63

315103 06/08/2021 PRD 1842 VERSANT POWER

Invoice: 10057329-6 050521

|        |         |       |                                     |            |        |        |
|--------|---------|-------|-------------------------------------|------------|--------|--------|
| 607.96 | 1550666 | 55010 | 10057329-6 050521                   | 05/05/2021 | AP2168 | 607.96 |
|        |         |       | 3965 KWH GILPAT Cove PS Electric-EM |            |        |        |
|        |         |       | ELECTRICITY                         |            |        |        |

Invoice: 10057343-5 050521

|        |         |       |                                    |            |        |        |
|--------|---------|-------|------------------------------------|------------|--------|--------|
| 156.65 | 1550666 | 55010 | 10057343-5 050521                  | 05/05/2021 | AP2168 | 156.65 |
|        |         |       | 944 KWH Garry Moore PS Electric-EM |            |        |        |
|        |         |       | ELECTRICITY                        |            |        |        |

Invoice: 10003319-0 050521

|          |         |       |                                |            |        |          |
|----------|---------|-------|--------------------------------|------------|--------|----------|
| 4,013.40 | 1550666 | 55010 | 10003319-0 050521              | 05/05/2021 | AP2168 | 4,013.40 |
|          |         |       | 37960 KWH NEH WWTP Electric-EM |            |        |          |
|          |         |       | ELECTRICITY                    |            |        |          |

Invoice: 10057335-9 050321

|        |         |       |                                   |            |        |        |
|--------|---------|-------|-----------------------------------|------------|--------|--------|
| 114.46 | 1550668 | 55010 | 10057335-9 050321                 | 05/03/2021 | AP2168 | 114.46 |
|        |         |       | 661 KWH SH Library PS Electric-EM |            |        |        |
|        |         |       | ELECTRICITY                       |            |        |        |

Invoice: 10057342-3 050321

|          |         |       |                               |            |        |          |
|----------|---------|-------|-------------------------------|------------|--------|----------|
| 2,580.61 | 1550668 | 55010 | 10057342-3 050321             | 05/03/2021 | AP2168 | 2,580.61 |
|          |         |       | 24240 KWH SH WWTP Electric-EM |            |        |          |
|          |         |       | ELECTRICITY                   |            |        |          |

Invoice: 10057339-7 050321

|          |         |       |                                     |            |        |          |
|----------|---------|-------|-------------------------------------|------------|--------|----------|
| 1,368.80 | 1550669 | 55010 | 10057339-7 050321                   | 05/03/2021 | AP2168 | 1,368.80 |
|          |         |       | 4560 KWH Otter Creek PS Electric-EM |            |        |          |
|          |         |       | ELECTRICITY                         |            |        |          |

Invoice: 10057341-1 050921

|       |         |       |                           |            |        |       |
|-------|---------|-------|---------------------------|------------|--------|-------|
| 15.53 | 1990100 | 59200 | 10057341-1 050921         | 05/09/2021 | AP2168 | 15.53 |
|       |         |       | Joy Road Pool Electricity |            |        |       |
|       |         |       | MD ELEMENTARY SCHOOL      |            |        |       |

Invoice: 10003320-2 050221

|          |         |       |                        |            |        |          |
|----------|---------|-------|------------------------|------------|--------|----------|
| 1,738.02 | 6010100 | 55010 | 10003320-2 050221      | 05/02/2021 | AP2168 | 1,738.02 |
|          |         |       | 13840 kwh marina power |            |        |          |
|          |         |       | ELECTRICITY            |            |        |          |

Invoice: 10558315-3 050221

|        |         |       |                     |            |        |        |
|--------|---------|-------|---------------------|------------|--------|--------|
| 626.60 | 6010100 | 55010 | 10558315-3 050221   | 05/02/2021 | AP2168 | 626.60 |
|        |         |       | 80 kwh marina power |            |        |        |
|        |         |       | ELECTRICITY         |            |        |        |







06/03/2021 09:49  
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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100  
CHECK NO CHK DATE

10100 TYPE VENDOR NAME 10100 Ckg-BH General Fund 8066 INVOICE INVOICE DATE PO WARRANT NET

INVOICE DTL DESC

315106 06/08/2021 PRD 2768 JACOB D WRIGHT 052521 06/01/2021 AP2168 6,269.42  
Invoice: 052521 Relocation expense

6,269.42 1220110 52720 RECRUITMENT

CHECK 315106 TOTAL: 6,269.42

315107 06/08/2021 PRD 2750 EYEMART EXPRESS LLC 0321 03/12/2021 AP2168 287.96  
Invoice: 0321 EYE GLASSES BJ

287.96 1550100 53800 UNIFORMS

CHECK 315107 TOTAL: 287.96

NUMBER OF CHECKS 70 \*\*\* CASH ACCOUNT TOTAL \*\*\* 169,707.86

COUNT AMOUNT

TOTAL PRINTED CHECKS 57 136,868.56  
TOTAL EFT'S 13 32,839.30

\*\*\* GRAND TOTAL \*\*\* 169,707.86

06/03/2021 09:49  
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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

P 21  
apcsbdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: 6905lyou

| YEAR PER<br>SRC ACCOUNT | JNL<br>EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC<br>LINE DESC                                 | T OB | DEBIT      | CREDIT     |
|-------------------------|-----------------|----------|-------|-------|-------|---|------|------------|------------|
| 2021 12                 | 29              |          |       |       |       |   |      |            |            |
| APP 100-20000           | 06/08/2021      | AP2168   | LLY   |       |       | Accounts Payable  |      | 141,293.17 |            |
| APP 100-10100           | 06/08/2021      | AP2168   | LLY   |       |       | AP CASH DISBURSEMENTS JOURNAL<br>Ckg-BH General Fund 8066 |      |            | 169,707.86 |
| APP 600-20000           | 06/08/2021      | AP2168   | LLY   |       |       | Accounts Payable  |      | 9,975.46   |            |
| APP 300-20000           | 06/08/2021      | AP2168   | LLY   |       |       | AP CASH DISBURSEMENTS JOURNAL                             |      | 18,407.39  |            |
| APP 200-20000           | 06/08/2021      | AP2168   | LLY   |       |       | Accounts Payable  |      | 31.84      |            |
|                         |                 |          |       |       |       | AP CASH DISBURSEMENTS JOURNAL                             |      |            |            |
|                         |                 |          |       |       |       | GENERAL LEDGER TOTAL                                      |      | 169,707.86 | 169,707.86 |
| APP 100-35060           | 06/08/2021      | AP2168   | LLY   |       |       | DT-MARINA   |      | 9,975.46   |            |
| APP 600-35010           | 06/08/2021      | AP2168   | LLY   |       |       | DT Gen fund   |      |            | 9,975.46   |
| APP 100-35030           | 06/08/2021      | AP2168   | LLY   |       |       | DTF-CAP IMP   |      | 18,407.39  |            |
| APP 300-35010           | 06/08/2021      | AP2168   | LLY   |       |       | DT Gen fund   |      |            | 18,407.39  |
| APP 100-35020           | 06/08/2021      | AP2168   | LLY   |       |       | DTF-SPEC REV  |      | 31.84      |            |
| APP 200-35010           | 06/08/2021      | AP2168   | LLY   |       |       | DT Gen fund   |      |            | 31.84      |
|                         |                 |          |       |       |       | SYSTEM GENERATED ENTRIES TOTAL                            |      | 28,414.69  | 28,414.69  |
|                         |                 |          |       |       |       | JOURNAL 2021/12/29 TOTAL                                  |      | 198,122.55 | 198,122.55 |



06/03/2021 09:49  
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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

P 22  
apcsbdsb

| FUND | ACCOUNT          | YEAR | PER | JNL | EFF DATE   | ACCOUNT DESCRIPTION      | DEBIT      | CREDIT     |
|------|------------------|------|-----|-----|------------|--------------------------|------------|------------|
| 100  | General Fund     | 2021 | 12  | 29  | 06/08/2021 |                          |            |            |
|      | 100-10100        |      |     |     |            | Ckg-BH General Fund 8066 |            |            |
|      | 100-20000        |      |     |     |            | Accounts Payable         | 141,293.17 | 169,707.86 |
|      | 100-35020        |      |     |     |            | DTF-SPEC REV             | 31.84      |            |
|      | 100-35030        |      |     |     |            | DTF-CAP IMP              | 18,407.39  |            |
|      | 100-35060        |      |     |     |            | DT-MARINA                | 9,975.46   |            |
|      |                  |      |     |     |            | FUND TOTAL               | 169,707.86 | 169,707.86 |
| 200  | Special Revenue  | 2021 | 12  | 29  | 06/08/2021 |                          |            |            |
|      | 200-20000        |      |     |     |            | Accounts Payable         | 31.84      | 31.84      |
|      | 200-35010        |      |     |     |            | DT Gen fund              |            |            |
|      |                  |      |     |     |            | FUND TOTAL               | 31.84      | 31.84      |
| 300  | Capital Projects | 2021 | 12  | 29  | 06/08/2021 |                          |            |            |
|      | 300-20000        |      |     |     |            | Accounts Payable         | 18,407.39  | 18,407.39  |
|      | 300-35010        |      |     |     |            | DT Gen fund              |            |            |
|      |                  |      |     |     |            | FUND TOTAL               | 18,407.39  | 18,407.39  |
| 600  | Marina           | 2021 | 12  | 29  | 06/08/2021 |                          |            |            |
|      | 600-20000        |      |     |     |            | Accounts Payable         | 9,975.46   | 9,975.46   |
|      | 600-35010        |      |     |     |            | DT Gen fund              |            |            |
|      |                  |      |     |     |            | FUND TOTAL               | 9,975.46   | 9,975.46   |

06/03/2021 09:49  
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Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

P 23  
apcsndsb

JOURNAL ENTRIES TO BE CREATED

| FUND                 |       | DUE TO    | DUE FROM  |
|----------------------|-------|-----------|-----------|
| 100 General Fund     |       | 28,414.69 |           |
| 200 Special Revenue  |       |           | 31.84     |
| 300 Capital Projects |       |           | 18,407.39 |
| 600 Marina           |       |           | 9,975.46  |
|                      | TOTAL | 28,414.69 | 28,414.69 |

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

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

WARRANT AP# 2165

CHECK DATE: May 19, 2021

|                   |        |         |        |             |                     |
|-------------------|--------|---------|--------|-------------|---------------------|
| CHECK NUMBER:     | 315045 | through | 315045 | \$ 5,082.67 | Check payments      |
| CHECK NUMBER:     | N/A    | through | N/A    | \$ -        | Electronic payments |
| EFT NUMBER:       | N/A    | through | N/A    | \$ -        | ACH Payments        |
| EFT or CK NUMBER: | N/A    | through | N/A    | \$ -        | Voided Checks       |

TOTAL DISBURSEMENTS: \$ 5,082.67

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

Selectmen:

|                               |                 |
|-------------------------------|-----------------|
| John B Macauley, Chairman     | Martha T Dudman |
| Matthew J Hart, Vice Chairman | Geoffrey V Wood |



## Lisa Young

---

**From:** John Macauley <jbmacauley3@gmail.com>  
**Sent:** Thursday, May 20, 2021 12:21 PM  
**To:** Lisa Young  
**Cc:** Geoffrey Wood; Jake Wright; Kathi Mahar; Martha Dudman; Matt Hart  
**Subject:** Re: Second Request: Warrant AP#2165 State Fees/Payroll Benefits

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes, I approve.

On Thu, May 20, 2021 at 12:02 PM Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Good Afternoon!

Attached is Accounts Payable Warrant #2165 (for Payroll and/or State Fees) in the amount of \$5,082.67 for your approval.

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

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

Thank you!

*Lisa Young*



Lisa Young,

Finance Clerk, Tax Collector

Town of Mount Desert

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

--

John B Macauley, Ph.D. P.O. Box 172 Seal Harbor, Maine 04675

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

WARRANT AP# 2166

CHECK DATE: May 26, 2021

|                   |        |         |        |              |                     |
|-------------------|--------|---------|--------|--------------|---------------------|
| CHECK NUMBER:     | 315046 | through | 315047 | \$ 3,810.94  | Check payments      |
| CHECK NUMBER:     | N/A    | through | N/A    | \$ -         | Electronic payments |
| EFT NUMBER:       | 1936   | through | 1936   | \$ 68,384.37 | ACH Payments        |
| EFT or CK NUMBER: | N/A    | through | N/A    | \$ -         | Voided Checks       |

TOTAL DISBURSEMENTS: \$ 72,195.31

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# 2127

CHECK DATE: May 28, 2021

ADVICE NUMBERS: 12494 through 12547  
CHECK NUMBERS: 65110 through 65129

TOTAL DISBURSEMENTS: \$ 118,951.00

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:** John Macauley <jbmacauley3@gmail.com>  
**Sent:** Wednesday, May 26, 2021 2:08 PM  
**To:** Lisa Young  
**Subject:** Re: Warrant AP#2166 & PR#2127 Approval Request

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good to go.

On Wed, May 26, 2021 at 1:58 PM Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Good Afternoon!

Attached are the following warrants for approval:

|                  |       |          |              |
|------------------|-------|----------|--------------|
| Accounts Payable | #2166 | total of | \$72,195.31  |
| Payroll          | #2127 | total of | \$118,951.00 |

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)

--  
John B Macauley, Ph.D. P.O. Box 172 Seal Harbor, Maine 04675



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

**WARRANT AP# 2167**

CHECK DATE: June 2, 2021

|                   |               |                |               |                     |                     |
|-------------------|---------------|----------------|---------------|---------------------|---------------------|
| CHECK NUMBER:     | <u>314048</u> | <u>through</u> | <u>315050</u> | <u>\$ 12,061.16</u> | Check payments      |
| CHECK NUMBER:     | <u>N/A</u>    | <u>through</u> | <u>N/A</u>    | <u>\$ -</u>         | Electronic payments |
| EFT NUMBER:       | <u>N/A</u>    | <u>through</u> | <u>N/A</u>    | <u>\$ -</u>         | ACH Payments        |
| EFT or CK NUMBER: | <u>N/A</u>    | <u>through</u> | <u>N/A</u>    | <u>\$ -</u>         | Voided Checks       |

TOTAL DISBURSEMENTS: \$ 12,061.16

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:** John Macauley <jbmacauley3@gmail.com>  
**Sent:** Wednesday, June 2, 2021 5:02 PM  
**To:** Lisa Young  
**Subject:** Re: Warrant AP#2167 State Fees/Payroll Benefits

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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Looks fine.

On Wed, Jun 2, 2021 at 4:06 PM Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Good Evening!

Attached is Accounts Payable Warrant #2167 (for Payroll and/or State Fees) in the amount of \$12,061.16 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)

--

John B Macauley, Ph.D. P.O. Box 172 Seal Harbor, Maine 04675



# Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 15238

Check Batches: 1696 - (Last)  
Check Header: (N/A)  
Check Numbers: 19789 - 19852  
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: Check Date  
Include Payable Dist Information: No  
Include Authorization Information: Yes

| Batch # | Check # | Check Date | Vendor Code | Vendor Name   | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|---|-------------------|--------------|
| 10422   | 19789   | 06/02/2021 | 1090        | ACADIA REFRIGERATION <i>Repair Walkin</i>                                       | 0.00              | 475.00       |
|         | 19790   | 06/02/2021 | 1160        | AMAZON  | 0.00              | 1,636.51     |
|         | 19791   | 06/02/2021 | 1215        | AOS #91 <i>Reimb Oppewall BC/BS</i>   | 0.00              | 10,327.00    |
|         | 19792   | 06/02/2021 | 1230        | APPLE COMPUTER, INC. <i>Computers</i>   | 0.00              | 9,348.00     |
|         | 19793   | 06/02/2021 | 1700        | BLICK ART MATERIALS <i>Art Supplies</i>   | 0.00              | 435.95       |
|         | 19794   | 06/02/2021 | 1975        | CARDMEMBER SERVICE  | 0.00              | 219.31       |
|         | 19795   | 06/02/2021 | 2300        | CLEAN-O-RAMA  | 0.00              | 203.30       |
|         | 19796   | 06/02/2021 | 2310        | COASTAL ENERGY, INC. <i>LP</i>  | 0.00              | 368.92       |
|         | 19797   | 06/02/2021 | 3104        | DELPHI CREATIVITY CENTER <i>Art Supplies</i>                                    | 0.00              | 414.35       |
|         | 19798   | 06/02/2021 | 3108        | DELSANDRO, GLORIA   | 0.00              | 25.21        |
|         | 19799   | 06/02/2021 | 4180        | F.T. BROWN CO.  | 0.00              | 570.71       |
|         | 19800   | 06/02/2021 | 4365        | G T OUTHOUSES, LLC  | 0.00              | 95.00        |
|         | 19801   | 06/02/2021 | 4437        | GOPHER SPORTS <i>PE Supplies</i>  | 0.00              | 736.69       |
|         | 19802   | 06/02/2021 | 4457        | GRAVES, ASHLEY <i>Arts week</i>   | 0.00              | 150.00       |
|         | 19803   | 06/02/2021 | 4570        | GREENWAY EQUIPMENT SALES  | 0.00              | 53.02        |
|         | 19804   | 06/02/2021 | 4585        | GROUP DYNAMIC, INC. <i>HRA - June</i>   | 0.00              | 123.75       |
|         | 19805   | 06/02/2021 | 4110        | HAMMOND LUMBER CO/EBS   | 0.00              | 514.16       |
|         | 19806   | 06/02/2021 | 4818        | HEINEMANN   | 0.00              | 177.10       |
|         | 19807   | 06/02/2021 | 5198        | JOHN T. CYR & SONS, INC. <i>Caveatunk Transport</i>                             | 0.00              | 1,700.00     |
|         | 19808   | 06/02/2021 | 5200        | JOHNNY'S SELECTED SEEDS <i>Garden/Greenhouse</i>                                | 0.00              | 87.71        |
|         | 19809   | 06/02/2021 | 5232        | JOHNSTON, TRESA   | 0.00              | 82.38        |
|         | 19810   | 06/02/2021 | 5608        | LISY, BEAU <i>Arts week</i>   | 0.00              | 500.00       |
|         | 19811   | 06/02/2021 | 5615        | LITERACY RESOURCES, LLC. <i>Class Supplies</i>                                  | 0.00              | 259.12       |
|         | 19812   | 06/02/2021 | 6160        | MCM ELECTRIC, INC. <i>Fan Repairs</i>   | 0.00              | 156.00       |
|         | 19813   | 06/02/2021 | 6180        | MDER - GENERAL FUND/STUDENT ACTIVITY <i>Reimb General Fund</i>                  | 0.00              | 2,483.00     |
|         | 19814   | 06/02/2021 | 6205        | MDI REGIONAL SCHOOL DISTRICT <i>Reimb BC/BS - Taylor, thanking Fed Overage,</i> | 0.00              | 15,610.31    |
|         | 19815   | 06/02/2021 | 6225        | MECHANICAL SERVICES, INC. <i>Boiler Repairs</i>                                 | 0.00              | 3,246.48     |
|         | 19816   | 06/02/2021 | 6313        | MITCHELL, AARON <i>Arts week</i>  | 0.00              | 600.00       |

# Mount Desert School Department

## ACCOUNTS PAYABLE WARRANT

| Batch # | Check # | Check Date | Vendor Code | Vendor Name   | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|---|-------------------|--------------|
| 19817   |         | 06/02/2021 | 6499        | NHSSCA <i>E Mem ership</i>                                    | 0.00              | 100.00       |
| 19818   |         | 06/02/2021 | 6785        | NORTHCENTER FOODS   | 0.00              | 6,396.24     |
| 19819   |         | 06/02/2021 | 6865        | NSO - NURSES SERVICE ORGANIZATION <i>malpractice Ins</i>      | 0.00              | 111.00       |
| 19820   |         | 06/02/2021 | 6869        | O'BRIEN & SONS <i>Playground equip repairs</i>                | 0.00              | 857.84       |
| 19821   |         | 06/02/2021 | 6910        | OPPEWALL, ELIZABETH <i>Phys Ther</i>                          | 0.00              | 1,465.00     |
| 19822   |         | 06/02/2021 | 6920        | OPPEWALL, WENDELL   | 0.00              | 50.00        |
| 19823   |         | 06/02/2021 | 6938        | OTELCO  | 0.00              | 295.93       |
| 19824   |         | 06/02/2021 | 7180        | PINE STATE ELEVATOR CO. <i>Repair</i>                         | 0.00              | 485.00       |
| 19825   |         | 06/02/2021 | 7190        | PINE TREE MARKET  | 0.00              | 90.82        |
| 19826   |         | 06/02/2021 | 7463        | QUILL CORP. <i>Supplies - Class</i>                           | 0.00              | 362.61       |
| 19827   |         | 06/02/2021 | 7550        | READING READING BOOKS   | 0.00              | 297.66       |
| 19828   |         | 06/02/2021 | 7885        | SARGENT, LEON <i>Phone</i>                                    | 0.00              | 50.00        |
| 19829   |         | 06/02/2021 | 8053        | SCHRIEVER, EDITH <i>Reimb membership</i>                      | 0.00              | 59.94        |
| 19830   |         | 06/02/2021 | 8150        | SEW & SAVE, INC.  | 0.00              | 35.97        |
| 19831   |         | 06/02/2021 | 8197        | SHERMAN'S BOOKS & STATIONERY                                  | 0.00              | 49.42        |
| 19832   |         | 06/02/2021 | 8231        | SIERRA COMMUNICATIONS, LLC                                    | 0.00              | 71.25        |
| 19833   |         | 06/02/2021 | 8342        | SOULES, EMMA <i>Reimb Supplies</i>                            | 0.00              | 142.08       |
| 19834   |         | 06/02/2021 | 8743        | THEMES & VARIATIONS, INC. <i>music Supplies</i>               | 0.00              | 468.00       |
| 19835   |         | 06/02/2021 | 8744        | THIBAUT, ALISON <i>Arts week</i>                              | 0.00              | 250.00       |
| 19836   |         | 06/02/2021 | 8815        | TRACY'S PAINT SHOP  | 0.00              | 250.75       |
| 19837   |         | 06/02/2021 | 8890        | TRENTON SCHOOL DEPARTMENT, TOWN OF                            | *** VOID ***      | 0.00         |
| 19838   |         | 06/02/2021 | 8930        | TURNER SPORTING GOODS   | *** VOID ***      | 0.00         |
| 19839   |         | 06/02/2021 | 4152        | VERSANT POWER   | *** VOID ***      | 0.00         |
| 19840   |         | 06/02/2021 | 9247        | WESTPHAL, BRENDON   | *** VOID ***      | 0.00         |
| 19841   |         | 06/02/2021 | 9248        | WESTPHAL, SHANNON   | *** VOID ***      | 0.00         |
| 19842   |         | 06/02/2021 | 9290        | WIGHT'S SPORTING GOODS  | *** VOID ***      | 0.00         |
| 19843   |         | 06/02/2021 | 9300        | WILLIAMS IRRIGATION SYSTEMS                                   | *** VOID ***      | 0.00         |
| 19844   |         | 06/02/2021 | 9393        | WORKSTORE   | *** VOID ***      | 0.00         |
| 19845   |         | 06/02/2021 | 8890        | TRENTON SCHOOL DEPARTMENT, TOWN OF <i>Lambert Computer</i>    | 0.00              | 1,129.00     |
| 19846   |         | 06/02/2021 | 8930        | TURNER SPORTING GOODS <i>Baseball Uniforms</i>                | 0.00              | 779.47       |
| 19847   |         | 06/02/2021 | 9247        | WESTPHAL, BRENDON <i>Arts week</i>                            | 0.00              | 200.00       |
| 19848   |         | 06/02/2021 | 9248        | WESTPHAL, SHANNON <i>Art supplies</i>                         | 0.00              | 126.82       |
| 19849   |         | 06/02/2021 | 9290        | WIGHT'S SPORTING GOODS <i>Baseball hats &amp; white paint</i> | 0.00              | 451.70       |
| 19850   |         | 06/02/2021 | 9300        | WILLIAMS IRRIGATION SYSTEMS <i>Lawn Care</i>                  | 0.00              | 272.78       |
| 19851   |         | 06/02/2021 | 9393        | WORKSTORE <i>Softball Uniforms</i>                            | 0.00              | 330.00       |
| 19852   |         | 06/02/2021 | 4152        | VERSANT POWER   | 0.00              | 1,883.50     |
| Totals: |         |            |             |   | 0.00              | \$69,311.85  |

Mount Desert School Department  
ACCOUNTS PAYABLE WARRANT

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

WARRANT # 15

DATE: 6/2/21

Mrs. Edward J. Finn, Ed.D. 02 June 2021

SUPERINTENDENT

DocuSigned by:  
Brian L. Henkel  
FINANCE OFFICER

DocuSigned by:  
[Signature]  
FINANCE OFFICER

DocuSigned by:  
Dr. Susan MacLennan  
FINANCE OFFICER

FINANCE OFFICER

DocuSigned by:  
[Signature]  
FINANCE OFFICER

FINANCE OFFICER

64 Checks Listed.



# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 1520:

Include Authorization Codes: Ye  
Batch: 1040  
Check Dates: (Earliest) - (Latest)  
Cash Account Number:  
Minimum Check Amount: \$0.00  
Sorted By: Check Number

| Check # | Check Date | Code  | Name                      | Chk Grp | Gross Pay | Net Pay   | Direct Deposit | Check Amt | Void |
|---------|------------|-------|---------------------------|---------|-----------|-----------|----------------|-----------|------|
|         | 05/21/2021 | STAT  | TREASURER, STATE OF MAINE |         | 3,844.00  | 3,844.00  | 0.00           | 0.00      |      |
|         | 05/21/2021 | IRS   | INTERNAL REVENUE SERVICE  |         | 12,618.81 | 12,618.81 | 0.00           | 0.00      |      |
| 47120   | 05/21/2021 | 495   | ASHLEY GRAVES             | 1       | 100.00    | 92.35     | 0.00           | 92.35     |      |
| 47121   | 05/21/2021 | 595   | WILLIAM HERRMANN          | 1       | 1,255.28  | 975.95    | 0.00           | 975.95    |      |
| 47122   | 05/21/2021 | 208   | ERIN J. ALLEN             | 1       | 1,119.16  | 755.28    | 755.28         | 0.00      |      |
| 47123   | 05/21/2021 | 311   | LAURA-JEAN BEAL           | 1       | 2,440.38  | 1,782.51  | 1,782.51       | 0.00      |      |
| 47124   | 05/21/2021 | 11    | KELLY S. BEAULIEU         | 1       | 2,487.95  | 1,628.73  | 1,628.73       | 0.00      |      |
| 47125   | 05/21/2021 | 463   | RENE L. BECKER            | 1       | 1,691.58  | 1,258.08  | 1,258.08       | 0.00      |      |
| 47126   | 05/21/2021 | 266   | JULIANNA R. BENNOCH       | 1       | 2,632.69  | 1,940.40  | 1,940.40       | 0.00      |      |
| 47127   | 05/21/2021 | 491   | SANDRA G. BOYCE           | 1       | 1,211.33  | 989.89    | 989.89         | 0.00      |      |
| 47128   | 05/21/2021 | 314   | ANDREW J. CARLSON         | 1       | 2,969.23  | 2,039.61  | 2,039.61       | 0.00      |      |
| 47129   | 05/21/2021 | 18    | JANICE P. CARROLL         | 1       | 1,195.16  | 858.33    | 858.33         | 0.00      |      |
| 47130   | 05/21/2021 | 337   | AMBER G. CHARRON          | 1       | 2,093.57  | 1,443.93  | 1,443.93       | 0.00      |      |
| 47131   | 05/21/2021 | 91    | JUDITH CULLEN             | 1       | 2,065.38  | 1,626.97  | 1,626.97       | 0.00      |      |
| 47132   | 05/21/2021 | 308   | Gloria A. Delsandro       | 1       | 3,712.31  | 2,661.45  | 2,661.45       | 0.00      |      |
| 47133   | 05/21/2021 | 43    | SARAH R. DUNBAR           | 1       | 2,094.23  | 1,545.83  | 1,545.83       | 0.00      |      |
| 47134   | 05/21/2021 | 481   | ELIZABETH FARRELL         | 1       | 873.18    | 653.61    | 653.61         | 0.00      |      |
| 47135   | 05/21/2021 | 52    | WANDA J. FERNALD          | 1       | 2,488.46  | 1,607.45  | 1,607.45       | 0.00      |      |
| 47136   | 05/21/2021 | 57    | JASON W. FOUNTAINE        | 1       | 1,694.40  | 1,236.49  | 1,236.49       | 0.00      |      |
| 47137   | 05/21/2021 | 63    | HEATHER M. GRAVES         | 1       | 2,741.53  | 1,739.76  | 1,739.76       | 0.00      |      |
| 47138   | 05/21/2021 | 65    | GAYLE M. GRAY             | 1       | 2,976.92  | 2,105.73  | 2,105.73       | 0.00      |      |
| 47139   | 05/21/2021 | 331   | RUSSELL W. GRAY           | 1       | 1,510.74  | 1,247.49  | 1,247.49       | 0.00      |      |
| 47140   | 05/21/2021 | 92    | ABIGAIL A. HARMON         | 1       | 1,530.32  | 1,119.53  | 1,119.53       | 0.00      |      |
| 47141   | 05/21/2021 | 485   | TASHA L. HIGGINS          | 1       | 1,716.02  | 1,200.72  | 1,200.72       | 0.00      |      |
| 47142   | 05/21/2021 | 477   | ANGELIQUE E. HODGDON      | 1       | 1,430.88  | 810.46    | 810.46         | 0.00      |      |
| 47143   | 05/21/2021 | 244   | KRISTIN D. HOLLEY         | 1       | 1,584.24  | 1,183.26  | 1,183.26       | 0.00      |      |
| 47144   | 05/21/2021 | 313   | ANDREA W. HOWELL          | 1       | 1,955.53  | 1,568.47  | 1,568.47       | 0.00      |      |
| 47145   | 05/21/2021 | 293   | Amy L. James              | 1       | 2,982.69  | 1,992.93  | 1,992.93       | 0.00      |      |
| 47146   | 05/21/2021 | 90    | REBECCA A. JARVIS         | 1       | 3,011.47  | 2,001.47  | 2,001.47       | 0.00      |      |
| 47147   | 05/21/2021 | 312   | BETHANY G. JOHNSON        | 1       | 2,309.70  | 1,705.27  | 1,705.27       | 0.00      |      |
| 47148   | 05/21/2021 | 291   | PATRICIA A. KELLEY        | 1       | 1,517.60  | 1,044.98  | 1,044.98       | 0.00      |      |
| 47149   | 05/21/2021 | 335   | CYNTHIA A. LAMBERT        | 1       | 1,132.26  | 925.32    | 925.32         | 0.00      |      |
| 47150   | 05/21/2021 | 487   | BENJAMIN MACKO            | 1       | 3,292.85  | 2,405.78  | 2,405.78       | 0.00      |      |
| 47151   | 05/21/2021 | 292   | TARA MCKERNAN             | 1       | 2,225.38  | 1,610.78  | 1,610.78       | 0.00      |      |
| 47152   | 05/21/2021 | 490   | ANNA D. MONTE             | 1       | 1,020.93  | 869.02    | 869.02         | 0.00      |      |
| 47153   | 05/21/2021 | 461   | JANET NORDELUS            | 1       | 1,830.34  | 1,261.00  | 1,261.00       | 0.00      |      |
| 47154   | 05/21/2021 | 193   | HARVEY BRUCE NORWOOD      | 1       | 1,282.38  | 882.65    | 882.65         | 0.00      |      |
| 47155   | 05/21/2021 | 237   | JUSTIN B. NORWOOD         | 1       | 2,219.23  | 1,727.10  | 1,727.10       | 0.00      |      |
| 47156   | 05/21/2021 | 238   | WENDELL L. OPPEWALL       | 1       | 1,389.65  | 808.49    | 808.49         | 0.00      |      |
| 47157   | 05/21/2021 | 240   | JEANNE C. OTT             | 1       | 2,680.76  | 1,860.50  | 1,860.50       | 0.00      |      |
| 47158   | 05/21/2021 | 138   | AMY Y. PHILBROOK          | 1       | 2,592.85  | 1,778.00  | 1,778.00       | 0.00      |      |
| 47159   | 05/21/2021 | 275   | JOELLE A. RUDDY           | 1       | 2,526.92  | 1,919.93  | 1,919.93       | 0.00      |      |
| 47160   | 05/21/2021 | 74    | LEON E. SARGENT           | 1       | 2,759.25  | 1,951.05  | 1,951.05       | 0.00      |      |
| 47161   | 05/21/2021 | 493   | EDITH SCHRIEVER           | 1       | 575.58    | 514.45    | 514.45         | 0.00      |      |
| 47162   | 05/21/2021 | 120   | KAREN L. SHARPE           | 1       | 3,069.04  | 1,906.58  | 1,906.58       | 0.00      |      |
| 47163   | 05/21/2021 | 489   | EMMA L. SOULES            | 1       | 2,403.75  | 1,777.27  | 1,777.27       | 0.00      |      |
| 47164   | 05/21/2021 | 375   | KATHLEEN C. ST DENIS      | 1       | 2,767.30  | 1,593.38  | 1,593.38       | 0.00      |      |
| 47165   | 05/21/2021 | 404   | KERRY L. TAYLOR           | 1       | 4,150.69  | 3,458.28  | 3,458.28       | 0.00      |      |
| 47166   | 05/21/2021 | 476   | BRUCE L. TRIPP            | 1       | 659.28    | 552.83    | 552.83         | 0.00      |      |
| 47167   | 05/21/2021 | 459   | SHANNON L. WESTPHAL       | 1       | 1,988.46  | 1,519.03  | 1,519.03       | 0.00      |      |
| 47168   | 05/21/2021 | 448   | JACQUELINE A. WHEATON     | 1       | 2,825.00  | 1,947.67  | 1,947.67       | 0.00      |      |
| 47169   | 05/21/2021 | 307   | LAUREN M. WHITE           | 1       | 1,041.72  | 730.60    | 730.60         | 0.00      |      |
| 47170   | 05/21/2021 | 469   | TIFFANY C. YARBROUGH      | 1       | 1,014.08  | 866.07    | 866.07         | 0.00      |      |
| 47171   | 05/21/2021 | AFLAC | AFLAC                     |         | 127.42    | 127.42    | 0.00           | 127.42    |      |

# Mount Desert School Department

## PAYROLL WARRANT REGISTER

Report # 1520:

| Check # | Check Date | Code      | Name                      | Chk Grp | Gross Pay         | Net Pay           | Direct Deposit   | Check Amt        | Void |
|---------|------------|-----------|---------------------------|---------|-------------------|-------------------|------------------|------------------|------|
| 47172   | 05/21/2021 | BCBS      | ANTHEM BC/BS              |         | 11,453.54         | 11,453.54         | 0.00             | 11,453.54        |      |
| 47173   | 05/21/2021 | HMD       | HORACE MANN COMPANIES     |         | 65.66             | 65.66             | 0.00             | 65.66            |      |
| 47174   | 05/21/2021 | HM        | HORACE MANN INSURANCE C   |         | 700.00            | 700.00            | 0.00             | 700.00           |      |
| 47175   | 05/21/2021 | MEA       | MAINE EDUCATION ASSOCIA   |         | 1,290.00          | 1,290.00          | 0.00             | 1,290.00         |      |
| 47176   | 05/21/2021 | MSRS      | MAINE PERS                |         | 19,815.50         | 19,815.50         | 19,815.50        | 0.00             |      |
| 47177   | 05/21/2021 | MET       | METROPOLITAN LIFE INSUR   |         | 350.00            | 350.00            | 0.00             | 350.00           |      |
| 47178   | 05/21/2021 | DELTA DEN | NORTHEAST DELTA DENTAL    |         | 1,324.32          | 1,324.32          | 0.00             | 1,324.32         |      |
| 47179   | 05/21/2021 | PRIM      | PRIMERICA FINANCIAL SVCS. |         | 370.00            | 370.00            | 0.00             | 370.00           |      |
| 47180   | 05/21/2021 | FEDHEALTH | TREASURER, STATE OF MAIN  |         | 56.23             | 56.23             | 0.00             | 56.23            |      |
|         |            |           |                           |         | <b>154,855.11</b> | <b>125,698.19</b> | <b>92,429.91</b> | <b>16,805.47</b> |      |

| Check Authorization Summary |                                     |       |           |
|-----------------------------|-------------------------------------|-------|-----------|
| Type                        | Description                         | Count | Amount    |
| Employee                    | Checks                              | 2     | 1,068.30  |
|                             | Voided Checks                       | 0     | 0.00      |
|                             | Direct Deposits (Fully Distributed) | 49    | 72,614.41 |
|                             | ACH Employee Credits                | 49    | 72,614.41 |
|                             | ACH Employee Debits (Voids)         | 0     | 0.00      |
| Deduction                   | Checks                              | 9     | 15,737.17 |
|                             | Voided Checks                       | 0     | 0.00      |
|                             | ACH Vendor Credits                  | 1     | 19,815.50 |
|                             | ACH VendorDebits (Voids)            | 0     | 0.00      |
|                             | ACH Online Payments                 | 0     | 0.00      |
| Taxes                       | EFTPS Payment - Debit               | 2     | 16,462.81 |

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 15202

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

WARRANT # #24  
PAID 21 2021

DATE: \_\_\_\_\_

[Signature] ETD. 20 May 2021  
SUPERINTENDENT

FINANCE OFFICER \_\_\_\_\_

FINANCE OFFICER \_\_\_\_\_

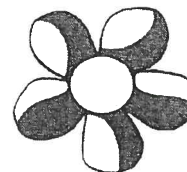
FINANCE OFFICER \_\_\_\_\_

FINANCE OFFICER \_\_\_\_\_

FINANCE OFFICER \_\_\_\_\_

FINANCE OFFICER \_\_\_\_\_

FINANCE OFFICER \_\_\_\_\_



\$ 125,698.19 net pay  
\$ 47,915.69 payroll A/P  
\$ 173,613.88 ✓



# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 15254

Include Authorization Codes: Yes  
Batch: 10421  
Check Dates: (Earliest) - (Latest)  
Cash Account Number:  
Minimum Check Amount: \$0.00  
Sorted By: Check Number

| Check # | Check Date | Code | Name                     | Chk Grp | Gross Pay | Net Pay   | Direct Deposit | Check Amt | Void |
|---------|------------|------|--------------------------|---------|-----------|-----------|----------------|-----------|------|
|         | 06/04/2021 | IRS  | INTERNAL REVENUE SVCIC   |         | 13,267.10 | 13,267.10 | 0.00           | 0.00      |      |
|         | 06/04/2021 | STAT | TREASURER, STATE OF MAIN |         | 3,950.00  | 3,950.00  | 0.00           | 0.00      |      |
| 47181   | 06/04/2021 | 320  | TODD J. GRAHAM           | 1       | 300.00    | 71.18     | 0.00           | 71.18     |      |
| 47182   | 06/04/2021 | 495  | ASHLEY GRAVES            | 1       | 400.00    | 367.40    | 0.00           | 367.40    |      |
| 47183   | 06/04/2021 | 496  | BRIAN L. HENKEL          | 1       | 200.00    | 184.70    | 0.00           | 184.70    |      |
| 47184   | 06/04/2021 | 498  | MEGAN C. HOWELL          | 1       | 875.00    | 739.64    | 0.00           | 739.64    |      |
| 47185   | 06/04/2021 | 263  | TERESA L. KING-LECLAIR   | 1       | 200.00    | 184.70    | 0.00           | 184.70    |      |
| 47186   | 06/04/2021 | 492  | SUSAN E. MACCREADY       | 1       | 200.00    | 184.70    | 0.00           | 184.70    |      |
| 47187   | 06/04/2021 | 497  | JAMES WHITEHEAD          | 1       | 200.00    | 184.70    | 0.00           | 184.70    |      |
| 47188   | 06/04/2021 | 208  | ERIN J. ALLEN            | 1       | 1,119.16  | 755.28    | 755.28         | 0.00      |      |
| 47189   | 06/04/2021 | 311  | LAURA-JEAN BEAL          | 1       | 2,440.38  | 1,853.31  | 1,853.31       | 0.00      |      |
| 47190   | 06/04/2021 | 11   | KELLY S. BEAULIEU        | 1       | 2,487.95  | 1,628.73  | 1,628.73       | 0.00      |      |
| 47191   | 06/04/2021 | 463  | RENE L. BECKER           | 1       | 1,594.40  | 1,185.00  | 1,185.00       | 0.00      |      |
| 47192   | 06/04/2021 | 266  | JULIANNA R. BENNOCH      | 1       | 2,632.69  | 1,940.40  | 1,940.40       | 0.00      |      |
| 47193   | 06/04/2021 | 491  | SANDRA G. BOYCE          | 1       | 1,211.34  | 989.90    | 989.90         | 0.00      |      |
| 47194   | 06/04/2021 | 314  | ANDREW J. CARLSON        | 1       | 2,179.89  | 1,537.47  | 1,537.47       | 0.00      |      |
| 47195   | 06/04/2021 | 18   | JANICE P. CARROLL        | 1       | 1,327.95  | 963.68    | 963.68         | 0.00      |      |
| 47196   | 06/04/2021 | 337  | AMBER G. CHARRON         | 1       | 2,093.57  | 1,443.93  | 1,443.93       | 0.00      |      |
| 47197   | 06/04/2021 | 91   | JUDITH CULLEN            | 1       | 2,065.38  | 1,626.97  | 1,626.97       | 0.00      |      |
| 47198   | 06/04/2021 | 308  | Gloria A. Delsandro      | 1       | 3,712.31  | 2,661.45  | 2,661.45       | 0.00      |      |
| 47199   | 06/04/2021 | 43   | SARAH R. DUNBAR          | 1       | 2,094.23  | 1,545.83  | 1,545.83       | 0.00      |      |
| 47200   | 06/04/2021 | 481  | ELIZABETH FARRELL        | 1       | 1,041.36  | 846.41    | 846.41         | 0.00      |      |
| 47201   | 06/04/2021 | 52   | WANDA J. FERNALD         | 1       | 2,488.46  | 1,607.45  | 1,607.45       | 0.00      |      |
| 47202   | 06/04/2021 | 57   | JASON W. FOUNTAINE       | 1       | 1,821.48  | 1,318.51  | 1,318.51       | 0.00      |      |
| 47203   | 06/04/2021 | 63   | HEATHER M. GRAVES        | 1       | 2,411.53  | 1,529.84  | 1,529.84       | 0.00      |      |
| 47204   | 06/04/2021 | 65   | GAYLE M. GRAY            | 1       | 2,526.92  | 1,774.55  | 1,774.55       | 0.00      |      |
| 47205   | 06/04/2021 | 331  | RUSSELL W. GRAY          | 1       | 1,516.46  | 1,252.09  | 1,252.09       | 0.00      |      |
| 47206   | 06/04/2021 | 92   | ABIGAIL A. HARMON        | 1       | 1,530.32  | 1,119.53  | 1,119.53       | 0.00      |      |
| 47207   | 06/04/2021 | 595  | WILLIAM HERRMANN         | 1       | 1,131.52  | 896.89    | 896.89         | 0.00      |      |
| 47208   | 06/04/2021 | 485  | TASHA L. HIGGINS         | 1       | 1,589.93  | 1,107.75  | 1,107.75       | 0.00      |      |
| 47209   | 06/04/2021 | 477  | ANGELIQUE E. HODGDON     | 1       | 1,734.40  | 1,035.52  | 1,035.52       | 0.00      |      |
| 47210   | 06/04/2021 | 244  | KRISTIN D. HOLLEY        | 1       | 1,362.84  | 1,002.44  | 1,002.44       | 0.00      |      |
| 47211   | 06/04/2021 | 313  | ANDREA W. HOWELL         | 1       | 1,955.53  | 1,568.47  | 1,568.47       | 0.00      |      |
| 47212   | 06/04/2021 | 293  | Amy L. James             | 1       | 3,499.81  | 2,318.93  | 2,318.93       | 0.00      |      |
| 47213   | 06/04/2021 | 90   | REBECCA A. JARVIS        | 1       | 2,325.00  | 1,564.94  | 1,564.94       | 0.00      |      |
| 47214   | 06/04/2021 | 312  | BETHANY G. JOHNSON       | 1       | 2,309.70  | 1,705.27  | 1,705.27       | 0.00      |      |
| 47215   | 06/04/2021 | 291  | PATRICIA A. KELLEY       | 1       | 1,517.60  | 1,044.98  | 1,044.98       | 0.00      |      |
| 47216   | 06/04/2021 | 335  | CYNTHIA A. LAMBERT       | 1       | 1,854.86  | 1,516.06  | 1,516.06       | 0.00      |      |
| 47217   | 06/04/2021 | 487  | BENJAMIN MACKO           | 1       | 2,842.85  | 2,122.16  | 2,122.16       | 0.00      |      |
| 47218   | 06/04/2021 | 292  | TARA MCKERNAN            | 1       | 2,225.38  | 1,610.78  | 1,610.78       | 0.00      |      |
| 47219   | 06/04/2021 | 490  | ANNA D. MONTE            | 1       | 1,025.41  | 872.59    | 872.59         | 0.00      |      |
| 47220   | 06/04/2021 | 461  | JANET NORDELUS           | 1       | 1,830.34  | 1,261.00  | 1,261.00       | 0.00      |      |
| 47221   | 06/04/2021 | 193  | HARVEY BRUCE NORWOOD     | 1       | 1,330.96  | 918.68    | 918.68         | 0.00      |      |
| 47222   | 06/04/2021 | 237  | JUSTIN B. NORWOOD        | 1       | 3,393.23  | 2,588.17  | 2,588.17       | 0.00      |      |
| 47223   | 06/04/2021 | 238  | WENDELL L. OPPEWALL      | 1       | 1,389.65  | 808.49    | 808.49         | 0.00      |      |
| 47224   | 06/04/2021 | 240  | JEANNE C. OTT            | 1       | 4,630.76  | 3,270.71  | 3,270.71       | 0.00      |      |
| 47225   | 06/04/2021 | 138  | AMY Y. PHILBROOK         | 1       | 2,592.85  | 1,778.00  | 1,778.00       | 0.00      |      |
| 47226   | 06/04/2021 | 275  | JOELLE A. RUDDY          | 1       | 2,526.92  | 1,919.93  | 1,919.93       | 0.00      |      |
| 47227   | 06/04/2021 | 74   | LEON E. SARGENT          | 1       | 2,365.05  | 1,629.04  | 1,629.04       | 0.00      |      |
| 47228   | 06/04/2021 | 493  | EDITH SCHRIEVER          | 1       | 1,098.83  | 927.77    | 927.77         | 0.00      |      |
| 47229   | 06/04/2021 | 120  | KAREN L. SHARPE          | 1       | 3,069.04  | 1,906.58  | 1,906.58       | 0.00      |      |
| 47230   | 06/04/2021 | 489  | EMMA L. SOULES           | 1       | 2,375.00  | 1,758.98  | 1,758.98       | 0.00      |      |
| 47231   | 06/04/2021 | 375  | KATHLEEN C. ST DENIS     | 1       | 2,767.30  | 1,593.38  | 1,593.38       | 0.00      |      |
| 47232   | 06/04/2021 | 404  | KERRY L. TAYLOR          | 1       | 2,557.69  | 1,865.28  | 1,865.28       | 0.00      |      |

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 15254

| Check # | Check Date | Code | Name                  | Chk Grp | Gross Pay         | Net Pay          | Direct Deposit   | Check Amt       | Void |
|---------|------------|------|-----------------------|---------|-------------------|------------------|------------------|-----------------|------|
| 47233   | 06/04/2021 | 476  | BRUCE L. TRIPP        | 1       | 619.92            | 523.42           | 523.42           | 0.00            |      |
| 47234   | 06/04/2021 | 459  | SHANNON L. WESTPHAL   | 1       | 1,988.46          | 1,519.03         | 1,519.03         | 0.00            |      |
| 47235   | 06/04/2021 | 448  | JACQUELINE A. WHEATON | 1       | 2,450.00          | 1,709.98         | 1,709.98         | 0.00            |      |
| 47236   | 06/04/2021 | 307  | LAUREN M. WHITE       | 1       | 1,055.93          | 741.94           | 741.94           | 0.00            |      |
| 47237   | 06/04/2021 | 469  | TIFFANY C. YARBROUGH  | 1       | 995.90            | 852.22           | 852.22           | 0.00            |      |
|         |            |      |                       |         | <b>122,300.54</b> | <b>92,653.83</b> | <b>73,519.71</b> | <b>1,917.02</b> |      |

| Check Authorization Summary |                                     |       |           |
|-----------------------------|-------------------------------------|-------|-----------|
| Type                        | Description                         | Count | Amount    |
| Employee                    | Checks                              | 7     | 1,917.02  |
|                             | Voided Checks                       | 0     | 0.00      |
|                             | Direct Deposits (Fully Distributed) | 50    | 73,519.71 |
|                             | ACH Employee Credits                | 50    | 73,519.71 |
|                             | ACH Employee Debits (Voids)         | 0     | 0.00      |
| Deduction                   | Checks                              | 0     | 0.00      |
|                             | Voided Checks                       | 0     | 0.00      |
|                             | ACH Vendor Credits                  | 0     | 0.00      |
|                             | ACH VendorDebits (Voids)            | 0     | 0.00      |
|                             | ACH Online Payments                 | 0     | 0.00      |
| Taxes                       | EFTPS Payment - Debit               | 2     | 17,217.10 |

WARRANT # \_\_\_\_\_

DATE **PAID JUN 04 2021**

SUPERINTENDENT

*[Signature]* E.D. 03 June 2021

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

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