



Town of Mount Desert
Board of Selectmen
Agenda

Regular Meeting
Monday, July 19, 2021

Location: Public can now attend meeting in person. Meetings will continue to be offered via Zoom see pg. 2 for connection details

- I. Call to order at 6:30 p.m.**
- II. Minutes**
 - A. Approval of Minutes of June 7, 2021*
 - B. Approval of Minutes of July 6, 2021*
- III. Appointments/Recognitions/Resignations**
 - A. Consideration of transferring Public Works Department employee Decatur French from his current position as a Refuse Packer Truck Driver to the vacant MEO I position effective July 19, 2021, at a pay rate of \$21.56 per hour during the mandatory six-month probationary rate, increasing to the regular rate of \$22.69 per hour after successful completion of the probationary period.*
- 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 Special Meeting Minutes of June 15, 2021*
 - B. Hancock County Commissioners Regular Meeting Agenda of July 6, 2021*
 - C. Action Plan from the Sustainability Committee*
 - D. MRC information on PERC bypass of municipal solid waste.*
- V. Selectmen's Reports**
- VI. Unfinished Business**
 - A. Consideration of execution and conveyance of an Easement between/from the Town of Mount Desert and the Great Harbor Maritime Museum a/k/a The Great Harbor Collection, Inc., to Versant Power and Consolidated Communications of Northern New England Company, LLC (d/b/a Consolidated Communications NNE), said easement to be used for overhead and underground utility purposes*
 - B. Marina Project- Garden Club of Mount Desert*
- VII. New Business**
 - A. Discussion of Forest Hills Cemetery Charter Amendment*
 - B. Discussion of short-term rentals in the Town of Mount Desert*
 - C. Update Personnel policy to conform to changes in the American Rescue Plan Act. These changes repeal our current temporary amendments*
- VIII. Other Business**
 - A. Such other business as may be legally conducted*

Board of Selectmen Meeting Agenda July 19, 2021

IX. Treasurer's Warrants

A. Approve & Sign Treasurer's Warrant as shown below:

Town Invoices	AP2175	06/30/2021	\$102,246.41
	AP2202	07/20/2021	\$1,209,084.69
Total			\$1,311,331.10

B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as shown below:

State Fees & PR Benefits	AP2201	07/14/2021	\$18,210.02
Town Payroll	PR2201	07/09/2021	\$146,995.93
Total			\$165,205.95

C. Acknowledge Treasurer's School Board AP/Payroll Warrants as shown below:

School Invoices	#01	07/07/2021	\$145,687.43
School Payroll	#01	07/09/2021	\$59,636.44
Total			\$205,323.87

Grand Total			\$1,681,860.92
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X. Adjournment

The next scheduled meeting is at 6:30 p.m., Monday, August 2, 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=RmozZjBOVWhtUTQrRXR5QzFEZEEyQT09>

Meeting ID: 248 566 175

Password: 919872

One tap mobile

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

Dial by your location

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

Meeting ID: 248 566 175

Password: 919872

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

Board of Selectmen

Managers Memo

Location: Town Hall Meeting Room and via Zoom. See connection details on Agenda

Date: July 19, 2021

Time: 6:30 p.m.

Agenda details:

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

II. PUBLIC HEARINGS

None Scheduled

III. Post Public Hearing

None Scheduled

IV. Minutes

- a. Approval of Minutes of June 7, 2021
- b. Approval of Minutes of July 6, 2021

V. Appointments/Recognitions/Resignations

- a. Consider appointment of Decatur French as MEO 1 Truck Driver at a probationary rate of \$21.56 per hour increasing to a rate of \$22.69 per hour following completion of a sixth month probationary period.

VI. Consent Agenda

- a. Hancock County Commissioners Special Meeting Minutes of June 15, 2021
- b. Hancock County Commissioners Regular Meeting Agenda of July 6, 2021
- c. Action plan from the Sustainability committee
- d. Bypass notice- Municipal Waste (Residential)

V11. Selectmen's Reports

V111. Unfinished Business

- a. Memo from Bruce Riddell landscape architect on plans for landscaping at the Northeast Harbor Marina. Mr. Riddell was engaged by the Garden Club to assist with this project.
Consideration of execution and conveyance of an Easement between/from the Town of Mount Desert and the Great Harbor Maritime Museum a/k/ a The Great Harbor Collection Inc., to versant Power and Consolidated Communications of Northern New England Company LLC (d/b/a Consolidated Communications NNE), said easement to be used for overhead and underground utility purposes.

IX. New Business

- a. **Discussion of Forest Hill Cemetery Charter Amendment**- see memo from Attorney Patrick Lyons, Charter and By-Laws for Forest Hill Cemetery, and letter from Felecia Falt Secretary to the Treasurer of Forest Hills Cemetery. The State of Maine requires non-profit organizations include an article of dissolution in their charters. Forest Hills Cemetery appears to be financially sound but would like to designate the Town of Mount Desert to receive the property in the event of a dissolution. It would require a vote of Town Meeting for the Town to acquire the property.

- b. **Discussion of short -term rentals in the Town of Mount Desert-** William Hanley Chair of the Planning Board, Planning Consultant Noel Musson, and Code Enforcement Officer Kimberly Keene will participate in the discussion. **Several sample ordinances from Maine Communities are included in your meeting packet. The untitled one is from Cape Kittery.**

- c. **Update our current temporary COVID-19 personnel policies with changes to conform to the American Rescue Plan Act.** See memo from Attorney Rebecca LaPierre and the temporary policy update in your packet. This revision replaces our current Temporary COVID-19 policy.

A possible motion to: Replace the current COVID-19 temporary amendment to the personnel policy to conform to changes in the American Rescue Plan Act.

MINUTES

**Town of Mount Desert
Selectboard Meeting Minutes
Monday, June 7, 2021
Location: Zoom Meeting**

This Meeting was held via remote access.

Selectboard Members Present: Town Manager Durlin Lunt, Assessor Kyle Avila, Finance Director Jake Wright, Fire Chief Mike Bender, Ambulance Service Director Basil Mahaney, Police Chief Willis

Town Officials Present: Chair John Macauley, Matt Hart, Martha Dudman, Wendy Littlefield, Geoff Wood

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 6:31PM.

II. Minutes

A. Approval of Minutes of May 17, 2021

MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the May 17, 2021 Minutes as presented.

Motion approved 5-0.

III. Appointments/Recognitions/Resignations

A. Consider appointment of Sarah March to the Sustainability Committee effective June 7, 2021.

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, appointment of Sarah March to the Sustainability Committee effective June 7, 2021, as presented and with thanks.

Motion approved 5-0.

B. Consider appointment of Johannah Blackman to the Sustainability Committee effective June 7, 2021.

MOTION: Ms. Littlefield moved, with Mr. Hart seconding, appointment of Johannah Blackman to the Sustainability Committee effective June 7, 2021 as presented and with thanks.

Motion approved 5-0.

IV. Consent 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

1 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, acceptance of the Consent
2 Agenda as presented.

3
4 Motion approved 5-0.

5
6 **V. Selectmen's Reports**

7 Chair Macauley shared resident Gail Marshall's request to discuss brown tail moth concerns.

8
9 Ms. Marshall was in attendance. She explained the brown tail moth has become more prevalent
10 on Mount Desert Island. Not only is it a hazard to vegetation, it is also toxic to humans. People
11 in the community are voicing concern and asking for information. Other communities provide
12 information about the brown tail moth and ways to address the problem on their town websites.

13
14 Chair Macauley agreed a first step was to put something on the Town's website. Ms. Dudman
15 suggested the Town Manager check in with other communities to see what's being done
16 elsewhere. Resident Donna Reis believed a first step is to provide the community with
17 information on identification of the brown tail moth caterpillar and their nests. Ms. Marshall
18 agreed; there are resources from the State that explain and show the differences between the
19 brown tail moth and other caterpillars.

20
21 The Board agreed to look into the issue.

22
23 **VI. Unfinished Business**

24 *A. Extension of Temporary Agreement Between the Town of Mount Desert and the Maine*
25 *Department of Transportation, from September 6, 2021, through September 6, 2026.*

26 Manager Lunt noted the Board has already voted on this. The agreement requires signature.

27
28 *B. Discussion of Proposed Tobacco Free Policy for the Town of Mount Desert.*

29 Manager Lunt noted the Town was working on this when Covid halted progress. The policy
30 is the idea of Healthy Acadia. Other Towns have adopted similar policies. This policy
31 addresses all forms of tobacco and nicotine use. All Town property would prohibit tobacco
32 use.

33
34 Manager Lunt noted tobacco use is included in the personnel policy. This is a policy and not
35 an ordinance so there is little in the way of enforcement. This is more of an education effort;
36 signs would be placed to make the policy clear to employees and the public. Mr. Wood
37 believed buy-in was necessary too, so staff feel comfortable saying something to someone
38 violating the policy and know they are expected to do so. Manager Lunt promised to discuss
39 enforcement with employees.

40
41 MOTION: Ms. Dudman moved, with Mr. Wood seconding, adoption of the Tobacco Free
42 Policy for the Town of Mount Desert as presented.

43
44 Motion approved 5-0.

45
46 *C. Discussion of Memo of Maine to Adopt U.S. CDC's New COVID-19 Guidance.*

1 Manager Lunt noted that current Covid-related rules used by the Town are based on CDC
2 guidelines. Perhaps public meetings can be reinstated, while continuing Zoom use for those
3 who prefer it. He believed virtual meetings slow some of the Planning Board's process.
4

5 Manager Lunt preferred to continue to prohibit the public to access the Town Offices further
6 than the glass door currently in place, until the rules are further relaxed.
7

8 Following the CDC's guidelines those fully vaccinated would not be required to wear a mask
9 at a public meeting, but those not fully vaccinated would be expected to do so.
10

11 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, that from this point forward all
12 Board and Committee meetings for the Town of Mount Desert will allow in-person
13 attendees, with those fully vaccinated allowed to attend mask-free if they so choose, and
14 those not fully vaccinated be requested to continue to wear a mask.
15

16 Mr. Wood hoped the Town would look at the air circulation systems in the public spaces
17 where Town meetings might be held to ensure they function properly.
18

19 Zoom attendance will still be offered at public meetings as an option.
20

21 Motion approved 5-0.
22

23 *D. Memo from Finance Director, Jake Wright for recommendation to amend the 04/05/2021*
24 *meeting minutes to reflect prior Board approval of AP Warrant #2155.*

25 MOTION: Mr. Hart moved, with Mr. Wood seconding, amending the 04/05/2021 meeting
26 minutes to reflect prior Board approval of AP Warrant #2155, as presented.
27

28 Motion approved 5-0.
29

30 *E. Sign Extension of Temporary Easement Agreement with Maine Department of*
31 *Transportation.*

32 This Item is in relation to Item VI.A and no action is warranted.
33

34 *F. Modify May 4, 2021, minutes to reflect Treasurer Transition Information and Signatories*
35 *as outlined in memo from Finance Director, Jake Wright.*

36 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of modification of May
37 4, 2021 Minutes to reflect Treasurer Transition Information and Signatories as outlined in
38 memo from Finance Director, Jake Wright, as presented.
39

40 Motion approved 5-0.
41

42 VII. New Business

43 *A. Interior Department TOMD Advisory Commission Representative*

44 Advisory Commission Representative Kendall Davis provided information on his
45 appointment to the Acadia National Park Advisory Commission. The Commission's mission

1 is to advise the Park Service. The Selectboard can request Mr. Davis to bring issues or
2 concerns to the Commission for discussion. Mr. Davis has now attended several meetings.
3

4 Chair Macauley asked about the availability of Minutes or meeting transcripts. The Town
5 tends to get them late and several transcripts at a time. The Bylaws state Minutes are
6 distributed seven days prior to the next meeting. Mr. Davis promised to see if more timely
7 distribution can be accommodated.
8

9 *B. Integrating Parking Enforcement Systems*

10 Police Chief Willis is requesting to integrate the parking enforcement system with what is
11 used in Bar Harbor. Bar Harbor's system integrates parking meters, kiosks, and license plate
12 readers. Mount Desert would likely use just the ticketing platform. This would allow all
13 officers to use the same system. It enhances accountability and may increase the percentage
14 of fines being paid. An officer that manages the system is already in place. Additionally, the
15 system will allow for the Harbormaster's staff to assist with policing of the marina. The
16 Town would pay an implementation fee with the amount requested and will have to buy an
17 electronic device for the system.
18

19 MOTION: Ms. Dudman moved, with Mr. Hart seconding, to authorize Chief Willis to
20 implement the plan as presented and to authorize the release and expenditure of funds not to
21 exceed \$8,500.00 from GL Account Number 4040100-24405 Police Equipment Reserve,
22 with a current balance of \$87,403.00, as presented.
23

24 Motion approved 5-0.
25

26 *B. Request for Temporary Stipend for Front Office Employees*

27 Finance Director Jake Wright explained this request was connected to the extended absence
28 of the Town Clerk. This absence is being filled by front office staff. Front office staff is
29 balancing the Town Clerk's duties between them, minus the two days a week Joelle Nolan
30 has been able to help out. Staff is providing additional value and are under a heavier than
31 normal workload. Their efforts are a benefit in the long run because this is allowing for
32 redundancy in the position, leading to less downtime when anyone is absent; however, there
33 is a cost to the staff. Director Wright provided his calculations explaining how he reached
34 the suggested stipend amount.
35

36 Staff has had days where they've stayed later and come in earlier. They feel it's more
37 difficult to get the work done in their allotted time. Hourly employees are paid overtime.
38 Director Wright hoped to compensate them for the value the Town is receiving from staff, as
39 opposed to simply the hours worked. It's a lot to ask staff to simply work more hours to
40 cover the extra work required of them.
41

42 Chair Macauley voiced concern at paying staff hourly overtime and also a stipend. It is
43 unclear whether additional duties are outside the scope of their job description, or if the extra
44 duties were new duties, or extensions of duties already being done. Director Wright offered
45 to find out what additional work staff was doing could be considered new duties.
46

1 Mr. Wood noted the stipend amount based on a 40-hour work week equates to an extra \$6.00
2 an hour per employee. Director Wright agreed. His calculations were based on the logic of
3 additional workload. He believed this amount equates to the value received by the Town.
4

5 Mr. Hart agreed it was a unique situation, and staff are trying to do the best they can. In a
6 small workplace when such things happen it is normal for all to pitch in with extra help. Mr.
7 Hart suggested that if staff must work extra hours, then the Town should figure out how to
8 appropriately compensate them for the extra hours. A second concern was the suggestion
9 that should a new Town Clerk fill the position the stipend be continued as a new employee is
10 trained. Is this perhaps setting precedent for other types of stipend to compensate leave in
11 other departments?
12

13 Mr. Wood suggested that as an alternative, perhaps consider a bonus or gift of appreciation at
14 the end of the time the Town is without a Clerk.
15

16 Ms. Littlefield noted that stipends are a large part of the school's budget. She worried that it
17 would set a precedent for other situations in other departments in which a stipend might be
18 requested.
19

20 Mr. Hart believed the situation could provide an opportunity for the Town to re-evaluate the
21 front office positions and better disburse the tasks. With new tasks, new rates of pay may be
22 necessary.
23

24 Director Wright appreciated the discussion and promised to reassess the situation. He noted
25 the position was a difficult one to find a temporary employee for. The work involved takes
26 years of training and understanding.
27

28 *C. Informational Update from Kathy Miller of the Broadband Committee, including request*
29 *of approval for identified outreach efforts*

30 Ms. Miller reported that the Broadband Committee has been reinvigorated. They have
31 reached out to the Island Institute. The Island Institute has been working with Maine coastal
32 communities and islands to expand the broadband capacity. With their help and input, Vetro
33 Fibermax has reached out to the Committee to see if the Town would like to participate in
34 their program. Vetro is a Maine-based company working with communities and businesses
35 to help map out broadband systems. The Town's consultant, Casco Bay Advisors,
36 recommended Vetro to the Town. The Committee has been working with Vetro at no cost to
37 the Town.
38

39 Vetro is offering to map what fiber to a home or premises system would look like if the
40 Town chose to pursue that route. Their design will assume that the Town has nothing
41 currently in place. Vetro has presented some parameters for the Town's review. Ms. Miller
42 noted that a central office would be required for any system Vetro might design.
43

44 The Broadband Committee recommends moving forward with the auto-design in general and
45 suggest that the Somesville Fire Department building might be the right place for central

1 office space. If the Board chooses to make such a recommendation, community engagement
2 can be addressed.

3
4 Central office space does not have to be large. It will require power and a generator. The
5 space will be a hub for the fiber to move through.

6
7 Chair Macauley recalled previous conversations regarding outsourcing the work versus
8 having the Town administer the broadband itself. It was deemed at that time the Town did
9 not want to have to own and maintain infrastructure. Ms. Miller reported the issue has not
10 been discussed. It ties in with questions such as what the Town currently has, what the Town
11 wants, and how it will get there. The Town must decide if it wants to rely on current
12 providers to expand their services or do it independently. The Broadband's hope is to create
13 an infrastructure that is "future-proof". Upcoming technology should work with fiber optic
14 cable and will be accessible to anyone wanting it and is affordable and relatively easy to use.
15 The Committee is not far enough along in the process to talk about whether this is something
16 the Town should pay for and operate or hire someone else to do so. Part of the process will
17 be to reach out to other area communities to gauge their interest.

18
19 The work done by Vetro will provide information on what it will take to reach every home in
20 Mount Desert.

21
22 The project connecting the Mount Desert and Bar Harbor Police Departments via fiber is
23 intended to work together with this work. Bar Harbor's goal is to connect their Municipal
24 departments, and both police departments to the Mount Desert Town Office. Such a network
25 would be a good first step towards expanding a fiber system to Bar Harbor residents.

26
27 Mr. Hart pointed out it was a free design and a starting point.

28
29 Ms. Miller noted a next step was to survey Mount Desert property owners. Island Institute
30 recommends holding a series of public meetings. Incumbent providers would also be
31 contacted. It was hoped the meetings can be held on behalf of the Town and using the
32 Town's Zoom links. Ms. Miller hoped for town approval of the meetings.

33
34 A study was done in 2015. To bring the consultant from that study back to update their
35 information would be quite expensive. Grants are being looked at for the work as well.

36
37 The Board's consensus was that the Boardband Committee should move forward on both
38 accounts; continue with the auto-design and to hold the public meetings.

39
40 *D. Request to close the Town Office on June 21, 2021, to facilitate going live with Cash*
41 *Receipting Software.*

42 Director Wright noted this was the software contractor's recommendation. This software is
43 for cash receipting. It will tie in with the Munis software and does financial reporting.
44 Director Wright felt closing down to work through the software was preferable to having
45 customers tied up with trouble shooting and problems associated with downloading new
46 software. All workstations can be set up at once this way.

1
2 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of the request to
3 close the Town Office on June 21, 2021, to facilitate going live with Cash Receipting
4 Software, as presented.
5 Motion approved 5-0.
6

7 *E. Backroads, Lynny Kramm Public Space Special Event Application- Suminsby Park Use*
8 *of Suminsby Park for Picnic Lunches, Various dates starting June 12, 2021 through*
9 *October 11, 2021*

10 Ms. Dudman stated her opposition to the request. Suminsby Park is a quiet place for families
11 and small group use. She saw no point in tying the area up with a group that brings very
12 little benefit to the Town.
13

14 Mr. Hart agreed. He noted the use of the marina for this group has already been problematic.
15 They are requesting 30 days of usage that comes with no economic benefit to the Town of
16 Mount Desert. It's too large an operation for a small area like Suminsby Park.
17

18 Backroads representative Lynny Kramm noted she was happy to answer any questions or
19 concerns.
20

21 Chair Macauley agreed with Ms. Dudman and Mr. Hart. Such a request is taking a sizable
22 amount of the Town's resources and with very little benefit to the Town.
23

24 Ms. Kramm stated Backroads has been coming to Mount Desert Island for decades. She was
25 unaware of the concerns. She asked what the objections have been. Perhaps they can be
26 addressed.
27

28 Ms. Littlefield noted the number of dates requested is sizable. The park is small for the vans.
29 It would likely result in Suminsby Park essentially shutting down for the group. Very little
30 else could occur in the space while they are there.
31

32 Mr. Hart asked what the benefit of approving the request brings to the Town of Mount
33 Desert. Ms. Kramm felt the benefit is bringing the guests to the broader area and not just the
34 Town.
35

36 Mr. Wood pointed out that the lunch provided is not purchased in Mount Desert. Other
37 meals and hotels purchased are not in Mount Desert. The marina when occupied by
38 Backroads becomes semi-private and treated as though it is for Backroads' exclusive use. To
39 be a better partner, perhaps some research could be done to find ways to partner with Mount
40 Desert. The use is a burden to the Town with very little benefit.
41

42 Ms. Dudman pointed out that using a local restaurant or hotel might result in an alternative
43 parking site for the group.
44

45 Chair Macauley noted Bar Harbor has areas that might be better for setup, like the ballfield.
46

1 Ms. Kramm stated these concerns were only recently brought to her attention. Additionally,
2 she apologized for the late receipt of the application. She has had no opportunity to look for
3 alternative sites. She hoped to find a site in Town that does not negatively impact residents.
4

5 Harbor Committee Representative Howie Motenko noted Backroads was given a conditional
6 permit last year due to these issues. Other bicycle companies use housing and the ferry
7 service in Town. Additionally, the application clearly requests a 30-day notice of submittal
8 to the Town.
9

10 Ms. Dudman suggested Backroads look for a restaurant with a large outdoor parking area and
11 perhaps come to an agreement with them.
12

13 Ms. Kramm asked if there were another park-like site more amenable to the Town, perhaps
14 with a local catered lunch provided. The Board could think of no alternative sites that would
15 meet the company's needs.
16

17 A few businesses were suggested for use, including Abels' Lobster Pound and the high
18 school.
19

20 Harbor Committee Member Jim Black added that Backroads staff would arrive in town
21 ahead of time and commandeer the picnic tables intended for public use. They keep the
22 tables for several hours, allowing no one else to use them. Ms. Kramm noted the group is no
23 longer arriving ahead of time in an effort to create less impact.
24

25 Ms. Kramm asked if fewer trips would make a difference. Chair Macauley stated the idea
26 could not be considered without more information. He noted the number of days requested
27 equals roughly a quarter of the summer. There is no return to the Town for this use.
28

29 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of Public Space
30 Special Event Application- Suminsby Park Use of Suminsby Park for Picnic Lunches,
31 Various dates starting June 12, 2021 through October 11, 2021, as presented.
32

33 Motion denied, 0-5 (Full Board Opposed)
34

35 *F. Request authorization to pay Invoice #237351 to Kofile Technologies for Historic*
36 *Preservation Payment in the amount of \$15,000.00.*

37 Manager Lunt noted the amount was budgeted. The project is approximately 50% done.
38 Once done, there will be some maintenance. Some of the documents are quite old and
39 fragile.
40

41 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, authorization to pay Invoice
42 #237351 to Kofile Technologies for Historic Preservation Payment in the amount of
43 \$15,000.00, as presented.
44

45 Motion approved 5-0.
46

1 *G. Authorization to Increase the Hourly Rate for all On-Call Firefighters from \$14.08 an*
2 *hour to \$18.00 an hour, effective June 14, 2021*

3 MOTION: Ms. Dudman moved, with Mr. Wood seconding authorization to Increase the
4 Hourly Rate for all On-Call Firefighters from \$14.08 an hour to \$18.00 an hour, effective
5 June 14, 2021, as presented.

6
7 This payrate is for the times a firefighter participates in training and responds to a call. If an
8 on-call firefighter fills in for a full-time firefighter's shift their pay is \$26.00 per hour for that
9 time. Response to a call is paid out for a minimum of two hours' time.

10
11 Motion approved 5-0.

12
13 *H. Authorization to apply for and operate the Mount Desert Fire Department as a Non-*
14 *Transport Emergency Medical Responder Level Service*

15 Fire Chief Bender noted this was in response to facilitating more effective assistance to the
16 Ambulance Service. There are some Ambulance Service personnel cross-training as well.

17
18 Ambulance Service Director Basil Mahaney noted there is a shortage of EMS staff in Maine.
19 If the Fire Department is able to help out it can only be a benefit to the Town.

20
21 MOTION: Ms. Littlefield moved, with Mr. Wood seconding to apply for and operate the
22 Mount Desert Fire Department as a Non-Transport Emergency Medical Responder Level
23 Service, as presented and with thanks.

24
25 Motion approved 5-0.

26
27 *I. Liquor License Renewal - Eliza Bishop d/b/a Milk & Honey (Milk and Honey Kitchen*
28 *LLC) 3 Old Firehouse Lane, Northeast Harbor*

29 MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval of Liquor License
30 Renewal - Eliza Bishop d/b/a Milk & Honey (Milk and Honey Kitchen LLC) 3 Old
31 Firehouse Lane, Northeast Harbor, as presented.

32
33 Motion approved 5-0.

34
35 *K. Discussion with Mount Desert Elementary School Students concerning the potential of*
36 *having a Rainbow Pride Crosswalk in front of the Elementary School.*

37 Mount Desert Elementary School students presented their request to the Selectboard; the
38 painting of a rainbow crosswalk crossing from the Northeast Harbor Library to the
39 elementary school, as a sign of support for the LGBTQ+ community, as a way to identify
40 Mount Desert as a welcoming community, and to celebrate and acknowledge the differences
41 in the community. Other communities such as Castine, Ellsworth, and Bar Harbor have
42 similar crosswalks. Healthy Acadia has offered to sponsor the project and fundraise for the
43 paint.

44
45 A letter from the Public Works Director shared two options for the crosswalk; using colored
46 chalk between the white lines of the crosswalk, or using colored paint embedded with

1 reflective beads between the white lines of the crosswalk. The white crosswalk is required to
2 remain for safety reasons. The students preferred the permanence of reflective paint.
3 Fundraising for the paint will be required; however, the students hope to get the crosswalk
4 painted as soon as possible. Further discussion with the Town is necessary to determine the
5 appropriate materials to use and the safety precautions regarding painting the road.
6

7 Mr. Hart believed that if the students worked hard with their fundraising to help offset the
8 cost of the paint, the Public Works Director would be willing to have Public Works staff do
9 the painting. This would ensure it's done in a professional and appropriate manner.
10

11 Ms. Littlefield suggested using colored chalk. This would allow the Town to react to the
12 crosswalk and assess safety. She noted the crosswalk was in heavy use by students and
13 community. She believed some painted crosswalk designs are distracting. Teacher Shannon
14 Westphal believed coloring between the lines with road chalk would be more time
15 consuming and unsafe. In researching the issue no data was found showing a rainbow
16 crosswalk is less safe than a traditional crosswalk. The students' idea is a simple white
17 crosswalk with rainbow paint between the crosswalk lines. Ms. Littlefield believed more
18 information was necessary regarding safety.
19

20 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the request by the
21 Mount Desert Elementary School students to have a Rainbow Pride Crosswalk in front of the
22 Elementary School, as presented.

23 Motion approved 4-1 (Littlefield Opposed).
24

25 **VIII. Other Business**

26 There was No Other Business.
27

28 **IX. Treasurer's Warrants**

29 *A. Approve & Sign Treasurer's Warrant AP2168 in the amount of \$169,707.86*

30 MOTION: Mr. Wood moved, with Mr. Hart seconding approval and signature of Treasurer's
31 Warrant AP2168 in the amount of \$169,707.86, as presented.
32

33 Motion approve 5-0.
34

35 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2165,*
36 *AP2166, AP2167, and PR2127 in the amounts of \$5,080.67, \$72,195.31, \$12,061.16 and*
37 *118,951.00, respectively*

38 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of Signed Treasurer's
39 Payroll, State Fees, & PR Benefit Warrants AP2165, AP2166, AP2167, and PR2127 in the
40 amounts of \$5,080.67, \$72,195.31, \$12,061.16 and 118,951.00, respectively, as presented.
41

42 Motion approved 4-0-1 (Littlefield in Abstention)
43

44 *C. Acknowledge Treasurer's School Board AP/Payroll Warrants #13, #24, and #25 in the*
45 *amounts of \$69,311.85, 173,613.88 and \$92,653.83, respectively*

1 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, acknowledgement of
2 Treasurer's School Board AP/Payroll Warrants #13, #24, and #25 in the amounts of
3 \$69,311.85, 173,613.88 and \$92,653.83, respectively, as presented.
4

5 Motion approved 5-0.
6

7 **X. Adjournment**

8 MOTION: Ms. Dudman moved, with Mr. Hart seconding, to adjourn the meeting.
9

10 Motion approved 5-0.
11

12 The Meeting adjourned at 8:14PM.
13

14 Respectfully Submitted,
15

16
17
18 Wendy Littlefield

**Town of Mount Desert
Selectboard Meeting Minutes
Monday, July 6, 2021**

Selectboard Members Present: Geoff Wood, Matt Hart, Martha Dudman, Wendy Littlefield. Chair John Macauley arrived later in the Meeting.

Town Officials Present: Town Manager, Durlin Lunt, Tax Assessor Kyle Avila, CEO Kimberly Keene, Police Chief Jim Willis, Ambulance Director Basil Mahaney, Public Works Director Tony Smith, Fire Chief Mike Bender

Members of the public were also in attendance.

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

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

II. Executive Session

A. 1 M.R.S. 405 (6) (F) Consultation with Legal Counsel

MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, to enter into Executive Session.

Motion approved 4-0.

The Board entered into Executive Session at 6:00PM.

The Board left Executive Session at 6:31PM.

MOTION: Ms. Dudman moved, with Mr. Wood seconding, to take Item VIII.G out of order.

Motion approved 4-0.

III. Minutes

A. Approval of Minutes of June 21, 2021

MOTION: Ms. Littlefield moved, with Mr. Wood seconding, approval of the Minutes of June 21, 2021 as presented.

Motion approved 4-0.

IV. Appointments/Recognitions/Resignations

A. Appointment of Robert Norwood as Municipal Firefighter/EMT at rate of \$25.97 per hour probationary rate and a 5% increase after successful completion of six-month probation period.

MOTION: Ms. Littlefield moved, with Mr. Wood seconding, appointment of Robert Norwood as Municipal Firefighter/EMT at a rate of \$25.97 per hour probationary rate and a 5% increase after successful completion of six-month probation period, as presented and with thanks.

Motion approved 5-0.

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B. Boards and Committee Appointments

MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of the Boards and Committee Appointments as presented, and with the addition of Matt Hart as ex officio member of the Economic Development Committee. Motion approved 5-0.

C. Consideration of the appointment of Matthew Leeman as a summer helper in the Public Works Department, primarily in the Waste Management Division, effective July 6, 2021, and continuing through November 30, 2021, at an hourly rate of \$18.00 per hour.

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, appointment of Matthew Leeman as a summer helper in the Public Works Department, primarily in the Waste Management Division, effective July 6, 2021, through November 30, 2021, at an hourly rate of \$18.00 per hour, as presented. Motion approved 5-0.

D. Appointment of Elizabeth Yeo as Interim IFW/Moses Agent

MOTION: Mr. Wood moved, with Ms. Dudman seconding, appointment of Elizabeth Yeo as Interim IFW/Moses Agent, as presented. Motion approved 5-0.

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

A. Highway Superintendent Monthly Reports for May and June

B. Municipal solid waste bypass update and reminder

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

VI. Selectmen’s Reports

Mr. Hart reported hearing concerns from a business owner in Northeast Harbor regarding cars being parked on Main Street and left all day. They wondered if 2-hour parking signs could be put up. Police Chief Willis agreed to look into it and get the signs placed.

Chair Macauley reported seeing the Backroads Bicycle Tour vans in Northeast Harbor. Their permit had been denied. Ms. Littlefield reported that Backroads reached an agreement with the Nor’easter Restaurant. Tour groups are eating lunch there and using the restaurant’s parking area for setup.

VII. Unfinished Business

A. Sign Public Works Three Year Agreement: Mount Desert & Local 340: 7-1-21 thru 06-30-24

1 Town Manager Lunt reported the agreement was approved at the last meeting. It
2 now needs signatures.

3
4 MOTION: Ms. Dudman moved, with Mr. Hart seconding, signature of the Public
5 Works Three Year Agreement: Mount Desert & Local 340: 7-1-21 thru 06-30-24,
6 as presented.

7 Motion approved 4-0-1 (Littlefield in Abstention).
8

9 **VIII. New Business**

10 *A. Requests from Seal Harbor Residents to form a Traffic Committee in Seal*
11 *Harbor*

12 Ms. Dudman noted Traffic Committee members for the entire Town of Mount
13 Desert were just approved by the Board.

14
15 Chief Willis reported his plans to work with the Seal Harbor residents. If Police
16 authority can't address their concerns, perhaps some changes to the Ordinance can
17 be considered.

18
19 Manager Lunt suggested those interested in a Traffic Committee can be invited to
20 join the Traffic Committee already in place.

21
22 Mr. Hart hoped some long-term solutions could be formulated and presented by the
23 Committee.

24
25 It was noted the Traffic Committee has not met recently.

26
27 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, to reach out to
28 concerned residents, in Seal Harbor and elsewhere, regarding joining the Traffic
29 Committee and call for a meeting.

30 Motion approved 5-0.
31

32 *B. Request from Sustainability Committee to Endorse Action Plan in Support of the*
33 *Emergency Climate Action Plan*

34 Sustainability Committee Chair Phil Lichtenstein reminded the Board that the
35 Climate Declaration presented at Town Meeting was approved and signed. He
36 suggested a first step of conducting an energy audit on the Highway Garage. Such
37 a thing would consist of working with the Public Works Director to bring in an
38 auditing company who would then provide recommendations.

39
40 Additionally, there have been discussions with the Fire Chief regarding the new
41 building.

42
43 Mr. Lichtenstein suggested Department Heads could be invited to Sustainability
44 Committee meetings to discuss the issue. The Committee has no voting authority.
45 The Town Manager and Selectboard will have to be involved as well. While groups

1 like A Climate To Thrive and people like Dwight Lanpher can be resources to the
2 Town, the Board must make the decisions.

3
4 MOTION: Ms. Dudman moved, with Mr. Wood seconding, to endorse the
5 Sustainability Committee’s Action Plan in Support of the Emergency Climate
6 Action Plan and support the efforts of the Sustainability Committee as they move
7 forward with that plan.
8 Motion approved 5-0.
9

10 *C. Public Space Special Event Application – The Parish of St. Mary’s & St. Jude’s*
11 *Annual Picnic – Sept 12, 2021, Suminsby Park*

12 MOTION: Mr. Hart moved, with Mr. Wood seconding, approval of Public Space
13 Special Event Application – The Parish of St. Mary’s & St. Jude’s Annual Picnic –
14 Sept 12, 2021, Suminsby Park, as presented.
15 Motion approved 5-0.
16

17 *D. Public Space Special Event Application – Help Portrait MDI – Sept 25, 2021,*
18 *rain date Sept. 26, 2021, Seal Harbor Village Green*

19 MOTION: Mr. Wood moved, with Ms. Dudman seconding, approval of Public
20 Space Special Event Application – Help Portrait MDI – Sept 25, 2021, rain date
21 Sept. 26, 2021, Seal Harbor Village Green, as presented.
22 Motion approved 5-0.
23

24 *E. Request Authorization for the Local Emergency Management Director to apply*
25 *for and, if approved, accept a FEMA COVID-19 Public Assistance Funding*
26 *Project for eligible expenses related to COVID-19 protective measures.*

27 Fire Chief Bender confirmed most of the eligible expenses were for covering
28 wages.
29

30 MOTION: Mr. Wood moved, with Ms. Dudman seconding, authorization for the
31 Local Emergency Management Director to apply for and, if approved, accept a
32 FEMA COVID-19 Public Assistance Funding Project for eligible expenses related
33 to COVID-19 protective measures, as presented.
34 Motion approved 5-0.
35

36 *F. Presentations and Discussion of the Conceptual Plans for the Proposed*
37 *Somesville Fire Station Renovation*

38 Chief Bender presented conceptual plans for the Somesville Fire Station
39 renovations. The goal is to provide for living quarters at the station. It was a one-
40 story renovation plan. Engineering studies were not done to determine whether a
41 second story is a viable option. Such a study will increase costs and likely add to
42 the building footprint.
43

44 It was noted the community space in the building will be eliminated to achieve the
45 space necessary. The community space is used frequently. Additionally, it is the
46 space used for voting.

1
2 Ms. Dudman thought the plan was a good one. More space can be added at a future
3 point. Mr. Hart agreed the renovated space will achieve the goal of maintaining
4 coverage during the expansion of the Northeast Harbor station.
5

6 Chief Bender expected to have bids back by November.
7

8 Mr. Lichtenstein worried about the loss of the community space, particularly
9 considering its use for voting. It was suggested that discussion of the issue could be
10 held at the Special Town Meeting.
11

12 Mr. Wood was surprised to hear the community space would be lost. Perhaps an
13 engineering study to review a second-floor addition should be considered. Mr. Hart
14 believed that in light of the upcoming changes to the Ambulance service, providing
15 space for Ambulance has to be the priority over community space.
16

17 Resident James Bright opposed the idea of two manned stations. It was noted that
18 considering the Town's size, and the fact that the Ambulance will be absorbed by
19 the Town in the near future, the space was deemed necessary. The Somesville
20 renovations were occurring to better accommodate staff while the Northeast Harbor
21 improvements were underway.
22

23 Mr. Bright maintained that two stations do not make sense. He voiced concern that
24 some Ambulance staff might be losing their jobs.
25

26 Chief Bender explained that there would be cross-training for Fire and Ambulance.
27 The Ambulance Service will be absorbed into the Town. This requires four staff
28 members for coverage – two Fire and two Ambulance. If four are to be used for
29 coverage, splitting them up provides better coverage for the Town. Additional
30 truck bays are not needed.
31

32 Mr. Wood noted that the decisions the Town has reached are the product of many
33 lengthy discussions and data collection. The closure of the Ambulance Service
34 sparked further discussion on keeping the departments viable. It was found to be
35 unfeasible to build one large station. The option of a downscaled fire station
36 renovation in Northeast Harbor and a remodel of the Somesville station was
37 deemed the best-case scenario.
38

39 Mr. Dudman agreed. She noted the Somesville fire station property has land and
40 room for potential future expansion.
41

42 Ambulance Director Basil Mahaney noted that two Ambulance personnel on call is
43 not an increase in numbers. Ambulance calls make up most calls and having two
44 sites from which to respond can improve response times.
45

1 Chief Bender noted the project could be ready for bidding by early Fall. If the
2 Board prefers, the project can backtrack, and engineering studies can be requested
3 for the feasibility of a second story.
4

5 Mr. Wood believed the community space at the Somesville Fire Station was
6 important to the Town. Chief Bender agreed to look into the feasibility of adding
7 community space while keeping the building one-story. Because the remodeling
8 was designed to be a small project creating a satellite station, the intent has been to
9 keep it simple.
10

11 MOTION: Mr. Hart moved, with Ms. Dudman seconding, to continue moving
12 forward with the Conceptual Plans for the Proposed Somesville Fire Station
13 Renovation, as presented, and authorize Chief Bender to explore the option of
14 adding a community room to the space, similar in size to the current space.
15

16 Motion approved 5-0.
17

18 Chair Macauley proposed moving to Item VIII.J next.
19

20 *G. Fisher Violation Matter*

21 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, authorization
22 of CEO Keene to move forward with action regarding the Fisher Violation
23 Matter as discussed in Executive Session.
24

25 Motion approved 4-0.
26

27 *H. 1. Consideration of awarding our FY-22 paving contract to Northeast Paving in*
28 *the amount of \$389,142 to be paid for from the Public Works Departments*
29 *Highway Divisions FY-22 appropriations paving budget Account Number*
30 *1550100-53250.*

31 *2. Consideration of authorizing Public Works Director Tony Smith to expend*
32 *the remaining balance of \$20,858 of the FY-22 paving budget based on his*
33 *discretion to pay for, for example, any increase in the amount of pavement used*
34 *by the contractor should the bid quantities be exceeded due to the existing*
35 *condition of the road surfaces, an increase in liquid asphalt costs based on the*
36 *escalator clause or, paving another yet to be identified location.*
37

38 *3. Consideration of authorizing Public Works Director Tony Smith sign the*
39 *contract with Northeast Paving on behalf of the Town.*

40 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding,
41 1. Awarding FY-22 paving contract to Northeast Paving in the amount of
42 \$389,142.00 to be paid for from the Public Works Departments Highway
43 Divisions FY-22 appropriations paving budget Account Number 1550100-
44 53250.
45

46 2. Authorizing Public Works Director Tony Smith to expend the remaining
balance of \$20,858.00 of the FY-22 paving budget based on his discretion to

1 pay for, for example, any increase in the amount of pavement used by the
2 contractor should the bid quantities be exceeded due to the existing condition of
3 the road surfaces, an increase in liquid asphalt costs based on the escalator
4 clause, or paving another yet to be identified location.

5 3. Authorizing Public Works Director Tony Smith sign the contract with
6 Northeast Paving on behalf of the Town.

7 As presented.

8 Motion approved 5-0
9

10 I. *Authorize Select Board Secretary Wendy Littlefield to sign Revised Corporate*
11 *Authority Document with First Advisors*

12 MOTION: Mr. Wood moved, with Ms. Dudman seconding, authorization of
13 Select Board Secretary Wendy Littlefield to sign Revised Corporate Authority
14 Document with First Advisors, as presented.

15 Motion approved 5-0.
16

17 J. *Discussion concerning cybersecurity for the Town of Mount Desert- Robert*
18 *Bickmore of Haley Ward, Inc IT Consultant for the Town of Mount Desert. See*
19 *list of cybersecurity prevention steps taken in 2021 in your packet.*

20 Manager Lunt furnished a list of cybersecurity prevention steps the Town has
21 taken so far.

22
23 Haley Ward Inc. Representative Robert Bickmore reported on the uptick on
24 cybersecurity ransomware. The best defense is multiple layers of defense, but
25 too many can prove problematic for staff.
26

27 A variety of prevention steps implemented by the Town so far were shared with
28 the Board.
29

30 Mr. Bickmore believed the Town is doing a good job at cybersecurity. There
31 are no large holes in the security being implemented. The biggest risk is with
32 the end users.
33

34 K. *Consideration of retaining Haley Ward, Inc to provide engineering services to*
35 *assess the well and groundwater conditions at the Mount Desert Fire Station #3*
36 *and authorize the Fire Chief use of unencumbered balance of \$ 53,992.66 to*
37 *pay for these services.*

38 Chief Bender explained the Motion should read that the amount shall be up to
39 and not to exceed \$7,000.00. The Unencumbered Balance is \$53,992.66.
40

41 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, retaining Haley
42 Ward to provide engineering services to assess the well and groundwater
43 conditions at the Mount Desert Fire Station #3, and authorize the Fire Chief use
44 of up to and not to exceed \$7,000.00 from Account #4040300-24470, to pay for
45 these services, of which there is an unencumbered balance of \$ 53,992.66.
46 Motion approved 5-0.

1
2 L. Move signature (one signature required) for 2021 Audit Engagement Letter
3 from James Wadman

4 MOTION: Mr. Wood moved, with Ms. Dudman seconding, Signature for 2021
5 Audit Engagement Letter from James Wadman, as presented.

6 Motion approved 5-0.

7
8 **IX. Other Business**

9 A. Such other business as may be legally conducted

10 Resident Steve Pinkham voiced concern over a lack of Harbormaster Presence at
11 the Seal Harbor harbor. It was his recollection that the Assistant Harbormaster
12 position was created to allow for better coverage, but it did not appear to be
13 happening.

14
15 Ms. Littlefield suggested the issue be added to a future Agenda to allow the
16 Harbormaster to be present for the discussion. It was agreed to do so.

17
18 **X. Treasurer's Warrants**

19 A. Approve & Sign Treasurer's Warrant as shown below:

Town Invoices	AP2174	6/30/2021	\$153,216.15
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20
21 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, approval and
22 signature of the Treasurer's Warrant as shown above.
23 Motion approved 5-0.

24
25 B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as
26 shown below:

State Fees & PR Benefits	AP2172	6/23/2021	\$71,935.18
State Fees & PR Benefits	AP2173	6/30/2021	\$6,391.50
Town Payroll	PR2129	6/25/2021	\$137,056.79
Void/Reissue	PR2129A	4/30/2021	---
Total			\$215,383.47

27
28 MOTION: Mr. Wood moved, with Mr. Hart seconding, approval of signed
29 Treasurer's Payroll, State Fees, and PR Benefit Warrants, as shown above.
30 Motion approved 4-0-1 (Littlefield in Abstention)

31
32 C. Acknowledge Treasurer's School Board AP/Payroll Warrants as shown below:

School Invoices	#14	6/23/2021	\$16,928.77
Total			

33

Grand Total			\$385,528.39
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34
35 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, acknowledgement of
36 Treasurer's School Board AP/Payroll Warrants as shown above.
37 Motion approved 5-0.

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XI. Adjournment

MOTION: Ms. Dudman moved, with Mr. Hart seconding, adjournment.
Motion approved 5-0.

The Meeting adjourned at 8:00PM.

Respectfully Submitted,

Wendy Littlefield

APPOINTMENTS

RECOGNITIONS

RESIGNATIONS



Town of Mount Desert

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

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

www.mtdesert.org director@mtdesert.org

MEMO

To: Durlin Lunt, Town Manager
From: Tony Smith, Public Works Director
Re: Change in Employee Position
Date: July 7, 2021

Refuse Packer Truck Driver Decatur French recently responded to the in house posting of our vacant MEO I (Motor Equipment Operator I) position in the Highway Division of Public Works. Based on his recent interview with Highway Superintendent Ben Jacobs and me, his willingness to learn how to safely plow snow, his construction experience and, his positive rapport with the members of the Public Works crews in general, I recommend that Decatur be moved from his current position as a Refuse Packer Truck Driver to the vacant MEO I position effective July 19, 2021.

He understands he is subject to the mandatory six-month probationary period as an MEO I with a pay rate of \$21.56 per hour, increasing to the regular rate of \$22.69 per hour after successful completion of the probationary period. Decatur has agreed to continue working in his current position as a Refuse Packer Truck Driver until such time we are able to fill that position with the understanding that he is on record as an MEO I. As established by past practice, this change is not required to be made by the Selectboard. As such, I ask that this e-mail be placed in the Consent Agenda portion of their July 19, 2021, meeting.

I am pleased with Decatur's interest in making this move; he is a hard worker and will work well with the other crew members.

Cc. Jennifer Buchanan, Deputy Clerk
Claire Woolfolk, Town Clerk
Jake Wright, Finance Director
Ben Jacobs, Hwy. Supt.

CONSENT AGENDA

COMMISSIONERS SPECIAL MEETING

Learn more about **HANCOCK COUNTY** by visiting
www.hancockcountymaine.gov

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 June 15, 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.

Adjustments to agenda: none.

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

Public Comment: none

Meeting Minutes:

MOTION: Move to approve the minutes of the June 1, 2021 Regular Meeting as presented (Paradis/Wombacher 3-0, motion passed)

Employee Recognition:

MOTION: Move to recognize and thank Assistant Jail Administrator Frank Shepard for his 15 years of exemplary service to Hancock County (Paradis/Wombacher 3-0, motion passed)

MOTION: Move to recognize and thank Corrections Officer Michael Pileski for his 15 years of exemplary service to Hancock County (Paradis/Wombacher 3-0, motion passed)

Commissioners:

Discussion on Opening the Courthouse / Removing Restricted Access-

The State of Maine has lifted restrictions regarding wearing masks and most businesses no longer require them, although the courts are mandating that everyone wear masks, regardless of vaccination status. The Commissioners agreed to remove restrictions to County offices and encourage those who are not vaccinated to wear a mask. The Courts will continue to mandate mask wearing, per their own policy.

MOTION: Move to open the Courthouse as of June 28, 2021, removing restricted access as outlined by Administrator Adkins and kindly request that both staff and the public who are not vaccinated wear masks in common areas such as hallways (Paradis/Wombacher 3-0, motion passed)

Deeds:

MOTION: Move to hire Hannah Knight of Eastbrook as temporary project Deeds Clerk at the rate of \$15 per hour, paid entirely out of surcharge account #G1-3021-60, effective June 12, 2021 as recommended. (Paradis/Wombacher 3-0, motion passed)

MOTION: Move to hire Moira Sankey of Surry as temporary project based Deeds Clerk at the rate of \$15 per hour, paid entirely out of surcharge account #G1-3021-60, effective June 12, 2021. (Paradis/Wombacher 3-0, motion passed)

District Attorney:

MOTION: Move to hire Lynn King of Mount Desert as Victim Witness Advocate at grade / step 11C, effective June 26, 2021 as recommended. (Paradis/Wombacher 3-0, motion passed)

Airport:

MOTION: Move to approve the purchase of 12 sets of Beam Chair Seating with total of 28 seats from K-Log Inc. of Zion, IL for a total price of \$8,021.09 from reserve account G2-3010-54 as outlined and recommended by the Airport Manager. (Paradis/Wombacher 3-0, motion passed)

MOTION: Move to accept the resignation of Airport Maintenance Kenneth (Frank) Evenson, effective June 8, 2021. (Paradis/Wombacher 3-0, motion passed)

Unorganized Territory:

MOTION: Move to approve and sign the Solid Waste Agreement for T10 SD with the Town of Cherryfield as presented and recommended. (Paradis/Wombacher 3-0, motion passed)

EMA:

MOTION: Move to accept the resignation of part time Administrative Clerk Helen Kazura effective July 2, 2021 and thank her for her exemplary service. (Paradis/Wombacher 3-0, motion passed)

Maintenance:

MOTION: Move to approve the RFQ and advertise for the Sheriff's Office Entrance Project as presented with the exception of adjusting dates as needed. (Paradis/Wombacher 3-0, motion passed)

County Administrator:

CA Adkins reported that two Abatement Appeal Applications are in process involving the Town of Sullivan. The appeals will be scheduled for Commissioner review within the next months.

Finance Position – Update

CA Adkins reported that several applications have come in, a couple of them appear promising. At this point he is still considering options for the position and will continue the process.

ARP – Update

The Commissioners reviewed the MOU submitted by Barbee Business Services. There was some discussion about the duties listed. Commissioner Clark expressed some discomfort with the lack of specific process. Commissioners Paradis and Wombacher agreed that the process would develop and this document would get us there.

MOTION: Move to approve the Memorandum of Understanding between the Hancock County Commission and Kitty Barbee/Barbee Business Services for Consulting Services regarding ARP funding and authorize the Chair to sign the document as presented. (Paradis/Wombacher 2-1, Clark opposed, motion passed)

Commissioner Clark said that he would sign the document, although he was uncomfortable with portions of the MOU.

Court Marshal Travis Oakes updated the Commissioners with the Court's plans for public access and expectations regarding masks. The Commissioners agreed that although masks are mandated for the Court sections of the courthouse, they will not be required in the County office sections. The Commissioners agreed to begin holding meetings in the Courthouse the second meeting in July, assuming conditions are agreeable.

The Maine Broadband Coalition will hold a meeting on June 25 to convene stakeholders at the state, county and local level for potential broadband expansion projects. This will be the first in an ongoing series.

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

Respectfully submitted,

Rebekah Knowlton
Deputy County Administrator

COMMISSIONERS REGULAR MEETING

Learn more about **HANCOCK COUNTY** by visiting
www.hancockcountymaine.gov

The Hancock County Commissioners will meet at **8:30 a.m.** on **July 6, 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.hancockcountymaine.gov

AGENDA

9:00 a.m. ARP Funding Presentation / K. Barbee, Barbee Business Services / Rules & Opportunities Discussion

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 June 15, 2021 Commissioners' Special Meeting

3. Airport:

- a. Monthly report
- b. Request approval to hire Kenneth (Frank) Evenson of Amherst as full time airport maintenance at Grade 7 Step C, effective June 26, 2021
- c. Request approval for a Sub-lease between Columbia Air Services-BHB, LLC and Hyannis Air Service, Inc. dba Cape Air for Maintenance Hangar, Parts Annex, and Maintenance Office space, to support airline operations daily
- d. Request for review and discussion of the MOU between Hancock County Bar Harbor Airport and the Town of Trenton Fire Dept.

4. District Attorney:

- a. Approval of Sheriff's, Chief Deputy's and Patrol Deputies' Bonds
- b. Request approval to hire for a Legal Secretary I position rather than Legal Secretary III

5. Jail:

- a. Request approval to promote Blake Morey to full time Corrections Officer at pay grade 9A with full benefits, effective July 10, 2021

- b. Request approval to extend Corrections Officer Michael Butters working out of classification for another 30 days, effective July 3, 2021
- c. Request approval to work Corrections Officer Ernest Fitch out of classification, effective July 3, 2021. Following the guidelines set by the current union agreement

6. UT:

- a. Monthly report
- b. Review and approval of the Solid Waste Agreement for T10SD with the Town of Cherryfield; no change in agreement
- c. Review and approval of the Solid Waste Agreement for T7SD with the Town of Steuben; no change in agreement
- d. Review and approval of the Solid Waste Agreement for T3ND, T4ND, & portions of T40MD & T41MD with the Town of Burlington; no change in price of agreement, minor changes regarding materials accepted and price to people for bulky waste
- e. Review and approval of the Fire Suppression & Emergency Response Agreement for Fletcher's Landing (T8SD) with the City of Ellsworth. The prior agreement was for \$15,000.00 annual stipend; the new agreement is for a stipend increase to \$17,500.00 for a three-year agreement

7. Maintenance:

- a. Monthly report
- b. Accept the resignation of Janitor Gary Brooks, effective June 25, 2021
- c. Request consideration of the Custodian position to be reclassified as Crew Leader
- d. Request approval to remove Nicholas Jewett from the County payroll

8. RCC:

- a. Monthly report
- b. Accept the resignation of RCC Dispatcher Anastasia Dayhoff-Osage, effective June 20, 2021
- c. Request approval of the upward transfer of Legal Secretary III Lilianna Nevells to RCC Dispatcher at step 9A, effective July 3, 2021

9. IT:

- a. Request approval to remove Christopher Grindle from the County payroll

10. Treasurer:

- a. Approve Monthly bills and warrants

11. County Administrator

- a. Commissioners' Budget Caucuses
- b. Hearing Date Scheduled FYI: Schwartz & Me Business Retreat v. Sullivan, Town of / Abatement Appeals (2)
- c. Update / Finance Position Posting

12. Commissioners:

- a. Discussion on Covid-19 Procedures
- b. Discussion on not meeting the day after a holiday
- c. Executive Session under MRSA Title 1§405 6(A) for exempt employee evaluation





TOWN OF MOUNT DESERT SUSTAINABILITY COMMITTEE

Friday June 18, 2021

To: Board of Selectmen, Town of Mt Desert
Topic: Action Items

1. Meet individually with each Department Head within the next 45 days to develop a mutual understanding of practical plan to establish their departments present energy use and future energy plan.
2. Assuming acceptable, ask the Director of Public Works to engage an electrical engineering firm, RLC Engineering to determine the Town's baseline energy usage and outline potential beneficial changes. This effort ideally should start as soon as possible.
3. Allow the Sustainability Committee to accept assistance from A Climate to Thrive to develop the Town's Climate Action Plan integrating the legacy Sustainability Committee's goals with the adopted Emergency Climate Action Plan.

The Sustainability Committee has been tasked with providing a climate action plan with an implementation budget to be presented for approval to the 2022 Town Meeting. In reality only 7-8 months remain to complete this deliverable. The Committee is asking the BOS for specific support as listed to move the project forward.

BYPASS NOTICE – Municipal Waste (Residential)

FROM: Sent on behalf of Coastal Resources of Maine LLC
 To: Waste Management, PERC, NEWSME, MRC, Maine DEP
 DATE: July 15, 2021

DESCRIPTION OF WASTE:

Municipal Solid Waste from the below MRC communities/facilities will bypass residential, municipal waste to the Juniper Ridge Landfill in Old Town as of Monday July 19th until July 25th.

REASON FOR BYPASS: Coastal Resources’ inability to process incoming waste due to suspension of operations. In addition, the PERC facility is still full of material, and that is still creating potential safety and wait time issues. The facility has been shut down since April 4th, 2021, for turbine generator maintenance that was to end when Versant reconnected the facility to the grid on April 25th, 2021. As of July 8th, Perc’s recently repaired generator rotating element had returned to the facility and is being reinstalled. Until the generator is operational, Perc has very limited ability to combust waste in its boilers and no ability to make electricity. PERC is hopeful that the generator will return to services within a day or so, but they will need to bypass all incoming waste to Juniper Ridge Landfill next week **from July 19th, 2021, to July 25th, 2021**. The following MRC communities/facilities have been directed to bypass to Juniper Ridge Landfill.

Alton	Dedham / Lucerne	(Tremont, Trenton, Cranberry Isle, Frenchboro, SW Harbor, Mount Desert)
Bangor	Dixmont	
Bar Harbor	Dover - Foxcroft	
Blue Hill/Surry	Eddington	Northern Katahdin SW
Bradley	Franklin	Orono
Brewer	Hampden	Otis
Brownville	Holden	Pleasant River SWD
Bucksport	Hudson	Sherman
Burlington/Lowell	Lee	Sorrento
Carmel	Levant	Springfield
Castine	Mariaville	Steuben
Central Penobscot	Mattawamkeag	Sullivan
Cherryfield	Millinocket	Swan's Island
Chester	Milo	Union River
Clifton	MDI/ EMR communities	Verona Island

Waste Management has been notified and agrees to this bypass event.

**UNFINISHED
BUSINESS**

EASEMENT

INHABITANTS OF THE TOWN OF MOUNT DESERT a municipal corporation in Hancock County, State of Maine, (the "Grantor") being the owner in fee simple of a certain parcel of land located in the Village of Northeast Harbor, Town of Mount Desert, County of Hancock, State of Maine, and described as follows:

Being the same premises conveyed by Gerrish H. Milliken to the Inhabitants of the Town of Mount Desert by deed dated April 6, 1931, and recorded in the Hancock County Registry of Deeds in Book 633, Page 359; and Mabel S. Hayward to the Inhabitants of the Town of Mount Desert by deed dated June 12, 1916 recorded in said Registry of Deeds in Book 529, Page 142;

for consideration given, grant and convey to **VERSANT POWER**, a Maine corporation having a place of business at 970 Illinois Avenue, Bangor, Maine, and **Consolidated Communications of Northern New England Company, LLC (d/b/a Consolidated Communications NNE)**, a Delaware Limited Liability Company, with a place of business at 5 Davis Farm Road, Portland, Maine 04103, their successors and assigns forever, the receipt whereof is hereby acknowledged, the rights, privileges and easements to construct, maintain, operate and upgrade from time to time on said lands, for utility purposes, a line consisting of two poles and wires with the necessary fixtures and supports, its pole centerline described as follows:

Beginning at the intersection of the easterly bound of Main Street and the southerly bound of Old Firehouse Lane, being the northwesterly corner of said deed recorded in Book 529, Page 142; thence southerly along said easterly bound of Main Street, being the westerly bound of said deeds recorded in Book 529, page 142 and Book 633, Page 359, a distance of 102 feet, more or less, to the southwesterly corner of said premises conveyed to the Inhabitants of the Town of Mount Desert described by deed recorded in Book 633, Page 359;

With the right to extend lines from the said line, either overhead or underground, to sites on the said premises and to sites westerly of said Main Street as customers may request service, with the right to transmit electricity and intelligence over said line, and to clear and dispose of interfering trees and other growth from time to time, with permission to enter upon said lands for the above purposes; further granting to Grantees, their successors and assigns, the power to assign to others, in whole or in part, any or all of the rights, privileges and easements herein set forth.

The Grantor for itself, and its successors and assigns, covenants and agrees to and with the Grantees, their successors and assigns, that it will not erect or permit the erection of any building, trailer, mobile home, swimming pool, or other structure, of any kind or nature, within 6 feet of said centerline, any or all of which in the opinion of the Grantees, their successors and assigns, would endanger or interfere with the exercise of any of the rights, privileges and easements hereby conveyed. Notwithstanding the foregoing, the Grantees hereby covenant and agree that the Grantor may maintain, repair, and replace any structure that exists within 6 feet of said centerline as of the effective date of this easement.

GREAT HARBOR MARITIME MUSEUM, a/k/a THE GREAT HARBOR COLLECTION, INC., a Maine nonprofit corporation with a place of business in Northeast Harbor, Maine, is the lessor of that portion of the hereinabove described lot or parcel of land located under the building on the premises, pursuant to Warrant Article 65 enacted in March 2007, which provided as follows:

To see if the Inhabitants of the Town of Mount Desert will authorize the Board of Selectmen to negotiate and enter into an agreement with the Great Harbor Maritime Museum for the sale of the building at 124 Main Street, Northeast Harbor, for the price of \$1.00 (one dollar) and for a concurrent lease of the land underneath the aforementioned building. The Town will be guaranteed the right of first refusal to buy back the building for \$1.00 (one dollar) if the Great Harbor Maritime Museum ceases to exist.

Reference is made to a memorandum of lease by and between said Great Harbor Maritime Museum and the Grantor dated April 5, 2010 and recorded in said Registry in Book 5402, Page 259.

In its capacity as tenant of a portion of the hereinabove described lot or parcel of land, **GREAT HARBOR MARITIME MUSEUM, a/k/a THE GREAT HARBOR COLLECTION, INC.** releases to **VERSANT POWER and Consolidated Communications of Northern New England Company, LLC (d/b/a Consolidated Communications NNE)** its interest in the herein conveyed easement.

IN WITNESS WHEREOF, the said Inhabitants of the Town of Mount Desert have caused this instrument to be executed by their duly authorized representatives this _____ day of _____, 2021.

Inhabitants of the Town
of Mount Desert

John B. Macauley - Chairman

Matthew Hart - Vice Chairman

Wendy Littlefield - Secretary

Martha T. Dudman - Selectperson

Geoffrey Wood - Selectperson

STATE OF MAINE

County of Hancock, ss: _____, 2021.

Personally appeared the above-named John B. Macauley, Matthew Hart, Wendy Littlefield, Martha T. Dudman, and Geoffrey Wood in the aforesaid capacities and acknowledged the foregoing instrument to be their free act and deed and the free act and deed of said municipal corporation.

Before me,

Notary Public

Print Name of Notary: _____

IN WITNESS WHEREOF, the said Great Harbor Maritime Museum a/k/a The Great Harbor Collection, Inc. has caused this instrument to be executed by its duly authorized representative this 16th day of July, 2021.

Great Harbor Maritime Museum
a/k/a The Great Harbor Collection,
Inc.

Silberstein
By: Chair, Board of Directors
Its:

STATE OF MAINE

County of Hancock, ss:

July 16, 2021.

Personally appeared the above-named Sydney Roberts Rockefeller in the aforesaid capacity and acknowledged the foregoing instrument to be his/her/their free act and deed and the free act and deed of said corporation.

Before me,

Elizabeth R. Yeo
Notary Public

Print Name of Notary: Elizabeth R. Yeo

Elizabeth R. Yeo, Notary Public
State of Maine
My Commission Expires 02-01-2023



Bruce John Riddell
Landscape Architect LLC
875 Osprey Landing Drive
Lakeland, Florida 33813
tel. 207.266-5450

Date July 9, 2021

Dear Northeast Harbor Marina Committee,

I was very pleased to have the recent opportunity on June 14, 2021 to meet with the Harbor Master, John Lemoine, as well as Ann Judd and Elly Andrews of the Garden Club of Mount Desert to review our past efforts and to discuss expanding the Landscape Plan for the Northeast Harbor Marina. Because of the recent acknowledgement in 2021-Summer issue of The Garden Club of America's National Newsletter (regarding our original landscape plan produced back in 2015), the Garden Club and Town of Northeast Harbor would now like to continue their focus on developing an overall master plan for the remaining grounds.

A landscape master plan will provide the necessary vision for improving the Marina grounds; allowing us to eventually unify the entire Marina landscape. With a plan in hand the Town and Garden Clubs can work together with donors to *phase in* incremental or phased landscape projects- as funding, grants, and private donations permit.

The plan will be simple; with a predominance of native trees, shrubs, and groundcovers and an overall emphasis on low maintenance. The plan will show areas for improved hardscape as well as plantings including additional shade trees and groundcover areas-- while still maintaining open lawn areas for active and passive play.

In order to facilitate the planning process it is essential to have an updated base plan of existing conditions that accurately reflects all existing and proposed utility locations (above and below ground). It should also show all existing buildings, roads, sidewalks, kiosks, existing plantings, signage and utilities (including but not limited to: electric, gas, sewer, water, fiber optics, vaults etc.). **The base plan should be printable at 1"=20' and 1"=8' for phased areas.**

I would be pleased to continue to develop schematic plans for the town that will help enhance the Marina area and create usable and beautiful spaces for the residents of Northeast Harbor and their summer visitors.

Sincerely,

Bruce John Riddell, ASLA
Landscape Architect

NEW BUSINESS



Patrick W. Lyons
Direct Dial 207-947-0111
plyons@eatonpeabody.com

80 Exchange Street, P.O. Box 1210
Bangor, Maine 04402-1210
Phone 207-947-0111 Fax 207-942-3040
www.eatonpeabody.com

June 25, 2021

Select Board
Town of Mount Desert
21 Sea Street
P.O. Box 248
Northeast Harbor, ME 04662

Re: Forest Hill Cemetery Charter Amendment

Dear Chair Macauley and Select Board Members:

Forest Hill Cemetery recently sent a letter to the Town of Mount Desert regarding the State of Maine's requirement that non-profit organizations include an article of dissolution in their charters. Specifically, the State requires the article of dissolution designate a recipient of the real property held by the organization in the event it is disbanded. Forest Hill Cemetery would like to designate the Town of Mount Desert to receive the cemetery grounds (i.e., its real property) in the event of dissolution. Forest Hill Cemetery appears to be in sound financial health and does not anticipate dissolution. It is only seeking the Town's agreement to be the designee in order to satisfy State law.

Section 1221 of Title 13 of the Maine Revised Statutes states that where owners of a private cemetery agree in a writing recorded by the town clerk, the municipality's legislative body may (within one month of recording of the agreement), vote to accept the cemetery as a public cemetery. *See also* 30-A M.R.S. § 5653 (requiring gifts of property for specific public purposes to be approved by a municipal legislative body). The important point here is that the Town could not agree to take ownership of the cemetery in the event of dissolution without the Town Meeting first voting to do so.

I would advise the Select Board invite the Forest Hill Cemetery Trustees to a meeting to discuss this matter further. If the Select Board decides to advance the Cemetery's request, we would work to prepare a warrant article for the next Town Meeting to vote on whether the Town will accept the Forest Hill Cemetery in the event of its dissolution and enter into an agreement to accomplish the transaction. Such an agreement should include due diligence provisions to protect the Town, such as addressing environmental liability, providing good title, etc.

I would be happy to attend a meeting of the Select Board to discuss this issue further or provide any additional information if requested.

Best regards,

/s/ Patrick W. Lyons

FOREST HILL CEMETERY

Created 1904

June 9, 2021

To the Representatives of the Town of Mt. Desert:

The trustees of Forest Hill Cemetery, Richard & Laura Savage and Robert Falt, are currently renewing their status with the State of Maine as a non-profit organization. The State of Maine now has a requirement that organizations possessing real estate property must include an article of dissolution in their charters. This article specifies the future recipient of the land if the governing organization is disbanded.

I have amended our charter on behalf of the trustees to include the article and the trustees are formally requesting the Town of Mt. Desert to consider filling the role of recipient of the cemetery if necessary. (See enclosed Charter)

Currently this event is a remote possibility. The trust possesses a healthy bank account and investment portfolio. Expenses are minimal for upkeep. Our lots currently sell for \$4000 for a single plot and \$8000 for a double. We have over seventy plots still available and have sold two already this year. Further, the trusteeship has always been held by members of family already interred at the cemetery and there are many eligible members of current generations to succeed the acting trustees.

Thank you for your consideration of this request.

Sincerely,

Felicia Falt
Secretary to Robert Falt, Treasurer, Forest Hill Cemetery

FOREST HILL CEMETERY

Created 1904

Charter & By-laws for Forest Hills Cemetery

The Charter for the Northeast Harbor Public Cemetery was adopted April 21, 1904, and is recorded in the Hancock, Maine Registry of Deeds, in book 406, page 127. The parcel, situated in said Northeast Harbor, was granted, sold and conveyed in trust, for cemetery purposes, and is now known as Forest Hill Cemetery.

By-laws

As stipulated in the original trust:

1. The property is conveyed for cemetery purposes and no other.
2. Lots sold and conveyed shall be used for cemetery purposes only, which shall include interment of the dead, the erection of suitable tablets or monuments and the planting and cultivation of suitable shrubs, trees and flowers.
3. The trustees have the right and power to build and maintain fences around said cemetery, and to build roads and paths and to make other improvements.
4. The trustees may make rules and regulations for the management of said cemetery.
5. Upon the death of a trustee, the survivors shall appoint his successor, and execute a proper instrument for vesting the same powers in a new trustee as was held by the deceased trustee.
6. If any trustee resigns, he shall agree to execute a proper deed of conveyance to his successor to be selected by the other trustees.
7. Deeds of cemetery lots executed by any two trustees in name of all shall be valid.
8. No owner or proprietor of any lot shall have the right to sell, transfer or convey any interest in such lot without first offering in writing the option to the trustees. The amount and value of the lot would be based on the original purchase price.

Disposition of Assets Upon Dissolution

Upon the dissolution of the trust for any reason, the existing trustees shall execute a deed of transfer for the parcel of land know as Forest Hill Cemetery, recorded in the Hancock County, Maine Registry of Deeds Book 406, Page 127, to:

Signed in Agreement by the Trustees of the Forest Hill Cemetery this day of , 2021.

Richard Savage, President _____

Laura Leonard, Treasurer _____

Robert Falt, Treasurer _____

Draft Order

Of the Bar Harbor Town Council For the November 2, 2021 Town Meeting

It is hereby ordered that the following article be placed on the annual town meeting warrant with voting thereon to be held by Australian ballot.

Warrant Article

Article XX LAND USE ORDINANCE AMENDMENT — Short-Term Rentals — Shall an ordinance, dated June 2, 2021, and entitled “An amendment to regulate short-term rentals;” be enacted?

Short-Term Rentals

An amendment to:

- a) Regulate short-term rentals by creating and defining short-term rental, vacation rental-1 (VR-1) and vacation rental-2 (VR-2) uses, and amend and add related definitions;
- b) Establish specific standards for the new uses including, but not limited to, provisions for transition from vacation rental (VR) to VR-1 and to VR-2;
- c) Allow existing VR registrations to continue operating so long as the registration is renewed annually;
- d) Allow VR-1 a minimum rental period of two nights;
- e) Allow a maximum number of two VR-1 registrations per primary residence property;
- f) Allow VR-2 a minimum rental period of four nights;
- g) Cap the maximum town-wide number of VR-2 registrations at 9% of the total number of residential dwelling units in Bar Harbor;
- h) Prohibit the transfer of any registration except for a change of ownership during the term of the registration, in which case the registration would remain valid for the dwelling unit, or part thereof, to which it was issued until it would expire on the following May 31;
- i) Allow VR-1 in the following 34 districts: Bar Harbor Gateway, Village Historic, Mount Desert Street Corridor, Village Residential, Downtown Village I, Downtown Village II, Downtown Village Transitional, Downtown Residential, Emery District, Hulls Cove Business, Hulls Cove Residential Corridor, Hulls Cove Rural, Indian Point Residential, Indian Point Rural, Ireson Hill Corridor, Ireson Hill Residential, McFarland Hill Residential, McFarland Hill Rural, Otter Creek, Salisbury Cove Corridor, Salisbury Cove Residential, Salisbury Cove Rural, Salisbury Cove Village, Schooner Head, Town Hill Business, Town Hill Residential Corridor, Town Hill Residential, Town Hill Rural, Shoreland General Development I, Shoreland Limited Residential, Shoreland General Development II (Hulls Cove), Shoreland General Development III, Shoreland General Development IV, and Educational Institution; and
- j) Allow VR-2 in the following 18 districts: Bar Harbor Gateway, Village Historic, Mount

Desert Street Corridor, Village Residential, Downtown Village I, Downtown Village I, Downtown Village Transitional, Downtown Residential, Emery District, Hulls Cove Business, Hulls Cove Residential Corridor, Hulls Cove Rural, Ireson Hill Corridor, Salisbury Cove Corridor, Salisbury Cove Village, Town Hill Business, Town Hill Residential Corridor, and Town Hill Residential.

EXPLANATION

List of acronyms used in the explanation below:

- VR: Vacation rental**
- VR-1: Vacation rental-1**
- VR-2: Vacation rental-2**

- A. It would create and define two new uses, VR-1 and VR-2.**
- B. It would add a definition for short-term rental, an umbrella term to encompass VR, VR-1 and VR-2.**
- C. Any owner with an existing VR registration would be able to continue operating so long as the registration is renewed annually.**
- D. A VR-1 would be the short-term rental of an owner’s primary residence (or a part of it) and/or the rental of another residential dwelling unit on the owner’s primary residence property. It would be allowed in the same 34 districts where VRs are presently allowed. It would allow a minimum rental period of two nights. The maximum number of VR-1 registrations allowed per primary residence property would be two.**
- E. A VR-2 would be the short-term rental of a residential dwelling unit that is not the owner’s primary residence. It would be allowed in the districts zoned for commercial and lodging activities. It would allow a minimum rental period of four nights. The maximum number of VR-2 registrations allowed for the town as a whole would be capped at 9% (herein referred to as the 9% cap) of the total number of residential dwelling units in Bar Harbor.**
- F. Transfer of any registration would be prohibited. However, if there was a change of ownership during the term of the registration, the registration would remain valid for the dwelling unit, or part thereof, to which it was issued until it would expire on the following May 31.**
- G. Any currently registered VR may continue until May 31, 2022.**
- H. On or before May 31, 2022, the VR registration would have to be renewed as a VR-1 for a VR operating in a dwelling unit, or in a room in the dwelling unit, which is the owner’s primary residence, or on the property of the primary**

residence. However, if an owner has more than two existing VR registrations on the same primary residence property, then the third registration (and any additional registrations thereafter) would have to be renewed as VR-2s notwithstanding the 9% cap.

- I. On or before May 31, 2022, the VR registration would have to be renewed as a VR-2 for any VR not operated in a dwelling unit that is the owner’s primary residence or is not on the property of the owner’s primary residence notwithstanding the district it is in or the 9% cap.**
- J. After December 2, 2021, the Code Enforcement Officer will accept applications for, but will not process or issue, any new VR-2 registrations until June 1, 2022. New VR-2 registrations issued on or after June 1, 2022 will be subject to the 9% cap.**

K. New VR-1 would be allowed in the following districts. These are the same districts where VRs are presently allowed:

- | | |
|-------------------------------------|---|
| 1. Bar Harbor Gateway | 18. McFarland Hill Rural |
| 2. Village Historic | 19. Otter Creek |
| 3. Mount Desert Street Corridor | 20. Salisbury Cove Corridor |
| 4. Village Residential | 21. Salisbury Cove Residential |
| 5. Downtown Village I | 22. Salisbury Cove Rural |
| 6. Downtown Village II | 23. Salisbury Cove Village |
| 7. Downtown Village Transitional | 24. Schooner Head |
| 8. Downtown Residential | 25. Town Hill Business |
| 9. Emery District | 26. Town Hill Residential Corridor |
| 10. Hulls Cove Business | 27. Town Hill Residential |
| 11. Hulls Cove Residential Corridor | 28. Town Hill Rural |
| 12. Hulls Cove Rural | 29. Shoreland General Development I |
| 13. Indian Point Residential | 30. Shoreland Limited Residential |
| 14. Indian Point Rural | 31. Shoreland Gen. Dev. II (Hulls Cove) |
| 15. Ireson Hill Corridor | 32. Shoreland General Development III |
| 16. Ireson Hill Residential | 33. Shoreland General Development IV |
| 17. McFarland Hill Residential | 34. Educational Institution |

L. New VR-1 would be prohibited in the following districts. These are the same districts where VRs are presently prohibited:

- | | |
|------------------------|----------------------------------|
| 1. Industrial | 4. Scientific Research |
| 2. Stream Protection | 5. Shoreland Maritime Activities |
| 3. Resource Protection | 6. Marine Research |

M. New VR-2 would be allowed, subject to the proposed 9% cap, in the following districts:

- | | |
|---------------------------------|------------------------|
| 1. Bar Harbor Gateway | 4. Village Residential |
| 2. Village Historic | 5. Downtown Village I |
| 3. Mount Desert Street Corridor | 6. Downtown Village II |

- 7. Downtown Village Transitional
- 8. Downtown Residential
- 9. Emery District
- 10. Hulls Cove Business
- 11. Hulls Cove Residential Corridor
- 12. Hulls Cove Rural
- 13. Ireson Hill Corridor
- 14. Salisbury Cove Corridor
- 15. Salisbury Cove Village
- 16. Town Hill Business
- 17. Town Hill Residential Corridor
- 18. Town Hill Residential

N. New VR-2 would be prohibited in the following districts:

- 1. Indian Point Residential
- 2. Indian Point Rural
- 3. Ireson Hill Residential
- 4. McFarland Hill Residential
- 5. McFarland Hill Rural
- 6. Otter Creek
- 7. Salisbury Cove Residential
- 8. Salisbury Cove Rural
- 9. Schooner Head
- 10. Town Hill Rural
- 11. Shoreland General Development I
- 12. Shoreland Limited Residential
- 13. Shoreland Gen. Dev. II (Hulls Cove)
- 14. Shoreland General Development III
- 15. Shoreland General Development IV
- 16. Educational Institution
- 17. Industrial
- 18. Stream Protection
- 19. Resource Protection
- 20. Scientific Research
- 21. Shoreland Maritime Activities
- 22. Marine Research



An amendment to Articles III, V, and XII

The Town of Bar Harbor hereby ordains that Chapter 125 of the Town Code is amended as follows:

Please note: Old language is ~~stricken~~. New language is underlined.

All changes are highlighted for ease of reference.

Chapter 125 , LAND USE ORDINANCE

Article III. Land uses Activities and Standards

§ 125-17 Bar Harbor Gateway.

C. Allowed uses.

- (1) Principal uses allowed by building permit or a change of use permit from the Code Enforcement Officer: artist studio; child care family; gallery; government facility; home occupation (NOTE: Home occupations in properties with lot frontage or access on Route 3 shall be required to obtain minor site plan approval.); municipal facility; municipal school; public or private park with minimal structural development; ~~vacation rentals~~; single-family dwelling and two-family dwelling.

E. Allowed activities.

- (1) Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; and vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

§ 125-18 Village Historic.

C. Allowed uses.

- (1) Principal uses allowed by building permit or a change of use permit from the Code Enforcement Officer: home occupation; public or private park with minimal structural development; ~~vacation rentals~~; single-family dwelling, two-family dwelling; noncommercial greenhouse, and government facility/use.

E. Allowed activities.

- (1) Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; and vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

§ 125-19 Mount Desert Street Corridor District.

C. Allowed Uses

- (1) Principal uses allowed with a building permit or a change of use permit from the Code Enforcement Officer: art gallery, home occupation, museum, place of worship; public or private park, single- or two-family dwelling; vacation rentals.

E. Allowed activities.

- (1) Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services ; and vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

§ 125-20 Village Residential.

C. Allowed Uses

- (1) Principal uses allowed by building permit or a change of use permit from the Code Enforcement Officer: government facility with road frontage on Route 3 or Eagle Lake Road; home occupation; municipal school; public or private park; single- and two-family dwelling; roadside stand; vacation rentals.

F. Allowed activities.

- (1) Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; and vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

§ 125-21 **Downtown Village I.**

C. Allowed uses:

- (1) Uses allowed by a building permit or a change of use permit with the Code Enforcement Officer: all retail; public information, municipal and government uses; restaurants and bars; theaters; galleries; services, professional offices; vacation rentals; all bed-and-breakfasts; food-processing establishment; theaters; single- and two-family dwelling units; laundry and dry cleaning; artist studio, eleemosynary institution, place of worship; farmers market; home occupation.

D. Allowed activities.

- (1) Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; and vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

§ 125-21.1 **Downtown Village II.**

C. Allowed uses.

- (1) Uses allowed by a building permit or a change of use permit with the Code Enforcement Officer: all retail, public information; municipal and government uses; restaurants and bars on lots with frontage on Cottage Street, Main Street, Mount Desert Street or West Street; theaters; galleries; artist studios; banks; services; vacation rentals; theaters; all bed-and-breakfasts; food-processing establishment; professional office buildings; laundry and dry cleaning; artist studio; farmers market; single-family dwelling; two-family dwelling; home occupation.

D. Allowed activities.

- (1) Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; and vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

§ 125-21.2 **Downtown Village Transitional.**

C. Allowed uses.

- (1) Uses allowed by a building permit or a change of use permit with the Code Enforcement Officer: all retail; public information; municipal uses; galleries; services; professional office buildings; vacation rentals; bed-and-breakfast I, II and III; single- and two-family residential; family child-care; food-processing establishments; laundry and dry cleaning; artist studio; farmers market; home occupation.

D. Allowed activities.

- (1) Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; and vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

§ 125-22 **Downtown Residential.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or

built:

Vacation rentals

§ 125-23 **Emery District.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-24 **Hulls Cove Business.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-26 Hulls Cove Residential Corridor.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-27 Hulls Cove Rural.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-28 Indian Point Residential.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-29 **Indian Point Rural.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-31 **Ireson Hill Corridor.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or

built:

Vacation rentals

§ 125-32 **Ireson Hill Residential.**

C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-33 **McFarland Hill Residential.**

C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-34 McFarland Hill Rural.

C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires

Vacation rentals

§ 125-35 Otter Creek.

C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-37 Salisbury Cove Corridor.

C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-



Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-38 Salisbury Cove Residential.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-39 Salisbury Cove Rural.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-40 Salisbury Cove Village.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-41 Schooner Head.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-43 **Town Hill Business.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-44 **Town Hill Residential Corridor.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-45 **Town Hill Residential.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 and vacation rental-2 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-46 **Town Hill Rural.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-47 **Shoreland General Development I.**

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or

built:

Vacation rentals

§ 125-48 Shoreland Limited Residential.

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-49 Shoreland General Development II (Hulls Cove).

- C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

- E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

§ 125-49.1 Shoreland General Development III.

C. Allowed uses.

(1) Principal uses allowed by building permit or a change of use permit from the Code Enforcement Officer: artist studio, child care, family, gallery, government facility, home occupation (NOTE: Home occupations in properties with lot frontage or access on Route 3 shall be required to obtain minor site plan approval.); municipal facility, municipal school; public or private park with minimal structural development; ~~all vacation rentals~~; single-family dwelling and two-family dwelling.

E. Allowed activities.

Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; ~~and vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.~~

§ 125-49.2 Shoreland General Development IV.

C. Allowed uses.

(1) Principal uses allowed by building permit or a change of use permit from the Code Enforcement Officer: single-family dwelling, two-family dwelling, cabins and cottages, ~~all vacation rentals~~, artist studio, home occupation, government facility and grounds, and temporary pier, dock, wharf, breakwater or other use projecting into the water.

E. Allowed activities.

Activities allowed without a building permit, provided that they comply with all provisions of Chapter 125: activities necessary for managing/protecting land; filling/earthmoving activity of less than 16 cubic yards; nonintensive recreation uses not requiring structures; public utility installation/essential services; ~~and vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.~~

§ 125-51.1 Educational Institution.

C. Allowed activity or structure. Activity or structure allowed without a permit, provided that it complies with all provisions of this chapter:

Vacation rental-1 provided that it be registered per Chapter 174. Short-Term Rental Registration.

E. Activity or structure requires permit from Code Enforcement Officer. Activity or structure requires permit issued by Code Enforcement Officer (CEO) before it may be commenced or built:

Vacation rentals

Article V. Site Plan Review

125-69 Standards for particular uses, structures or activities

Y. Short-Term Rentals

(1) Terms, maximum number of registrations, and transfer of registration.

(a) Terms

[1] All registrations expire on May 31 of each year.

[2] If there is a change of ownership mid-term, the registration remains valid for the dwelling unit, or part thereof, to which it was issued until it expires on the following May 31.

(b) Maximum number of registrations

[1] Maximum number of vacation rental-1 (VR-1) registrations

A maximum of two VR-1 registrations per Tax Assessor property identification number for the rental of an entire dwelling unit, or a portion thereof, may be issued. A property owner is only be eligible for a VR-1 registration if that property owner can demonstrate that the dwelling unit or another dwelling unit, on the lot where the VR-1 is located, qualifies as their primary residence.

[2] Maximum number of vacation rental-2 (VR-2) registrations (VR-2 Cap)

Notwithstanding §125-69 Y. (2), the town-wide maximum number of VR-2 registrations (VR-2 cap) that may be issued shall not exceed 9% of the town's total number of dwelling units. The total number of dwelling units shall be determined by the Assessor at the start of each calendar year.

(c) Transfer of registration is prohibited. The transfer of any short-term rental registration is expressly prohibited.

(2) Transition to vacation rental-1 (VR-1) and vacation rental-2 (VR-2), and Continuance.

(a) Transition process from vacation rental (VR) to a vacation rental-1 (VR-1) or to a vacation rental-2 (VR-2).

[1] Starting on December 2, 2021, any duly registered VR may continue the use as a VR (to include 4-night minimum and the use of an entire dwelling unit or part thereof) until May 31, 2022. On or before May 31, 2022, the VR registration must be renewed as follows, and every year thereafter the registration must be renewed or it is forfeited:

[a] If the VR is operated in a dwelling unit, or is a room in the dwelling unit, which is the owner's primary residence, or on the property of the primary residence, then the owner shall renew the VR registration as a VR-1. However, if the owner has more than two existing VR registrations on the same primary residence property, then the third registration (and any additional registrations thereafter) shall be renewed as VR-2s, even if the maximum number of VR-2 registrations (VR-2 cap) is exceeded and even if VR-2s are not allowed in that district.

[b] If the VR is not operated in a dwelling unit which is the owner's primary residence or is not on the property of the owner's primary residence, the VR registration may be renewed as a VR-2, even if the maximum number of VR-2 registrations (VR-2 cap) is exceeded and even if (new) VR-2s are not allowed in that district.

[2] After December 2, 2021, the Code Enforcement Officer shall accept applications for, but will not process or issue, any new VR-2 registrations until June 1, 2022. On or after June 1, 2022, new VR-2 registrations shall comply with the maximum number of VR-2 registrations (VR-2 cap), pursuant to 125-69 Y. (1)(b)[2].

(b) Continuance of registration for vacation rental-1 (VR-1) and vacation rental-2 (VR-2)

[1] Any duly registered VR-1 or VR-2 may continue the use as a VR-1 or VR-2 and is eligible for renewal but only in strict compliance with the following:

[a] The registration must be renewed annually in accordance with this chapter and with Chapter 174, Short-Term Rental Registration. Any registration not renewed by the annual expiration date (May 31) will be deemed expired, and will not be eligible for renewal. An applicant whose registration has expired may apply for a new VR-1 or new VR-2 registration and will be required to follow all the requirements for a new VR-1 or new VR-2 registration.

Article XII. Construction and Definition

§ 125-109 Definitions.

The following terms shall have the following meanings:

FAMILY:

Two or more persons related by blood, marriage, adoption or guardianship, or not more than five persons not so related, occupying a dwelling unit (including a vacation rental) and living as a single housekeeping unit, such a group to be distinguished from a group occupying a boardinghouse, lodging house, club, fraternity, transient accommodations, short-term rental, employee living quarters, or shared accommodations.

PRIMARY RESIDENCE

A primary residence is the location where the owner resides most of the year. The property owner uses this address as their legal address for tax returns, driver's license, and/or voter registration card.

REGISTRATION

A written permission issued by the Code Enforcement Officer or designee to a property owner to operate a short-term rental in compliance with Chapter 174, Short-Term Rental Registration.

SHORT-TERM RENTAL

Includes vacation rental, vacation rental-1 (VR-1) and vacation rental-2 (VR-2)

VACATION RENTAL-1 (VR-1)

A dwelling unit, or portion thereof, that is the primary residence of the property owner or on the owner's primary residence property and is rented to a person or a group for less than 30 days and a minimum of two nights. The rental of a portion of the dwelling, such as a bedroom, must be located in the principal structure housing the dwelling unit.

VACATION RENTAL-2 (VR-2)

An entire dwelling unit that is not the primary residence of the property owner and is rented to a person or a group for less than 30 days and a minimum of 4 nights.

Given under our hands and seal at Bar Harbor this XXXX day of XXXX, 2021:

Municipal Officers of the Town of Bar Harbor

Jefferson Dobbs, Chair

Matthew A. Hochman, Vice Chair

Gary Friedmann

Joseph Minutolo

Valerie Peacock

Erin E. Cough

Jill Goldthwait

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DRAFT
Short Term Rental Amendments
Town of Cape Elizabeth Zoning Ordinance

6 **SEC. 19-1-3. DEFINITIONS**

8 **Accessory Dwelling Unit:** A single subordinate dwelling unit accessory to and
9 wholly contained within a principal building or structure and/or attached garage
10 in which a single-family dwelling unit is the principal use.

12 **Bed and Breakfast:** A use that must be operated in conjunction with the use of a
13 dwelling as a primary residence and that (1) provides up to nine (9) furnished
14 bedrooms for rent to guests for 1 or more nights and having a total length of stay
15 not to exceed 14 consecutive days, (2) is operated by the family or person residing
16 permanently in the home; and (3) may serve 1 or more meals to guests only.
17 (Effective March 9, 2009)

19 **Boarding Room:** A use that is accessory and incidental to the primary use of a
20 dwelling as a residence and that (1) provides one or two furnished bedrooms for
21 rent to lodgers for a minimum of 30 consecutive calendar days; (2) is operated by
22 the family or person residing permanently in the home who are in residence,
23 including overnight, during the guest rental period; (3) may serve 1 or more
24 meals to lodgers only, and (4) provides all parking on-site. A maximum of one
25 boarding room is allowed per multifamily building. A Boarding Room may not
26 be a Short Term Rental.

28 **Hotel:** A building used primarily for occupancy of individuals who are lodged
29 with or without meals, having ten (10) or more guest rooms, and intended to be
30 rented principally to transients on a short-term basis.

32 **Motel:** A building or group of attached or detached buildings containing guest
33 rooms or dwelling units, most of which have separate outside entrances and
34 adjacent parking spaces and are intended to be rented principally to transients on
35 a short-term basis.

37 **Primary residence:** An owner's permanent residence, which shall be
38 documented by demonstration that the owner has a homestead exemption for
39 the property under the Maine Homestead Property Tax Exemption statute, 36
40 M.R.S. §§ 681-689, as may be amended from time to time. The owner shall be the
41 person who owns the real property, or who is the beneficiary of a revocable
42 living trust that owns the property.

44 **Short Term Rental:** The advertising, offering for rent, use, or otherwise making
45 available for transient occupancy a dwelling, or portion of a dwelling for a
46 tenancy of less than thirty (30) consecutive calendar days, excluding motels,
47 hotels, and bed and breakfasts.

1 **Short Term Rental Guest:** A visitor of a Short Term Rental tenant who will not
2 be sleeping overnight on the property, provided persons on the property after
3 11:00 PM local time shall be deemed tenants and not Short Term Rental Guests
4 for the purposes of this Ordinance. (Effective December 14, 2012)
5

6 **Special event facility:** A building or portion of a building, outdoor areas, and
7 related parking which is made available for consideration individuals or groups
8 to accommodate private functions including but not limited to banquets,
9 weddings, anniversaries and other similar events. Such use may include (1)
10 kitchen facilities for the preparation or catering of food, (2) the sale and /or serving
11 of alcoholic beverages for on-premises consumption, only during scheduled
12 events and not open to the general public and (3) entertainment. A special event
13 facility may be operated in conjunction with other uses. Overnight
14 accommodations may be operated on a site that is also a special event facility, and
15 are subject to all applicable provisions of the Zoning Ordinance. (Effective December
16 4, 2015)
17

18 **Tenant:** An occupant of land or premises who occupies, uses, and enjoys real
19 property for a fixed time, usually through a lease arrangement with the property
20 owner or with the owner’s consent. When applied to a Short Term Rental,
21 anyone sleeping overnight shall be presumed to be a tenant. (Effective December
22 14, 2012)
23

24 **SEC. 19-6-1. RESIDENCE A DISTRICT (RA)**

25 **B. Permitted Uses**

- 26 3. The following nonresidential uses:
- 27 g. Reserved
- 28 4. The following accessory uses:
- 29 d. Boarding Room
- 30 i. Short Term Rental
- 31
- 32
- 33
- 34
- 35
- 36

37 **SEC. 19-6-2. RESIDENCE B DISTRICT (RB)**

38 **B. Permitted Use**

- 39 3. The following nonresidential uses:
- 40 e. Reserved
- 41 4. The following accessory uses:
- 42 d. Boarding Room
- 43
- 44
- 45
- 46
- 47

- 1 i. Short Term Rental
- 2

3 **SEC. 19-6-3. RESIDENCE C DISTRICT (RC)**

4
5 **B. Permitted Uses**

- 6
- 7 3. The following nonresidential uses:
- 8
- 9 f. Reserved
- 10
- 11 4. The following accessory uses:
- 12
- 13 d. Boarding Room
- 14 i. Short Term Rental
- 15

16 **SEC. 19-6-4. TOWN CENTER DISTRICT (TC)**

17
18 **B. Permitted Uses**

- 19
- 20 3. The following nonresidential uses:
- 21
- 22
- 23
- 24 4. The following accessory uses:
- 25
- 26 k. Short Term Rental

27 **SEC. 19-6-5. BUSINESS DISTRICT A (BA)**

28
29 **B. Permitted Use**

- 30
- 31 3. The following nonresidential uses:
- 32
- 33
- 34
- 35 4. The following accessory uses:
- 36
- 37 l. Short Term Rental
- 38

39 **SEC. 19-6-6 BUSINESS DISTRICT B (BB)**

40
41 **B. Permitted Uses**

- 42
- 43 4. The following accessory uses:
- 44

1 c. Boarding Room.

2
3 h. Short Term Rental

4
5 **SEC. 19-7-8. OFF-STREET PARKING** (Effective May 12, 2002)

6
7 **A. Applicability**

8
9 Off-street parking shall be provided for all new construction, expansions, and
10 changes of use in accordance with the requirements and standards found in this
11 section.

12
13 **B. Minimum Requirements for Off-Street Parking**

14
15 Off-street parking shall be considered an accessory use when required or provided
16 to serve any legal use located in any zone except as set forth in the following
17 sections. An off-street parking space shall be a minimum of nine (9) feet wide by
18 eighteen (18) feet long may be open or covered. The Planning Board may allow
19 up to twenty percent (20%) of the parking requirement to be met with "compact
20 car" spaces that are a minimum of eight (8) feet wide by sixteen (16) feet long
21 provided that such spaces shall be clearly marked as "compact car parking". Each
22 parking space must be sited to allow access and exit without obstruction.
23 Handicapped parking shall be provided in compliance with the Americans with
24 Disabilities Act and applicable State requirements. In order to determine
25 compliance with this section, the owner or applicant shall submit a plan showing
26 the physical layout of all required off-street parking areas. Any change in the
27 evidence or conditions upon which the plan is approved shall nullify such
28 approval.

29
30 1. Parking shall be provided on the lot occupied by the use for which
31 the parking is required, or on an adjacent lot owned or controlled by
32 such use. In addition, uses located within the Town Center, BA or
33 BB District or a Short Term Rental (limited to paragraph a below)
34 may provide all or part of the required off-street parking through
35 any of the following:

36
37 a. Private off-street parking located on another lot that is located
38 within one mile of the subject lot and that is controlled by long-
39 term written lease or ownership by the applicant.

40
41 b. Off-street parking shared with other uses (consistent with
42 paragraph 2 below) located within one mile of the subject lot,
43 provided that the Planning Board finds that there is adequate
44 parking capacity to meet the parking requirements of all uses
45 sharing the parking due to variation in the time of parking
46 demand and that the shared parking is available to the applicant
47 through a written lease or other enforceable agreement.
48

1 4. The following minimum number of spaces, rounded up to the
2 nearest whole number, shall be provided and maintained for each
3 use on a lot, including each use within all buildings. The Planning
4 Board may reduce by up to thirty percent (30%) the required parking
5 for the reuse of a building existing as of June 4, 1997. In granting
6 such a reduction, the Planning Board must find that:
7

8 c. Commercial

9
10 12. Short Term Rental 1 space per 2 tenants, with
11 a minimum of 2 spaces
12 (Effective December 14,
13 2012)

14 **SEC. 19-8-11. USE OF RECREATIONAL CAMPING VEHICLE OR OTHER**
15 **TEMPORARY RESIDENTIAL UNIT**

16
17 The use of a travel trailer, motor home, or other recreational camping vehicle as a
18 temporary or permanent dwelling, or a Short Term Rental is prohibited in all
19 districts. A travel trailer, motor home, or other recreational camping vehicle may
20 be used on an occasional basis for temporary occupancy by the lot owner. For the
21 purpose of this section, occasional basis shall mean occupancy on not more than
22 three (3) nights in any thirty (30) day period. Unoccupied travel trailers, motor
23 homes, or recreational camping vehicles may be parked or stored on a lot in any
24 district provided the lot is owned by the owner of the unit. A motor home or
25 recreational camping vehicle which is the primary vehicle of temporary guests
26 may also be parked on the lot for the duration of their stay.
27

28 **SEC. 19-8-14. SHORT TERM RENTAL STANDARDS**
29 (Effective December 14, 2012)

30
31 **A. Purpose**

32
33 Cape Elizabeth residents prize the peace and quiet of their residential
34 neighborhoods. Some property owners have capitalized on the desirability of
35 their neighborhood by renting out their property, especially during the summer
36 months and holidays. Neighborhood residents are concerned that short term
37 rentals take on the character of a business operating in a residential neighborhood.
38 In order to preserve the fabric of residential neighborhoods, to minimize the
39 negative impacts of transient occupation on adjacent residents, to maintain
40 housing availability for long-term residents and to protect the public safety of
41 visitors and residents, the operation of Short Term Rentals must be efficiently and
42 effectively regulated to balance the respective interests of town residents. The
43 purpose of this section is to balance the desire of property owners to rent their
44 properties to short term tenants and the desire of residents to preserve the peaceful
45 quiet and enjoyment of their residential neighborhoods.
46

47 **B. Permitted Short Term Rentals**

1
2 The following types of Short Term Rentals may be allowed after obtaining all
3 required permits. Short Term Rental types not listed below are prohibited. Only
4 one Short Term Rental may be operated on a lot in a calendar year, and limited to
5 only one of Short Term Rental types listed below for the calendar year. For the
6 avoidance of doubt, for example, if the owner of a Short Term Rental receives a
7 permit to be a "primary residence hosted" type of Short Term Rental in one
8 calendar year, then the owner may not switch the type of Short Term Rental to
9 "primary residence unhosted," (or any other type) until the following calendar
10 year. Where operation of a Short Term Rental must include that the Short Term
11 Rental owner is "in residence," the intent is that the owner shall be living on the
12 lot, or abutting lot as the case may be, and managing the Tenants.
13

14 1. **Primary residence hosted.** A Short Term Rental may be operated by a
15 property owner in their primary residence when the property owner is in
16 residence, including overnight, during the tenancy of the Short Term Rental
17 tenants. The Short Term Rental must be located within the host's dwelling unit and
18 not in an area functioning as a separate dwelling unit. Use of the property as a
19 Short Term Rental must be in compliance with the rental intensity requirement.
20

21 2. **Primary residence unhosted.** A Short Term Rental may be operated by a
22 property owner in their primary residence when the property owner is not in
23 residence during the tenancy of the Short Term Rental tenants. The property may
24 be used as a Short Term Rental for no more than forty-two (42) days per calendar
25 year.
26

27 3. **Seven (7) acres plus Short Term Rental.** A Short Term Rental may be
28 operated by a property owner in their primary residence or non-primary residence
29 when the property owner is in residence or not in residence during the tenancy of
30 the Short Term Rental tenants, where the lot is seven (7) acres or more in size.
31 (Land abutting the Short Term Rental lot in the same ownership may be counted
32 toward the minimum lot size. Abutting shall mean any lot that shares a lot line or
33 is located directly across a road right-of-way from the primary residence. Abutting
34 land used to meet the seven (7) acres requirement may not be counted towards
35 more than one Short Term Rental.) The property may be used as a Short Term
36 Rental for no more than one-hundred eighty-two (182) days per calendar year.
37

38 4. **Short Term Rental Adjacent.** One Short Term Rental may be operated by a
39 property owner in a non-primary residence when the Short Term Rental owner's
40 primary residence is located on the same lot as the Short Term Rental or on an
41 abutting lot. (Abutting shall mean any lot that shares a lot line or is located directly
42 across a road right-of-way from the primary residence.) The property owner must
43 be in residence during the tenancy of the Short Term Rental tenants. The property
44 may be used as a Short Term Rental for no more than one-hundred five (105)
45 calendar days per calendar year. If a property owner operates a Short Term Rental
46 Adjacent, the owner shall not operate any other Short Term Rental on the lot, or
47 abutting lot, during the same calendar year. For example, an owner operating a
48 Short Term Rental Adjacent on a lot (or abutting lot) shall not be able to also obtain

1 a permit for a Primary resident hosted Short Term Rental (or any other Short Term
2 Rental) during the same calendar year.

3
4
5 **C. Short Term Rental Requirements**

6
7 1. Permit required. No Short Term Rental shall be advertised, rented or
8 operated without first obtaining a Short Term Rental Permit. A Short Term Rental
9 permit shall be valid for the calendar year in which the permit is issued. A permit
10 application received more than thirty (30) days after the permit deadline, which
11 shall be January 2nd of the year the Short Term Rental will be operating, shall be
12 considered late. The property must remain in compliance with the Short Term
13 Rental permit for the entire calendar year in which the permit is issued. A Short
14 Term Rental permit may only be issued to the property owner of the lot where the
15 Short Term rental is located and a lessee of the lot may not operate a Short Term
16 Rental.

17
18 Failure to obtain a Short Term Rental permit prior to advertising, offering for rent,
19 or use of the Short Term Rental shall require payment of double the Short Term
20 Rental permit fee. Once notified by the town that a Short Term Rental has been
21 operated without a permit, a permit application shall be submitted within seven
22 (7) calendar days or shall be considered an additional violation. The permit
23 applicant must make a diligent effort to meet permit requirements.

24
25 The second failure to obtain a Short Term Rental permit for a property within a
26 five (5) year period shall result in a prohibition from obtaining a permit for the
27 property for one (1) year.

28
29 2. Advertising. It shall be unlawful to advertise occupancy or use of a Short
30 Term Rental that would violate Sec. 19-8-14 of the Zoning Ordinance. For the
31 purposes of this section, the term "advertise" shall mean any form of
32 communication for marketing that is used to encourage, persuade or manipulate
33 viewers, readers or listeners into contracting for goods and/or services as may be
34 viewed through various media included, but not limited to newspapers,
35 magazines, flyers, handbills, television commercials, radio, signage, direct mail,
36 websites or text messages. No Short Term Rental shall be advertised that does not
37 have a current Short Term Rental permit. The Short Term Rental advertising must
38 be consistent with the terms of the Short Term Rental permit and must include the
39 current Short Term Rental permit number. Advertising of the Short Term Rental
40 must include the statement, "[The Short Term Rental] is available for one (1) rental
41 per seven (7) day period [or in the case of a Primary residence hosted Short Term
42 Rental, 2 rentals per seven (7) day period], and may be rented for a partial week
43 as long as the Short Term Rental remains vacant for the remainder of the seven (7)
44 day rental period.

45
46 3. Rental Intensity. No more than one (1) rental/use of the Short Term Rental
47 may occur in a seven (7) day period, except that a Primary residence hosted may
48 be allowed up to two (2) rental/uses in a seven (7) day period. When a rental or
49 non-compensated use of the property by any one (1) individual or group,

1 including but not limited to personal or family use by the property owner, of less
2 than seven (7) days occurs, the property must remain vacant for the remaining
3 portion of the seven (7) day period, **except that a Primary residence hosted Short**
4 **Term Rental may be allowed no more than two (2) rental uses in a seven (7) day**
5 **period.** Any tenancy of the property for less than thirty (30) days shall be
6 considered operation of a Short Term Rental and require a Short Term Rental
7 permit pursuant to the terms of the Zoning Ordinance.

8 4. Registration record. The Short Term Rental owner must (a) maintain
9 accurate, up-to-date records of all rental transactions involving the Short Term
10 Rental, including the number of tenants and the length of their stays, and
11 upcoming reservations; and (b) present said information to Town inspection
12 officials upon request. Failure of the Short Term Rental owner to provide this
13 information within five (5) business days of a Town request for the same shall be
14 considered a violation of this section.

15 5. Multi-family and multiplex units. No Short Term Rental may be operated
16 on a lot containing a multifamily dwelling unit unless all of the dwelling units
17 are held in common ownership. No Short Term Rental shall be operated on a
18 property containing five (5) or more dwelling units.

19 **D. Review Procedure**

- 20
- 21 1. The Code Enforcement Officer shall have the authority to issue a
22 Short Term Rental permit.
 - 23
 - 24 2. The Code Enforcement Officer shall provide a Short Term Rental
25 application to be completed by the applicant and submitted to the
26 Code Enforcement Officer accompanied by the Short Term Rental
27 permit fee as established by the Town Council in the Town Fee
28 Schedule. The form shall include a non-exclusive checklist of code
29 requirements that the property owner shall demonstrate compliance
30 with.
 - 31
 - 32 3. The Code Enforcement Officer shall determine if the form has been
33 properly completed before any permit is issued.
 - 34
 - 35 4. The first time that a Short Term Rental permit is submitted for a
36 property, no permit shall be issued until the Code Enforcement
37 Officer has inspected the proposed Short Term Rental property for
38 compliance with the Short Term Rental Standards and compliance
39 with building code requirements. Thereafter, renewal of a Short
40 Term Rental permit shall require inspection by the Code
41 Enforcement Officer of the Short Term Rental property no less than
42 once every five (5) years. When the Code Enforcement Officer does
43 not conduct an annual inspection, the Short Term Rental owner shall
44 certify that there have been no material changes since the last
45 inspection by the Code Enforcement Officer. Any third party

1 inspection information submitted with the completed form shall
2 have been conducted within the twelve months prior to the permit
3 being issued.
4

- 5 5. The Code Enforcement Officer shall review the permit application
6 for compliance with the Short Term Rental Standards.
7
8 6. If the Code Enforcement Officer determines that the proposed Short
9 Term Rental application complies with the Short Term Rental
10 Standards, a Short Term Rental permit shall be issued. The permit
11 may be subject to suspension by the Code Enforcement Officer if the
12 Short Term Rental property becomes non-compliant with the Short
13 Term Rental Standards, and may be revoked as provided in 19-8-
14 14.(G).
15

16 **E. Submission Requirements**

17
18 The Short Term Rental permit application shall include the following information:
19

- 20 1. Location. The street address and map/lot number of the Short Term
21 Rental property. If the property is not located on a public road, the
22 form shall include directions to the property from a public road.
23
24 2. Contact Person/Owner Responsibility. The name of the owner of
25 the Short Term Rental property and contact information, including
26 address and telephone number. In addition, if someone other than
27 the owner is acting as the local contact person, contact information
28 for that person shall also be provided. If there will be different
29 contact persons for different time periods during the year, the form
30 shall include the applicable contact person for each time period.
31 Regardless of who enters the Short Term Rental agreement, or who
32 may be designated as the owner's contact person, the property
33 owner shall be responsible for compliance with the Short Term
34 Rental Ordinance provisions.
35
36 3. Availability. The registration form shall include when, during the
37 calendar year, the Short Term Rental will be available for rental. If
38 this changes, the owner shall notify the Code Enforcement Officer.
39 4. All information needed to demonstrate compliance with the
40 standards listed in Subsection F below.
41

42 **F. Standards**

43
44 The Code Enforcement Officer shall issue a Short Term Rental permit upon the
45 applicant satisfying the above requirements if the following standards are met:
46

- 47 1. Code compliance. An applicant's property, without limitation, must
48 comply with the following building safety requirements

1 International Residential Code, IRC, and the International Building
2 Code, IBC:
3

- 4 a. Smoke Alarms: A smoke alarm is required in each bedroom.
5 A smoke alarm is also required outside of each bedroom and
6 in the immediate vicinity. A smoke alarm is also required to
7 be on each story of the dwelling, including basements and
8 habitable attics. The alarms shall be interconnected as much
9 as reasonably possible. (Reference IRC Section R314);
10
11 b. Carbon Monoxide Alarms: If a house has an attached garage
12 or a fuel fired appliance, a carbon monoxide alarm shall be
13 installed outside each bedroom and in the immediate vicinity.
14 (Reference IRC Section R315);
15
16 c. Portable Fire Extinguishers: At least one (1) portable fire
17 extinguisher shall be mounted in a prominent location. One
18 (1) size/type 2/A is required or two (2) size/type 1/A
19 extinguishers;
20
21 d. Emergency Lighting: At least one (1) hardwired emergency
22 light with battery backup is required per 1200 square feet of
23 living space. The lights must be positioned to illuminate the
24 path of egress to the maximum extent. There also must be
25 exterior lighting that is permitted to be solar powered.
26 Exception: The house lighting has a backup power source that
27 automatically activates.
28

29 The applicant shall provide floor plans of the dwelling unit that
30 shows the location of the alarms, fire extinguisher(s) and emergency
31 lighting.
32

- 33 2. Building evacuation plan. A building evacuation plan shall be
34 prominently posted in the Short Term Rental property during the
35 rental period.
36
37 3. Sanitary waste disposal. The applicant shall submit information
38 demonstrating that adequate sanitary waste disposal is available in
39 compliance with the Town of Cape Elizabeth Subsurface Wastewater
40 Disposal Ordinance, as determined by the Code Enforcement
41 Officer, or that the property is served by public sewer.
42
43 4. Parking. The applicant shall include a depiction of how parking will
44 be provided for tenants and guests on the lot where the Short Term
45 Rental is located, and/or include a written agreement for off-site
46 parking at a specified location, to comply with the Off-Street Parking
47 Standards, Sec. 19-7-8. Garage parking spaces not allowed for tenant
48 use shall not be used to meet the Short Term Rental parking
49 requirement. On-street parking by Short Term Rental tenants or

1 guests is prohibited. No bus shall be parked at the Short Term Rental
2 property during any rental period.
3

4 5. Rental Agreement Addendum. The Short Term Rental permit
5 application shall be submitted with an addendum, to be attached to
6 Short Term Rental agreement between owner and tenant, that shall
7 be provided to all tenants. The Town shall not be responsible for
8 enforcement of the rental agreement addendum. The rental
9 agreement addendum shall include the following:

- 10
11 a. Primary and secondary contact person and contact
12 information; A contact person must be available to tenants at
13 all time of rental period (24/7).
14 b. Emergency responder contact information;
15 c. Building evacuation plan;
16 d. Maximum number of tenants and guests;
17 e. Parking arrangements, including a prohibition of tenants and
18 guests parking on-street or in a manner that impedes access
19 by emergency vehicles to the property or any other dwelling
20 in the neighborhood;
21 f. Maximum number of tenants and guests allowed at the
22 property;
23 g. Good neighbor guidelines;
24 h. Copy of the Miscellaneous Offenses Ordinance.
25

26 6. Limit on rental occupancy. The maximum tenant capacity of a Short
27 Term Rental shall be limited to no more than two (2) tenants per
28 bedroom, plus two (2) additional tenants for no more than one (1)
29 additional sleeping space.
30

31 If a Short Term Rental property is operated on a lot of thirty-
32 thousand (30,000) sq. ft. or less in size, the Short Term Rental permit
33 shall not allow occupancy by more than eight (8) tenants at any time.
34 The number of Short Term Rental guests shall be limited to eight (8)
35 at any time. On site parking shall be limited to four (4) parking
36 spaces.
37

38 7. Response requirement. Failure of the owner/contact person to
39 respond to a Short Term Rental tenant or guest inquiry during the
40 Short Term Rental tenancy, including check-in, within thirty (30)
41 minutes shall be considered a violation of Sec. 19-8-14, Short Term
42 Rental Standards.
43

44 8. Good neighbor conduct. The Code Enforcement Officer shall
45 consider any complaints received about behavior at the Short Term
46 Rental that diminishes the peaceful quiet enjoyment of property by
47 residents within one thousand feet (1,000') of the Short Term Rental
48 property line. Disruptive outdoor behavior may include but not be
49 limited to smoking, swearing, lewd gestures or conduct, late hour

1 noise, pet control, substance use, parking and speeding. The Code
2 Enforcement Officer may deny issuance of the permit based on
3 complaints that the Short Term Rental owner, tenants or guests
4 have diminished the peaceful quiet enjoyment of neighborhood
5 residents. An appeal of the Code Enforcement Officer's decision to
6 issue or deny a Short Term Rental permit based on this standard
7 shall be heard by the Town Council.
8

9 **G. Suspension and Revocation of Permit**

10
11 In addition to the provisions of Sec. 19-3-6, Violations, a permit for a Short Term
12 Rental may be suspended or revoked if the Code Enforcement Officer determines
13 that one or more substantiated complaints regarding Short Term Rentals of a
14 property have been made in a three (3) year period. The Police Department may
15 provide a report of conditions observed in plain sight to the Code Enforcement
16 Officer, but enforcement of the Zoning Ordinance shall remain with the Code
17 Enforcement Officer.
18

- 19 1. Complaint. Any individual or town official may file and/or initiate
20 a complaint against a Short Term Rental permit holder. If the Police
21 Department or the Code Enforcement Officer receives a complaint,
22 they shall visit the property. The Police Department shall generate a
23 report of the facts its officers have observed upon a visit, and
24 statements made to them regarding the Short Term Rental. The
25 Police Department shall then forward the report to the Code
26 Enforcement Officer.
27

28 When the Code Enforcement Officer receives a report from the Police
29 Department, or the Code Enforcement Officer has responded to a
30 complaint or independently investigated, the Code Enforcement
31 Officer shall inspect the property and shall collect information
32 related to the complaint, including notifying the property owner and
33 requesting information regarding the complaint. Within five (5)
34 days of receiving a Police Report or complaint, the Code
35 Enforcement Officer shall determine if the complaint is
36 substantiated. A complaint is substantiated when the Code
37 Enforcement Officer concludes that one or more violations of the
38 Short Term Rental provisions occurred.
39

- 40 2. First Substantiated Complaint. Once the Code Enforcement Officer
41 has made a finding of a substantiated complaint, the Code
42 Enforcement Officer shall notify the property owner in writing.
43 The notification shall require the property owner to meet with the
44 Code Enforcement Officer within five (5) business days from the
45 date of the written notification, or such other time as is agreed upon
46 by the Code Enforcement Officer, to identify ways in which the
47 violation(s) will be corrected. The owner will agree to take all
48 necessary measures to correct the violation(s), which measures shall
49 be memorialized in a written agreement at the conclusion of the

1 meeting and shall be fully implemented within one (1) week of said
2 meeting unless another date is agreed to by the Code Enforcement
3 Officer. Failure of the property owner to enter into such an
4 agreement at the conclusion of the meeting will be deemed a second
5 violation of the Short Term Rental provisions. In addition, the Code
6 Enforcement Officer may suspend the Short Term Rental permit for
7 a term not to exceed thirty (30) days.
8

- 9 3. Second Substantiated Complaint. Once the Code Enforcement
10 Officer has made a finding of two (2) substantiated complaints, the
11 Code Enforcement Officer shall notify the property owner in writing
12 that the Short Term Rental permit shall be suspended for the
13 remainder of the permit year but not less than six (6) months. When
14 less than six (6) months remains in the calendar year, no Short Term
15 Rental Permit may be submitted in the next calendar year until six
16 (6) months after the second substantiated complaint. Late permit fees
17 shall apply.
18

19 The notification shall require the property owner to meet with the
20 Code Enforcement Officer within five (5) business days from the
21 date of the written notification, or such other time as is agreed upon
22 by the Code Enforcement Officer, to identify ways in which the
23 violation(s) will be corrected. The owner will agree to take all
24 necessary measures to correct the violation(s), which measures shall
25 be memorialized in a written agreement at the conclusion of the
26 meeting and shall be fully implemented within one (1) week of said
27 meeting unless another date is agreed to by the Code Enforcement
28 Officer. Failure of the property owner to enter into such an
29 agreement at the conclusion of the meeting will be deemed a
30 violation of the Short Term Rental provisions.
31

- 32 4. Third Substantiated Complaint. Once the Code Enforcement Officer
33 has made a finding of three (3) substantiated complaints, the Code
34 Enforcement Officer shall notify the property owner in writing that
35 the Short Term Rental permit has been revoked for three (3) years.
36

- 37 5. Appeal. An appeal to the Zoning Board of Appeals as an
38 Administrative Appeal may be taken by any person aggrieved by a
39 determination of the Code Enforcement Officer pursuant to Section
40 19-5-2(A).
41

- 42 7. Effective Date. The Short Term Rental amendments shall be effective
43 July 1, 2021. Any Short Term Rental permit in effect and issued prior
44 to July 1, 2021 shall expire on June 30, 2021. On June 1, 2021, the Code
45 Enforcement Officer will begin accepting for review a Short Term
46 Rental permit application that is in compliance with the Short Term
47 Rental amendments that become effective on July 1, 2021. All Short
48 Term Rental permits issued after June 30, 2021 shall expire on
49 January 2, 2022.

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6

The 2021 permit fee for any property with an existing short term rental permit shall be \$250. The 2021 permit fee for any property that does not have a short term rental permit shall be \$500. Commencing in 2022, the Short Term Rental Permit fee shall be determined in the Town Fee Schedule.

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

Chapter 5.12

Short-Term Rental

[HISTORY: Adopted 7-27-2020 by Ord. No. 20-05. Amendments noted where applicable]

§ 5.12-1 Purpose.

The use and intent of these regulations is to ensure that any home-based short-term rental business operates in a manner that respects the neighborhood in which it is situated. The regulations allow short term rental operations in residential dwelling units with the intent of protecting the quality of life of the surrounding residential neighborhood from unreasonable or unsafe intrusions and nuisances inappropriate to a residential setting.

§ 5.12-2 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

OWNER

A person who is the owner of record of real property as documented by deed or other document evidencing ownership recorded at the York County Registry of Deeds.

OWNER OCCUPIED

The owner is domiciled at the property for no less than 183 days in a tax year, as documented by a State of Maine Income Tax Return or other document evidencing owner occupancy.

SHORT-TERM RENTAL

The use, control, management or operation of a dwelling unit or accessory dwelling unit, in whole or in part for dwelling, sleeping or lodging purposes for periods of fewer than 30 consecutive days; for compensation, directly or indirectly.

§ 5.12-3 Applicability.

- A. This chapter applies to any residential dwelling unit, room within a dwelling unit, or accessory dwelling unit that is rented, in whole or in part, for a period of less than 30 consecutive days, for compensation, directly or indirectly.
- B. Exclusions. Excluded from this chapter are:
 - (1) Dwelling units used, in whole or in part, for dwelling, sleeping or lodging purposes for periods 30 consecutive days or more.
 - (2) Lodging establishments such as hotels, motels, bed and breakfasts, inns, boarding or rooming houses, or temporary housing.
- C. Nothing contained in this chapter supersedes any condominium, homeowner, or restrictive deed covenants that apply to the dwelling unit.

§ 5.12-4 License required.

- A. No person may advertise or operate a short-term rental unit without a license issued by the Code Enforcement Officer. Short-term rental units in operation prior to the adoption of this chapter must be licensed no later than December 31, 2020.
- B. Nonrefundable fees for the license are set forth in Appendix A.
- C. Short-term rental licenses must be renewed on an annual basis. Each license issued under this chapter expires one year from issuance.
- D. Each licensee will receive a certificate issued by the Code Enforcement Officer stating the license number, valid license period, occupancy limit for the unit, the name and emergency contact information of the operator of the short-term rental unit, and the name and contact information of the property owner if different than the operator.
- E. A license is not transferrable to any other person, or from location to location, and is valid only at the location and for the person designated. Any change in ownership of the dwelling unit will require a new license.

§ 5.12-5 License limits.

- A. The baseline number of short-term rental licenses available for issuance will be equal to the total number of licensed short-term rental units as of December 31, 2020 in accordance with § 5.12.4A.
- B. The number of licenses issued in calendar year 2021 may not exceed the starting number as determined by § 5.12.5A plus 8%.
- C. The number of licenses issued in calendar year 2022 may not exceed the total number of valid licenses as of December 31, 2021 plus 8%.
- D. No later than September 30, 2022, the Kittery Town Council will receive a report from the Town Manager, regarding the total number of licenses issued and the status of implementation and compliance with the ordinance, to determine if the total number of available licenses for issuance per year should be adjusted for the ensuing calendar year.
- E. If a license is cancelled by the license holder or denied or revoked in accordance with § 5.12.8, it will become an available license for issuance in the calendar year it is cancelled, denied or revoked.
- F. Owners will have the right to renew their license each year, unless the license is otherwise denied, revoked or suspended in accordance with § 5.12.8.

§ 5.12-6 Standards.

- A. Owner: Only the owner of the property can apply for the dwelling unit to be used for short-term rental.
- B. Occupancy limits.
 - (1) No more than one short-term rental contract is allowed per dwelling unit at any one time.
 - (2) No more than two adults per bedroom are allowed, unless otherwise approved by the Code Enforcement

Officer and the Fire Chief or their respective designees. Increased occupancy limits may be granted upon application to the Code Enforcement Officer and inspection of the dwelling unit.

- C. Property taxes current. No property may be licensed for short-term rental if the property is subject to an existing foreclosure or lien from the Town for non-payment of taxes.
- D. Emergency contact. The owner must provide emergency contact information or identify a person who will serve as the agent or representative for emergency contact purposes. Multiple emergency contact people may be identified. One of the emergency contact people must be able to respond within 60 minutes or less to complaints regarding the condition, safety or operation of the dwelling unit as a short-term rental, or the conduct of guests, and take remedial action to resolve such complaints. The owner must notify the Town and provide updated contact information if a contact person or information changes.
- E. License number. Licenses will be issued with a unique license number. The license number must be displayed within the dwelling unit and in all advertising for the short-term rental of the dwelling unit.
- F. Parking.
 - (1) The owner must provide sufficient on-site parking to serve the residential dwelling unit(s) and the short-term rental unit(s) on the property. The total number of on-site parking spaces will be calculated as the number of spaces required for the dwelling unit per § 16.8.9.4 plus one parking space for each short-term rental unit on the property. Tandem parking is permitted.
 - (2) Required on-site parking may be satisfied at off-site locations, provided such parking is on other property owned by the applicant or is under the terms of a contractual agreement that will ensure such parking remains available for the uses served. Applicant must present evidence of a parking location and a contractual agreement indicating the availability of the parking to the Code Enforcement Officer for review and approval prior to issuance of a license.

§ 5.12-7 Complaints.

Complaints of criminal or ordinance violations associated with the operation of short-term rentals brought to the attention of the Code Enforcement Officer or Police Department will be logged and investigated.

§ 5.12-8 Denial, suspension, or revocation of license.

- A. Denial. The Code Enforcement Officer may deny a license or license renewal upon failure of the applicant to meet all of the requirements of this chapter, or for three or more substantiated criminal or ordinance violations associated with the property within the prior 12 months.
- B. Suspension or revocation. The Code Enforcement Officer may suspend or revoke a license for violation of any provisions of this Chapter, or for three or more substantiated criminal or ordinance violations associated with the property within a twelve-month period.
 - (1) A license may be suspended for no longer than six months, during which time the dwelling unit may not be used as a short-term rental.
 - (2) A license may be revoked and cannot be reissued for 12 months. The Code Enforcement Officer may authorize the reissuance of a license if they find sufficient corrective action has been taken to prevent

violations in the future.

§ 5.12-9 Appeal.

A Code Enforcement Officer decision on denial, suspension, or revocation of a license may be appealed to the Board of Appeals as provided in § 16.6.4A.

§ 5.12-10 Violations.

A. Any violation of this chapter will be assessed a penalty of \$250. Each day any violation of this chapter continues constitutes a separate offense.

Memorandum

To: Town of Mount Desert
From: Rebecca LaPierre
Date: July 14, 2021
Re: Update to COVID-19 Policy

You have asked me to provide you with a memorandum outlining the current allowance for Paid Sick Leave under the American Rescue Plan Act (“ARPA”). Below, please see a summary of the law and guidance relating to the attached proposed policy update.

COVID-19 Related Paid Leave Under ARPA

The Families First Coronavirus Response Act (FFCRA) mandated that employers with fewer than 500 employees provide certain allotments of additional paid leave to employees who had to miss work for COVID-19 related reasons. The FFCRA paid leave mandate expired on December 31, 2020, and was replaced by a voluntary paid leave program under the Coronavirus Aid, Relief, and Economic Securities Act (CARES Act). Under the CARES Act, employers could offer the same paid leave that was available under the FFCRA and receive a payroll tax credit to reimburse the amounts paid, however the requirement to do so was no longer mandatory. Unfortunately, the tax credits under both FFCRA and CARES act did not provide coverage for municipal employers. The voluntary leave program under the CARES Act expired on March 31, 2021. Beginning on April 1, 2021, the voluntary paid leave program under ARPA replaced the program provided for under the CARES Act.

Under ARPA, employers are not required to provide paid leave for COVID-19 related absences, as the paid leave is a voluntary offering much like it was under the CARES Act. However, a major difference under ARPA is that tax credits are now available to more employers, including municipalities, and the reasons for taking paid sick leave expanded to include vaccine related absences.

Employees who had already used two weeks of paid sick leave prior to April 1, 2021, under either of the preceding programs, will be eligible for an additional two weeks of paid leave under ARPA. While there has been no clear-cut guidance on the subject, our current understanding is that employers may elect to provide the paid sick leave without also offering the expanded paid family medical leave available under ARPA. Note, however, that employers are only eligible for the tax credits if they provide ARPA paid sick leave to all eligible employees. Therefore, employers may not discriminate against or avoid providing ARPA paid leave to certain employees based on positions or job types (i.e. full time vs. part time).

Under ARPA, a tax credit is available to reimburse employers who permit up to two weeks (80 hours) of Paid Sick Leave, separate from the employee's usual PTO or accrued paid time off, for any of the following reasons between April 1, 2021 and September 30, 2021:

1. The employee is obtaining the COVID-19 vaccine;
2. The employee is recovering from an illness, injury or condition related to the COVID-19 vaccine;
3. The employee is seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, COVID-19 if the employee has been exposed to COVID-19, or the Town has requested the employee seek such a test or diagnosis;
4. The employee is subject to a federal, state or local quarantine or isolation order related to COVID-19;
5. The employee has been advised by a health care provider to self-quarantine due to COVID-19;
6. The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis;
7. The employee is caring for an individual who is subject to a quarantine or isolation order due to COVID-19;
8. The employee is caring for his or her son or daughter if the child's school or place of care has been closed or is unavailable due to COVID-19; or
9. The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretaries of Treasury and labor.

The tax credit an employer can receive for Paid Sick Leave is based on the employee's regular rate of pay, up to \$511 per day, if the leave is needed for one of the reasons relating to immunization, testing, the employee's own symptoms, or due to quarantine or isolation. For any of the remaining reasons for leave, the amount of tax credit an employer can receive is limited to 2/3 the employee's regular rate of pay, up to \$200 a day. Employers can elect to pay the employee's full rate of pay, however the tax credit will be limited to those capped amounts.

Temporary Amendment to Personnel Policies due to COVID-19

Part A. Introduction

Effective immediately, the Town of Mt. Desert is reverting to its original personnel policies with regard to working from home. The Town will continue to offer an additional paid sick leave benefit to all employees for COVID-19 related absences through September 30, 2021.

Part B. Return to the Office

The Town's temporary, emergency work from home policy put in place at the beginning of the COVID-19 pandemic is no longer in effect. All Town employees have returned to working in the office unless otherwise agreed upon by Town Management.

Part C. Additional Paid Sick Leave for COVID-19 Related Absences

Employees who are required to be absent for any of the below listed reasons may be eligible for up to 80 hours of additional paid sick leave, separate from the Employee's accrued paid time off entitlements. Employees who have already used 80 hours of paid sick leave for COVID-19 related absences prior to April 1, 2021 may be eligible for an addition 80 hours of paid sick leave under this policy. Employees who have exhausted their 80 hours of paid sick leave for any of the reasons listed in this policy after April 1, 2021 are no longer eligible for additional leave under this policy.

Emergency Paid Sick Leave

All employees are eligible for up to 80 hours of additional paid sick leave at the employee's regular rate of pay for any of the following reasons:

- a) The employee is obtaining the COVID-19 vaccine;
- b) The employee is recovering from an illness, injury or condition related to the COVID-19 vaccine;
- c) The employee is seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, COVID-19 if the employee has been exposed to COVID-19, or the Town has requested the employee seek such a test or diagnosis;
- d) The employee is subject to a federal, state or local quarantine or isolation order related to COVID-19;
- e) The employee has been advised by a health care provider to self-quarantine due to COVID-19;
- f) The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis;

- g) The employee is caring for an individual who is subject to a quarantine or isolation order due to COVID-19;
- h) The employee is caring for his or her son or daughter if the child's school or place of care has been closed or is unavailable due to COVID-19; or
- i) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretaries of Treasury and labor.

When requesting leave for any of the above reasons, the additional paid leave must be used before employees may use any other accrued paid time off.

The 80 hours of paid leave available under this policy do not accrue in an employee's paid time off balance nor does this leave carry over or get paid out if unused. The additional paid leave is intended to be used specifically for COVID-19 related leave as described above.

Part C. Policy Changed and Duration

This policy will automatically terminate on September 30, 2021 and all personnel policies will revert to normal unless otherwise voted on by the Select Board.

**TREASURER'S
WARRANTS**

Warrants for BOS Agenda:

BOS Agenda:

7/20/2021

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices	AP2175	06/30/21	\$ 102,246.41
		AP2202	07/20/21	\$ 1,209,084.69
				<u>\$ 1,311,331.10</u>
B. Authorized Warrants to be Signed: (Wendy needs to abstain) (Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits	AP2201	07/14/21	\$ 18,210.02
	Town Payroll	PR2201	07/09/21	\$ 146,995.93
				<u>\$ 165,205.95</u>
C. Warrants to be Acknowledged:				
	School Invoices	#01	7/7/21	\$ 145,687.43
	School Payroll	#01	07/09/21	\$ 59,636.44
				<u>\$ 205,323.87</u>
TOTAL WARRANTS FOR BOS MEETING				<u><u>\$ 1,681,860.92</u></u>

TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2175

CHECK DATE: June 30, 2021

CHECK NUMBER: <u>315231</u>	through	<u>315282</u>	\$ <u>63,232.81</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Electronic payments
EFT NUMBER: <u>1977</u>	through	<u>1984</u>	\$ <u>39,013.60</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 102,246.41

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

Selectmen:

John B Macauley, Chairman

Martha T Dudman

Matthew J Hart, Vice Chairman

Geoffrey V Wood

Wendy H Littlefield, Secretary



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07/15/2021 16:02
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 INVOICE

INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
1977 06/30/2021 EFT Invoice: 412190	06/30/2021	412190	AP2175	2,676.76
2 A C PARSONS LANDSCAPING & GARDEN				
Station 3 Landscaping				
2,676.76 1440330 55200 433				
BLDG REPAIR & MAINT-S3 SV				
Invoice: 412193	06/30/2021	412193	AP2175	157.50
A C PARSONS LANDSCAPING & GARDEN				
Landscaping				
157.50 6010100 55222				
LANDSCAPING SVCS				
CHECK			1977 TOTAL:	2,834.26
1978 06/30/2021 EFT Invoice: 3998	06/30/2021	3998	AP2175	2,782.06
2097 TOWN OF BAR HARBOR				
June 2021 Mutual Aid				
2,148.05 1440110 51500 299				
OT-MA BHPD TO MDPPD				
634.01 1440800 51500 299				
OT-MA BHPD TO MDPPD				
Invoice: 2630	06/30/2021	2630	AP2175	242.00
1844 COLLIER & FAHEY, PA				
Legal advice traffic ordinance				
242.00 1220110 54500				
LEGAL				
CHECK			1978 TOTAL:	2,782.06
1980 06/30/2021 EFT Invoice: 42243	06/30/2021	42243	AP2175	23,757.75
175 EMR INC				
June tip fee ts				
23,757.75 1551500 55501				
TIPPING FEE EMR				
CHECK			1980 TOTAL:	23,757.75
1981 06/30/2021 EFT Invoice: 0621 FD	06/05/2021	0621 FD	AP2175	3.98
1043 MAIN STREET VARIETY				
Ice				
3.98 1440330 53110				
GENERAL SUPPLIES				
Invoice: 0621 FD-2	06/13/2021	0621 FD-2	AP2175	75.73
MAIN STREET VARIETY				
Fuel for T9				
75.73 1440330 53710 4309				
VEHICLE FUEL-T9				
Invoice: 0621 WW	06/30/2021	0621 WW	AP2175	1,046.94
MAIN STREET VARIETY				
340.3 GALS WW Vehicle Fuel-EM				
1,046.94 1550552 53710				
VEHICLE FUEL				
Invoice: 0621 B&G	06/30/2021	0621 B&G	AP2175	358.11
MAIN STREET VARIETY				
115.9 GALS B&G Vehicle Fuel-EM				
358.11 1552000 53710				
VEHICLE FUEL				
Invoice: 0630 HWY	06/30/2021	0630 HWY	AP2175	466.88
MAIN STREET VARIETY				
153.8 GALS HWY Vehicle Fuel-EM				
466.88 1550100 53710				
VEHICLE FUEL				



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

INVOICE	INV DATE	PO	WARRANT	NET
1982 06/30/2021 EFT Invoice: 498425	2607 NO FRILLS OIL COMPANY	498425	1981 TOTAL:	1,951.64
	2801.8 GALS ON ROAD FUEL VEHICLE FUEL	53710	AP2175	6,945.66
1983 06/30/2021 EFT Invoice: 22269	538 NORTHEAST PLUMBING & HEATING INC. 22269	55200	1982 TOTAL:	6,945.66
	206.30 1552000 55200 FIXED HEAT PUMP BJ BLDG REPAIR & MAINT		AP2175	206.30
1984 06/30/2021 EFT Invoice: 135225957	1553 ULINE, INC	55400	1983 TOTAL:	206.30
	293.93 1550100 55400 FUEL CANS BJ GEN REPAIRS & MAINT		AP2175	293.93
315231 06/30/2021 PRTD Invoice: 3488295749	2701 AUTOZONE	3488295749	1984 TOTAL:	293.93
	321.71 1440110 55100 4110 Duralast CO MUL - NGK Laser VEHICLE REPAIR-18 DODGE RAM		AP2175	321.71
315232 06/30/2021 PRTD Invoice: 4978 MICRODYNAMICS	997 CARDMEMBER SERVICES	4978 MICRODYNAMICS	315231 TOTAL:	321.71
	54.00 1550100 55400 INSTRUMENTATION REPAIR BJ GEN REPAIRS & MAINT		AP2175	54.00
	50.00 1221000 55330 890 CARDMEMBER SERVICES zoom large meeting license SOFTWARE -ZOOM		AP2175	50.00
	176.19 6010300 57121 CARDMEMBER SERVICES 4017 AMZN mktpt boat fenders MRG/FLOAT SVCS		AP2175	176.19
	170.50 6010100 53000 CARDMEMBER SERVICES 5507 AMZN mktpt office supplies OFFICE SUPPLIES		AP2175	170.50
	47.00 6010100 55200 CARDMEMBER SERVICES 4363 AMZN mktpt water filter visitor center BLDG REPAIR & MAINT		AP2175	47.00



Invoice:	6954 MSFT*	6954 MSFT*	05/16/2021	AP2175	85.34
	CARDMEMBER SERVICES	Microsoft Azure EMAIL/INTERNET			
Invoice:	4638 MSFT*	4638 MSFT*	06/02/2021	AP2175	130.84
	CARDMEMBER SERVICES	Online services EMAIL/INTERNET			
Invoice:	6890 MSFT*	6890 MSFT*	06/02/2021	AP2175	279.17
	CARDMEMBER SERVICES	Online Services EMAIL/INTERNET			
Invoice:	6035 MSFT*	6035 MSFT*	06/02/2021	AP2175	104.00
	CARDMEMBER SERVICES	Online Services EMAIL/INTERNET			
Invoice:	2947 MSFT*	2947 MSFT*	06/15/2021	AP2175	128.60
	CARDMEMBER SERVICES	Police Dept Online Services EMAIL/INTERNET			
Invoice:	1382 MSFT*	1382 MSFT*	06/05/2021	AP2175	53.01
	CARDMEMBER SERVICES	Microsoft Azure EMAIL/INTERNET			
Invoice:	9217 THE CORPORATE C	9217 THE CORPORATE C06/07/2021 Name Plate OFFICE SUPPLIES		AP2175	22.11
Invoice:	1276 ADOBE ACROBAT S	1276 ADOBE ACROBAT S06/17/2021 Adobe Acrobat SOFTWARE PKG PURCHASE		AP2175	156.72
Invoice:	7837 FBB*ROAMANS	7837 FBB*ROAMANS 05/24/2021 Dispatch Shirts UNIFORMS		AP2175	102.27
Invoice:	0964 MAINE.GOV	0964 MAINE.GOV 06/07/2021 Notary Renewal - Overlock TRAINING		AP2175	50.00
Invoice:	4401 AMZN mktp US	4401 AMZN mktp US 06/10/2021 Streamlight switch, hammer OFFICE SUPPLIES		AP2175	24.83
Invoice:	5971 AMAZON.COM	5971 AMAZON.COM 06/10/2021 Storage shelf, tool OFFICE SUPPLIES		AP2175	82.93
Invoice:	9163 LLBEAN-DIRECT	9163 LLBEAN-DIRECT 06/18/2021 LL Bean Shirts - Chief/Mitchell UNIFORMS		AP2175	204.45



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

INVOICE	INV DATE	PO	WARRANT	NET
INVOICE DTL DESC				
Invoice: 1788	06/18/2021	AP2175		120.98
CARDMEMBER SERVICES				
1788 BLAUER MANUFACT	06/18/2021	AP2175		
Blauer-Uniform Shirts - Chief	06/18/2021	AP2175		
UNIFORMS				120.98
120.98 1440110 53800				
Invoice: JUNE 2021	06/22/2021	AP2175		46.25
CARDMEMBER SERVICES				
JUNE 2021 CWOOLFOLK	06/22/2021	AP2175		
ITEMS PURCHASED ON TOWN CARD				46.25
MISC SUPPLIES				
46.25 1220220 53900				
Invoice: 4924	06/07/2021	AP2175		1,451.10
CARDMEMBER SERVICES				
4924 AED SUPERSTORE	06/07/2021	AP2175		
Training manikin				1,451.10
TRAINING				
1,451.10 1440330 54100				
CHECK		315232	TOTAL:	3,540.29
315233	06/30/2021	PRTD		310.57
CARDMEMBER SERVICES				
1915 BEAUREGARD EQUIPMENT INC	06/15/2021	AP2175		
WHEEL SEAL AND BEARING AL				310.57
GEN REPAIRS & MAINT				
310.57 1550100 55400				
CHECK		315233	TOTAL:	310.57
315234	06/30/2021	PRTD		60.21
CARDMEMBER SERVICES				
75 F T BROWN CO	06/30/2021	AP2175		
Batteries, Hose Shut Offs and 4" Chain Link				60.21
100'-E				
OTHER EQUIPMENT				
60.21 1550552 53900				
Invoice: B74105	06/30/2021	AP2175		18.51
CARDMEMBER SERVICES				
F T BROWN CO	06/30/2021	AP2175		
Carton Seal Tape and Foam Tape-EM				18.51
OTHER EQUIPMENT				
18.51 1550552 53900				
Invoice: B75002	06/11/2021	AP2175		25.86
CARDMEMBER SERVICES				
F T BROWN CO	06/11/2021	AP2175		
Batteries, Lysol Bowl Cleaner, Trash Bags-EM				25.86
OTHER EQUIPMENT				
25.86 1550552 53900				
Invoice: B75298	06/15/2021	AP2175		79.33
CARDMEMBER SERVICES				
F T BROWN CO	06/15/2021	AP2175		
50:1 2CYL Fuel 5 Gals, Tick-Mosquito Repellant-EM				79.33
BLDG REPAIR & MAINT				
79.33 1552000 55200				
Invoice: B75416	06/16/2021	AP2175		3.59
CARDMEMBER SERVICES				
F T BROWN CO	06/16/2021	AP2175		
Spray Paint Navy 12OZ-EM				3.59
OTHER EQUIPMENT				
3.59 1550552 53900				
Invoice: B75430	06/16/2021	AP2175		33.07
CARDMEMBER SERVICES				
F T BROWN CO	06/16/2021	AP2175		
Mr Clean, Shipping-EM				33.07
OTHER EQUIPMENT				
33.07 1550552 53900				
Invoice: B75968	06/21/2021	AP2175		24.89
CARDMEMBER SERVICES				
F T BROWN CO	06/21/2021	AP2175		
Bleach, Mr Clean, Glass Cleaner-EM				24.89
OTHER EQUIPMENT				
24.89 1550552 53900				
Invoice: B77093	06/30/2021	AP2175		29.94
CARDMEMBER SERVICES				
F T BROWN CO	06/30/2021	AP2175		
Nuts, Bolts and Screws, 50:1 Fuel 128OZ-EM				29.94



CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE

INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
BLDG REPAIR & MAINT				
29.94 1552000 55200				
F T BROWN CO				
Invoice: B77095	06/30/2021	B77095	AP2175	13.47
	Velcro 2"x4" -EM			
	BLDG REPAIR & MAINT			
F T BROWN CO				
Invoice: B76368	06/24/2021	B76368	AP2175	7.73
	hose hanger			
	EQUIP-MOORINGS/FLOATS			
F T BROWN CO				
Invoice: B75340	06/15/2021	B75340	AP2175	5.93
	hose hanger			
	EQUIP-MOORINGS/FLOATS			
F T BROWN CO				
Invoice: B75110	06/12/2021	B75110	AP2175	31.45
	marina supplies			
	EQUIP-MOORINGS/FLOATS			
F T BROWN CO				
Invoice: B75196	06/14/2021	B75196	AP2175	173.34
	tp			
	CLEANING SUPPLIES			
F T BROWN CO				
Invoice: B75019	06/29/2021	B75019	AP2175	18.59
	Shipping printer parts			
	POSTAGE			
F T BROWN CO				
Invoice: B77061	06/29/2021	B77061	AP2175	1,499.40
	Yeti Mugs - 60% mutual aid to BH			
	SPECIAL PROGRAMS			
F T BROWN CO				
Invoice: B76799	06/28/2021	B76799	AP2175	8.09
	Parts for grill			
	GENERAL SUPPLIES			
	CHECK	315234	TOTAL:	2,033.40
315235 06/30/2021 PRFD	06/24/2021	1GE8XRJ7YV42C	AP2175	151.00
Invoice: 1GE8XRJ7YV42C	40.7 gal key west fuel			
	VEHICLE FUEL			
CLIFTON DOCKS LLC				
Invoice: KTPVRPAWF1H22	06/02/2021	KTPVRPAWF1H22	AP2175	198.49
	53.5 gal key west fuel			
	VEHICLE FUEL			
CLIFTON DOCKS LLC				
Invoice: SKJ208ZQ6SERA	06/28/2021	SKJ208ZQ6SERA	AP2175	5.57
	1.5 gal mooring boat fuel			
	VEHICLE FUEL			
	CHECK	315235	TOTAL:	355.06



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

INVOICE DTL DESC	INVOICE	INVT DATE	PO	WARRANT	NET
315236 06/30/2021 PRTR Invoice: 7691	136 CURTIS FAMILY SHOE STORE 7691 80.96 1552500 53800	06/29/2021 safety boots MP ts UNIFORMS		AP2175	80.96
315237 06/30/2021 PRTR Invoice: 265007	819 DARLINGS 265007 3,122.97 1550552 55100	06/30/2021 TRK#15 Wire Kit, Spark Plugs, Rod Kit, Coil-EM VEHICLE REPAIR		AP2175	3,122.97
315238 06/30/2021 PRTR Invoice: 43542	250 DOUG GOTT & SONS INC 43542 480.00 1550100 53730	06/24/2021 GRAVEL BJ MISC-MATERIALS		AP2175	480.00
315239 06/30/2021 PRTR Invoice: 348627	2504 EA ACQUISITION INC 348627 128.70 1220110 56205 257.40 1220770 54900 171.60 1551500 56205 371.80 1220220 56205	06/30/2021 Public Notice PUBLIC NOTICE PLANNING CONSULTANT PUBLIC NOTICE PUBLIC NOTICE		AP2175	929.50
315240 06/30/2021 PRTR Invoice: 904963761	1861 EVOQUA WATER TECHNOLOGIES LLC 904963761 379.00 1550666 55400	06/29/2021 W3T22274 Clarifier Wiper Blade Replacement NEH-EM GEN REPAIRS & MAINT		AP2175	379.00
315241 06/30/2021 PRTR Invoice: 070321	1792 CONSOLIDATED COMMUNICATIONS 070321 55.24 1221000 55120	06/30/2021 Telephone Somesville WWTP TELEPHONE-USAGE		AP2175	55.24
315242 06/30/2021 PRTR Invoice: 062721	1794 CONSOLIDATED COMMUNICATIONS 062721 55.25 1221000 55120	06/27/2021 Telephone E911 TELEPHONE-USAGE		AP2175	55.25

CHECK 315236 TOTAL: 80.96

CHECK 315237 TOTAL: 3,122.97

CHECK 315238 TOTAL: 480.00

CHECK 315239 TOTAL: 929.50

CHECK 315240 TOTAL: 379.00

CHECK 315241 TOTAL: 55.24

CHECK 315242 TOTAL: 55.24



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

10100
CASH ACCOUNT: 100
CHECK NO

1796
Ckg-BH General Fund 8066

10100
TYPE VENDOR NAME

INVOICE

INVOICE DTL DESC

INVT DATE PO

WARRANT

NET

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INVT DATE	PO	WARRANT	NET
315243	06/30/2021	PRTD	1796 CONSOLIDATED COMMUNICATIONS	062721	06/27/2021	AP2175	AP2175	122.56
	Invoice: 062721		122.56 1221000 55120		Telephone Seal Harbor WWP TELEPHONE-USAGE			
					CHECK	315243	TOTAL:	122.56
315244	06/30/2021	PRTD	1797 CONSOLIDATED COMMUNICATIONS1	062721	06/27/2021	AP2175	AP2175	361.70
	Invoice: 062721		361.70 1221000 55120		Telephone Town Office TELEPHONE-USAGE			
					CHECK	315244	TOTAL:	361.70
315245	06/30/2021	PRTD	1801 CONSOLIDATED COMMUNICATIONS	070321	06/30/2021	AP2175	AP2175	96.45
	Invoice: 070321		96.45 1221000 55120		Telephone Otter Creek Pump Station TELEPHONE-USAGE			
					CHECK	315245	TOTAL:	96.45
315246	06/30/2021	PRTD	1982 FIRSTNET	0628202	06/22/2021	AP2175	AP2175	134.31
	Invoice: 0628202		134.31 6010100 55130 84289		cell phones CELL PHONES-HARBORMASTER			
					CHECK	315246	TOTAL:	134.31
315247	06/30/2021	PRTD	1984 FIRSTNET	0628202	06/30/2021	AP2175	AP2175	492.38
	Invoice: 0628202		492.38 1550100 55130		PHONE BILL BJ CELL PHONES			
					CHECK	315247	TOTAL:	492.38
315248	06/30/2021	PRTD	2438 AT&T MOBILITY	06282021	06/22/2021	AP2175	AP2175	377.92
	Invoice: 06282021		377.92 1440330 55130		Cell & data charges for truck and chief phones CELL PHONES			
					CHECK	315248	TOTAL:	377.92
315249	06/30/2021	PRTD	2669 AT&T MOBILITY	06282021	06/22/2021	AP2175	AP2175	187.45
	Invoice: 06282021		187.45 1221000 55140		INTERNET HOT SPOTS EMAIL/INTERNET			
					CHECK	315249	TOTAL:	187.45



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

315250 06/30/2021 PRTRD 1985 FIRST NET - NON PUBLIC SAFETY 06282021 06/22/2021 AP2175 259.28
Invoice: 06282021 CELL & DATA THROUGH 06222021
77.89 1220550 55130 87949 CELL PHONES
40.16 1220660 55130 CELL PHONES
40.79 1220551 55130 CELL PHONES
100.44 1221000 55140 EMAIL/INTERNET
CHECK 315250 TOTAL: 259.28

315251 06/30/2021 PRTRD 2443 AT&T MOBILITY 06282021 06/22/2021 AP2175 355.00
Invoice: 06282021 PD Cell phones 06/2021
164.96 1440110 55130 CELL PHONES
48.24 1440110 55130 81911 CELL PHONES-ADMIN ASSIST
19.35 1440110 55130 84088 CELL PHONES-POLICE CHIEF
47.25 1440110 55130 84648 CELL PHONES-POLICE LT
46.18 1440110 55130 86748 CELL PHONES-POLICE SGT
29.02 2140115 55130 84088 CELL PHONES-BAR HBR PD
CHECK 315251 TOTAL: 355.00

315252 06/30/2021 PRTRD 222 R H FOSTER ENERGY LLC 0621 06/30/2021 20210150 AP2175 1,877.55
Invoice: 0621 646.81 GAL 2.90 JUNE FUEL
70.98 1440330 53710 4309 VEHICLE FUEL-T9
59.44 1440330 53710 4309 VEHICLE FUEL-T9
38.12 1440330 53710 4309 VEHICLE FUEL-T9
39.47 1440330 53710 4309 VEHICLE FUEL-T9
26.12 1220660 53710 2702 VEHICLE FUEL-18 CHEV COLO
26.12 1220770 53710 2702 FUEL-CEO 2018 Chev Col
105.73 1440110 53710 4109 VEHICLE FUEL-17 FORD EXP ADM
378.16 1440110 53710 4110 VEHICLE FUEL-18 Dodge Ram
407.56 1440110 53710 4112 VEHICLE FUEL-20 SUV FORD
546.49 1440110 53710 4113 VEHICLE FUEL
97.97 1550100 53710 VEHICLE FUEL
81.39 6010100 53710 VEHICLE FUEL
CHECK 315252 TOTAL: 1,877.55

315253 06/30/2021 PRTRD 254 GRAINGER 9946740777 06/28/2021 AP2175 321.01
Invoice: 9946740777 LED Flashlights for Trucks-EM
OTHER EQUIPMENT
GRAINGER 9934123960 06/16/2021 AP2175 125.33
Invoice: 9934123960 AC Converter and Batteries for Maglites-EM
OTHER EQUIPMENT
CHECK 315253 TOTAL: 446.34



INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
315254 06/30/2021 PRTRD Invoice: 82712	260 GREEN THUMB LAWN SERVICE INC R1 82712 2,021.24 1552000 55222	06/30/2021		AP2175	2,021.24
		TREATED V GREEN NEH BJ LANDSCAPING SVCS			
		CHECK	315254	TOTAL:	2,021.24
315255 06/30/2021 PRTRD Invoice: 4554988	2592 HAMMOND LUMBER COMPANY 94.98 1550100 55400	06/25/2021		AP2175	94.98
		HOSE AND BITS BJ GEN REPAIRS & MAINT			
Invoice: 4551451	HAMMOND LUMBER COMPANY 50.55 1550100 55400	06/24/2021		AP2175	50.55
		LUMBER BJ GEN REPAIRS & MAINT			
Invoice: 4564388	HAMMOND LUMBER COMPANY 253.41 1552000 55400	06/28/2021		AP2175	253.41
		B&G LUMBER FOR TABLE AL GEN REPAIRS & MAINT			
		CHECK	315255	TOTAL:	398.94
315256 06/30/2021 PRTRD Invoice: 300162805	1064 HARCROS CHEMICALS INC 676.50 1550667 53212 484.00 1550667 53211	06/29/2021		AP2175	1,160.50
		Bleach and Bisulfite for SV WWTP-EM DECHLORINATION CHLORINATION			
Invoice: 300162803	HARCROS CHEMICALS INC 1,340.00 1550668 53213	06/29/2021		AP2175	1,340.00
		pH Control/50% Caustic SH WWTP-EM PH CONTROL			
		CHECK	315256	TOTAL:	2,500.50
315257 06/30/2021 PRTRD Invoice: 2012	963 KELLEY'S INDUSTRIAL ELECTRONIC 2012 1,902.50 1550666 55400	06/25/2021		AP2175	1,902.50
		NEH Flow Chart Recorder and Programming-EM GEN REPAIRS & MAINT			
		CHECK	315257	TOTAL:	1,902.50
315258 06/30/2021 PRTRD Invoice: 10282-001	2769 LAMERT COFFIN ESQ 1,025.00 1220770 54500	05/31/2021		AP2175	1,025.00
		Legal Representation - Appeals Board Meeting. LEGAL			
		CHECK	315258	TOTAL:	1,025.00
315259 06/30/2021 PRTRD Invoice: Royal Flush 060421	2776 BRIAN LOWIT 350.00 1335000 54620	06/04/2021		AP2175	350.00
		Royal Flush Septic Tank Pumping Reimbursement. RWWSWP Septic Pumping			



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

INVOICE DTL DESC

INVOICE	INV DATE	PO	WARRANT	NET
315260	06/30/2021	PRTD 1153 MAINE ENVIRONMENTAL LABORATORY LL 65783		350.00
		Invoice: 65783		
		379.00 1550552 54600	AP2175 Testing 2021-EM	379.00
			OUTSIDE LAB/TESTING	
		MAINE ENVIRONMENTAL LABORATORY LL 65782	AP2175 Testing 2021-EM	379.00
		Invoice: 65782		
		379.00 1550552 54600	AP2175 Testing 2021-EM	379.00
			OUTSIDE LAB/TESTING	
		MAINE ENVIRONMENTAL LABORATORY LL 65784	AP2175 Testing 2021-EM	379.00
		Invoice: 65784		
		379.00 1550552 54600	AP2175 Testing 2021-EM	379.00
			OUTSIDE LAB/TESTING	
		CHECK 315259 TOTAL:		350.00
315261	06/30/2021	PRTD 413 M C M ELECTRIC INC 20753		156.00
		Invoice: 20753		
		156.00 1550668 55400	AP2175 Testing 2021-EM	156.00
			Wire New Blower Motor at the SH WWTP-EM	
		M C M ELECTRIC INC 20766	AP2175 Testing 2021-EM	168.00
		Invoice: 20766		
		168.00 1552000 55200	AP2175 Testing 2021-EM	168.00
			REPLACED LIGHT TO BJ	
			BLDG REPAIR & MAINT	
		CHECK 315260 TOTAL:		1,137.00
315262	06/30/2021	PRTD 425 MAINE MUNICIPAL ASSOCIATION 1000407478		45.00
		Invoice: 1000407478		
		45.00 1220440 54100	AP2175 Testing 2021-EM	45.00
			Planning Board Member Training.	
		MAINE MUNICIPAL ASSOCIATION 1000368437	AP2175 Testing 2021-EM	8.00
		Invoice: 1000368437		
		8.00 1440110 53130	AP2175 Testing 2021-EM	8.00
			Maine Town & City 01-Nov-2020-31-Oct-2021	
			BOOKS	
		CHECK 315261 TOTAL:		324.00
315263	06/30/2021	PRTD 1012 MORRIS FIRE PROTECTION INC 45127		125.00
		Invoice: 45127		
		125.00 1550100 55200	AP2175 Testing 2021-EM	125.00
			INSPECTION BJ	
			BLDG REPAIR & MAINT	
		CHECK 315262 TOTAL:		53.00
315264	06/30/2021	PRTD 502 MOUNT DESERT SPRING WATER 99440 0621		31.40
		Invoice: 99440 0621		
		31.40 1440330 53000 431	AP2175 Testing 2021-EM	31.40
			Drinking water for trucks and office	
			OFFICE SUPPLIES-SI NEH	
		CHECK 315263 TOTAL:		125.00



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL
CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME Ckg-BH General Fund 8066

INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
Invoice: 4929 0621	MOUNT DESERT SPRING WATER	06/30/2021	4929 0621	AP2175	60.50
	Office Water				
	OFFICE SUPPLIES				
Invoice: 9514 0621	MOUNT DESERT SPRING WATER	06/30/2021	9514 0621	AP2175	41.50
	Water for NEH Maint Shop and Office-EM				
	OTHER EQUIPMENT				
Invoice: 9498 0621	MOUNT DESERT SPRING WATER	06/30/2021	9498 0621	AP2175	67.60
	spring water				
	OFFICE SUPPLIES				
Invoice: 26567 0621	MOUNT DESERT SPRING WATER	06/30/2021	26567 0621	AP2175	77.60
	Water delivery-cooler rental 06/2021				
	OFFICE SUPPLIES				
	CHECK		315264	TOTAL:	278.60
315265 06/30/2021 PRTD	1511 MAINE PUBLIC EMPLOYEES RETIREMENT GLI3010523	06/30/2021		AP2175	174.72
Invoice: GLI3010523					
	JUNE PREMIUMS				
	MPERS-Basic				
	Mpers-Supp				
	LIFE INS-OVER 50K				
	CHECK		315265	TOTAL:	174.72
315266 06/30/2021 PRTD	434 MAINE PUBLIC EMPLOYEES RETIREMENT 0621	06/30/2021		AP2175	25,596.18
Invoice: 0621					
	25,596.19 100				
	-.01 1220800				
	24753				
	52415				
	CHECK		315266	TOTAL:	25,596.18
315267 06/30/2021 PRTD	1356 MUNICIPAL REVIEW COMMITTEE	06/30/2021	14783	AP2175	676.19
Invoice: 14783					
	Dues 450.79 tons x 1.50/ton ts				
	TIPPING FEE CROM				
	CHECK		315267	TOTAL:	676.19
315268 06/30/2021 PRTD	2160 COASTAL AUTO PARTS	03/23/2021	364492	AP2175	268.51
Invoice: 364492					
	TRACKLESS FILTERS AL				
	GEN REPAIRS & MAINT				
Invoice: 405726	COASTAL AUTO PARTS	06/29/2021	405726	AP2175	64.50
	TR#8 SPEEDI SLEEVE AL				
	GEN REPAIRS & MAINT				
	COASTAL AUTO PARTS	06/23/2021	403240	AP2175	136.35



INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
Invoice: 403240	136.35 1550100 55400				
TR#35 FILTERS AL GEN REPAIRS & MAINT					
Invoice: 403713	COASTAL AUTO PARTS 403713	06/24/2021		AP2175	18.52
TR#8 PUMP SEAL AL GEN REPAIRS & MAINT					
Invoice: 402270	COASTAL AUTO PARTS 402270	06/21/2021		AP2175	35.02
SWEeper FILTERS AL GEN REPAIRS & MAINT					
Invoice: 404591	COASTAL AUTO PARTS 404591	06/25/2021		AP2175	21.98
TR#34 WIPER BLADES AL GEN REPAIRS & MAINT					
Invoice: 404408	COASTAL AUTO PARTS 404408	06/25/2021		AP2175	17.84
TONNER FREON AL GEN REPAIRS & MAINT					
Invoice: 403448	COASTAL AUTO PARTS 403448	06/23/2021		AP2175	57.56
TR#8 EMERY PAPER AL GEN REPAIRS & MAINT					
Invoice: 402536	COASTAL AUTO PARTS 402536	06/21/2021		AP2175	18.96
TR#35 HEADLIGHT BULB AL GEN REPAIRS & MAINT					
Invoice: 404128	COASTAL AUTO PARTS 404128	06/24/2021		AP2175	19.02
TR#35 AIR FITTINGS AL GEN REPAIRS & MAINT					
Invoice: 403729	COASTAL AUTO PARTS 403729	06/24/2021		AP2175	18.52
TR#8 PUMP SEAL AL GEN REPAIRS & MAINT					
315269 06/30/2021 PRTD	522 NEIGHBORHOOD HOUSE				
Invoice: 8862	8862	06/28/2021		AP2175	249.43
Pool Reimbursement POOL REPAIRS					
Invoice: 8863	NEIGHBORHOOD HOUSE 8863	06/30/2021		AP2175	430.05
Pool Reimbursement NEIGHBORHOOD HOUSE-GENERAL					
315270 06/30/2021 PRTD	1706 ONLINE MOORING, LLC				
Invoice: P20147	P20147	06/30/2021		AP2175	72.00
online mooring fees IT/TECH FEE					
CHECK 315268 TOTAL:					676.78
CHECK 315269 TOTAL:					679.48



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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
INVOICE

INVOICE	INV DATE	PO	WARRANT	NET
INVOICE DTL DESC	INVOICE DTL DESC	INVOICE DTL DESC	INVOICE DTL DESC	INVOICE DTL DESC
315271 06/30/2021 PRTD Invoice: 2862668181	874 STAPLES CREDIT PLAN	2862668181	AP2175	72.00
	523.26 1220110 53000	envelopes OFFICE SUPPLIES	06/15/2021	523.26
Invoice: 2866688141	STAPLES CREDIT PLAN	2866688141	AP2175	221.98
	221.98 1220110 53000	plotter printer paper OFFICE SUPPLIES	06/22/2021	221.98
Invoice: 2866700261	STAPLES CREDIT PLAN	2866700261	AP2175	161.89
	161.89 1220110 53000	copy paper, multi purpose paper, roller gel OFFICE SUPPLIES	06/21/2021	161.89
Invoice: 2866706491	STAPLES CREDIT PLAN	2866706491	AP2175	63.55
	63.55 1440330 53000 431	Copy paper OFFICE SUPPLIES-S1 NEH	06/22/2021	63.55
Invoice: 2867097661	STAPLES CREDIT PLAN	2867097661	AP2175	69.99
	69.99 1440330 53000 431	Mailing tubes OFFICE SUPPLIES-S1 NEH	06/22/2021	69.99
315272 06/30/2021 PRTD Invoice: BIL0617210000003202	1387 TREASURER, STATE OF MAINE	BIL061721000000320206/17/2021	AP2175	120.30
	120.30 1440800 54250	Circuit Charges 06/2021 IT/TECH FEE	06/2021	120.30
315273 06/30/2021 PRTD Invoice: 40890	1358 TREASURER, STATE OF MAINE	40890	AP2175	590.00
	590.00 100 24161	Apr, May, Jun plumbing DEH-Plumbing Fees	06/30/2021	590.00
315274 06/30/2021 PRTD Invoice: 40889	726 TREASURER, STATE OF MAINE	40889	AP2175	75.00
	75.00 100 24162	Apr, May, Jun 2021 surcharge fees SWC-Surcharge Fees	06/30/2021	75.00
315275 06/30/2021 PRTD Invoice: 40947	1074 TREASURER, STATE OF MAINE	40947	AP2175	5.00
	5.00 1220220 53900	2021 EXCISE TAX STICKERS MISC SUPPLIES	06/25/2021	5.00

CHECK 315270 TOTAL: 72.00
CHECK 315271 TOTAL: 1,040.67
CHECK 315272 TOTAL: 120.30
CHECK 315273 TOTAL: 590.00
CHECK 315274 TOTAL: 75.00
CHECK 315275 TOTAL: 5.00



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME

10100 10100 Ckg-BH General Fund 8066 INVOICE INV DATE PO WARRANT NET
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE DTL DESC

315276 06/30/2021 PRTD 1370 TIME WARNER CABLE 719743901062821 06/30/2021 AP2175 5.00
Invoice: 719743901062821

126.44 6010100 55150 CABLE/INTERNET 315276 TOTAL: 126.44

315277 06/30/2021 PRTD 2510 TIME WARNER CABLE 713240201063021 06/30/2020 AP2175 55.00
Invoice: 713240201063021

55.00 1221000 55150 1771 CABLE/INTERNET-POLICE DEPT 315277 TOTAL: 55.00

315278 06/30/2021 PRTD 1465 U S BANK EQUIPMENT FINANCE INC 446601676 06/24/2021 AP2175 104.74
Invoice: 446601676

104.74 1221000 55321 Scanner contract LEASE- SCANNER 315278 TOTAL: 104.74

Invoice: 440206571 U S BANK EQUIPMENT FINANCE INC 440206571 04/30/2021 AP2175 380.00

380.00 1221000 55320 Copier and Printer Lease COPIER LEASE 315277 TOTAL: 380.00

315279 06/30/2021 PRTD 1842 VERSANT POWER 10057348-6 062121 06/21/2021 AP2175 147.34
Invoice: 10057348-6 062121

147.34 1440330 55010 433 771 kwh Station 3 monthly electricity bill ELECTRICITY-S3 SV 315279 TOTAL: 147.34

Invoice: 10057336-1 062321 VERSANT POWER 10057336-1 062321 06/23/2021 AP2175 26.18

26.18 6010300 55010 bartlett power ELECTRICITY 315278 TOTAL: 26.18

Invoice: 10057340-9 062521 VERSANT POWER 10057340-9 062521 06/30/2021 AP2175 97.90

97.90 1440330 55010 432 553 kwh Station 2 monthly electricity bill ELECTRICITY-S2 SH 315277 TOTAL: 97.90

Invoice: 10057332-2 063021 VERSANT POWER 10057332-2 063021 06/30/2021 AP2175 28.64

28.64 6010200 55010 88 kwh seal power ELECTRICITY 315279 TOTAL: 28.64

315280 06/30/2021 PRTD 2412 WHITTENS 2 WAY SERVI A12816 06/30/2021 AP2175 420.30
Invoice: A12816

420.30 1550552 54260 Reprogram WW Paging System-EM TECHNICAL SVCS 315279 TOTAL: 420.30



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE INV DATE PO WARRANT NET

INVOICE DTL DESC CHECK 315280 TOTAL: 420.30

315281 06/30/2021 PRTD 2570 WILLIAMS IRRIGATION SYSTEMS 12571 AP2175 95.00
Invoice: 12571 CHECKED FOR WATER LEAK BJ GEN REPAIRS & MAINT

CHECK 315281 TOTAL: 95.00

315282 06/30/2021 PRTD 2113 TROY G WINGER 1424 AP2175 5,554.28
Invoice: 1424 hoist service and repair GEN REPAIR & MAINT

CHECK 315282 TOTAL: 5,554.28

NUMBER OF CHECKS 60 *** CASH ACCOUNT TOTAL *** 102,246.41

COUNT	AMOUNT
TOTAL PRINTED CHECKS 52	63,232.81
TOTAL EFT'S 8	39,013.60

*** GRAND TOTAL *** 102,246.41



CLERK: 69051you

YEAR PER SRC ACCOUNT	JNL EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2021 12	179									
APP 100-20000	06/30/2021	AP2175	LLY			Accounts Payable			95,001.85	
APP 100-10100	06/30/2021	AP2175	LLY			AP CASH DISBURSEMENTS JOURNAL Ckg-BH General Fund 8066				102,246.41
APP 600-20000	06/30/2021	AP2175	LLY			AP CASH DISBURSEMENTS JOURNAL Accounts Payable			7,215.54	
APP 200-20000	06/30/2021	AP2175	LLY			AP CASH DISBURSEMENTS JOURNAL Accounts Payable			29.02	
						AP CASH DISBURSEMENTS JOURNAL				
						GENERAL LEDGER TOTAL			102,246.41	102,246.41
APP 100-35060	06/30/2021	AP2175	LLY			DT-MARINA			7,215.54	
APP 600-35010	06/30/2021	AP2175	LLY			DT Gen fund				7,215.54
APP 100-35020	06/30/2021	AP2175	LLY			DTF-SPEC REV			29.02	
APP 200-35010	06/30/2021	AP2175	LLY			DT Gen fund				29.02
						SYSTEM GENERATED ENTRIES TOTAL			7,244.56	7,244.56
						JOURNAL 2021/12/179	TOTAL		109,490.97	109,490.97

FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100	General Fund	2021 12	179	06/30/2021			
	100-10100				Ckg-BH General Fund 8066		
	100-20000				Accounts Payable	95,001.85	102,246.41
	100-35020				DTF-SPEC REV	29.02	
	100-35060				DT-MARINA	7,215.54	
					FUND TOTAL	102,246.41	102,246.41
200	Special Revenue	2021 12	179	06/30/2021			
	200-20000				Accounts Payable	29.02	
	200-35010				DT Gen fund		29.02
					FUND TOTAL	29.02	29.02
600	Marina	2021 12	179	06/30/2021			
	600-20000				Accounts Payable	7,215.54	7,215.54
	600-35010				DT Gen fund		
					FUND TOTAL	7,215.54	7,215.54

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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
100 General Fund	7,244.56	
200 Special Revenue		29.02
600 Marina		7,215.54
TOTAL	7,244.56	7,244.56

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

TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2202

CHECK DATE: July 20, 2021

CHECK NUMBER: <u>315289</u>	<u>315313</u>	<u>\$ 373,109.45</u>	Check payments
CHECK NUMBER: <u>315283</u>	<u>315288</u>	<u>\$ 738,088.03</u>	Electronic payments
EFT NUMBER: <u>1985</u>	<u>1988</u>	<u>\$ 97,887.21</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	<u>N/A</u>	<u>\$ -</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 1,209,084.69

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



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE

WARRANT

NET

INVOICE DTL DESC

1985 07/20/2021 EFT	427 MAINE MUNICIPAL ASSOCIATION	11098	07/01/2021	AP2202	22,981.95
Invoice: 11098			Workers Compensation		
	66.65	1220001	WORKERS COMP		
	59.75	1220110	WORKERS COMP		
	78.14	1220220	WORKERS COMP		
	39.07	1220331	WORKERS COMP		
	22.98	1220500	WORKERS COMP		
	45.96	1220550	WORKERS COMP		
	9.19	1220551	WORKERS COMP		
	305.66	1220660	WORKERS COMP		
	289.57	1220770	WORKERS COMP		
	3,102.56	1440110	WORKERS COMP		
	4,794.03	1440330	WORKERS COMP		
	131.00	1440800	WORKERS COMP		
	5,239.88	1550100	WORKERS COMP		
	1,597.25	1550552	WORKERS COMP		
	1,537.49	1551500	WORKERS COMP		
	328.64	1552000	WORKERS COMP		
	22.98	1552500	WORKERS COMP		
	3,642.64	1990100	WORKERS COMP		
	1,668.51	6010100	WORKERS COMP		
			MD ELEMENTARY SCHOOL		
			WORKERS COMP		

CHECK 1985 TOTAL: 22,981.95

1986 07/20/2021 EFT	429 MAINE MUNICIPAL EMPLOYEES HEALTH	0722	07/01/2021	AP2202	70,517.87
Invoice: 0722			JULY PREMIUMS		
	61,619.13	100	MMEHT-Medical		
	2,065.10	100	MMEHT-Medical		
	4,212.94	100	MMEHT-Medical		
	756.85	100	MMEHT-IP		
	299.10	100	MMEHT-Life		
	25.40	100	MMEHT-Life Dep		
	1,330.00	100	MMEHT-Dental		
	209.35	100	MMEHT-Vision		

CHECK 1986 TOTAL: 70,517.87

1987 07/20/2021 EFT	2142 MODERN PEST SERVICES INC	4865363	07/06/2021	AP2202	199.00
Invoice: 4865363			Insect treatment at station 3		
	199.00	1440330	BLDG REPAIR & MAINT-S3 SV		

CHECK 1987 TOTAL: 199.00

1988 07/20/2021 EFT	1609 TYLER TECHNOLOGIES INC	045-343253	06/09/2021	AP2202	-2,178.54
Invoice: 045-343253			Application Services		
	-2,178.54	1221000	SOFTWARE MUNIS LICENSE		

CHECK 1988 TOTAL: -2,178.54

Invoice: 045-336547	TYLER TECHNOLOGIES INC	045-336547	05/01/2021	AP2202	6,366.93
			PAGE Training & Tyler Connect		

CHECK 1989 TOTAL: 6,366.93



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

INVOICE DTL DESC

6,366.93 1221000 55330 800 SOFTWARE MUNIS LICENSE CHECK 1988 TOTAL: 4,188.39

315283 07/20/2021 MANL 1581 BAR HARBOR BANK & TRUST CO 1153 07012021 PMT 07/01/2021 Prin/Int Pmt
 Invoice: 1153 07012021 PMT
 12,220.23 1880100 58528 Int-BHBT Crosswalks 2019
 42,892.00 1880100 58128 Prin-BHBT Crosswalks 2019
 42,892.00 700 25020 Bond-2020 GOB Crosswalk
 -42,892.00 700 37300 FB Debt Service

CHECK 315283 TOTAL: 55,112.23

315284 07/20/2021 MANL 1581 BAR HARBOR BANK & TRUST CO 9517 07012021 PMT 07/01/2021 Prin/Int Pmt
 Invoice: 9517 07012021 PMT
 6,662.13 1880100 58524 Int-BHBT Small Cap Proj 2015
 71,505.00 1880100 58124 Prin-BHBT Small Cap Projects
 71,505.00 700 25015 Bond-2015 GOB SCP BH
 -71,505.00 700 37300 FB Debt Service

CHECK 315284 TOTAL: 78,167.13

315285 07/20/2021 MANL 1581 BAR HARBOR BANK & TRUST CO 9970 07012021 PMT 07/01/2021 Prin/Int Pmt
 Invoice: 9970 07012021 PMT
 1,977.40 1880100 58525 Int-BHBT Street Lights
 18,807.79 1880100 58125 Prin-BHBT Street Lights
 18,807.79 700 25016 Bond-2016 GOB ST LTS
 -18,807.79 700 37300 FB Debt Service

CHECK 315285 TOTAL: 20,785.19

315286 07/20/2021 MANL 1581 BAR HARBOR BANK & TRUST CO 0010 07012021 PMT 07/01/2021 Prin/Int Pmt
 Invoice: 0010 07012021 PMT
 120,260.22 700 25017 Bond-2017 GOB Small Projects
 -120,260.22 700 37300 FB Debt Service
 120,260.22 1880100 58126 Prin-BHBT Small Cap Proj 2017
 19,124.51 1880100 58526 Int-BHBT Small Cap Proj 2017

CHECK 315286 TOTAL: 139,384.73

315287 07/20/2021 MANL 1581 BAR HARBOR BANK & TRUST CO 0554 07012021 PMT 07/01/2021 Prin/Int Pmt
 Invoice: 0554 07012021 PMT
 154,888.30 1880100 58527 Int-BHBT Road Proj 2018
 255,424.25 1880100 58127 Prin-BHBT Road Proj 2018
 255,424.25 700 25018 Bond-2018 GOB Road Projects
 -255,424.25 700 37300 FB Debt Service

CHECK 315287 TOTAL: 410,312.55



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE	INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
315288	07/20/2021 MANL 1581 BAR HARBOR BANK & TRUST CO Invoice: 893 07012021 PMT	893 07012021	07/01/2021			410,312.55
	4,826.20 1880100 58529 Int-BHBT Road Proj 2021					
	29,500.00 1880100 58129 Prin-BHBT Road Proj 2021					
	29,500.00 700 25021 Bond-2021 GOB Road Projects					
	-29,500.00 700 37300 FB Debt Service					
	CHECK 315288 TOTAL:					34,326.20
315289	07/20/2021 PRTD 1904 INTUITIVE CONTROL SYSTEMS LLC Invoice: Q-55704	Q-55704	12/08/2020	AP2202		1,500.00
	1,500.00 1440110 53620 Speed Trailer Annual Traffic Suite COMPUTER PKG PURCHASE					
	CHECK 315289 TOTAL:					1,500.00
315290	07/20/2021 PRTD 2462 AMERICAN MESSAGING SERVICES LLC Invoice: N4370046VG	N4370046VG	07/01/2021	AP2202		26.14
	26.14 1550552 54260 WW Alarms Paging Service-EM TECHNICAL SVCS					
	CHECK 315290 TOTAL:					26.14
315291	07/20/2021 PRTD 2701 AUTOZONE Invoice: 3488303667	3488303667	07/12/2021	AP2202		47.76
	47.76 1550100 55400 SHOP BRAKE CLEAN AL GEN REPAIRS & MAINT					
	CHECK 315291 TOTAL:					47.76
315292	07/20/2021 PRTD 1757 BERGERON PROTECTIVE CLOTHING Invoice: 227619	227619	07/05/2021	AP2202		342.47
	342.47 1440330 57100 Helmet EQUIPMENT					
	CHECK 315292 TOTAL:					342.47
315293	07/20/2021 PRTD 2763 GARY'S MARINE + TRUCK REPAIR Invoice: 1192	1192	07/13/2021	AP2202		1,478.65
	1,478.65 6010100 55226 launch boat repair BOAT REPAIRS-LAUNCH					
	CHECK 315293 TOTAL:					1,478.65
315294	07/20/2021 PRTD 1746 GETCHELL BROS INC Invoice: 90-109966	90-109966	07/05/2021	AP2202		186.60
	186.60 6010100 53230 671 ice CONCESSION SUPP-Ice					



CASH ACCOUNT: 100 10100 Ckg-BH General Fund 8066 INVOICE

CHECK NO CHK DATE TYPE VENDOR NAME INVOICE DTL DESC

315295 07/20/2021 PRTRD 260 GREEN THUMB LAWN SERVICE INC R1 82734 INVOICE DTL DESC

Invoice: 82734 1,052.50 1552500 55222

07/01/2021 AP2202 TREATED HERBACEOUS PLANTS BJ

LANDSCAPING SVCS 150.00 1220800 52415

07/13/2021 AP2202 HRA Admin Fee

150.00 1220800 52415 HRA=MED DEDUCT

07/01/2021 AP2202 Membership dues FY 22

1,450.00 1220110 54200 DUES & MEMBERSHIPS

06/24/2021 AP2202 launch boat ins

2,091.00 6010100 56010 LIABILITY INSURANCE

06/21/2021 AP2202 marina ins

6,738.00 6010100 56010 LIABILITY INSURANCE

07/01/2021 AP2202 Membership Renewal

773.00 1220110 54200 DUES & MEMBERSHIPS

07/02/2021 AP2202 LUTE SHOVEL CONES BJ

241.99 1550100 55400 GEN REPAIRS & MAINT

07/09/2021 AP2202 Online Training Aug21-July22

925.00 1440110 54100 TRAINING

CHECK 315294 TOTAL: 186.60

CHECK 315295 TOTAL: 1,052.50

CHECK 315296 TOTAL: 150.00

CHECK 315297 TOTAL: 1,450.00

CHECK 315298 TOTAL: 8,829.00

CHECK 315299 TOTAL: 773.00

CHECK 315300 TOTAL: 241.99

CHECK 315301 TOTAL: 925.00



INVOICE DTL DESC

INVOICE	INV DATE	PO	WARRANT	NET
100.00	1440800	54100		
			TRAINING	
			CHECK	315301 TOTAL: 925.00
315302	07/20/2021	PRTD 1753 KOFILE PRESERVATION INC		
Invoice:	INV-KT-001239	05/28/2021	AP2202	8,714.00
		Historic Preservation		
		HISTORICAL PRESERVATION		
8,714.00	1220220	57800		
			CHECK	315302 TOTAL: 8,714.00
315303	07/20/2021	PRTD 469 MDI REGIONAL SCHOOL		
Invoice:	0721	07/01/2021	AP2202	265,815.62
		Jul-21 Assessment		
		MD HIGH SCHOOL		
265,815.62	1995100	59201		
			CHECK	315303 TOTAL: 265,815.62
315304	07/20/2021	PRTD 503 MOUNT DESERT WATER DISTRICT		
Invoice:	2800 6940 0721	07/01/2021	AP2202	167.50
		Station 2 domestic water bill		
		WATER-S2 SH		
167.50	1440330	55110 432		
			CHECK	315304 TOTAL: 167.50
MOUNT DESERT WATER DISTRICT	2800 4540 0721	07/01/2021	AP2202	34,187.50
Invoice:	2800 4540 0721	Fire hydrant fees		
		PUB FIRE PROTECT-HYDRANT FEE		
34,187.50	1440400	54930		
			CHECK	315305 TOTAL: 34,187.50
MOUNT DESERT WATER DISTRICT	2800 8070 0721	07/01/2021	AP2202	34,187.50
Invoice:	2800 8070 0721	Fire hydrant fees		
		PUB FIRE PROTECT-HYDRANT FEE		
34,187.50	1440400	54930		
			CHECK	315306 TOTAL: 34,187.50
MOUNT DESERT WATER DISTRICT	2800 5070 0721	07/01/2021	AP2202	32.00
Invoice:	2800 5070 0721	Q3 2021 GILPAT Cove Water Bill-EM		
		WATER		
32.00	1550666	55110		
			CHECK	315307 TOTAL: 32.00
MOUNT DESERT WATER DISTRICT	2800 7850 0721	07/01/2021	AP2202	114.50
Invoice:	2800 7850 0721	Q3 2021 SH WWTP Water Bill-EM		
		WATER		
114.50	1550668	55110		
			CHECK	315308 TOTAL: 114.50
MOUNT DESERT WATER DISTRICT	2800 4720 0721	07/01/2021	AP2202	105.00
Invoice:	2800 4720 0721	Q3 2021 NEH WWTP Water Bill-EM		
		WATER		
105.00	1550666	55110		
			CHECK	315309 TOTAL: 105.00
MOUNT DESERT WATER DISTRICT	2800 9800 0721	07/01/2021	AP2202	3,466.00
Invoice:	2800 9800 0721	WATER BILL VILLAGE GREEN NEH BJ		
		WATER		
3,466.00	1552500	55110		
			CHECK	315310 TOTAL: 3,466.00
MOUNT DESERT WATER DISTRICT	2800 1240 0721	07/01/2021	AP2202	96.00
Invoice:	2800 1240 0721	POOL BJ		
		WATER		
96.00	1552000	55110		
			CHECK	315311 TOTAL: 96.00
MOUNT DESERT WATER DISTRICT	2800 4550 0721	07/01/2021	AP2202	246.50
Invoice:	2800 4550 0721	WATER		



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

Ckg-BH General Fund 8066

INVOICE

INV DATE

PO

WARRANT

NET

INVOICE DTL DESC

Invoice: 2800 4550 0721	246.50	1552000	55110	21 SEA STREET BJ WATER			
Invoice: 2800 4390 0721	2800	4390 0721		MOUNT DESERT WATER DISTRICT water yachtsmen WATER	07/01/2021	AP2202	1,890.00
Invoice: 2800 4530 0721	1,890.00	6010100	55110	MOUNT DESERT WATER DISTRICT water marina WATER	07/01/2021	AP2202	1,265.00
Invoice: 2800 9520 0721	2800	9520 0721		MOUNT DESERT WATER DISTRICT water seal harbor WATER	07/01/2021	AP2202	424.00

315305 07/20/2021 PRTD 784 SEACOAST SECURITY INC 720806 Stat. 2 fire alarm monitoring FIRE ALARM MAINT-S3 SV 132.00 1440330 54820 433 CHECK 315304 TOTAL: 76,181.50

315306 07/20/2021 PRTD 2483 SHARE CORPORATION 172812 Good Grape Pump Station Degreaser-EM ODOR/GREASE CONTROL 2,287.50 1550669 53214 CHECK 315305 TOTAL: 132.00

315307 07/20/2021 PRTD 1863 STANLEY ELEVATOR COMPANY INC SRV000411782 1ST QUARTER SERVICE BJ BLDG REPAIR & MAINT 780.00 1552000 55200 CHECK 315306 TOTAL: 2,287.50

315308 07/20/2021 PRTD 1737 TIME WARNER CABLE 854714801070221 Internet Fire Station # 2 CABLE/INTERNET-FIRE ST#2 SH 342.00 1221000 55150 1737 CHECK 315307 TOTAL: 780.00

315309 07/20/2021 PRTD 1616 TIME WARNER CABLE 713662701070321 Internet Fire Station 3# CABLE/INTERNET-FIRE ST#3 SV 331.84 1221000 55150 1616 CHECK 315308 TOTAL: 342.00



CASH ACCOUNT: 100 10100
CHECK NO CHK DATE TYPE VENDOR NAME INVOICE INVOICE INV DATE PO WARRANT NET

INVOICE	INVOICE	INV DATE	PO	WARRANT	NET
315310 07/20/2021 PRD Invoice: 859562901070121	1773 TIME WARNER CABLE 438.51 1221000 55150 1773 Internet Highway Garage CABLE/INTERNET-HGWY GAR	07/01/2021	AP2202		438.51
315311 07/20/2021 PRD Invoice: 697540001070321	1693 TIME WARNER CABLE 440.50 1221000 55150 1693 Internet NEH WWTP CABLE/INTERNET-NEH WWTP	07/03/2021	AP2202		440.50
315312 07/20/2021 PRD Invoice: 447615485	1465 U S BANK EQUIPMENT FINANCE INC 380.00 1221000 55320 Copier and printer lease COPIER LEASE	07/06/2021	AP2202		380.00
315313 07/20/2021 PRD Invoice: 0272846360	737 UNIFIRST CORP 100.99 1550552 53800 WW Uniforms-EM UNIFORMS	07/01/2021	AP2202		100.99
Invoice: 0272846359	UNIFIRST CORP 0272846359 HWY/MSW/P&C Uniforms-EM UNIFORMS 35.00 1551500 53800 20.00 1552500 53800 106.88 1550100 53800 UNIFORMS	07/01/2021	AP2202		161.88

CHECK 315309 TOTAL: 331.84
CHECK 315310 TOTAL: 438.51
CHECK 315311 TOTAL: 440.50
CHECK 315312 TOTAL: 380.00
CHECK 315313 TOTAL: 262.87

NUMBER OF CHECKS	COUNT	AMOUNT
35	25	373,109.45
*** CASH ACCOUNT TOTAL ***	6	738,088.03
	4	97,887.21
		*** GRAND TOTAL ***
		1,209,084.69

TOTAL PRINTED CHECKS 25
TOTAL MANUAL CHECKS 6
TOTAL EFT'S 4

CLERK: 69051you

YEAR PER SRC ACCOUNT	JNL	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2022	1	22									
APP 100-20000		07/20/2021	AP2202	LLY			Accounts Payable			1,193,342.93	
APP 100-10100		07/20/2021	AP2202	LLY			AP CASH DISBURSEMENTS JOURNAL CKg-BH General Fund 8066				1,209,084.69
APP 600-20000		07/20/2021	AP2202	LLY			Accounts Payable			15,741.76	
							AP CASH DISBURSEMENTS JOURNAL				
							GENERAL LEDGER TOTAL			1,209,084.69	1,209,084.69
APP 100-35060		07/20/2021	AP2202	LLY			DT-MARINA			15,741.76	
APP 600-35010		07/20/2021	AP2202	LLY			DT Gen fund				15,741.76
							SYSTEM GENERATED ENTRIES TOTAL			15,741.76	15,741.76
							JOURNAL 2022/01/22			1,224,826.45	1,224,826.45
							TOTAL			1,224,826.45	1,224,826.45

07/15/2021 17:26
69051you

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

P 9
apcsrdsb

JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100 General Fund	2022 1	22	07/20/2021			
100-10100				Ckg-BH General Fund 8066		1,209,084.69
100-20000				Accounts Payable	1,193,342.93	
100-35060				DT-MARINA	15,741.76	
				FUND TOTAL	1,209,084.69	1,209,084.69
600 Marina	2022 1	22	07/20/2021			
600-20000				Accounts Payable	15,741.76	
600-35010				DT Gen fund		15,741.76
				FUND TOTAL	15,741.76	15,741.76



07/15/2021 17:26 | Town of Mount Desert | P 10
69051you | A/P CASH DISBURSEMENTS JOURNAL | apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
100 General Fund	15,741.76	15,741.76
600 Marina		
	<u>15,741.76</u>	<u>15,741.76</u>

TOTAL

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

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

WARRANT AP# 2201

CHECK DATE: July 14, 2021

CHECK NUMBER:	<u>315228</u>		<u>315230</u>	\$	<u>18,210.02</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	Electronic payments
EFT NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$	<u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 18,210.02

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: Geoffrey Wood
Sent: Tuesday, July 13, 2021 7:06 PM
To: Lisa Young
Subject: Re: Warrant AP#2201 State Fees/Payroll Benefits

Hello Lisa,

I authorize the release of funds for warrant #2201 described above.

Geoff

Get [Outlook for iOS](#)

From: Lisa Young <financeclerk@mtdesert.org>
Sent: Tuesday, July 13, 2021 4:42:45 PM
To: Geoffrey Wood <gwood@mtdesert.org>; jbmacauley3@gmail.com <jbmacauley3@gmail.com>; Martha Dudman <martha.dudman@gmail.com>; Matt Hart <matt@theneighborhoodhouse.com>
Cc: Jake Wright <financedirector@mtdesert.org>
Subject: Warrant AP#2201 State Fees/Payroll Benefits

Good Evening!

Attached is Accounts Payable Warrant #2201 (for Payroll and/or State Fees) in the amount of \$18,210.02 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,
Deputy Treasurer, Tax Collector
Town of Mount Desert
(207) 276-5531 (T) (207) 276-3232 (F)

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT PR# 2201

CHECK DATE: July 9, 2021

ADVICE NUMBERS: 12657 through 12709

CHECK NUMBERS: 65175 through 65207

TOTAL DISBURSEMENTS: \$ 146,995.93

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: Geoffrey Wood
Sent: Wednesday, July 7, 2021 7:49 PM
To: Lisa Young; jbmacauley3@gmail.com; Martha Dudman ; Matt Hart
Cc: Jake Wright
Subject: Re: Warrant PR#2201 Approval Request

Hello Lisa,

I authorize the release of these funds to cover warrant #2201.

Geoff

Get [Outlook for iOS](#)

From: Lisa Young <financeclerk@mtdesert.org>
Sent: Wednesday, July 7, 2021 4:29:15 PM
To: Geoffrey Wood <gwood@mtdesert.org>; jbmacauley3@gmail.com <jbmacauley3@gmail.com>; Martha Dudman <martha.dudman@gmail.com>; Matt Hart <matt@theneighborhoodhouse.com>
Cc: Jake Wright <financedirector@mtdesert.org>
Subject: Warrant PR#2201 Approval Request

Good Evening!

Attached are the following warrants for approval:

Payroll	#2201	total of	\$146,995.93
---------	-------	----------	--------------

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)

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 15352

Check Batch: 10454
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
10454	19879	07/07/2021	1975	CARDMEMBER SERVICE	0.00	394.58
	19880	07/07/2021	2310	COASTAL ENERGY, INC. <i>Install fountain</i>	0.00	1,163.95
	19881	07/07/2021	3525	DRUMMOND, WOODSUM <i>Legal fees</i>	0.00	958.00
	19882	07/07/2021	4180	F.T. BROWN CO.	0.00	75.26
	19883	07/07/2021	4585	GROUP DYNAMIC, INC. <i>HRA July</i>	0.00	112.50
	19884	07/07/2021	5825	MAIN STREET VARIETY	0.00	59.16
	19885	07/07/2021	5870	MAINE DEPARTMENT OF LABOR - BUC <i>unemployment</i>	0.00	96.91
	19886	07/07/2021	5950	MAINE SCHOOL BOARDS ASSOC. <i>members hip</i>	0.00	1,169.00
	19887	07/07/2021	6205	MDI REGIONAL SCHOOL DISTRICT <i>Other Reimb July + HRA Claims 4thQtr</i>	0.00	34,896.62
	19888	07/07/2021	6225	MECHANICAL SERVICES, INC. <i>Install 2 boilers - 1st installment</i>	0.00	100,000.00
	19889	07/07/2021	6430	MOUNT DESERT WATER DISTRICT	0.00	2,263.00
	19890	07/07/2021	6910	OPPEWALL, ELIZABETH <i>Phy Therapy</i>	0.00	563.75
	19891	07/07/2021	7082	PENOBSCOT COMMUNITY HEALTH	0.00	178.90
	19892	07/07/2021	7190	PINE TREE MARKET	0.00	17.96
	19893	07/07/2021	7547	READ NATURALLY Licenses	0.00	690.00
	19894	07/07/2021	7885	SARGENT, LEON <i>Phone July</i>	0.00	50.00
	19895	07/07/2021	7894	SAVVAS LEARNING CO, LLC <i>Grade 1-5 licensing</i>	0.00	2,115.47
	19896	07/07/2021	8010	SCHOOL SPECIALTY, LLC <i>Class Supplies</i>	0.00	852.37
Totals:						\$145,687.43

Totals:

Mount Desert School Department ACCOUNTS PAYABLE WARRANT

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

WARRANT # 1

DATE: 7/7/21

For [Signature] Ed.D. 08 July 2021

SUPERINTENDENT

DocuSigned by:

Brian L. Henkel
FINANCE OFFICER

DocuSigned by:

James (Nate) Head
FINANCE OFFICER

DocuSigned by:

Dr. Susan McCreedy
FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

18 Checks Listed.

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 15347

Include Authorization Codes: Yes
Batch: 10448
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
	07/09/2021	IRS	INTERNAL REVENUE SERVIC		8,085.17	8,085.17	0.00	0.00	
	07/09/2021	STAT	TREASURER, STATE OF MAIN		2,664.00	2,664.00	0.00	0.00	
47302	07/09/2021	311	LAURA-JEAN BEAL	1	2,440.38	1,885.56	1,885.56	0.00	
47303	07/09/2021	11	KELLY S. BEAULIEU	1	2,487.95	1,680.64	1,680.64	0.00	
47304	07/09/2021	463	RENE L. BECKER	1	1,601.90	1,191.02	1,191.02	0.00	
47305	07/09/2021	266	JULIANNA R. BENNOCH	1	2,632.69	1,972.65	1,972.65	0.00	
47306	07/09/2021	314	ANDREW J. CARLSON	1	1,719.23	1,256.30	1,256.30	0.00	
47307	07/09/2021	337	AMBER G. CHARRON	1	2,093.57	1,443.93	1,443.93	0.00	
47308	07/09/2021	91	JUDITH CULLEN	1	2,065.38	1,579.33	1,579.33	0.00	
47309	07/09/2021	308	Gloria A. Delsandro	1	3,961.75	2,843.54	2,843.54	0.00	
47310	07/09/2021	43	SARAH R. DUNBAR	1	2,094.23	1,578.08	1,578.08	0.00	
47311	07/09/2021	52	WANDA J. FERNALD	1	2,488.46	1,639.70	1,639.70	0.00	
47312	07/09/2021	57	JASON W. FOUNTAINE	1	1,706.40	1,245.13	1,245.13	0.00	
47313	07/09/2021	63	HEATHER M. GRAVES	1	3,411.53	2,442.51	2,442.51	0.00	
47314	07/09/2021	65	GAYLE M. GRAY	1	2,526.92	1,806.80	1,806.80	0.00	
47315	07/09/2021	595	WILLIAM HERRMANN	1	524.06	453.87	453.87	0.00	
47316	07/09/2021	477	ANGELIQUE E. HODGDON	1	1,013.37	735.70	735.70	0.00	
47317	07/09/2021	244	KRISTIN D. HOLLEY	1	120.00	109.08	109.08	0.00	
47318	07/09/2021	313	ANDREA W. HOWELL	1	1,955.53	1,568.47	1,568.47	0.00	
47319	07/09/2021	293	Amy L. James	1	2,632.69	1,803.15	1,803.15	0.00	
47320	07/09/2021	90	REBECCA A. JARVIS	1	2,325.00	1,597.19	1,597.19	0.00	
47321	07/09/2021	312	BETHANY G. JOHNSON	1	1,383.00	1,297.95	1,297.95	0.00	
47322	07/09/2021	291	PATRICIA A. KELLEY	1	433.60	365.29	365.29	0.00	
47323	07/09/2021	292	TARA MCKERNAN	1	2,303.50	1,668.13	1,668.13	0.00	
47324	07/09/2021	461	JANET NORDELUS	1	1,830.34	1,261.00	1,261.00	0.00	
47325	07/09/2021	237	JUSTIN B. NORWOOD	1	2,219.23	1,759.35	1,759.35	0.00	
47326	07/09/2021	238	WENDELL L. OPPEWALL	1	1,438.50	844.74	844.74	0.00	
47327	07/09/2021	240	JEANNE C. OTT	1	2,680.76	1,892.75	1,892.75	0.00	
47328	07/09/2021	275	JOELLE A. RUDDY	1	2,526.92	1,952.18	1,952.18	0.00	
47329	07/09/2021	74	LEON E. SARGENT	1	2,041.90	1,371.46	1,371.46	0.00	
47330	07/09/2021	120	KAREN L. SHARPE	1	186.80	167.74	167.74	0.00	
47331	07/09/2021	375	KATHLEEN C. ST DENIS	1	2,767.30	1,625.63	1,625.63	0.00	
47332	07/09/2021	404	KERRY L. TAYLOR	1	2,557.69	1,897.53	1,897.53	0.00	
47333	07/09/2021	476	BRUCE L. TRIPP	1	794.70	657.36	657.36	0.00	
47334	07/09/2021	459	SHANNON L. WESTPHAL	1	1,988.46	1,551.28	1,551.28	0.00	
47335	07/09/2021	448	JACQUELINE A. WHEATON	1	2,450.00	1,742.23	1,742.23	0.00	
					78,152.91	59,636.44	48,887.27	0.00	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	0	0.00
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	34	48,887.27
	ACH Employee Credits	34	48,887.27
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	0	0.00
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH Vendor Debits (Voids)	0	0.00
	ACH Online Payments	0	0.00

Mount Desert School Department
PAYROLL WARRANT REGISTER

Report # 15347

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
		Taxes	EFTPS Payment - Debit			2		10,749.17	

WARRANT # 01

DATE: PAID JUL 09 2021

Alan Edward Gause, Ed. D.

SUPERINTENDENT

FINANCE OFFICER

FINANCE OFFICER

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