



Town of Mount Desert  
Board of Selectmen  
Agenda

**Regular Meeting**  
**TUESDAY, January 17, 2023**

**Location: Meeting Room, Town Hall, Northeast Harbor; Meetings will continue to be offered via Zoom see final page for connection details. Per Maine CDC, COVID transmission rate is LOW; masks are not required.**

- I. Call to order at 6:30 p.m.**  
*Public please hold comments until the BOS Chairman opens the agenda items for public comment*
- II. Minutes**
  - A. *Approval of minutes from January 3, 2023 meeting*
- III. Appointments/Recognitions/Resignations**
  - A. *Request appointment of Sarah Adelberg as full-time FF/EMT at an initial rate of \$26.75 to be increased to \$28.24 upon successful completion of a 6-month probationary period, effective date of January 18, 2023*
  - B. *Request appointment of William Shepard as part-time Fire Fighter at a rate of \$18.00 an hour, effective date of January 18, 2023*
  - C. *Request Appointment of Megan Bailey to the Warrant Committee effective January 17, 2023*
  - D. *Request Appointment of James Blaine to the Warrant Committee effective January 17, 2023*
  - E. *Request Appointment of Wendy Todd to the Economic Development Committee effective January 17, 2023*
  - F. *Request Appointment of Megan Bailey to the Comprehensive Planning Committee*
  - G. *Appointment of BOS member as liaison to the Broadband Committee*
- 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. *Thank you letter from Great Cranberry Fire Department and the Islesford Volunteer Fire Department, dated January 4, 2023*
  - B. *Hancock County Commissioners Special Meeting Minutes from December 20, 2022*
  - C. *Municipal solid waste (MSW) will continue bypassing PERC and go to landfill as PERC continues to get the tipping floor volume reduced to a point they can start accepting and processing MSW*
- V. Selectmen's Reports**
- VI. Unfinished Business**
  - A. *Island Explorer Memorandum of Understanding presentation and review*
  - B. *Neighborhood House Memorandum of Understanding presentation and review*
  - C. *Northeast Harbor Library Memorandum of Understanding presentation and review*
  - D. *Somesville Library Memorandum of Understanding presentation and review*

**Unfinished Business continued**

- E. *Authorize Town Manager Durlin Lunt to sign Contractor Service Agreement with A Climate to Thrive for services in support of State of Maine Community Action Grant to implement the Towns Climate Emergency Plan*
- F. *Accept Community Support Grant from the State of Maine in the amount of \$29,025, such funds to be used in support of the Town of Mount Desert’s Climate Action plan. Further authorize Town Manager Durlin Lunt to sign the grant approval document*
- G. *Discussion of proposed Code of Conduct/Ethics policy for the Town of Mount Desert*
- H. *Review and discussion of proposal from G.F. Johnston & Associates to conduct a feasibility study for the purpose of increasing the number of reliable water sources for fire protection use in the area known as Pond’s End*

**VII. New Business**

- A. *Authorize Small Animal Clinic Contract for 2023*
- B. *Authorization to pay for replacement of Northeast Harbor Mooring Floats top and bottom chains by Alvah B. Barge Service Inc. for \$2,434.50. The Northeast Harbor Mooring/Floats CIP 6410100-24681 has a balance of \$351,754.13*
- C. *Consideration of Highway Superintendent Ben Jacobs request to lease a new model year 2023 loader backhoe for a sum of \$121,400.00 after receiving \$31,000.00 for the trade of our 2015 Case loader backhoe from Beaugard Equipment*
- D. *Consideration of Highway Superintendent Ben Jacobs request to finance the 2023 loader backhoe through a lease agreement from Gorham Savings Bank with a 5-year term at a fixed interest rate of 4.57 percent for annual payments of approximately \$26,496.96, with terms as detailed in the January 12, 2023 memo to Town Manager, Durlin Lunt. Fifty percent of the annual lease payment to be made from the Public Works Equipment Reserve Account 4050100-24500 with a current balance of \$94,915.28, and the remaining fifty percent of lease payment would be made from the Highways annual appropriations Lease-Backhoe budget line 1550100-55312*
- E. *Consideration to authorize Highway Superintendent Ben Jacobs to execute all documents on behalf of the Town to facilitate the purchase and execute the lease in accordance with the terms described in New Business items C and D.*
- F. *Request authorization for the Fire Chief to sign and execute a contract with Maine Maritime Academy to provide the fire department’s breathing air cascade/compressor vehicle along with an operator in support of their student fire training program at the Ellsworth Fire Training Center*
- G. *MDI Historical Society request for additional funding to paint the Somesville bridge and museum at a cost of \$13,000*
- H. *Review of FY 2024 Budgets: Public Works, and Marina budget & revenues*

**VIII. Other Business** *(Addendum items may be considered at the Selectboard’s discretion via majority vote to do so under Other Business or out of order.)*

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

**IX. Treasurer’s Warrants**

- A. *Approve & Sign Treasurer’s Warrant as shown below:*

Town Invoices	AP#2346	1/18/2023	\$694,597.34
<b>Total</b>			<b>\$694,597.34</b>

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

State Fees & PR Benefits	AP#2344	1/6/2023	\$45,263.76
	AP#2345	1/11/2023	\$8,991.28
Town Payroll	PR#2315	1/6/2023	\$135,283.36
<b>Total</b>			<b>\$189,538.40</b>

*C. Acknowledge Treasurer’s Town Voided Disbursements & School Board AP/Payroll Warrants as shown below:*

School Invoices	AP#7	1/4/2023	\$73,640.86
School Payroll	PR#14	1/6/2023	\$84,680.95
Voided Disbursements	V2307	1/11/2023	\$(11,074.70)
<b>Total</b>			<b>\$147,247.11</b>

<b>Grand Total</b>			<b>\$1,031,382.85</b>
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**X. Adjournment**

The next regularly scheduled meeting is at 6:30 p.m., Monday, February 5, 2023 in the Meeting Room, Town Hall, Northeast Harbor

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

Join Zoom Meeting

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

**Meeting ID: 248 566 175**

**Password: 919872**

One tap mobile

+13126266799,,248566175#,,,,0#,,919872# US (Chicago)

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

Dial by your location

+1 312 626 6799 US (Chicago)

+1 408 638 0968 US (San Jose)

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Germantown)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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

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# Board of Selectmen

## Managers Memo

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Location: Remote Meeting Via Zoom

Date: January 17, 2023

Time: 6:30 p.m.

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### Memo details:

#### I. CONSENT AGENDA

- a. These are informational with no action required.

***A possible Motion to accept the consent agenda as printed.***

#### II. UNFINISHED BUSINESS

- a. **Discussion of proposed Code of Conduct/Ethics policy for the Town of Mount Desert-** A copy is available in your packet. Recently the issue of conflict of interest has been raised in the context of LUZO Committee membership, but there are a number of other boards and committees where the issue could be problematic. As you know, in small towns people wear a lot of hats so it is difficult to avoid conflicts, but we must be vigilant to acknowledge them where they exist.
- b. **Authorize Town Manager Durlin Lunt to sign contractor service agreement with ‘A Climate to Thrive’** – This agreement will provide for ‘A Climate to Thrive’ to assist the Town in its efforts address the issues raised in its Climate Emergency Declaration. Funding for this work is to be provided by a grant from the State of Maine Community Development Office. The tasks to be provided by ACTT are a greenhouse gas inventory, pre-development work for a possible municipal solar array(s), and community resilience training to train town leadership, as well as community leaders in anticipated climate impacts and pathways to resilience.



**c. Accept community Service grant from the State of Maine in the amount of \$29,025 and authorize Town Manager Durlin Lunt to sign the grant approval document.** - These funds will be used in support of the towns climate emergency plan as outlined in item b under unfinished business.

### **III. NEW BUSINESS**



# MINUTES



Town of Mount Desert  
Board of Selectmen  
Minutes of January 3, 2023

Board Members Present: Chair John Macauley, Martha Dudman, Rick Mooers, Geoff Wood, Wendy Littlefield

Town Officials Present: Town Clerk Claire Woolfolk, Fire Chief Mike Bender, Town Manager Durlin Lunt, Tax Assessor Kyle Avila, Finance Director Jake Wright, Police Captain Dave Kerns, Police Chief Jim Willis

Members of the Public were also present.

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

Chair Macauley called the meeting to order at 6:28PM.

**II. Minutes**

*A. Approval of minutes from December 5, 2022 meeting*

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of the Minutes of December 5, 2022 as presented.

Motion approved 5-0.

*B. Approval of minutes from December 19, 2022 meeting*

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of the Minutes of December 19, 2022 as presented.

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

**III. Appointments/Recognitions/Resignations**

*A. Approve appointment of Meg Ashur to the Sustainability Committee effective January 4, 2023*

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, appointment of Meg Ashur to the Sustainability Committee effective January 4, 2023 as presented.

Motion approved 5-0.

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

*A. Department Reports: Highway, Buildings & Grounds, Solid Waste*

*B. Thank you letter from Mount Desert Nursing Association, December 14, 2022*

MOTION: Mr. Mooers moved, with Mr. Wood seconding, acceptance of the Consent Agenda as presented.

Motion approved 5-0.

**V. Selectmen's Reports**

Ms. Dudman reported she's received complaints regarding streetlights on Stanley Lane, Summit Road, and Pine Street. The lights shine into two houses. Resident Teresa Burr reported the streetlight on Stanley Lane is directly across from her house. Stanley Lane is only 15 feet in width. Her house is filled with light from the streetlight and gives her

1 little privacy from anyone looking in. She felt no assessment was made prior to the  
2 light's installation. There is another light for Stanley Lane on the corner, a short distance  
3 down. Ms. Burr estimated Stanley Lane was less than a quarter of a mile in length. She  
4 requested the light be removed. The light was installed in December 2022. The light has  
5 been angled away and a shade has been added to the light. These efforts have not  
6 worked.

7  
8 Manager Lunt confirmed the Board can vote to have the light removed.

9  
10 Police Chief Willis reported that lights can be dimmed and shaded. He was unsure  
11 whether these measures have been tried. The Police Department handles the streetlights  
12 and would be happy to try to make adjustments if the Board desired. Manager Lunt  
13 agreed the Police Department should look into the situation. Ms. Littlefield hoped there  
14 could be a way to keep all residents on the road satisfied. Ms. Burr wondered if a light  
15 could be placed on the Northeast Plumbing and Heating building to improve lighting.  
16 Chief Willis agreed to assess the situation and offer some suggestions. Ms. Dudman  
17 asked Chief Willis to look at the lighting on the corner of Pine Street and Sylvan Road,  
18 and on Summit Road as well. Once reviewed, residents would be informed.

19  
20 Mr. Wood suggested that when a resident makes a request of this type, the Town take the  
21 time to review the situation and allow input from other residents.

22  
23  
24 Ms. Dudman inquired about the marina landscaping plan. She believed the Harbor  
25 Committee intended to review the plan again. The item has not been on the Harbor  
26 Committee agenda.

27  
28 **VI. Unfinished Business**

29 *A. Accept \$7,000.00 donation from Town of Mount Desert Community Development*  
30 *Corporation*

31 Manager Lunt reported this funding would go towards skating rink maintenance. The  
32 Town is in receipt of the funding.

33  
34 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acceptance of a \$7,000.00  
35 donation from Town of Mount Desert Community Development Corporation, as  
36 presented.

37 Motion approved 5-0.

38  
39 *B. Review and consider acceptance of proposal from Peter Bronson for maintenance of*  
40 *the Northeast Harbor Marina skating rink*

41 Chair Macauley pointed out that the position will be filled on a year-to-year basis. It was  
42 not stated in the proposal as such. Manager Lunt agreed it was not stated in the proposal;  
43 he felt that at the end of the season, the position is essentially over. Chair Macauley  
44 added that, depending on a variety of factors, the position could cost more than estimated.  
45 Manager Lunt agreed. He hoped the budget wouldn't go over the amount funded, but  
46 funds could be found if it did.

47

1 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, acceptance of proposal  
2 from Peter Bronson for maintenance of the Northeast Harbor Marina skating rink, as  
3 presented.  
4 Motion approved 5-0.  
5

6 **VII. New Business**

7 *A. Public Space Special Event Application – Wedding – February 4, 2023, Suminsby*  
8 *Park*

9 Ms. Littlefield inquired about access to the park in the winter. Mr. Mooers believed the  
10 Applicant and guests may need to park on Sargent Drive to access the park. Clerk  
11 Woolfolk reported that she explained to the Applicants that access to the park is weather  
12 dependent. She suggested they talk to the Police Department about parking.  
13

14 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, approval of the Public  
15 Space Special Event Application – Wedding – February 4, 2023, Suminsby Park,  
16 provided the park is accessible.  
17 Motion approved 5-0.  
18

19 *B. Authorization to pay MCM Electric \$5,625.00 for the purchase and replacement of*  
20 *two power pedestals out of the Northeast Harbor Marina Power Pedestals CIP #*  
21 *6410100-24680 which has a balance of \$105,134.26*

22 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, authorization to pay MCM  
23 Electric \$5,625.00 for the purchase and replacement of two power pedestals out of the  
24 Northeast Harbor Marina Power Pedestals CIP # 6410100-24680 which has a balance of  
25 \$105,134.26, as presented.  
26 Motion approved 5-0.  
27

28 *C. Authorize Town Manager, Durlin Lunt, to enter into HR Employee Sharing*  
29 *Agreement with the Town of Bar Harbor*

30 Manager Lunt explained the HR position was budgeted last year for two days per week.  
31 Chair Macauley asked about the exclusivity clause. He hoped notice could be given prior  
32 to such an action. Both Chief Willis' position and CEO Keene's position include such  
33 clauses.  
34

35 The position is for three years. The Town has the option to terminate the position.  
36

37 MOTION: Ms. Dudman moved, with Mr. Wood seconding, authorizing Town Manager  
38 Durlin Lunt to enter into HR Employee Sharing Agreement with the Town of Bar  
39 Harbor, as presented.  
40 Motion approved 5-0.  
41

42 *D. Review and adopt Memorandum of Understanding template for Contracted*  
43 *Municipal and Community Oriented Services*

44 Manager Lunt confirmed the Memorandum of Understanding (MOU) was reviewed by  
45 legal counsel.  
46

1 MOTION: Mr. Wood moved, with Ms. Dudman seconding, adoption of Memorandum  
2 of Understanding template for Contracted Municipal and Community Oriented Services  
3 as presented.  
4

5 The MOU is in regard to third-party requests. Mr. Wood recalled a few organizations  
6 were considered clear candidates for a different type of consideration than other  
7 organizations received. He wondered how the process would evolve.  
8

9 Finance Director Wright believed it a political decision. The organizations currently  
10 included came from initial conversations regarding the third-party policy. The list can be  
11 changed if deemed necessary. Ms. Dudman recalled the plan was to start with these  
12 organizations and see how the process went.  
13

14 Chair Macauley asked about the VIS organizations. It was confirmed no VIS  
15 organizations are currently on the list. Mr. Mooers explained that the committee created  
16 something completely new. The intent was to identify those entities providing a service  
17 directly to the Town that other towns pay to have provided. Starting with this small  
18 group will give the Town a format with which to look at other third-party organizations.  
19

20 Mr. Wood was approached with the possibility of a third-party organization hoping to  
21 strengthen their connection with the town. How would it affect them if they were not  
22 included in this group? Ms. Dudman pointed out that a third-party organization can  
23 approach the Board with a presentation at any time during the year to strengthen their  
24 connections with the Town.  
25

26 Ms. Dudman lauded Mr. Mooers' work on the project.  
27

28 Motion approved 5-0.  
29

30 *E. Discussion of Contracted Service Organizations governed by MOU and associated*  
31 *budget presentation*

32 Ms. Dudman voiced her preference for the second option presented; that of creating a  
33 new department in the 200 series.  
34

35 Director Wright noted that if the rest of the Board was in agreement, he would proceed in  
36 that direction. These groups could come to the second meeting in January to be approved  
37 as part of the overall budget.  
38

39 MOTION: Mr. Mooers moved, with Mr. Wood seconding, that per the memorandum  
40 submitted to the Board by Finance Director Jake Wright, the Board accept the "Number  
41 Two" model presented; to *Create a new department within the 200 series to be*  
42 *appropriated within the "General Government" warrant article. Said department would*  
43 *be entitled "Contracted Municipal and Community – Oriented Services" or similar. The*  
44 *representatives of the MOU-governed organizations could attend the General*  
45 *Government budget review meeting(s) and/or submit requested documents, as determined*  
46 *appropriate by the Selectboard, as presented.*  
47

48 Motion approved 5-0.



1 The organizations to be considered for this model was discussed. Mr. Wood wondered if  
2 the Island Explorer service belonged in the group with the others. Mr. Mooers explained  
3 they were included in this category as a service the Town does not otherwise provide.  
4

5 *F. Authorize Durlin Lunt, Town Manager, to sign an MOU with Harold Alfond Center*  
6 *for the Advancement of Maine's Workforce and authorize the acceptance of training*  
7 *cost contributions and participation in the program. From 2023 through 2025, the*  
8 *program will provide a \$1,200 annual match available to each Mount Desert*  
9 *employee for acceptable training and continuing education. Any actual expenditure*  
10 *incurred by Mount Desert will be in accordance with budgetary appropriation*  
11 *limitations and internal policies*

12 Manager Lunt felt this program would provide added value to the Town employees. The  
13 program was introduced to the Town by the new HR Manager.  
14

15 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, authorization of Town  
16 Manager Durlin Lunt to sign an MOU with Harold Alfond Center for the Advancement  
17 of Maine's Workforce and authorize the acceptance of training cost contributions and  
18 participation in the program. From 2023 through 2025, the program will provide a \$1,200  
19 annual match available to each Mount Desert employee for acceptable training and  
20 continuing education. Any actual expenditure incurred by Mount Desert will be in  
21 accordance with budgetary appropriation limitations and internal policies as presented.  
22 Motion approved 5-0.  
23

24 *G. Consider the appointment of members to a Comprehensive Plan Committee to work*  
25 *on updates to the Town's Comprehensive Plan*

26 Consultant Noel Musson reported the Comprehensive Plan was last updated ten years  
27 ago. Mr. Musson expected this to be more of an update of the last plan rather than a full  
28 reboot. Phase one will include data collection and updates. Goals, objectives, and  
29 strategies can be identified, and the Plan can then be reviewed to determine what sections  
30 require more intensive review than others. A Comprehensive Plan Committee is  
31 necessary for the process. Mr. Musson hoped the next iteration of the Plan will be more  
32 user friendly and readable. Some neighborhood meetings have already been held and  
33 were well attended.  
34

35 Two or three months would be taken to focus on updating the data sections. Committee  
36 meetings can then begin. Mr. Musson estimated the meetings beginning in the summer  
37 or fall. Mr. Musson estimated perhaps seven committee members would be appropriate,  
38 but it would depend on who is interested. Advertisement would go out for Committee  
39 members. Manager Lunt suggested they be a balanced group representing the various  
40 Mount Desert villages.  
41

42 Ms. Littlefield volunteered to act as Selectboard Liaison to the Committee.  
43

44 Mr. Wood hoped there was a way to include opinions from all residents, and not just  
45 those best at putting their opinions forward. A full and fair consensus must be aspired  
46 to.  
47

1 Resident Lincoln Millstein voiced his concerns. While he supports the idea of a  
2 Comprehensive Task Force, he believed the Town is using a dated process to tackle  
3 today's problems. The length of time involved in the process is a detriment to a  
4 community under stress. There is an urgent need for change and the old ways of  
5 implementing change may not be effective.  
6

7 MOTION: Ms. Dudman moved, with Mr. Wood seconding, to begin the process of  
8 appointment of members to a Comprehensive Plan Committee to work on updates to the  
9 Town's Comprehensive Plan as presented.  
10 Motion approved 5-0.  
11

12 *H. Review of FY 2024 Budgets: Public Safety*

13 A review was made of the Public Safety Budget.  
14

15 Chair Macauley asked about the General Supplies line item. Fire Chief Bender reported  
16 the increases noted are almost all EMS supplies, mostly consumables.  
17

18 Mr. Wood asked about the removal of the equipment vehicle line item in the Police  
19 budget. Chief Willis explained the line item was moved to the CIP accounts. The Police  
20 Budget shows hiring a shared mental health liaison position under the Contract and  
21 Services line item. Captain Kerns explained that many mental health calls being  
22 responded to do not necessarily require police involvement. A Pilot program was created  
23 with Healthy Acadia and AMHC this year, allowing a mental health personnel to work  
24 out of the police department one day a week. The position proved useful, and it's  
25 lowered mental health-related call volume. Hiring someone instead of contracting allows  
26 for more consistency in the department. The position would be shared 60/40 between  
27 Bar Harbor and Mount Desert. Police documented 30 calls the mental health professional  
28 was heavily involved with in the one day per week they worked for the Towns. The  
29 position will be 40 hours a week. The person hired will work under Bar Harbor's wages  
30 and benefits system. The position requires professional supervision of the employee,  
31 which will likely be contracted. The position can't be hired until both Town budgets  
32 pass.  
33

34 It was noted the mental health professional could come to a meeting to explain the  
35 position, and how issues like drug and alcohol addiction are interconnected.  
36

37 Chief Willis pointed out the Communications Budget is proposing a Dispatch Supervisor,  
38 using the funding for dispatch personnel the Town was unable to hire. Chief Willis hopes  
39 to set it up within the month as a test to see how the position works, in anticipation of  
40 requesting funding for the position in next year's budget.  
41

42 **VIII. Other Business**

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

44 No Other Business was presented.  
45  
46  
47

1 **IX. Treasurer's Warrants**

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

Town Invoices	AP#2340	12/20/2022	\$69,285.41
	AP#2343	01/04/2023	\$340,106.76
<b>Total</b>			<b>\$409,392.17</b>

3 MOTION: Ms. Littlefield moved, with Mr. Mooers seconding, approval and signature of  
 4 Treasurer's Warrant as shown above.  
 5 Motion approved 5-0.

6  
 7 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as shown*  
 8 *below:*

State Fees & PR Benefits	AP#2341	12/21/2022	\$3,357.63
	AP#2342	12/29/2022	\$86,803.84
Town Payroll	PR#2314	12/23/2022	\$143,107.08
<b>Total</b>			<b>\$233,268.55</b>

9 MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval of signed Treasurer's  
 10 Payroll, State Fees, & PR Benefit Warrants as shown above.  
 11 Motion approved 4-0-1 (Littlefield in Abstention).

12  
 13 *C. Acknowledge Treasurer's Town Voided Disbursements & School Board AP/Payroll*  
 14 *Warrants as shown below:*

School Invoices			
School Payroll	PR#13	12/23/2022	\$179,101.15
Voided Disbursements	V2305	12/20/2022	\$(69,285.41)
	V2306	12/27/2022	\$(80.00)
<b>Total</b>			<b>\$109,735.74</b>

15 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, acknowledgement of Treasurer's  
 16 Town Voided Disbursements & School Board AP/Payroll Warrants as shown above.  
 17 Motion approved 5-0.

18

<b>Grand Total</b>			<b>\$752,396.46</b>
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19  
 20 **X. Adjournment**

21 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, to adjourn.  
 22 Motion approved 5-0.

23  
 24 The meeting adjourned at 7:22PM.

25  
 26  
 27 Respectfully submitted,

28  
 29  
 30  
 31 Geoffrey Wood



**APPOINTMENTS**

**RECOGNITIONS**

**RESIGNATIONS**





## *Town of Mount Desert*

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

Telephone 207-276-5111

Fax 207-276-5732

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

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

# Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: January 11, 2023

Re: Appointment of Full Time Firefighter/EMT

I would like to make the recommendation and request that the Board of Selectman appoint Sarah Adelberg to the positions of full-time Municipal Firefighter/EMT at the probationary rate of \$26.75, effective January 18, 2023.

Sarah has been a part time EMT with the fire department since her confirmation by the Select Board at their April 4, 2022 meeting. Over the past the past 10 months she has filled in multiple open shifts working as a per diem EMT, often putting in 40 plus hours a week. She recently completed an Advanced EMT class in Bangor and is scheduled to take her licensing tests in the coming weeks, hopefully obtaining her EMT-A certification soon. The Advanced license level allows our service to provide a higher level of care to our community over an EMT-Basic. Unused wages from the 3 remaining open Paramedic positions will be used to pay for the position for the remainder of the current fiscal year. Funding for this position is included in our 2023-2024 proposed budget.

Thank you.



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

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

Telephone 207-276-5111

Fax 207-276-5732

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

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

# Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: January 12, 2023

Re: Appointment Part-Time Firefighter

I would like to request and recommend that the following appointments be made to the Mount Desert Fire Department, with effective date and starting pay for each noted below.

- William Shepard as part-time Firefighter with an effective date of January 18, 2023, at a starting pay of \$ per hour.

Thank you.





**Town of Mount Desert**  
21 Sea Street, P.O. Box 248  
Northeast Harbor, ME 04662-0248  
Telephone: 207-276-5531 Fax: 207-276-3232  
Web Address [www.mtdesert.org](http://www.mtdesert.org)

## Resident Request for Appointment to Volunteer Board or Committee

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

Name: Megan Bailey Date: 1/12/2023  
**Street**  
Address: 46 Summit Road, NEH 04662 Phone: Home \_\_\_\_\_  
**Mail**  
Address: PO Box 955, NEH 04662 Work \_\_\_\_\_  
**E-mail:** meganraebailey88@gmail.com Cell 207-745-4822

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

**Appointment(s) requested:** Warrant Committee

If you have previously served on any Boards or Committees in the Town of Mount Desert, please describe your experience: Currently serve as Vice Chair of the Economic Development Committee.

Are there other background experiences or skills that you feel would contribute to this appointment?  
I am an economist at UMaine's MCS Policy Center and focus on public finance/administration,  
and community/economic development

Why are you interested in this appointment? Kathy Miller thought I might find the Warrant Committee interesting and that my background might be useful

What are your goals for this Board or Committee? make appropriate recommendations to the Town

Do you have conflicts with meeting times or group assignments? Not that I'm aware of. I work remotely (from NEH) and typically have a lot of flexibility



# Town of Mount Desert

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

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

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Name: Jamie Blaine Date: Jan 4, 2023  
 Street \_\_\_\_\_  
 Address: 4 Southward Lane Phone: Home 207-276-3631  
 Mail \_\_\_\_\_  
 Address: PO Box 1027 Work 610-563-9648  
NEH 04662  
 E-mail: jblaine1945@gmail.com Cell 610-563-9648

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

Appointment(s) requested: Warrant Committee

If you have previously served on any Boards or Committees in the Town of Mount Desert, please describe your experience: Economic Development Committee and Neighborhood House board (both current)

Are there other background experiences or skills that you feel would contribute to this appointment?  
I have run a small business focused on local governance + <sup>fiscal</sup> ~~public~~ issues (community newspaper)

Why are you interested in this appointment? I am interested in how the tax money is allocated and spent

What are your goals for this Board or Committee? Fiscal prudence and community welfare should not be in opposition

Do you have conflicts with meeting times or group assignments? I hope so. I haven't traveled much since Covid - but expect to start doing so in 2023. If I can attend some meetings by zoom and get info by internet, I should be able to attend all meetings.



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Name: Wendy Todd Date: 1/12/23  
**Street** Mount Desert Chamber of Commerce  
Address: 41 Harbor Lane Phone: Home \_\_\_\_\_  
**Mail** PO Box 675  
Address: Mount Desert, ME 04662 Work 207.276.5040  
E-mail: director@mtdesertchamber.org Cell 216.536.4556

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

Appointment(s) requested: Economic Development Committee

If you have previously served on any Boards or Committees in the Town of Mount Desert, please describe your experience:  
I actively serve the History Trust Governing Council as a primary representative for the Great Cranberry Island Historical Society (GCIHS). I'm also a GCHIS Trustee and Archives Committee Chair.

Are there other background experiences or skills that you feel would contribute to this appointment?  
My professional skillset would contribute to this appointment as an engaged committee member which requires effective communication, collaboration, and motivation to serve the greater good while achieving outcome based goals in support of the Town's comprehensive plan.

Why are you interested in this appointment? I am interested in this appointment to represent and advocate for the shared interests of the chamber and greater community in the sustainability and development of businesses as a year round place to live and thrive.

What are your goals for this Board or Committee? My goals for this committee is to bring in new businesses and support the business community while addressing any barriers, e.g., housing, to their success or the success of the Town.

Do you have conflicts with meeting times or group assignments? No



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Name: Megan Bailey Date: 1/12/2023  
**Street**  
Address: 46 Summit Road, NEH 04662 Phone: Home \_\_\_\_\_  
**Mail**  
Address: PO Box 955, NEH 04662 Work \_\_\_\_\_  
**E-mail:** meganraebailey88@gmail.com Cell 207-745-4822

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

**Appointment(s) requested:** Comprehensive Planning Committee

If you have previously served on any Boards or Committees in the Town of Mount Desert, please describe your experience: Currently serve as Vice Chair of the Economic Development Committee.

Are there other background experiences or skills that you feel would contribute to this appointment?  
I am an economist at UMaine's MCS Policy Center and focus on public finance/administration,  
and community/economic development - I've worked with multiple towns on their comp. plans

Why are you interested in this appointment? My background/experience may be helpful for the  
completion of the comp. plan.

What are your goals for this Board or Committee? \_\_\_\_\_  
produce a useful updated 10-year plan

Do you have conflicts with meeting times or group assignments? Not that I'm aware of. I work  
remotely (from NEH) and typically  
have a lot of flexibility

# **CONSENT AGENDA**





**Great Cranberry Island Volunteer Fire Department**

192 Cranberry Road Cranberry Isles, ME. 04625

Chief: R. Howland // President: M. Alley // Vice President: M. Westphal

Treasurer: M. Westphal // Secretary: K. Damon

**Islesford Volunteer Fire Department**

16 Maple Avenue Islesford, ME 04646

Chief: R. Howland // Asst. Chief: J. Alley // President: D. Thomas // Vice

President: B. Fernald // Treasurer: M. Amuso // Secretary: K. Damon



January 4, 2023

Mount Desert Fire Department, Chief Mike Bender

21 Sea Street

PO BOX 248

Northeast Harbor, Maine 04662

On behalf of both the Great Cranberry Fire Department and The Islesford Volunteer Fire Department, I would like to formally thank the members of your department for their prompt response to our request for a mutual aid on Great Cranberry Island.

Living on the islands we have limited manpower, and limited resources. It is very reassuring to know that we can count on your department to assist us during an emergency.

We are here to support your department as well if the need arises.

Sincerely,

Richard Howland

Chief

Great Cranberry Fire Department

Islesford Volunteer Fire Department

Jeremy Alley

Assistant Chief

Islesford Volunteer Fire Department

## COMMISSIONERS SPECIAL MEETING

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

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

The special meeting of the Hancock County Commissioners was brought to order by Commissioner Wombacher at 8:30 a.m. on **Tuesday December 20, 2022**. Commissioner Clark, Commissioner Paradis, County Administrator Michael Crooker were also present, as well as several Department Heads. The meeting was held using a hybrid format and Department Heads and members of the public were able to attend in person or via Zoom.

Adjustments to agenda:

**MOTION: Move to approve the Agenda as presented with the exception of adding an item 7(c) titled “Request to hire Ian Foster of Sullivan as a full-time Corrections Officer with full benefits, effective December 24, 2022”. (Paradis/Clark 3-0, motion passed)**

Public Comment: None

Meeting Minutes:

**MOTION: Move to approve the December 6, 2022 Regular Meeting as presented. (Paradis/Clark 3-0, motion passed)**

Sheriff:

**MOTION: Move to recognize and commend Chief Deputy Corey Bagley and Deputy Travis Frost for their Life Saving awards.**

**MOTION: Move to recognize and commend citizens Jayne Snowdeal, Timothy Terry and David Terry for Life Saving awards. (Paradis/Clark 3-0, motion passed)**

**MOTION: Move to recognize and commend citizens Richard Leighton and Malcolm Perry for their Life Saving awards. (Paradis/ Clark 3-0, motion passed)**

**MOTION: Move to that the Sheriff be authorized to purchase 28 firearms under this program and take the money out of ARPA funds. (Clark/Wombacher 3-0, motion passed)**

**MOTION: Move that the Sheriff contact Sullivan and let Sullivan preview the cruiser he wishes to retire and decide which one he wants and the Sheriff to determine a value and brings that back to us for a final decision. (Clark/Paradis 3-0, motion passed)**

**MOTION: Move to approve the purchase of 8 vehicles at a purchase price of \$59,769.75.00 and be paid for with ARPA funds. (Wombacher/Paradis 2-0, Clark voted no, motion passed)**

ARP:

Premium pay requests from 2 municipalities who missed the original deadlines:



**MOTION: Move to approve payment to both Gouldsboro and Surry. (Clark/Wombacher 3-0, motion passed)**

Maintenance:

**MOTION: Move to approve the Fire Panel Replacement Project, in the amount of \$59,808 to be paid from ARPA funds. (Paradis/Clark 3-0, motion passed)**

UT:

**MOTION: Move to approve the Regional Animal Control Agreement. (Clark/Paradis 3-0, motion passed)**

**MOTION: Move to solicit applications for the Animal Control Officer. (Clark/Wombacher 3-0)**

**MOTION: Move to assign Unit #93 cruiser to Animal Control Officer and charge to Animal Control Program. (Clark Wombacher 3-0, motion passed)**

Jail:

**MOTION: Move to hire Autumn Moore of Blue Hill as a full-time Corrections Officer with full benefits, effective December 24, 2022. (Paradis/Clark 3-0, motion passed)**

**MOTION: Move to hire Jason Alley of Hancock as a full-time Corrections Officer with full benefits, effective December 24, 2022. (Paradis/Clark 3-0, motion passed)**

**MOTION: Move to hire Ian Foster of Sullivan as a full-time Corrections Officer with full benefits, effective December 24, 2022. (Paradis/Clark 3-0, motion passed)**

Airport:

**MOTION: Move to authorize Jacobs Engineering to commence work on the “Marking & Crack Seal” project, prior to execution of the contract between the Airport and Jacobs Engineering. All such costs incurred by Jacobs shall not exceed \$10,000 and the Chair to sign. (Paradis/Clark 3-0, motion passed)**

**MOTION: Move to appoint Tom Dunn of Columbia Air Services to the Aviation Tennant seat on the Airport Advisory Committee for a two-year term starting January 1, 2023 and thank him for his willingness to serve. (Paradis/Clark 3-0, motion passed)**

**MOTION: Move to appoint Barbara Butler of Cape Air to the Airline Tennant seat on the Airport Advisory Committee for a two-year term starting January 1, 2023 and thank you for her willingness to serve. (Paradis/Clark 3-0, motion passed)**

**MOTION: Move to appoint William Eberhardt of Orland to the District 2 seat on the Airport Advisory Committee for a two-year term starting January 1, 2023 and thank him for his willingness to serve. (Paradis/Clark 3-0, motion passed)**

**MOTION: Move to appoint Karl Warner to the At Large seat on the Airport Advisory Committee for a two-year term starting January 1, 2023 and thank him for his willingness to serve. (Paradis/Clark 3-0, motion passed)**

Commissioners:

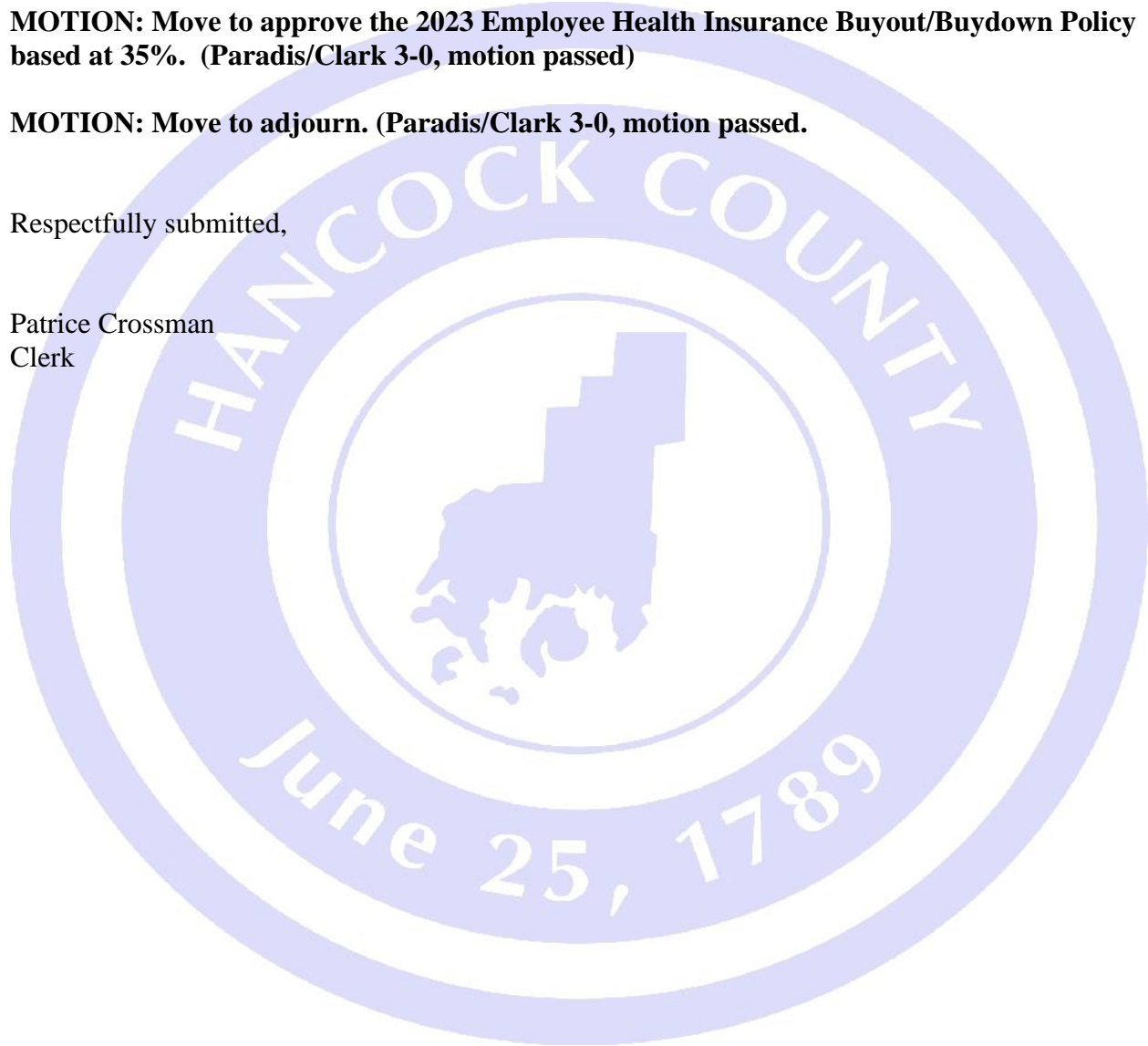
**MOTION: Move that we are unable to serve as fiscal agent for a USDA Solid Waste Grant. (Clark/Paradis 3-0, motion passed)**

**MOTION: Move to approve the 2023 Employee Health Insurance Buyout/Buydown Policy based at 35%. (Paradis/Clark 3-0, motion passed)**

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

Respectfully submitted,

Patrice Crossman  
Clerk





## **BYPASS NOTICE – Municipal Waste (Residential)**

FROM: Sent on behalf of Coastal Resources of Maine LLC  
To: Waste Management, PERC, NEWSME, MRC, Maine DEP  
DATE: December 23, 2022

### **DESCRIPTION OF WASTE:**

All MRC Municipal Solid Waste from the below MRC communities/facilities will continue to bypass to Juniper Ridge Landfill in Oldtown **from Monday, January 2<sup>nd</sup>, until January 31<sup>st</sup>**. The remaining MRC communities/facilities (not listed) below will continue to deliver to Crossroads in Norridgewock with no change.

### **BYPASS PERIOD**

FROM: January 2, 2023  
TO: January 31, 2023 (Inclusive)

**REASON FOR BYPASS:** Coastal Resources' inability to process incoming waste due to the suspension of operations as the result of contractual issues with key counterparties. Also, PERC is still trying to get the material currently on the tipping floor down to a manageable level where they can start retaking waste. Some members listed below may be instructed to send their waste back to PERC before the 31st, and those members will be called and sent a notice notifying them of the change.

Alton	Dedham / Lucerne	(Tremont, Trenton, Cranberry
Bangor	Dixmont	Isle, Frenchboro, SW Harbor,
Bar Harbor	Dover - Foxcroft	Mount Desert)
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**



			Fiscal Year			
			2022	2023	2024	% change
59101	NEH LIBRARY					
1885151	59101	NEH LIBRARY	\$ 20,500	\$ 20,500	\$ 25,000	21.95%
59102	SH LIBRARY				placeholder	
1885151	59102	SH LIBRARY	\$ 4,000	\$ 4,000	\$ 4,000	0.00%
59103	SV LIBRARY					
1885151	59103	SV LIBRARY	\$ 11,000	\$ 11,000	\$ 12,000	9.09%
59121	NEIGHBORHOOD HOUSE-GENERAL					
1885153	59121	NEIGHBORHOOD HOUSE-GENERAL	\$ 47,000	\$ 50,000	\$ 50,000	0.00%
59122	NEIGHBORHOOD HOUSE-YOUTH					
1885153	59122	NEIGHBORHOOD HOUSE-YOUTH	\$ 38,000	\$ 15,000	\$ 15,000	0.00%
59123	NEIGHBORHOOD HOUSE-COMM EVENTS					
1885153	59123	NEIGHBORHOD HOUSE-CM EVENTS	\$ 3,000	\$ 23,000	\$ 23,000	0.00%
59138	ISLAND EXPLORER					
1885154	59138	ISLAND EXPLORER	\$ -	\$ 14,000	\$ 14,000	0.00%
			<u>\$ 123,500</u>	<u>\$ 137,500</u>	<u>\$ 143,000</u>	4.00%

## **Memorandum Of Understanding – Contracted Municipal and Community-Oriented Services**

This Memorandum of Understanding is entered into on \_\_\_\_\_, by and between the Downeast Trans, Inc, a non-profit organization providing goods and/or services that a municipality might choose to otherwise provide (hereinafter “The Organization”) and the **Town of Mount Desert**, a municipality existing under the laws of the State of Maine (hereinafter “Mount Desert”).

**WHEREAS**, Mount Desert desires to subsidize funding for goods and services provided by The Organization to ensure continuation of providing said goods and services as Mount Desert holds an interest in their preservation; and

**WHEREAS**, The Organization desires to continue providing goods and services that Mount Desert may otherwise choose to provide;

**NOW THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, agree as follows:

1. A description of the goods and/or services to be provided by The Organization, and a description of their intended uses in pursuit of the Organization’s exempt purposes, as subsidized or funded by Mount Desert follows:

\_\_\_\_\_  
Seasonal Public Transportation  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A. Rights and Duties of The Organization. The Organization shall have the right and duty to:

- Provide the aforementioned goods and/or services as deemed appropriate by The Organization consistent with its corporate purposes and the description of their intended use set forth above, subject to superseding authorities and the articulated intent and spirit of this agreement.
- The Organization must provide written notice to Mount Desert of any change in the nature of its operations or purposes inconsistent with the description provided above within five (5) business days of such change.

B. Rights and Duties of Mount Desert. Mount Desert shall have the right and duty to:

- Determine the amount, timing, and frequency of any contribution(s) to support The Organization in providing the aforementioned goods and services
- Mount Desert reserves the right to provide similar, ancillary, and/or related goods and services regardless of operational status of The Organization



2. Independent Contractor Status. The Organization and Mount Desert expressly acknowledge that The Organization and Mount Desert are independent contractors for the purpose of this agreement and not an employee or agent of the other. The parties agree that The Organization is not the employer of any Mount Desert employees and Mount Desert is not the employer of any of The Organization's Employees. The parties mutually agree that the relationship of the parties hereto shall not be construed as a joint venture or partnership. The parties mutually agree the services provided do not and are not intended to make The Organization a joint employer with Mount Desert. The Organization is and will remain the sole employer of its employees, and will retain sole responsibility for any independent contractors working on its behalf. Mount Desert is and will remain the sole employer of its employees. The parties acknowledge and agree that neither The Organization nor Mount Desert is an "employee leasing company" as defined in 32 M.R.S. §14051(3) or similar Maine statutes.

3. Fees. In exchange for goods and services described, Mount Desert will contribute an amount of its choosing subject to internal policies and procedures, adequate budget appropriation, cash-flow considerations, and any other factor it deems relevant.

4. Term. This Agreement shall remain in-force until terminated.

5. Termination. Either party may terminate this Agreement at any time by providing at least thirty (30) days written notice to the other party. Within five (5) business days of the effective date of the termination of this Agreement, The Organization shall remit back to Mount Desert on a pro-rated basis any funds not used in accordance with the terms of this Agreement, as well as an accounting of all funds actually spent in accordance with the terms of this Agreement and of the method of calculating the amount of funds refunded.

Notwithstanding the above, if at any time (a) The Organization adopts a Plan of Dissolution, or (b) The Organization makes a change in its operations or purposes requiring notice pursuant to the provisions of Article 1.A of this Agreement, this Agreement will be deemed immediately terminated, as of the date of such adoption or change, and the 30 day notice period will be deemed immediately satisfied. Upon any such change, The Organization must immediately (a) notify Mount Desert of the change, and (b) cease spending any funds provided by Mount Desert, and return any remaining funds to Mount Desert within five (5) business days of the date of such adoption unless Mount Desert informs the Organization, in writing, that it wishes to extend the terms of the Agreement notwithstanding the change.

6. Indemnification. The Organization shall indemnify and hold Mount Desert, its employees, officers and elected or appointed officials, harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Leased Employee Retirement Income Security Act of 1974 (ERISA), 29 U.S.C. § 1001 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the

Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; the Fair Labor Standards Act, 29 U.S.C. § 201 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of The Organization. Mount Desert shall indemnify and hold The Organization, its employees, officers and trustees harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of Mount Desert.

7. Insurance. Both parties shall provide and maintain in force during the term of this Agreement and any extensions hereof workers' compensation coverage in such amounts as required by applicable law and shall be responsible for the management of workers' compensation claims, claim filings and related procedures for each parties' leased employees for services performed under this Agreement.

8. Records and Reporting. The Organization shall provide a report annually to Mount Desert disclosing the following:

- If the Organization segregates its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall only include such segregated activity
- If The Organization comingles its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall include all activity for which Mount Desert receipt(s) and use(s) are included.

Records sufficient to substantiate such reporting shall be available for review upon request by Mount Desert.

9. Assignment. Neither party may assign its rights or obligations under this Agreement without the prior written consent of the other party.

10. Notices. All notices shall be given in writing, and shall be hand delivered or sent by mail, and shall be addressed to:

In the case of The Organization:

To: Paul Murphy  
Downeast Transportation  
PO Box 914  
Ellsworth ME 04605

In the case of Mount Desert:

To: Town Manager  
21 Sea Street  
P.O. Box 248  
Northeast Harbor, Me.  
04662

Each party reserves the right to change its notification contact or address by written notice to the other party.

11. Integration. This Agreement constitutes the entire understanding of the parties with respect to its leased employees and supersedes any prior oral or written understandings. This Agreement may be amended only in writing and if signed by both parties.

12. Severability. If any provision of this Agreement is found by a court to be invalid or unenforceable, the remaining provisions shall remain in force and the court shall reform those provisions at issue to the extent necessary to render any such provisions valid and enforceable.

13. Governing Law. This Agreement shall be governed by the laws of the state of Maine.

The Organization

Dated: By Paul G Murphy Executive Director

Name, Title

Town of Mount Desert

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

Its Town Manager



P.O. Box 332  
Northeast Harbor, Maine 04662

Town of Mount Desert  
Mr. Durlin Lunt, Town Manager  
P.O. Box 248  
Northeast Harbor, ME 04662

January 6, 2023

Dear Durlin,

The Neighborhood House would like to ask the town voters to approve a total of \$88,000 of municipal monies towards the operating budget for our 2023 fiscal year. Each year, the Town's support allows us to continue to provide high quality services to residents of all ages, both year-round and seasonal throughout our community.

For the sixteenth year, there is no increase in the amount we are requesting. The Neighborhood House provides our community with essential recreational, educational, cultural and social services for all ages. Additionally, The Neighborhood House is a valuable resource providing a space to an extensive number of groups and families in our community for a wide range of meetings and celebrations. The organization's staff and board of directors are committed to maintaining and improving the community values and spirit of our town.

I look forward to participating in the upcoming town budget talks with the Board of Selectmen and Warrant Committee. If you have any questions in the meantime, I hope you will not hesitate to call me.

Sincerely yours,

Anne-Marie Hart  
Executive Director



**Memorandum Of Understanding – Contracted Municipal and Community-Oriented Services**

This Memorandum of Understanding is entered into on 1/6/23, by and between the NEIGHBORHOOD HOUSE ~~not-for-profit~~ organization providing goods and/or services that a municipality might choose to otherwise provide (hereinafter “The Organization”) and the **Town of Mount Desert**, a municipality existing under the laws of the State of Maine (hereinafter “Mount Desert”).

**WHEREAS**, Mount Desert desires to subsidize funding for goods and services provided by The Organization to ensure continuation of providing said goods and services as Mount Desert holds an interest in their preservation; and

**WHEREAS**, The Organization desires to continue providing goods and services that Mount Desert may otherwise choose to provide;

**NOW THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, agree as follows:

1. A description of the goods and/or services to be provided by The Organization, and a description of their intended uses in pursuit of the Organization’s exempt purposes, as subsidized or funded by Mount Desert follows:

\$50,000 FOR GENERAL SUPPORT

\$23,000 FOR COMMUNITY EVENTS

\$15,000 FOR YOUTH PROGRAMS

\$88,000 TOTAL

A. Rights and Duties of The Organization. The Organization shall have the right and duty to:

- Provide the aforementioned goods and/or services as deemed appropriate by The Organization consistent with its corporate purposes and the description of their intended use set forth above, subject to superseding authorities and the articulated intent and spirit of this agreement.
- The Organization must provide written notice to Mount Desert of any change in the nature of its operations or purposes inconsistent with the description provided above within five (5) business days of such change.

B. Rights and Duties of Mount Desert. Mount Desert shall have the right and duty to:

- Determine the amount, timing, and frequency of any contribution(s) to support The Organization in providing the aforementioned goods and services
- Mount Desert reserves the right to provide similar, ancillary, and/or related goods and services regardless of operational status of The Organization

2. Independent Contractor Status. The Organization and Mount Desert expressly acknowledge that The Organization and Mount Desert are independent contractors for the purpose of this agreement and not an employee or agent of the other. The parties agree that The Organization is not the employer of any Mount Desert employees and Mount Desert is not the employer of any of The Organization's Employees. The parties mutually agree that the relationship of the parties hereto shall not be construed as a joint venture or partnership. The parties mutually agree the services provided do not and are not intended to make The Organization a joint employer with Mount Desert. The Organization is and will remain the sole employer of its employees, and will retain sole responsibility for any independent contractors working on its behalf. Mount Desert is and will remain the sole employer of its employees. The parties acknowledge and agree that neither The Organization nor Mount Desert is an "employee leasing company" as defined in 32 M.R.S. §14051(3) or similar Maine statutes.

3. Fees. In exchange for goods and services described, Mount Desert will contribute an amount of its choosing subject to internal policies and procedures, adequate budget appropriation, cash-flow considerations, and any other factor it deems relevant.

4. Term. This Agreement shall remain in-force until terminated.

5. Termination. Either party may terminate this Agreement at any time by providing at least thirty (30) days written notice to the other party. Within five (5) business days of the effective date of the termination of this Agreement, The Organization shall remit back to Mount Desert on a pro-rated basis any funds not used in accordance with the terms of this Agreement, as well as an accounting of all funds actually spent in accordance with the terms of this Agreement and of the method of calculating the amount of funds refunded.

Notwithstanding the above, if at any time (a) The Organization adopts a Plan of Dissolution, or (b) The Organization makes a change in its operations or purposes requiring notice pursuant to the provisions of Article 1.A of this Agreement, this Agreement will be deemed immediately terminated, as of the date of such adoption or change, and the 30 day notice period will be deemed immediately satisfied. Upon any such change, The Organization must immediately (a) notify Mount Desert of the change, and (b) cease spending any funds provided by Mount Desert, and return any remaining funds to Mount Desert within five (5) business days of the date of such adoption unless Mount Desert informs the Organization, in writing, that it wishes to extend the terms of the Agreement notwithstanding the change.

6. Indemnification. The Organization shall indemnify and hold Mount Desert, its employees, officers and elected or appointed officials, harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Leased Employee Retirement Income Security Act of 1974 (ERISA), 29 U.S.C. § 1001 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the



Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; the Fair Labor Standards Act, 29 U.S.C. § 201 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of The Organization. Mount Desert shall indemnify and hold The Organization, its employees, officers and trustees harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of Mount Desert.

7. Insurance. Both parties shall provide and maintain in force during the term of this Agreement and any extensions hereof workers' compensation coverage in such amounts as required by applicable law and shall be responsible for the management of workers' compensation claims, claim filings and related procedures for each parties' leased employees for services performed under this Agreement.

8. Records and Reporting. The Organization shall provide a report annually to Mount Desert disclosing the following:

- If the Organization segregates its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall only include such segregated activity
- If The Organization comingles its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall include all activity for which Mount Desert receipt(s) and use(s) are included.

Records sufficient to substantiate such reporting shall be available for review upon request by Mount Desert.

9. Assignment. Neither party may assign its rights or obligations under this Agreement without the prior written consent of the other party.

10. Notices. All notices shall be given in writing, and shall be hand delivered or sent by mail, and shall be addressed to:

In the case of The Organization:

To: THE NEIGHBORHOOD HOUSE  
P.O. BOX 332  
NORTHEAST HARBOR, ME 04862

In the case of Mount Desert:

To: Town Manager  
21 Sea Street  
P.O. Box 248  
Northeast Harbor, Me.  
04662

Each party reserves the right to change its notification contact or address by written notice to the other party.

11. Integration. This Agreement constitutes the entire understanding of the parties with respect to its leased employees and supersedes any prior oral or written understandings. This Agreement may be amended only in writing and if signed by both parties.

12. Severability. If any provision of this Agreement is found by a court to be invalid or unenforceable, the remaining provisions shall remain in force and the court shall reform those provisions at issue to the extent necessary to render any such provisions valid and enforceable.

13. Governing Law. This Agreement shall be governed by the laws of the state of Maine.

Dated:

January 6, 2023

The Organization

By Anne-Marie Hart

Name, Title

ANNE-MARIE HART,  
EXECUTIVE DIRECTOR

Town of Mount Desert

Dated:

By \_\_\_\_\_

Its Town Manager



## Memorandum Of Understanding – Contracted Municipal and Community-Oriented Services

This Memorandum of Understanding is entered into on 1/12/2023, by and between the Northeast Harbor Library, a non-profit organization providing goods and/or services that a municipality might choose to otherwise provide (hereinafter “The Organization”) and the **Town of Mount Desert**, a municipality existing under the laws of the State of Maine (hereinafter “Mount Desert”).

**WHEREAS**, Mount Desert desires to subsidize funding for goods and services provided by The Organization to ensure continuation of providing said goods and services as Mount Desert holds an interest in their preservation; and

**WHEREAS**, The Organization desires to continue providing goods and services that Mount Desert may otherwise choose to provide;

**NOW THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, agree as follows:

1. A description of the goods and/or services to be provided by The Organization, and a description of their intended uses in pursuit of the Organization’s exempt purposes, as subsidized or funded by Mount Desert follows:

Free library services for all, including:  
Print and digital books and other educational resources  
to lend to community members. Free educational  
and recreational programming throughout the year  
for all ages. Free reservable meeting and study space.  
Research assistance + print and digital archives

A. Rights and Duties of The Organization. The Organization shall have the right and duty to:

- Provide the aforementioned goods and/or services as deemed appropriate by The Organization consistent with its corporate purposes and the description of their intended use set forth above, subject to superseding authorities and the articulated intent and spirit of this agreement.
- The Organization must provide written notice to Mount Desert of any change in the nature of its operations or purposes inconsistent with the description provided above within five (5) business days of such change.

B. Rights and Duties of Mount Desert. Mount Desert shall have the right and duty to:

- Determine the amount, timing, and frequency of any contribution(s) to support The Organization in providing the aforementioned goods and services
- Mount Desert reserves the right to provide similar, ancillary, and/or related goods and services regardless of operational status of The Organization

2. Independent Contractor Status. The Organization and Mount Desert expressly acknowledge that The Organization and Mount Desert are independent contractors for the purpose of this agreement and not an employee or agent of the other. The parties agree that The Organization is not the employer of any Mount Desert employees and Mount Desert is not the employer of any of The Organization's Employees. The parties mutually agree that the relationship of the parties hereto shall not be construed as a joint venture or partnership. The parties mutually agree the services provided do not and are not intended to make The Organization a joint employer with Mount Desert. The Organization is and will remain the sole employer of its employees, and will retain sole responsibility for any independent contractors working on its behalf. Mount Desert is and will remain the sole employer of its employees. The parties acknowledge and agree that neither The Organization nor Mount Desert is an "employee leasing company" as defined in 32 M.R.S. §14051(3) or similar Maine statutes.

3. Fees. In exchange for goods and services described, Mount Desert will contribute an amount of its choosing subject to internal policies and procedures, adequate budget appropriation, cash-flow considerations, and any other factor it deems relevant.

4. Term. This Agreement shall remain in-force until terminated.

5. Termination. Either party may terminate this Agreement at any time by providing at least thirty (30) days written notice to the other party. Within five (5) business days of the effective date of the termination of this Agreement, The Organization shall remit back to Mount Desert on a pro-rated basis any funds not used in accordance with the terms of this Agreement, as well as an accounting of all funds actually spent in accordance with the terms of this Agreement and of the method of calculating the amount of funds refunded.

Notwithstanding the above, if at any time (a) The Organization adopts a Plan of Dissolution, or (b) The Organization makes a change in its operations or purposes requiring notice pursuant to the provisions of Article 1.A of this Agreement, this Agreement will be deemed immediately terminated, as of the date of such adoption or change, and the 30 day notice period will be deemed immediately satisfied. Upon any such change, The Organization must immediately (a) notify Mount Desert of the change, and (b) cease spending any funds provided by Mount Desert, and return any remaining funds to Mount Desert within five (5) business days of the date of such adoption unless Mount Desert informs the Organization, in writing, that it wishes to extend the terms of the Agreement notwithstanding the change.

6. Indemnification. The Organization shall indemnify and hold Mount Desert, its employees, officers and elected or appointed officials, harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Leased Employee Retirement Income Security Act of 1974 (ERISA), 29 U.S.C. § 1001 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the

Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; the Fair Labor Standards Act, 29 U.S.C. § 201 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of The Organization. Mount Desert shall indemnify and hold The Organization, its employees, officers and trustees harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of Mount Desert.

7. Insurance. Both parties shall provide and maintain in force during the term of this Agreement and any extensions hereof workers' compensation coverage in such amounts as required by applicable law and shall be responsible for the management of workers' compensation claims, claim filings and related procedures for each parties' leased employees for services performed under this Agreement.

8. Records and Reporting. The Organization shall provide a report annually to Mount Desert disclosing the following:

- If the Organization segregates its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall only include such segregated activity
- If The Organization comingles its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall include all activity for which Mount Desert receipt(s) and use(s) are included.

Records sufficient to substantiate such reporting shall be available for review upon request by Mount Desert.

9. Assignment. Neither party may assign its rights or obligations under this Agreement without the prior written consent of the other party.

10. Notices. All notices shall be given in writing, and shall be hand delivered or sent by mail, and shall be addressed to:

In the case of The Organization:

To: Amy Wisekart, Director  
1 Joy Rd  
PO Box 279  
Northeast Harbor, ME 04662

In the case of Mount Desert:



To: Town Manager  
21 Sea Street  
P.O. Box 248  
Northeast Harbor, Me.  
04662

Each party reserves the right to change its notification contact or address by written notice to the other party.

11. Integration. This Agreement constitutes the entire understanding of the parties with respect to its leased employees and supersedes any prior oral or written understandings. This Agreement may be amended only in writing and if signed by both parties.

12. Severability. If any provision of this Agreement is found by a court to be invalid or unenforceable, the remaining provisions shall remain in force and the court shall reform those provisions at issue to the extent necessary to render any such provisions valid and enforceable.

13. Governing Law. This Agreement shall be governed by the laws of the state of Maine.

Dated:

1/12/2023

The Organization

By

Amy Wischart

Name, Title

Amy Wischart, Director

Town of Mount Desert

Dated:

By

\_\_\_\_\_  
Its Town Manager

## Memorandum Of Understanding – Contracted Municipal and Community-Oriented Services

This Memorandum of Understanding is entered into on Jan 12, 2023, by and between the Somesville Library Assoc., a non-profit organization providing goods and/or services that a municipality might choose to otherwise provide (hereinafter “The Organization”) and the **Town of Mount Desert**, a municipality existing under the laws of the State of Maine (hereinafter “Mount Desert”).

**WHEREAS**, Mount Desert desires to subsidize funding for goods and services provided by The Organization to ensure continuation of providing said goods and services as Mount Desert holds an interest in their preservation; and

**WHEREAS**, The Organization desires to continue providing goods and services that Mount Desert may otherwise choose to provide;

**NOW THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, agree as follows:

1. A description of the goods and/or services to be provided by The Organization, and a description of their intended uses in pursuit of the Organization’s exempt purposes, as subsidized or funded by Mount Desert follows:

Serving 485 Residents + 320 summer residents of Somesville annually the Library association requests \$12,000 from the town of Mount Desert. The money/contribution to our 45,000 annual Budget will be used to pay portions of Librarian salary (\$7,200.00), portions of our utilities (\$4,400.00) and allow us to purchase additional Books (\$400.00).  
See attached sheet for more information

A. Rights and Duties of The Organization. The Organization shall have the right and duty to:

- Provide the aforementioned goods and/or services as deemed appropriate by The Organization consistent with its corporate purposes and the description of their intended use set forth above, subject to superseding authorities and the articulated intent and spirit of this agreement.
- The Organization must provide written notice to Mount Desert of any change in the nature of its operations or purposes inconsistent with the description provided above within five (5) business days of such change.

B. Rights and Duties of Mount Desert. Mount Desert shall have the right and duty to:

- Determine the amount, timing, and frequency of any contribution(s) to support The Organization in providing the aforementioned goods and services
- Mount Desert reserves the right to provide similar, ancillary, and/or related goods and services regardless of operational status of The Organization

2. Independent Contractor Status. The Organization and Mount Desert expressly acknowledge that The Organization and Mount Desert are independent contractors for the purpose of this agreement and not an employee or agent of the other. The parties agree that The Organization is not the employer of any Mount Desert employees and Mount Desert is not the employer of any of The Organization's Employees. The parties mutually agree that the relationship of the parties hereto shall not be construed as a joint venture or partnership. The parties mutually agree the services provided do not and are not intended to make The Organization a joint employer with Mount Desert. The Organization is and will remain the sole employer of its employees, and will retain sole responsibility for any independent contractors working on its behalf. Mount Desert is and will remain the sole employer of its employees. The parties acknowledge and agree that neither The Organization nor Mount Desert is an "employee leasing company" as defined in 32 M.R.S. §14051(3) or similar Maine statutes.

3. Fees. In exchange for goods and services described, Mount Desert will contribute an amount of its choosing subject to internal policies and procedures, adequate budget appropriation, cash-flow considerations, and any other factor it deems relevant.

4. Term. This Agreement shall remain in-force until terminated.

5. Termination. Either party may terminate this Agreement at any time by providing at least thirty (30) days written notice to the other party. Within five (5) business days of the effective date of the termination of this Agreement, The Organization shall remit back to Mount Desert on a pro-rated basis any funds not used in accordance with the terms of this Agreement, as well as an accounting of all funds actually spent in accordance with the terms of this Agreement and of the method of calculating the amount of funds refunded.

Notwithstanding the above, if at any time (a) The Organization adopts a Plan of Dissolution, or (b) The Organization makes a change in its operations or purposes requiring notice pursuant to the provisions of Article 1.A of this Agreement, this Agreement will be deemed immediately terminated, as of the date of such adoption or change, and the 30 day notice period will be deemed immediately satisfied. Upon any such change, The Organization must immediately (a) notify Mount Desert of the change, and (b) cease spending any funds provided by Mount Desert, and return any remaining funds to Mount Desert within five (5) business days of the date of such adoption unless Mount Desert informs the Organization, in writing, that it wishes to extend the terms of the Agreement notwithstanding the change.

6. Indemnification. The Organization shall indemnify and hold Mount Desert, its employees, officers and elected or appointed officials, harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Leased Employee Retirement Income Security Act of 1974 (ERISA), 29 U.S.C. § 1001 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the

Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; the Fair Labor Standards Act, 29 U.S.C. § 201 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of The Organization. Mount Desert shall indemnify and hold The Organization, its employees, officers and trustees harmless from and against any and all losses, liabilities, claims, demands, damages, injuries, costs and expenses and attorneys' fees, of whatever nature, including but not limited to claims of negligence and employment related claims under local, state and/or federal laws including but not limited to Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*; the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 *et seq.*; the Civil Rights Act of 1991, 42 U.S.C. § 1981 *et seq.*; the Maine Human Rights Act, 5 M.R.S.A. §4572 *et seq.*; the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*; the Occupational Safety and Health Act, 29 U.S.C. § 654 *et seq.*; and the National Labor Relations Act, 29 U.S.C. § 151 *et seq.* arising from any act or omission on the part of Mount Desert.

7. Insurance. Both parties shall provide and maintain in force during the term of this Agreement and any extensions hereof workers' compensation coverage in such amounts as required by applicable law and shall be responsible for the management of workers' compensation claims, claim filings and related procedures for each parties' leased employees for services performed under this Agreement.

8. Records and Reporting. The Organization shall provide a report annually to Mount Desert disclosing the following:

- If the Organization segregates its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall only include such segregated activity
- If The Organization comingles its accounting for receipt(s) and use(s) of Mount Desert contribution(s), such annual report shall include all activity for which Mount Desert receipt(s) and use(s) are included.

Records sufficient to substantiate such reporting shall be available for review upon request by Mount Desert.

9. Assignment. Neither party may assign its rights or obligations under this Agreement without the prior written consent of the other party.

10. Notices. All notices shall be given in writing, and shall be hand delivered or sent by mail, and shall be addressed to:

In the case of The Organization:

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In the case of Mount Desert:



To: Town Manager  
21 Sea Street  
P.O. Box 248  
Northeast Harbor, Me.  
04662

Each party reserves the right to change its notification contact or address by written notice to the other party.

11. Integration. This Agreement constitutes the entire understanding of the parties with respect to its leased employees and supersedes any prior oral or written understandings. This Agreement may be amended only in writing and if signed by both parties.

12. Severability. If any provision of this Agreement is found by a court to be invalid or unenforceable, the remaining provisions shall remain in force and the court shall reform those provisions at issue to the extent necessary to render any such provisions valid and enforceable.

13. Governing Law. This Agreement shall be governed by the laws of the state of Maine.

Dated: 1/12/23

The Organization

By SA  
Stephen ANASTASIA, Treasurer  
Name, Title

Town of Mount Desert

Dated:

By \_\_\_\_\_

Its Town Manager



# INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT (the "Agreement") is dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

## CLIENT

Town of Mount Desert Maine  
21 Sea Street P.O. Box 248 Northeast  
Harbor, Maine 04662  
  
(the "Client")

## CONTRACTOR

A Climate to Thrive  
Mount Desert, Maine 04660, USA  
  
(the "Contractor")

## BACKGROUND

- A. The Client is of the opinion that the Contractor has the necessary qualifications, experience and abilities to provide services to the Client.
- B. The Contractor is agreeable to providing such services to the Client on the terms and conditions set out in this Agreement.

**IN CONSIDERATION OF** the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Contractor (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

## SERVICES PROVIDED

1. The Client hereby agrees to engage the Contractor to provide the Client with the following services (the "Services"):
  - Conduct a Community-Wide Greenhouse Gas Inventory;
  - Municipal Solar Array-Pre Development; and
  - Community Resilience Training.
2. The Services will also include any other tasks which the Parties may agree on. The Contractor hereby agrees to provide such Services to the Client.

## TERM OF AGREEMENT

3. The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect until the completion of the Services, subject to earlier termination as

provided in this Agreement. The Term may be extended with the written consent of the Parties.

## **PERFORMANCE**

4. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

## **CURRENCY**

5. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in USD (US Dollars).

## **COMPENSATION**

6. The Contractor will charge the Client for the Services at the rate of \$45.00 per hour (the "Compensation").
7. The Client will be invoiced every month.
8. Invoices submitted by the Contractor to the Client are due within 30 days of receipt.
9. The Compensation as stated in this Agreement does not include sales tax, or other applicable duties as may be required by law. Any sales tax and duties required by law will be charged to the Client in addition to the Compensation.

## **REIMBURSEMENT OF EXPENSES**

10. The Contractor will be reimbursed from time to time for reasonable and necessary expenses incurred by the Contractor in connection with providing the Services.
11. Pre-approval is not required for expenses.

## **CONFIDENTIALITY**

12. Confidential information (the "Confidential Information") refers to any data or information relating to the business of the Client which would reasonably be considered to be proprietary to the Client including, but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the Client and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.
13. The Contractor agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Contractor has obtained, except as authorized by the Client or as required by law. The obligations of confidentiality will apply during the Term and will survive indefinitely upon termination of this Agreement.

## **OWNERSHIP OF INTELLECTUAL PROPERTY**

14. All intellectual property and related material, including any trade secrets, moral rights, goodwill,

relevant registrations or applications for registration, and rights in any patent, copyright, trademark, trade dress, industrial design and trade name (the "Intellectual Property") that is developed or produced under this Agreement, is a "work made for hire" and will be the sole property of the Client. The use of the Intellectual Property by the Client will not be restricted in any manner.

15. The Contractor may not use the Intellectual Property for any purpose other than that contracted for in this Agreement except with the written consent of the Client. The Contractor will be responsible for any and all damages resulting from the unauthorized use of the Intellectual Property.

## **RETURN OF PROPERTY**

16. Upon the expiration or termination of this Agreement, the Contractor will return to the Client any property, documentation, records, or Confidential Information which is the property of the Client.

## **CAPACITY/INDEPENDENT CONTRACTOR**

17. In providing the Services under this Agreement it is expressly agreed that the Contractor is acting as an independent contractor and not as an employee. The Contractor and the Client acknowledge that this Agreement does not create a partnership or joint venture between them, and is exclusively a contract for service. The Client is not required to pay, or make any contributions to, any social security, local, state or federal tax, unemployment compensation, workers' compensation, insurance premium, profit-sharing, pension or any other employee benefit for the Contractor during the Term. The Contractor is responsible for paying, and complying with reporting requirements for, all local, state and federal taxes related to payments made to the Contractor under this Agreement.

## **RIGHT OF SUBSTITUTION**

18. Except as otherwise provided in this Agreement, the Contractor may, at the Contractor's absolute discretion, engage a third party sub-contractor to perform some or all of the obligations of the Contractor under this Agreement and the Client will not hire or engage any third parties to assist with the provision of the Services.
19. In the event that the Contractor hires a sub-contractor:
  - the Contractor will pay the sub-contractor for its services and the Compensation will remain payable by the Client to the Contractor.
  - for the purposes of the indemnification clause of this Agreement, the sub-contractor is an agent of the Contractor.

## **AUTONOMY**

20. Except as otherwise provided in this Agreement, the Contractor will have full control over working time, methods, and decision making in relation to provision of the Services in

accordance with the Agreement. The Contractor will work autonomously and not at the direction of the Client. However, the Contractor will be responsive to the reasonable needs and concerns of the Client.

## **EQUIPMENT**

**21.** Except as otherwise provided in this Agreement, the Contractor will provide at the Contractor's own expense, any and all tools, machinery, equipment, raw materials, supplies, workwear and any other items or parts necessary to deliver the Services in accordance with the Agreement.

## **NO EXCLUSIVITY**

**22.** The Parties acknowledge that this Agreement is non-exclusive and that either Party will be free, during and after the Term, to engage or contract with third parties for the provision of services similar to the Services.

## **NOTICE**

**23.** All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties at the following addresses:

- a.** Town of Mount Desert Maine  
21 Sea Street P.O. Box 248 Northeast Harbor, Maine 04662
- b.** A Climate to Thrive  
Mount Desert, Maine 04660, USA

or to such other address as either Party may from time to time notify the other, and will be deemed to be properly delivered (a) immediately upon being served personally, (b) two days after being deposited with the postal service if served by registered mail, or (c) the following day after being deposited with an overnight courier.

## **INDEMNIFICATION**

**24.** Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of this Agreement.

## **ADDITIONAL CLAUSE**

**25.**

- All Funds for this project are covered by a grant in the amount of \$29,025 from the State of
- Maine Community Action Program. There is no additional cost to the Town of Mount Desert.

**MODIFICATION OF AGREEMENT**

26. Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

**TIME OF THE ESSENCE**

27. Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

**ASSIGNMENT**

28. The Contractor will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

**ENTIRE AGREEMENT**

29. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

**ENUREMENT**

30. This Agreement will enure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators and permitted successors and assigns.

**TITLES/HEADINGS**

31. Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

**GENDER**

32. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

**GOVERNING LAW**

33. This Agreement will be governed by and construed in accordance with the laws of the State of Maine.

**SEVERABILITY**

34. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

**WAIVER**

35. The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

**IN WITNESS WHEREOF** the Parties have duly affixed their signatures under hand and seal on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Town of Mount Desert Maine

Per: \_\_\_\_\_ (Seal)

Officer's Name: \_\_\_\_\_

A Climate to Thrive

Per: \_\_\_\_\_ (Seal)

Officer's Name: \_\_\_\_\_

## **APPENDIX**

Synopsis of Tasks Covered by the contract between the Town of Mount Desert and A Climate to Thrive

### **Task 1. Conduct a Community-Wide Greenhouse Gas Inventory**

**Deliverables:** A Community-Wide Greenhouse Gas inventory. Staff hours will be used to gather data, input data into the software, review the completed inventory checking for quality assurance

**Budget:** 120 Staff hours at a rate of \$45.00/ hour- \$5,400 total expense for Task 1

### **Task 2. Municipal Solar Array, Pre-Development**

**Deliverables:** Prioritized list of potential sites

Presentations on the prioritized list

Feasibility study results for top sites

An outline of potential financial models for top sites

Presentations on the feasibility study and financial models for Town Leadership and community members

Requests for Proposal for selected sites

Contracts with selected contractors for the construction of a town-owned solar array(s)

**Budget:** 200 Staff Hours at a rate of \$45 per hour- \$16,875 total expense for Task 2

### **Task 3 Community Resilience Training**

**Deliverables:** Outreach materials for the Community Resilience Training

Meeting Notes

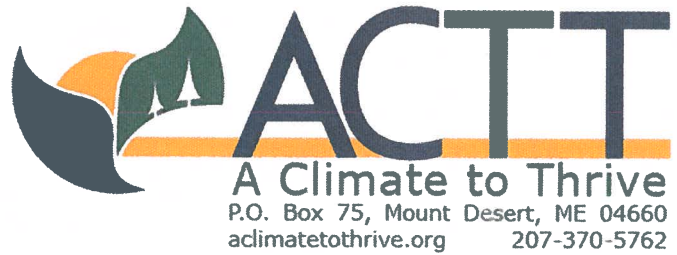
Database of logged community-specific information and priorities

Outline of next steps a community vulnerability assessment

**Budget:** 150 staff hours at a rate of \$45.00 Hour- \$6750

**Total Project Cost-** \$29,205





## **Elements of Mount Desert's Fall 2022 Community Action Grant marked to be contracted with A Climate to Thrive**

*This document is intended to support the Town of Mount Desert in developing a contract that will allow ACTT to begin work on the Fall 2022 Community Action Grant goals. All of the work outlined in this document is funded by the grant and with no additional cost to the town.*

### **Task 1. Conduct a Community-Wide Greenhouse Gas Inventory Nov. 2022- Feb 2023**

The greenhouse gas inventory will be used to refine the Mount Desert Climate Action Plan by identifying the town's most significant sources of greenhouse gas emissions. It will also serve as a baseline to measure progress over time and set emissions reduction targets. The inventory will include both town infrastructure and community-wide emissions.

The town will create the inventory using ClearPath, an online tool developed by ICLEI-Local Governments for Sustainability, designed for conducting community greenhouse gas inventories. The town of Mount Desert has already partnered with the towns of Bar Harbor and Tremont to purchase access to the ClearPath tool via a regional membership. This regional membership structure will also allow the towns to collaborate in mapping the emissions associated with tourism.

While use of the tool has already been purchased, the funds from this grant would cover the cost of contracting with ACTT for data collection and entry.

*Roles and Responsibilities:* ACTT will work with town staff to facilitate data collection and entry into the ClearPath tool and generate the accompanying reports, including a peer review of the data (required as part of the ClearPath process).

*Deliverables:* A Community-wide Greenhouse Gas Inventory.

#### *Task One Budget Narrative*

\$5,400 to be included in the contract with ACTT, entirely covered by grant funds

Funds for this task will cover:

- Staff hours to conduct the greenhouse gas inventory. Staff hours will be used to gather data (making data requests and completing follow-up), input data into the software, review the completed inventory and check for quality assurance. This task is estimated to take 120 staff hours at a rate of \$45 per hour.

Other Revenue Sources: The town of Mount Desert has already partnered with the towns of Bar Harbor and Tremont to purchase access to the software tool needed to complete the inventory. The town has already spent \$833 on an ICLEI-Local

## **Task 2. Municipal Solar Array, Pre-Development**

*January 2023-February 2024*

To meet the town's goal of developing a locally and responsibly sited, municipally-owned array to power municipal energy needs, the Town of Mount Desert will contract with A Climate to Thrive to perform the following pre-development work:

- *2.1 Site Prioritization* - The town currently has a short list of potential sites. ACTT's Solar Coordinator will review that list, add to it based on local mapping and ACTT site identification, and then prioritize the potential sites based on site conditions, ecosystem impacts, acreage, stakeholders, location, ease of interconnection, etc. ACTT will present the results of the prioritization process to town leadership, collect and integrate feedback, and then present the results to the local community to cultivate community understanding and support.
- *2.2 Feasibility Study for Top Sites* - After town leadership and the community have agreed on the top sites, these sites will go through the feasibility study process, including site analysis, interconnection pre-application, and site walks with various solar contractors. The ACTT Solar Coordinator will facilitate the process, updating town leadership, and will prepare economic analysis/financial projections based on various financing pathways for each top site. The Solar Coordinator will prepare a report that synthesizes the feasibility study results with the financial analysis and also provides an outline of project benefits, long-term impacts, and next steps for each site. This process will allow the town to make a highly informed decision regarding which financial and development pathway to take for each site and will inform the development of Requests for Proposals.
- *2.3 Build Community Understanding and Support* - After the feasibility process, ACTT will work with town leadership to facilitate community-wide information sessions, presenting the feasibility study results, the financial pathways, and the project benefits and long-term impacts. Community input will be collected and community understanding and support will be cultivated.
- *2.4 Integration into Town Budget and Planning* - ACTT's Solar Coordinator will work with town leadership to propose the best financial pathway for site development and integrate the finances into the town budget for a town vote. The Solar Coordinator will also work with town leadership, especially the Planning Board, to ensure that the development phase and existence of the array are reflected in town planning.
- *2.5 Request for Proposals Process* - ACTT's Solar Coordinator will work with town leadership to develop and administer Request for Proposals (RFP), review proposals, interview bidders, and select a contractor. After the RFP process, ACTT will work with town leadership to facilitate a community-wide information session to report on the selection process and prepare the community for the development phase.

*Roles and Responsibilities:* ACTT's Solar Coordinator will:

- Add to and prioritize the town-generated list of potential solar sites;

- Present the results to town leadership and the community and work with both to identify top sites for feasibility study;
- Facilitate feasibility study, conduct financial analysis, and develop report with feasibility study results, financial analysis, and project benefits, long-term impacts, and development next steps to be share with town leadership and the community;
- Present the report to town leadership and the community, working with both to select final sites for Request for Proposals;
- Work with town leadership to integrate the relevant financial information into the town budget and planning;
- Work with town leadership to develop and administer a Request for Proposals process, including contractor interviews and selection.

*Expected Outcomes:* The town has identified one or more sites to move forward into the development phase, has chosen the financial model for each site, and has selected the contractor for each site. The town has passed the development of identified sites as part of the annual town budget, officially moving the project into the development phase.

*Deliverables:*

- Prioritized list of potential sites
- Presentations on the prioritized list for town leadership and community members
- Feasibility study results for top sites
- An outline of potential financial models for top sites
- Presentations on the feasibility study and financial models for town leadership and community members
- Requests for Proposal for selected sites
- Contracts with selected contractors for the construction of a town-owned solar array(s)

*Task Two Budget Narrative*

\$16,875 to be included in ACTT contract, entirely covered by grant funds

Funds for this task will cover:

- *2.1 Site Prioritization* - ACTT Solar Coordinator time spent reviewing and expanding list of potential sites, conducting initial assessment to identify top sites, report on the prioritization process to town leadership, collect and integrate town leadership feedback, and develop and implement a presentation to the community at-large along with a facilitated discussion to collect and integrate community feedback. **Approximately 120 hours at \$45 per hour.**
- *2.2 Feasibility Study for Top Sites* - ACTT Solar Coordinator time spent facilitating a feasibility study, developing financial pathways for the site(s), and integrating both into a report that also highlights sight benefits, long-term impacts, and development next steps. **Approximately 80 hours at \$45 per hour.** Interconnection pre-application fee of \$300. Environmental consultation and analysis (including analysis of any potential wetlands) at approximately \$5500.
- *2.3 Build Community Understanding and Support* - ACTT Solar Coordinator time spent developing and facilitating community-wide information sessions, presenting the feasibility study results, the financial pathways, the project benefits and long-term

impacts, and collecting and integrating input from town leadership and the community. **Approximately 40 hours at \$45 per hour.**

- *2.4 Integration into Town Budget and Planning* - ACTT's Solar Coordinator time spent working with town leadership to review financial pathway for site development, integrate the finances into the town budget for a town vote, and work with town leadership, especially the Planning Board, to ensure that the development phase and existence of the array are reflected in town planning. **Approximately 25 hours at \$45 per hour.**
- *2.5 Request for Proposals Process* - ACTT's Solar Coordinator time spent developing and administering Request for Proposals (RFP), working with town leadership throughout the process, and reviewing proposals with town leadership, interviewing bidders, and selecting a contractor. Additionally, ACTT Solar Coordinator hours spent developing and implementing a community-wide information session to report on the selection process and prepare the community for the development phase. **Approximately 110 hours at \$45 per hour.**

### **Task 3 Community Resilience Training**

*March 2023 - September 2023*

Mount Desert will participate in the Gulf of Maine Research Institute's (GMRI) Community Resilience Training program with ACTT as a local partner. This training will be complementary. Through this program, GMRI and project partner, the Island Institute, with the support of the ACTT, will train town leadership and community leaders in anticipated local climate impacts and pathways to resilience by facilitating community discussions, ultimately supporting the town in identifying local values to guide future planning, connecting with resources and tools to prepare for climate impacts, and utilizing a planning framework to prioritize next steps. This training will lead into a community vulnerability assessment.

*Roles and Responsibilities:* With funding from the National Oceanic and Atmospheric Administration, the Gulf of Maine Research Institute developed and now delivers the Community Resilience Training curriculum. Funding from this proposed project will allow ACTT to serve as a local partner to conduct outreach, support local logistics, and integrate the results into the Community Resilience Planning Process while also identifying next steps.

*Expected Outcomes:* Community leadership will have enhanced capacity to understand local climate impacts and engage in the planning process. The plan is informed by community values and utilizes the best available tools in Maine to evaluate climate impacts.

*Deliverables:*

- Outreach materials for the Community Resilience Training
- Meeting notes
- Database of logged community-specific information and priorities
- Outline of next steps towards a community vulnerability assessment

#### *Task Three Budget Narrative*

\$6,750 to be included in ACTT contract, entirely covered by grant funds

Funds for this task will cover:

- ACTT staff time in conducting community outreach to cultivate a group of town leadership and community stakeholders to participate in the training. Funds will also cover ACTT staff time in taking meeting notes, conducting follow-up, and planning next steps towards a vulnerability assessment. ACTT staff time is estimated to be 150 hours at \$45/per hour.

**Total Contract Hours & Funds:**

645 ACTT staff hours @ \$45 per hour

TOTAL: \$29,025 (*please note, these funds are entirely covered by the grant and occur at no additional cost to the town*)

**Contract Timeline:**

January 2023 - February 2024

# **Town of Mount Desert Code of Ethics and Code of Conduct**

## **Preamble**

Pursuant to Maine Statute, it is the policy of the Town of Mount Desert that the proper operation of democratic government requires that public officers and officials and members of all boards and committees be independent, impartial, and responsible to the citizens; that public service not be used for personal gain; and that the public have confidence in the integrity of its municipal government.

This Code of Ethics provides guidance on ethical issues and related questions. Ethics is based on adherence to the universal moral principles of honesty, integrity, promise keeping, loyalty, fairness, caring and respect for others, law abidingness, pursuit of excellence and accountability. This Code describes the manner in which elected and appointed officials are expected to treat one another, Town employees, constituents, and other members of the public with whom they come in contact as they represent the Town of Mount Desert. It defines more clearly the behavior, manners, and expectations appropriate to those who hold the public trust. Town employees are governed by similar standards set out in the Personnel Manual rather than by this Code.

The constant and consistent themes throughout this Code are “respect” and “inclusion”. Our intent is to create an atmosphere that welcomes the participation of all citizens who seek to share their knowledge, expertise, and experience in service to the Town of Mount Desert. Elected and appointed Town officials experience considerable workloads and sometimes significant stress in making decisions that impact the lives of all of our citizens. Despite these pressures, officials are called upon to exhibit appropriate behavior at all times. Demonstrating respect for each individual through words and actions is the touchstone that guides elected and appointed officials to do the right thing in even the most difficult situations.

To this end, the Board of Selectmen of Mount Desert has adopted this Code of Ethics and Code of Conduct for members of all Boards, Commissions and Committees of the Town:

## **Section 1. Code of Ethics**

### **1. Act in the Public Interest**

Recognizing that stewardship of the public interest is our primary concern, members of Boards, Commissions and Committees of the Town (hereafter ‘Members’) will work for the common good of the people of Mount Desert and not for any private or personal interest.

### **2. Comply with the Law**

Members will comply with the laws and ordinances of the nation, the State of Maine and the Town of Mount Desert in the performance of our public duties.

### **3. Conduct of members**

The professional and personal conduct of Members must be above reproach. Respectful behavior in all encounters is paramount.

### **4. Respect for Process**

Members will perform duties in accordance with established processes and procedures. Members will uphold meeting guidelines and ground rules as established by the Board or Committee on which they serve.

### **5. Conduct of Public Meetings**

Members will come prepared to meetings, listen attentively to fellow Members and the public, and focus on the business at hand.

### **6. Communication**

Members will publicly share information relevant to a matter under consideration which they may have received outside of the public decision-making process.

### **7. Conflict of Interest**

In order to assure independence and impartiality on behalf of the common good, Members will not use their positions to influence Board decisions in which they have a personal financial interest or where they have an organizational responsibility or personal relationship which may give the appearance of a conflict of interest. Members will disclose any potential conflicts of interest pertaining to the decision at hand and will abstain from voting on matters where conflicts exist. Members may however, share their expertise on issues when helpful to the board.

### **8. Gifts and Favors**

Members will not take special advantage of services or opportunities for personal gain that are not available to the general public. Members will refrain from accepting any gifts, or favors, or promises of future benefits which might compromise independence of judgment.

### **9. Confidential Information**

Members will respect the confidentiality of information regarding personnel, property, and others affairs of the Town that are not a matter of the public record. Members must not disclose such information without proper authorization, nor use such information to advance personal, financial, or other private interests.

### **10. Use of Public Resources**

Members will not use public resources unless they are available to the public in general, such as staff time, equipment, supplies, or facilities for private gain or personal purposes.

### **11. Representation of Private Interests**

Members will not appear before the Board or any board or committee of the Town on behalf of the private interests of third parties.

### **12. Advocacy**

Members will represent the official policies or positions of the Board to the best of their ability when designated as delegates for this purpose. When presenting individual opinions

and positions, Members will explicitly state that they do not represent the Town of Mount Desert or the Board, Commission or Committee in which they are affiliated, nor will they allow the inference that they do. This shall be made clear whether the positions are spoken publicly or whether they appear in print.

### **13. Policy Role of Members**

Members will respect and adhere to the Board of Selectmen/Town Manager structure of town government established in Mount Desert. In this structure the Board of Selectmen determines the policies of the Town with the advice, information and analysis provided by the public, boards and committees, and Town staff. Members will not interfere with the administrative functions of the Town or the professional duties of Town staff as they implement these policies.

### **14. Independence of Boards and Committees**

Because of the value of the independent advice of the Town's Committees and Boards to the public decision-making process, Members will refrain from using their position to unduly influence the outcomes of the proceedings of said Boards and Committees.

### **15. Positive Work Environment**

Members will support the maintenance of a positive and constructive work environment for Town employees and for citizens and businesses dealing with the Town. Members must recognize their special role in dealings with Town employees and avoid inappropriate direction to staff.

### **16. Implementation**

As an expression of the standards of conduct for members expected by the Town, this Code is intended to be self-enforcing. Therefore, it is most effective when Members are thoroughly familiar with it and embrace the spirit of its provisions. For this reason, orientation sessions and training regarding this Code may be conducted for newly elected or appointed Members, and Members will sign a statement affirming that they understand and will uphold the tenets of the Code. Refusal to sign such a statement, and/or refusal to attend an orientation session after reasonable efforts have been made to meet an individual's personal schedule, shall be grounds for termination of the appointment of appointed officials.

### **17. Compliance and Enforcement**

The Board of Selectmen shall address the enforcement of this Code according to the provisions contained herein.

The Mount Desert Code of Ethics expresses standards of ethical conduct expected for members of the Board of Selectmen and all other municipal boards and committees. Individual Members have the primary responsibility to ensure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government. The Chairs of Boards, Commissions and Committees and the Town Manager have the additional responsibility to intervene when actions of Members that appear to be in violation of the code of ethics are brought to their attention.



The Board of Selectmen may impose sanctions on Members whose conduct does not comply with the Town's ethical standards. These sanctions may include reprimand, formal censure, suspension or loss of committee assignment. The process for issuing a formal censure is further described in this Code.

## **Section 2. Code of Conduct**

The Mount Desert Board of Selectmen recognizes that appropriate conduct by its members is essential to effective government.

The Code of Conduct outlines specific expectations regarding conduct in the following areas: General Conduct, and Conduct at Meetings.

### **General Conduct**

We will uphold the oath of office.

We will be respectful at all times.

We will listen to and respect the constituents that we serve.

We will represent all constituents that we serve not just those from a specific geographic area or from a specific interest group

We will refer constituent or staff complaints to the appropriate administrative office.

We will declare any conflicts of interest between our personal lives and our positions, and avoid voting on issues that may appear to be a conflict of interest.

We will carry out activities professionally with honesty and integrity.

We will be accountable for adhering to this code.

We will respect the office we hold for the Town of Mount Desert, at all times.

### **Conduct at Meetings**

#### **Attitudes:**

- We will respect differences.
- Meetings will focus on task and processes, not personalities.
- We are all contributors - to the existing situation(s), to success or failure, and to the direction in which we proceed.
- We will practice self respect and mutual respect.
- We will criticize only ideas, not people and only do so constructively.
- We will respect and encourage each other's participation, and support each other's right to be heard.

- We will be open to new concepts, keep an open mind, and appreciate other points of view.
- We will work as a team to implement board decisions regardless if there is unanimity on each and every issue.
- We recognize that mistakes and differences of opinion, if handled constructively, contribute to the strength of the team.

**Process:**

- We will use our time wisely
- We will publish our agenda and minutes
- We will make every effort to attend meetings and be on time
- We will maintain our focus on goals
- We will communicate directly with one another on issues, acknowledge problems and deal with them constructively.
- We will keep our cell phones and pagers on vibrate during meetings
- We will invite participation with one person talking at a time without interruption.

**Section 3. Enforcement**

Members of the Board of Selectmen are elected by the voters of the Town of Mount Desert and it is the voters who determine membership on the Board of Selectmen. The Board of Selectmen may take actions as necessary to publicly acknowledge whether its members act in a manner that may be in violation of this Code of Conduct/Code of Ethics.

The Board of Selectmen serves as the collective Chief Executive of the Town of Mount Desert and oversees the work of all other Boards, Commissions and Committees of the Town, whether elected or appointed. The Board is responsible for the enforcement of this Code of Conduct/Code of Ethics throughout the Town's Boards, Commissions and Committees.

Complaints of violations of this Code may be brought by any member of a Board, Commission or Committee directly to the Board of Selectmen. Complaints by members of the public shall be directed to the Town Manager who may consult with the Chair of the Board of Selectmen to determine whether the behavior complained of actually violates this Code of Conduct/ Code of Ethics, and if so to place on the Board of Selectmen's agenda.

Complaints shall be heard by the Board of Selectmen in public, if the complaint is with regard to an action in connection with the public responsibilities of the member; or otherwise in Executive Session under M.R.S.A. Title 1, §405.

## **Enforcement Process**

### Elected Officials:

Action by the Board of Selectmen to acknowledge inappropriate conduct by an elected official shall be in the form of a censure. Elected officials include members of the Board of Selectmen, the School Board, the Parks and Recreation Commission, and the Planning Board. A censure by the Board of Selectmen of a member of any Board or Commission, including the Board of Selectmen itself, shall represent a public expression of disapproval of the specific action(s) by the member. A vote to censure shall only be held after a censure hearing is held by the Board of Selectmen.

The process by which the Board of Selectmen votes to censure an elected official shall be as follows.

The matter shall be made known to the member of the Chair of the Board of Selectmen prior to appearing on a meeting agenda. The Chair shall make a good faith effort to inform the Board or Commission member who is the subject of the matter of the issue prior to the censure discussion appearing on the Board's agenda. If the Chair of the Board of Selectmen is the subject of the matter being brought forth, then the Second Selectman shall act as Chair for the purposes of this process.

The Chair of the Board of Selectmen shall state the reason why they believe a censure hearing is appropriate. The Member who is the subject of the hearing shall be given time to respond to issues raised. The purpose of this discussion by the Board of Selectmen is to allow for an opportunity for the Board to decide if further discussion and a possible censure on the matter are appropriate. The Board shall conduct this discussion publicly but in closed session (not in executive session). The Board of Selectmen shall vote on whether to hold a censure hearing. If the Board votes to hold a censure hearing, it shall be scheduled for the next regular or special meeting of the Board. The matter may be tabled to a later meeting but should be held as expeditiously as possible.

If a censure hearing is held, the Chair of the Board shall preside over the hearing and allow for ample time for all appropriate parties to be heard on the matter. Once the hearing is closed, the Chair shall open the floor regarding a motion for Censure. If a vote to censure passes, it shall be recorded in the minutes of the meeting. If no motion for censure reaches the floor or the censure motion fails, this result shall also be recorded.

### Appointed Officials:

Action by the Board to acknowledge inappropriate conduct by an appointed official may be in the form of a reprimand, censure, suspension from office for a fixed period, or removal from office. For purposes of this Code of Conduct, 'appointed officials' includes members of any of our boards including ad-hoc committees.

A reprimand shall normally be verbal, with guidance as to standards of behavior expected in future. A censure shall be transmitted in writing to the person censured, and to the Chair of the Board or Committee concerned, and recorded in the Minutes of the Board of Selectmen. Suspension from service on a Board or Committee shall be for a period of not more than three meetings of the Board or Committee concerned. Removal from office shall take place with immediate effect and Selectmen shall replace the Member with a new appointee to serve the balance of the removed person's term.

The process by which the Board of Selectmen acts upon a complaint brought against any member of an appointed Board or Committee shall be the same as that for complaints against elected officials described above.

**Member Statement**

As a member of the \_\_\_\_\_ I agree to uphold the Code of Ethics and Code of Conduct for elected and appointed officials adopted by the Town and conduct myself by the following standards.

I will:

Recognize the worth of individual members and appreciate their individual perspectives, experiences, and contributions;

Help create an atmosphere of respect and civility where individual members, town employees, and the public are free to express their ideas and work to their full potential;

Conduct my personal and public affairs with honesty, integrity, fairness, and respect for others, and within the limits of the law;

Respect the dignity and privacy of individuals and organizations;

Keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit;

Avoid and discourage conduct which is divisive or harmful to the best interests of Mount

Desert; Treat all people with whom I come in contact in the way I wish to be treated;

I affirm that I have read and understood the Town of Mount Desert Code of Ethics.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Office \_\_\_\_\_

**Town of Mount Desert**

**Conflict of Interest Statement and Disclosure**

- 1) I agree to readily disclose any potential conflict of interest, making it a matter of record, either through an annual procedure or when the interest becomes a board action.
- 2) I agree that I will not vote or use my personal influence on any matter which constitutes a conflict of interest. I will ensure that the minutes of any meeting where this might occur duly show that I have abstained from voting due to the presence of a conflict of interest.
- 3) If questions are raised as to a potential conflict of interest, I agree to allow other board members to go on record as to their opinion as to the existence of a conflict, or the appropriateness that I abstain from voting on the matter. I agree to abide by the outcome of the Board’s decision.
- 4) I understand that I may state my opinion or position on any matter described above, or answer pertinent questions to which I may lend my expertise, so long as I abstain from voting on any matter judged to be a conflict of interest by either me or the board or committee of which I am a member.

Disclosure

I am involved or affiliated with the following activates or entities which might cause a conflict of interest in certain matters of Town business in the course of fulfilling my duties as a member of \_\_\_\_\_:

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Title 30-A: MUNICIPALITIES AND COUNTIES HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

**Part 2: MUNICIPALITIES HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

**Subpart 3: MUNICIPAL AFFAIRS HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

**Chapter 123: MUNICIPAL OFFICIALS HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

**Subchapter 1: GENERAL PROVISIONS HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

**§2604. Definitions**

As used in section 2605, unless the context otherwise indicates, the following terms have the following meanings. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

**1. Body.** "Body" means the governing unit of a municipality or county, and any subunit of government of a municipality or county, including, but not limited to, agencies, authorities, boards, commissions and offices.

[ 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

**2. Official.** "Official" means any elected or appointed member of a municipal or county government or of a quasi-municipal corporation.

[ 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

**3. Quasi-municipal corporation.** "Quasi-municipal corporation" means any governmental unit embracing a portion of a municipality, a single municipality or several municipalities which is created by law to deliver public services but which is not a general purpose governmental unit. This definition includes, but is not limited to, utility districts under the jurisdiction of the Public Utilities Commission and school administrative districts.

[ 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

**SECTION HISTORY**

1987, c. 737, §§A2,C106 (NEW). 1989, c. 6, (AMD). 1989, c. 9, §2 (AMD). 1989, c. 104, §§C8,10 (AMD).

**Title 30-A: MUNICIPALITIES AND COUNTIES HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

**Part 2: MUNICIPALITIES HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

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**Chapter 123: MUNICIPAL OFFICIALS HEADING: PL 1987, c. 737, Pt. A, §2 (new)**

**Subchapter 1: GENERAL PROVISIONS HEADING: PL 1987, c. 737, Pt. A, §2 (new)**



## §2605. Conflicts of interest

Certain proceedings of municipalities, counties and quasi-municipal corporations and their officials are voidable and actionable according to the following provisions. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

**1. Voting.** The vote of a body is voidable when any official in an official position votes on any question in which that official has a direct or an indirect pecuniary interest. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c.104, Pt. C, §§8, 10 (AMD).]

**2. Contracts.** A contract, other than a contract obtained through properly advertised bid procedures, made by a municipality, county or quasi-municipal corporation during the term of an official of a body of the municipality, county or quasi-municipal corporation involved in the negotiation or award of the contract who has a direct or an indirect pecuniary interest in it is voidable, except as provided in subsection 4.

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

**3. Restrain proceedings.** The Superior Court may restrain proceedings in violation of this section on the application of at least 10 residents of the municipality, county or area served by the quasi-municipal corporation.

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

**4. Direct or indirect pecuniary interest.** In the absence of actual fraud, an official of a body of the municipality, county government or a quasi-municipal corporation involved in a question or in the negotiation or award of a contract is deemed to have a direct or indirect pecuniary interest in a question or in a contract where the official is an officer, director, partner, associate, employee or stockholder of a private corporation, business or other economic entity to which the question relates or with which the unit of municipal, county government or the quasi-municipal corporation contracts only where the official is directly or indirectly the owner of at least 10% of the stock of the private corporation or owns at least a 10% interest in the business or other economic entity.

When an official is deemed to have a direct or indirect pecuniary interest, the vote on the question or the contract is not voidable and actionable if the official makes full disclosure of interest before any action is taken and if the official abstains from voting, from the negotiation or award of the contract and from otherwise attempting to influence a decision in which that official has an interest. The official's disclosure and a notice of abstention from taking part in a decision in which the official has an interest shall be recorded with the clerk or secretary of the municipal or county government or the quasi-municipal corporation.

A. This subsection does not prohibit a member of a city or town council or a member of a quasi-municipal corporation who is a teacher from making or renewing a teacher employment contract with the municipality or quasi-municipal corporation for which the member serves. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[1987, c.737, Pt. A, §2 (NEW); 1987,c.737,Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

**5. Former municipal and county officials.** This subsection applies to former municipal and county officials.

A. No former municipal or county official may, for anyone other than the municipality or county, knowingly act as an agent or attorney, or participate in a proceeding before a municipal or county government body for one year after termination of the official's employment or term of office with that government body in connection with any proceeding:

(1) In which the specific issue was pending before the municipal or county official and was directly within the responsibilities of that official; and

(2) Which was completed at least one year before the termination of that official's employment or term of office. [1989, c. 104, Pt. A, §22 (NEW); 1989, c. 104, Pt. C, §10 (NEW).]

B. No former municipal or county official may, for anyone other than the municipality or county, knowingly act as an agent or attorney, or participate in a proceeding before a municipal or county government body at any time after termination of the official's employment or term of office with that government body in connection with any proceeding:

(1) In which the specific issue was pending before the municipal or county official and was directly within the responsibilities of that official; and

(2) Which was pending within one year of the termination of the municipal or county official's employment or term of office. [1989, c. 104, Pt. A, §22 (NEW); 1989, c. 104, Pt. C, §10 (NEW).]

C. This subsection may not be construed to prohibit former municipal or county officials from doing personal business with the municipality or county. This subsection does not limit the application of Title 17-A, chapter 25. [1989, c. 104, Pt. A, §22 (NEW); 1989, c. 104, Pt. C, §10 (NEW).]

For the purpose of this subsection, a municipal or county government body includes an agency, board, commission, authority, committee, legislative body, department or other governmental entity of a municipality or county.

[ 1989, c. 104, Pt. A, §22 (NEW); 1989, c. 104, Pt. C, §10 (NEW) .]

**6. Avoidance of appearance of conflict of interest.** Every municipal and county official shall attempt to avoid the appearance of a conflict of interest by disclosure or by abstention.

[ 1989, c. 104, Pt. A, §22 (NEW); 1989, c. 104, Pt. C, §10 (NEW) .]

**7. Municipal officers adopt ethics policy.** In their discretion, the municipal officers may adopt an ethics policy governing the conduct of elected and appointed municipal officials.

[ 1989, c. 561, §19 (NEW) .]

#### SECTION HISTORY

1987, c. 737, §§A2, C106 (NEW). 1989, c. 6, (AMD). 1989, c. 9, §2 (AMD). 1989, c. 104, §§A22, C8, C10 (AMD). 1989, c. 561, §19 (AMD).

**(OATH OF TOWN OFFICER)  
(Except Moderator or Clerk)  
STATE OF MAINE**

---

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

I, \_\_\_\_\_, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof.

SO HELP ME GOD. (Const. ME., ART. IX, Sec. 1.)

I, \_\_\_\_\_, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as \_\_\_\_\_ for the Town of Mount Desert, according to the Constitution and laws of the State. SO HELP ME GOD.

**Term Expiration:**

\_\_\_\_\_

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

(Before assuming the duties of office, a town official or deputy shall be sworn by the moderator in open town meeting, by the clerk, or by any other person authorized by law to administer an oath. Unless the oath is administered in the presence of the clerk, the person who administers it shall give the official or deputy sworn a certificate which he/she shall return to the clerk for filing. Title 30-A, M.R.S.A. § 2526 (9) (A).)

**CAUTION: A PERSON MUST MAKE A SEPARATE OATH FOR EACH OFFICE TO WHICH THEY ARE ELECTED, e.g., SWEAR SEPARATELY AS SELECTMEN AND AS ASSESSOR**

Town of Mount Desert, Maine

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

Subscribed and sworn to

Before me, \_\_\_\_\_  
*Municipal Clerk*



## *Town of Mount Desert*

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

Telephone 207-276-5111

Fax 207-276-5732

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

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

# Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: January 12, 2023

Re: Feasibility Study for Fire Protection Water Source(s)

At the November 15, 2021 Select Board meeting, there was a citizen request for the town to look into the costs and benefits of a installing a reliable source of water for fire protection purposes in the Somesville, Pretty Marsh area of Mount Desert. At that meeting, and after a lengthy discussion, it was decided that “another look for appropriate sites was a wise idea, and an engineer’s study seems reasonable, both for the subdivisions mentioned (Woods Road), and other areas in Town”.

At that meeting I offered to solicit and present a feasibility proposal to the Board to install one or more dry hydrants that would be strategically located in that area of town. The Board agreed, so I asked Greg Johnston of G.F. Johnston & Associates to provide a detailed proposal for me to bring back to the Select Board for their review and further direction on this citizen’s request.

Attached is Greg’s quote for the feasibility study. As mentioned at the November BOS meeting, I fully support investigating the possibility of improving access to water sources in those villages to be used for fire protection.

I would like to request that this proposal be added to the January 17, 2023 Select Board agenda for review and further guidance. Our purchase policy dictates that a minimum of 3 bids must be solicited for services over \$5,00.00, so I will need to know if they wish to waive that or request that I obtain 2 more bids.

Thank you.



G.F. Johnston & Associates  
*Consulting Civil Engineers*  
12 Apple Lane, P.O. Box 197 Southwest Harbor, Maine  
04679  
207-244-1200 Phone /Fax

January 11<sup>th</sup>, 2023

Michael Bender  
Fire Chief  
Town of Mount Desert  
21 Sea Street  
P.O. Box 248  
Northeast Harbor, ME 04662

RE: Pretty Marsh and Somesville Villages  
Fire Fighting Water Supply  
Source and Feasibility Study

Dear Chief Bender:

We appreciate the time you have spent with us developing an understanding of the Community's desire to explore improved water sources for fire fighting in the Pretty Marsh and Somesville Neighborhoods. As you are aware the development of fire ponds and water sources for fire fighting purposes is guided by NFPA 1142 "*Standards on Water Supplies for Suburban and Rural Fire Fighting*". The guide provides geographic, staging and waterflow requirements standards to assist in design, construction and maintenance of rural fire fighting water supplies. Our office engineers can assist by gathering information on the characteristics of potential sources and ranking their ability to function and maintain fire water supplies for the immediate area. We have successfully completed several fire flow analyses and ponds. Recent studies and ponds were constructed for Island Housing Trust, Jones Marsh development in Bar Harbor and Gateway Estates, a 52 residence neighborhood in Trenton.

Several sets of information will need to be investigated and analyzed against standards to develop a collection of facts that the Community, Fire Department and Town Leaders can use to make decision related to water supply sources. The exploration, collection and review of this information will occur through a feasibility study of available and then potential water source sites. The feasibility study will expand upon challenges such as topographical, easements, environmental, permitting and Community impacts of existing and potential sites.

The process will start with a kickoff meeting with the Fire Department staff to identify equipment and Department needs in firefighting. This will inform us of your particular approach and needs in fighting fires so that the ranking criteria for sites can consider the end user of the facilities. Following that we will draft a localized base map of water supplies sources already available for firefighting purpose. We will develop an understanding of these sources, their



limitations and potential for expansion. This plan will help identify geographical gaps of service to potential areas. At this stage of the process, we will have developed a base line of Department needs, available facilities and their relationship to the number of existing residences.

Once the Department needs and available facilities are documented we will identify locations within the community that may be most probable to be successful in meeting Community demands and NFPA standards as a water source for firefighting. Several Town properties will be considered along with natural sources which might meet the criteria in siting.

Following identifying potential sites, we will meet with the Department to review the scope and identified sources to ensure that the subsequent detailed ranking of each site in the final report is narrowed and focused. We will endeavor at this stage to bring an update to the Board of Selectman if they deem appropriate.

With the comment from Department and Selectboard we will culminate the geographic plan of known and potential sources into a consolidated plan. The plan will be used in conjunction with a written table summarizing and ranking the pros and cons of each location. Each potential location will be reviewed and ranked in terms of:

- a) Access, Public, Private and Easement necessities
- b) Physical Challenges in Improvements (Ledge, Site Distances, Piping Requirements)
- c) Environmental Impacts and Permitting (MDEP, ACOE,MDOT,Local)
- d) Proximity of Service to Residence ( meaningful relation to developed neighborhoods)
- e) Quantity of Water in meeting demands ( consider seasonal effects of access, roads)
- f) Probable Costs

The conditions of each site will be described with pros and cons in a table format report. The report will cover at least, but no limited to, the criteria above for each site's potential to be successful as a fire fighting water source. The report and plans will be presented to the Department and we will be available for presentation and discussion with the Selectboard and public.



We would provide the above described services based on the budgeted costs below.

	Task	Expanded Description	Budget Cost
1	Department Meetings, Existing Fire Fighting Resource Conditions Plans	Detailed above to match approach with available community facilities. Result of this task will be development of standards from Department, review of NFPA 1142 in relation to existing sites. Draft map location of existing public and private sources, estimates of available resources.	\$800
2	Identify Flow Demands and Locations which may satisfy the Standards Design.	Review potential sites, against the ability to meet Community demands, Department use and NFPA 1142 standards. This task will include visits to the potential areas by an engineer, notations on limitations and potentials for use. Contacting any private land owners for opportunities to visit private sites. During this phase we are developing information and quantifying the criteria in order to compare potential sites. The result of this task is the table of potential sites and collection of data in order to compare.	\$1800
3	Department, Selectboard and Community Updates	This item is to ensure we have built in time for communications and meeting updates with Selectboard and Public, Anticipating 2 Department meetings and 2 Selectboard updates including final presentation.	\$1200
4	Plan and Report Generation	This task we will perform quantity takeoffs of materials, estimate costs, write up the comparisons, populate the ranking criteria, draft and produce the plan showing combined and existing resource plans. The report will be bound and tabbed to sections and will be prepared by a Maine Registered Professional Engineer.	\$2800





G.F. Johnston & Associates  
*Consulting Civil Engineers*

We have been diligent in applying estimated time above to complete the tasks based on similar projects. We feel the water supply study be accomplished under the budgeted costs. We will invoice the services monthly based on the attached schedule of hourly rates.

Know as you read through this proposal, we are available to discuss at anytime, or modify in any way to better fit your needs based on our furthered communications We appreciate the opportunity to assist the Town of Mount Desert with this project.

Sincerely,

Greg Johnston P.E.  
Registered Civil Engineer  
G.F. Johnston & Associates



G.F. Johnston & Associates  
*Consulting Civil Engineers*

12 Apple Lane, Unit#3, P.O. Box 197 Southwest Harbor, Maine 04679  
207-244-1200

### **Company Profile**

G.F Johnston and Associates provides comprehensive Engineering and Design Services to the Mount Desert Island community. We provide property planning, survey, road and driveway design, stormwater management, site grading design, foundation and structural framing design. We work closely with our clients to ensure their goals for the projects are carried through construction. We provide personalized service that assist clients in developing plans for the construction of the private homes, providing technical support for their property vision.

We provide planning and permitting services for the individual home owner, contractors and developers. We excel in providing a smooth execution of a project plan in what may seem as a field of regulatory constraints.

We provide plans and permitting and design for coastal projects such as piers, boardwalks, and boating facilities. We work with clients from conceptualization of each project, through, design and permitting. We are available to assist in choosing the right contractor and provide construction management services.

We believe the personalized experience of each client requires them to become an integral part of each project team.

The company founder Greg Johnston, is a University of Maine graduate and registered Professional Engineer. Following his internship with local engineers in the 1990's, Greg relocated to the Chicago area to pursue a career in Civil Engineering as related to community development. While in the Chicago area Greg worked for a private consulting firm providing services for commercial and residential projects. The projects ranged in size from single family residential homes to neighborhood designs in excess of 600 acres. Upon returning to his home on Mount Desert Island Maine in 2003, the founder managed a local office for a civil engineering firm through 2007.

The establishment of G.F Johnston and Associates was formed to provide resource conscious and personalized consulting services to the communities surrounding the Mount Desert Island area.

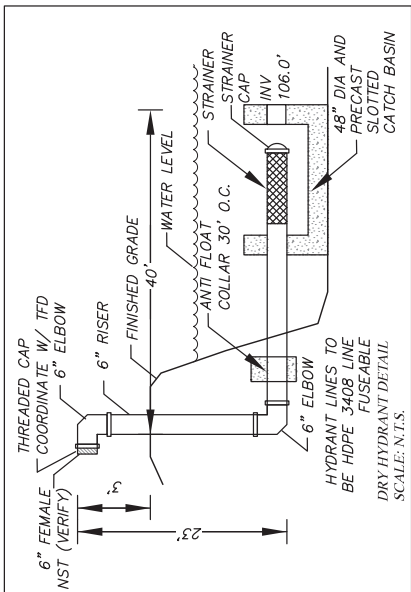


G.F. Johnston & Associates  
*Consulting Civil Engineers*  
12 Apple Lane Suite #3, P.O. Box 197 Southwest  
Harbor, Maine 04679  
207-244-1200

### Schedule of Charges

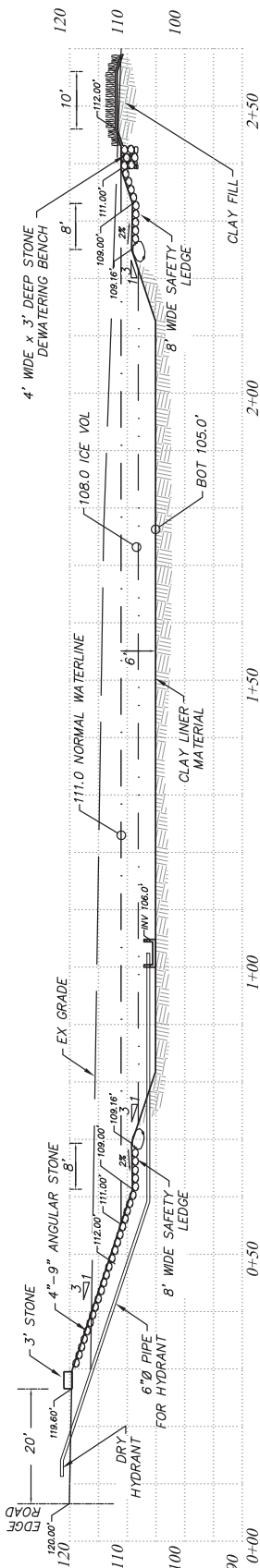
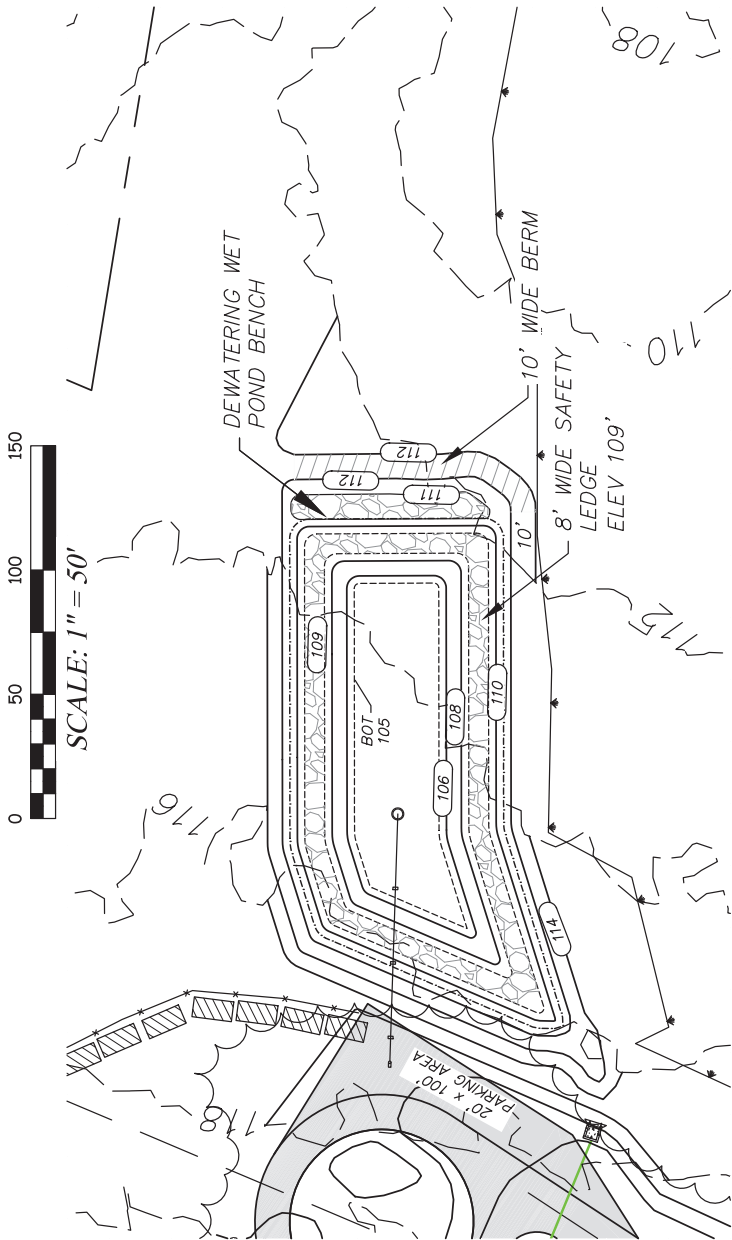
<u>Personnel</u>	<u>Hourly Rate</u>
Engineer Principal	\$120.00
Engineer P.E	\$90-\$95
Assistant Engineer	\$80.00
Field Engineer P.E	\$67.50
Technician/Draftsman	\$65.00
Survey Two Man Crew	\$110.00
Survey One Person –Robotic	\$95.00
Professional Licensed Surveyor	\$110.00
Administrative	\$40.00
Mileage	\$0.55 per MI

Subcontractors paid by G.F. Johnston and Associates will be invoiced Cost plus 15 % to offset overhead and insurance premiums.



POND DESIGN DATA:

BOTTOM OF POND ELEVATION	105.0'
INLET ELEV	106.0'
TOP OF PERMANENT POOL	111.0'
VOL. 106.0' AND 111.0'	385,661 GAL
VOL. WITHIN 3' OF ICE	99,753 GAL
REQUESTED VOL. OF FIRE POND	60,000 GAL
DROUGHT ALLOWANCE (25% OF FULL)	96,500 GAL



TYPICAL DRY HYDRANT CONSTRUCTION

POND PROFILE  
 SCALE: 1" = 20'

**NEW BUSINESS**



Small Animal Clinic  
9 Toothaker Lane  
Ellsworth, Maine 04605  
207-667-2341

12/27/2022

Dear City/Town or Unorganized Territory:

Enclosed you will find a copy of the 2023 stray contract and an explanation of the abandoned or surrendered animal policy.

If you would like to contract with the Small Animal Clinic please complete the form and mail it to us by 1/31/23.

Thank you,

Priscilla A. Vail LVT

DEC 29 2022



SMALL ANIMAL CLINIC  
9 TOOTHAKER LANE  
ELLSWORTH, MAINE 04605  
207-667-2341

Date \_\_\_\_\_

The Town, City, unorganized Territory, Township of \_\_\_\_\_

authorizes the Small Animal Clinic of 9 Toothaker Lane, Ellsworth, Maine 04605 to certify the authenticity of the information noted on stray dog or cat food/shelter claim forms forwarded to the Animal Welfare Board for payment under title 7, chapter 701, section 3406, as amended.

The Town, city, Unorganized Territory, Township of \_\_\_\_\_

acknowledges its responsibility to retain information provided by its animal control personnel as to those dogs or /cats transported and / or taken to the shelter noted above in which we have a contract presently in force.

A fee of \$ 60.00 per dog and /or \$50.00 per cat will be billed to your town for each dog or cat brought for food and shelter as a stray.  
A fee of \$30.00 per day for a dog and / or \$20.00 per day for a cat will be billed to your town/city for each dog and or cat brought because the animal is declared by the town/city **ABANDONED** OR **SURRENDERED**.

When an animal is brought into the Small Animal Clinic as an **abandoned** or **surrendered** animal the City/Town or Unorganized Territory will also be responsible for all boarding fees and must either make arrangements to have the animal euthanized and cremated or placed in a home according to the new animal welfare adoption policy. The City/Town or Unorganized will also be responsible for those fees incurred with us for that procedure.

**RABIES QUARANTINE:** The animal must be brought into the Small Animal Clinic during business hours. The owner of the animal **MUST** prepay for the 10 day quarantine fee of 28.00 per night for a dog and 22.00 per night for a cat, before the animal is admitted or the **TOWN** will be responsible for the 10 day quarantine fee.

Town, City, Unorganized Territory Clerk/Recorder  
Town Manager / Board of Selectmen:

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



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

John Lemoine, Harbormaster  
40 Harbor Drive, P.O. Box 237  
Northeast Harbor, ME 04662-0248  
Telephone 207-276-5737 Fax 207-276-5741  
E-mail Address [harbormaster@mtdesert.org](mailto:harbormaster@mtdesert.org)  
Web Address [www.mtdesert.org](http://www.mtdesert.org)

January 6, 2023

## **MEMO**

To: Durlin Lunt-Town Manager, Board of Selectmen  
From: John Lemoine-Harbormaster  
Ref: Mooring Floats top and bottom chains

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I am asking for authorization to pay for replacement of Northeast Harbor Mooring Floats top and bottom chains by Alvah B. Barge Service Inc. for \$2,434.50. The Northeast Harbor Mooring/Floats CIP 6410100-24681 has a balance of \$351,754.13. This is done to keep the Mooring Floats in safe working order.

John Lemoine  
Harbormaster



## Town of Mount Desert

21 Sea Street, P.O. Box 248  
 Northeast Harbor, ME 04662-0248  
 Telephone 207-276-5744 Fax 207-276-4152  
[www.mtdesert.org](http://www.mtdesert.org) [highway@mtdesert.org](mailto:highway@mtdesert.org)

### MEMO

To: Durlin Lunt, Town Manager  
 From: Ben Jacobs, Highway Superintendent  
 Re: Loader Backhoe Lease Recommendation  
 Date: January 12, 2023

As authorized by the Board of Selectmen at their December 18, 2022, regular meeting, we solicited competitive bids to lease a new 2023 loader backhoe for the Highway Division of Public Works and purchase it at the end of the lease for \$1.00. I received lease quotes from three different financial institutions and Gorham Savings Bank had the lowest interest rate at 4.57 percent and it also included a non-appropriation clause. If you recall, we are trading our 2015 Case loader backhoe towards this lease purchase. Our CIP (Capital Improvement Plan) calls for it to be replaced after seven years or in 2022. We received two bids from the three dealers we provided the bid package to. The bid results are presented below.

Dealer	2023 Model	Initial Price	Trade-in Allowance	Final Bid Price	Price Difference
Beauregard Equipment (Hermon)	Case 580SN-WT	152,400	31,000	121,400.00	
United Construction & Forestry (Hermon)	Did not meet bid specifications				
Milton Cat (Bangor)	No Response				

Based on the information presented above, and our review of the required specifications compared to those included with each bid, I recommend that the town:

- 1.) Lease a new model year 2023 loader backhoe for a sum of \$121,400.00 after receiving \$31,000.00 for the trade of our 2015 Case loader backhoe from Beauregard Equipment in Hermon Maine.
- 2.) Finance said lease amount through Gorham Savings Bank, a bank which we have worked with several times to lease other equipment, under a Municipal Lease/Purchase agreement with a 5-year term at a fixed interest rate of 4.57 percent with a non-appropriation clause. These terms will result in an annual payment of approximately \$26,496.96 for each of the five years and from whom we will purchase the loader backhoe for \$1.00 at the end of the five years. Fifty percent of the annual lease payment would be made from the Public Works Equipment Reserve Account 4050100-24500 with a current balance of \$94,915.28 and the remaining fifty percent



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

21 Sea Street, P.O. Box 248  
Northeast Harbor, ME 04662-0248  
Telephone 207-276-5744 Fax 207-276-4152  
[www.mtdesert.org](http://www.mtdesert.org) [highway@mtdesert.org](mailto:highway@mtdesert.org)

of lease payment would be made from the Highways annual appropriations Lease-Backhoe budget line 1550100-55312.

- 3.) Authorize Highway Superintendent Ben Jacobs to execute all documents on behalf of the Town to facilitate the purchase and execute the lease in accordance with the terms described in Numbers 1 and 2 above.

Thank you for consideration of my recommendations.

Cc. Claire Woolfolk, Town Clerk  
Jake Wright, Finance Director



## *Town of Mount Desert*

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

Telephone 207-276-5111

Fax 207-276-5732

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

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

# Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC:

Date: January 12, 2023

Re: Authorization to Enter into Contract with Maine Maritime Academy

I would like to request approval from the Board of Selectman to enter into a contract with the Maine Maritime Academy (MMA) to provide our breathing air cascade and compressor vehicle in support of their fire training program, and request authorization for the Fire Chief to sign the approved contract on behalf of the Mount Desert Fire Department.

The Director of Fire Training for the MMA has asked if we could provide our Breathing Air Supply truck once again this year as contingency support for their school's fire training program which is conducted at the Ellsworth Training Center in Hancock. MMA has lined up two other resources to provide this service to them which they plan to use first. We would be third in line and act as a backup in the event the other two agencies would not be able to participate. Terms of the contract and contract dates are listed in Attachment A of the document. Dates are from 2/1/2023 to 12/31/23. MMA will be reimbursing the Town \$700.00 a day for this service. This fee will cover the costs of operator wages (both on-call or full-time staff), vehicle fuel and use of the vehicle. This work detail will be offered to on-call staff first, with full-time staff working open dates when necessary.

Thank you.

**From:** [Raney Bench](#)  
**To:** [Town Clerk](#); [Durlin Lunt](#)  
**Cc:** [Lisa Murray](#)  
**Subject:** MDI Historical Society request  
**Date:** Thursday, January 12, 2023 1:19:40 PM

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

Hi Durlin and Claire,

The MDI Historical Society needs to paint the bridge and museum building on the Somesville campus and has received a bid from Welsh painting for \$13,000. This is not something we can afford on our own, so I'm hoping the town would be able to contribute. Normally we would apply for funds to support the Somesville campus through the annual 3rd party application, but given the expense, Wendy Littlefield recommended we ask to be added to the agenda during a regular meeting to make our request, and then submit our 3rd party request as usual.

Additionally, I'd like the opportunity to build awareness of the services we provide the town through education and public programs, the Somesville campus, and care of historic collections; all of which are offered free to the public. It is my hope that we can make a stronger case for our value to the community, thereby incrementally increasing our annual support from the town. The Somesville campus is the most iconic and photographed place on MDI, if not in all of Maine, and most people don't know it belongs to the Historical Society and we shoulder the entire cost of maintaining it and insuring the location, while allowing free access to the campus by the public.

Please let me know if you need any additional information, and if it's possible to add me to an upcoming agenda.

Thank you,

Raney

--

Raney Bench  
Executive Director  
Mount Desert Island Historical Society  
PO Box 653  
Mount Desert, ME 04660  
207.276.9323 | [mdihistory.org](http://mdihistory.org)  
[facebook.com/mdihistory](https://facebook.com/mdihistory)

*My work hours may not be yours.*

*Please don't feel obligated to respond to my communications outside of your regular working day.*

|bg

ACCOUNTS FOR:  
 General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
501 Highways						
51100 DEPT HEAD						
1550100 51100 PW DIRECTOR	\$ 92,534	\$ 96,072	\$ 96,072	\$ 38,480	\$ 92,213	-4.02%
51120 SUPERVISOR						
1550100 51120 HWY SUPERINTENDENT	\$ 67,788	\$ 70,659	\$ 70,659	\$ 34,870	\$ 85,896	21.56%
51410 EQUIPMENT OPERATOR						
1550100 51410 MOTOR EQUIP OPERATOR	\$ 191,053	\$ 204,074	\$ 204,074	\$ 97,643	\$ 218,317	6.98%
51420 HVY EQUIP OPERATOR						
1550100 51420 HVY EQUIP OPERATOR	\$ 55,635	\$ 55,804	\$ 55,804	\$ 27,834	\$ 58,572	4.96%
51430 MECHANICS						
1550100 51430 MECHANICS	\$ 118,180	\$ 111,970	\$ 111,970	\$ 54,346	\$ 120,702	7.80%
51500 OVERTIME						
1550100 51500 OVERTIME	\$ 16,611	\$ 15,000	\$ 15,000	\$ 8,312	\$ 15,000	0.00%
51510 SNOWPLOW OVERTIME						
1550100 51510 SNOWPLOW OVERTIME	\$ 41,776	\$ 30,000	\$ 30,000	\$ 3,514	\$ 48,000	60.00%
52020 WORKERS COMP						
1550100 52020 WORKERS COMP	\$ 34,422	\$ 38,000	\$ 38,000	\$ 9,394	\$ 28,947	-23.82%

ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
52030 ICMA 401						
1550100 52030	\$ 15,235	\$ 15,254	\$ 15,254	\$ 6,309	\$ 6,224	-59.20%
52120 MPERS						
1550100 52120	\$ 50,474	\$ 47,349	\$ 47,349	\$ 23,111	\$ 58,146	22.80%
52200 HEALTH INSURANCE						
1550100 52200	\$ 145,764	\$ 150,629	\$ 150,629	\$ 66,463	\$ 151,898	0.84%
52300 FICA						
1550100 52300	\$ 35,186	\$ 37,318	\$ 37,318	\$ 15,807	\$ 35,693	-4.35%
52310 MEDICARE						
1550100 52310	\$ 8,247	\$ 8,724	\$ 8,724	\$ 3,697	\$ 8,348	-4.31%
53000 OFFICE SUPPLIES						
1550100 53000	\$ 1,382	\$ 500	\$ 500	\$ 419	\$ 1,500	200.00%
Added spring water to this line. No longer using GRM for it						
53200 SALT & SAND						
1550100 53200	\$ 97,963	\$ 145,000	\$ 145,000	\$ 50,161	\$ 145,000	0.00%
53250 PAVING						
1550100 53250	\$ 405,509	\$ 410,000	\$ 410,000	\$ 403,857	\$ 410,000	0.00%
53260 SIDEWALK SUPPLIES						
1550100 53260	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	0.00%



ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
53331 STREET SIGNS						
1550100 53331	\$ 5,724	\$ 4,500	\$ 4,500	\$ 3,432	\$ 5,000	11.11%
53400 HEATING FUEL						
1550100 53400	\$ 5,792	\$ 8,500	\$ 8,500	\$ 2,581	\$ 8,500	0.00%
53620 SOFTWARE PURCHASE						
1550100 53620	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	0.00%
53710 VEHICLE FUEL						
1550100 53710	\$ 34,223	\$ 48,000	\$ 48,000	\$ 23,464	\$ 51,000	6.25%
Diesel fuel is over \$5.00 per gallon						
53720 TIRES						
1550100 53720	\$ 5,844	\$ 9,500	\$ 9,500	\$ 1,667	\$ 8,500	-10.53%
53730 MISC-MATERIALS						
1550100 53730	\$ 18,794	\$ 22,000	\$ 22,000	\$ 12,276	\$ 22,000	0.00%
53740 STORM WATER SUPPLIES						
1550100 53740	\$ 44,877	\$ 36,000	\$ 36,000	\$ 28,937	\$ 38,000	5.56%
53800 UNIFORMS						
1550100 53800	\$ 7,916	\$ 10,000	\$ 10,000	\$ 4,095	\$ 10,000	0.00%
54100 TRAINING						

ACCOUNTS FOR:

General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
1550100 54100 TRAINING	\$ -	\$ 2,000	\$ 2,000	\$ 147	\$ 1,000	-50.00%
54250 IT/TECH FEE						
1550100 54250 IT/TECH FEE	\$ 128	\$ -	\$ -	\$ -	\$ -	0.00%
54260 TECHNICAL SVCS						
1550100 54260 TECHNICAL SVCS	\$ 9,023	\$ 5,000	\$ 5,000	\$ 3,354	\$ 5,000	0.00%
55010 ELECTRICITY						
1550100 55010 ELECTRICITY	\$ 14,090	\$ 14,500	\$ 14,500	\$ 73	\$ 15,000	3.45%
55130 CELL PHONES						
1550100 55130 CELL PHONES	\$ 3,346	\$ 5,000	\$ 5,000	\$ 1,557	\$ 5,000	0.00%
55200 BLDG REPAIR & MAINT						
1550100 55200 BLDG REPAIR & MAINT	\$ 14,510	\$ 12,500	\$ 12,500	\$ 5,303	\$ 12,500	0.00%
55311 LEASE-LOADER						
1550100 55311 LEASE-LOADER	\$ -	\$ 9,000	\$ 9,000	\$ -	\$ 9,000	0.00%
55312 LEASE-BACKHOE						
1550100 55312 LEASE-BACKHOE	\$ -	\$ 11,750	\$ 11,750	\$ -	\$ 16,500	40.43%
Will be leasing a new backhoe loader						
55313 LEASE-SIDEWALK PLOW						
1550100 55313 LEASE-SIDEWALK PLOW	\$ 16,368	\$ 13,550	\$ 13,550	\$ -	\$ 16,400	21.03%
Purchased new sidewalk machine						

ACCOUNTS FOR:

General Fund

55330 SOFTWARE LICENSE FEE

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
1550100 55330 SOFTWARE RENEW/LIC FEES	\$ 1	\$ -	\$ -	\$ -	1,500	0.00%
55400 REPAIRS & MAINT-GENERAL						
1550100 55400 GEN REPAIRS & MAINT	\$ 242,760	\$ 205,000	\$ 205,000	\$ 109,343	204,000	-0.49%
55410 REPAIRS & MAINT-TRUCK						
1550100 55410 REPAIRS & MAINT-TRUCK	\$ 4,529	\$ -	\$ -	\$ -	-	0.00%
56205 PUBLIC NOTICE						
1550100 56205 PUBLIC NOTICE	\$ -	\$ 500	\$ 500	\$ -	-	-100.00%
57400 EQUIP-TECH HARDWARE						
1550100 57400 EQUIP-TECH HARDWARE	\$ -	\$ 2,000	\$ 2,000	\$ -	1,500	-25.00%
57500 OTHER EQUIPMENT						
1550100 57500 OTHER EQUIPMENT	\$ 3,004	\$ -	\$ -	\$ 1,928	-	
<b>TOTAL Highways</b>	<b>\$ 1,813,689</b>	<b>\$ 1,862,153</b>	<b>\$ 1,862,153</b>	<b>\$ 1,042,374</b>	<b>\$ 1,921,356</b>	<b>3.18%</b>

505 Wastewater Operations

555 Sewer Operation

51120 SUPERVISOR

1550552 51120 CHIEF OPERATOR	\$ 75,150	\$ 77,155	\$ 77,155	\$ 38,687	85,896	11.33%
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51150 LAB TECH

1550552 51150 LAB TECH	\$ 57,208	\$ 55,804	\$ 55,804	\$ 26,686	59,218	6.12%
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ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
51160 ASSIST OPERATOR						
1550552 51160 ASSIST OPERATOR	\$ 160,425	\$ 151,694	\$ 151,694	\$ 78,813	\$ 165,984	9.42%
51440 PART TIME						
1550552 51440 PART TIME	\$ 3,508	\$ 10,800	\$ 10,800	-	\$ 10,800	0.00%
51500 OVERTIME						
1550552 51500 OVERTIME	\$ 14,141	\$ 13,500	\$ 13,500	\$ 5,382	\$ 13,500	0.00%
52020 WORKERS COMP						
1550552 52020 WORKERS COMP	\$ 10,493	\$ 11,500	\$ 11,500	\$ 2,864	\$ 8,149	-29.14%
52030 ICMA 401						
1550552 52030 ICMA 401	\$ 10,893	\$ 10,621	\$ 10,621	\$ 5,515	\$ 12,185	14.73%
52120 MPERS						
1550552 52120 MPERS	\$ 23,869	\$ 22,674	\$ 22,674	\$ 11,318	\$ 22,745	0.31%
52200 HEALTH INSURANCE						
1550552 52200 HEALTH INS	\$ 94,991	\$ 101,932	\$ 101,932	\$ 43,952	\$ 97,082	-4.76%
52300 FICA						
1550552 52300 FICA	\$ 18,716	\$ 17,967	\$ 17,967	\$ 9,020	\$ 19,288	7.35%
52310 MEDICARE						

ACCOUNTS FOR:

General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
1550552 52310 MEDICARE	\$ 4,377	\$ 4,303	\$ 4,303	\$ 2,109	\$ 4,510	4.81%
53000 OFFICE SUPPLIES						
1550552 53000 OFFICE SUPPLIES	\$ 1,211	\$ -	\$ -	\$ 727	\$ 1,500	0.00%
53140 POSTAGE						
1550552 53140 POSTAGE	\$ 82	\$ 200	\$ 200	\$ -	\$ 200	0.00%
53620 SOFTWARE PURCHASE						
1550552 53620 SOFTWARE PKG PURCHASE	\$ 324	\$ 1,250	\$ 1,250	\$ 300	\$ 1,250	0.00%
53710 VEHICLE FUEL						
1550552 53710 VEHICLE FUEL	\$ 12,829	\$ 15,000	\$ 15,000	\$ 7,384	\$ 16,000	6.67%
53800 UNIFORMS						
1550552 53800 UNIFORMS	\$ 7,457	\$ 10,000	\$ 10,000	\$ 2,860	\$ 10,000	0.00%
53820 LAB EQUIP						
1550552 53820 LAB EQUIP	\$ 13,913	\$ 8,500	\$ 8,500	\$ 6,837	\$ 8,500	0.00%
53900 MISC SUPPLIES						
1550552 53900 OTHER EQUIPMENT	\$ 7,298	\$ 11,000	\$ 11,000	\$ 1,416	\$ 10,000	-9.09%
54100 TRAINING						
1550552 54100 TRAINING	\$ 1,084	\$ 2,500	\$ 2,500	\$ 549	\$ 2,500	0.00%

ACCOUNTS FOR:

General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
54260 TECHNICAL SVCS						
1550552 54260 TECHNICAL SVCS	\$ 4,104	\$ 15,000	\$ 15,000	\$ 4,308	\$ 15,000	0.00%
54300 FEES, LICENSES, PERMITS						
1550552 54300 FEES, LICENSES, PERMITS	\$ 2,800	\$ 3,500	\$ 3,500	\$ 3,054	\$ 3,500	0.00%
54530 OTHER CONTRACT SERVICES						
1550552 54530 SEWER INSPECTION SERVICES	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	0.00%
54600 OUTSIDE LAB/MEDICAL						
1550552 54600 OUTSIDE LAB/TESTING	\$ 2,251	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	0.00%
54610 SLUDGE DISPOSAL						
1550552 54610 SLUDGE DISPOSAL	\$ 46,778	\$ 86,000	\$ 86,000	\$ 44,437	\$ 85,000	-1.16%
55100 VEHICLE REPAIR						
1550552 55100 VEHICLE REPAIR	\$ 3,088	\$ 4,000	\$ 4,000	\$ 1,437	\$ 4,000	0.00%
55130 CELL PHONES						
1550552 55130 CELL PHONES	\$ 2,132	\$ 3,750	\$ 3,750	\$ 1,135	\$ 3,750	0.00%
55210 PUMP STATION MAINT						
1550552 55210 PUMP STATION MAINT	\$ 24,098	\$ 25,000	\$ 25,000	\$ 4,327	\$ 25,000	0.00%
55405 REPAIR & MAINT-GENERATOR						
1550552 55405 GENERATOR SVCS	\$ 1,562	\$ 4,000	\$ 4,000	\$ 2,476	\$ 4,500	12.50%

ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
56205 PUBLIC NOTICE						
1550552 56205 PUBLIC NOTICE	\$ -	\$ 500	\$ 500	\$ -	\$ 500	0.00%
57100 EQUIPMENT						
1550552 57100 EQUIPMENT	\$ -	\$ -	\$ -	\$ 1,800	\$ -	0.00%
57400 EQUIP-TECH HARDWARE						
1550552 57400 EQUIP-TECH HARDWARE	\$ 526	\$ 1,500	\$ 1,500	\$ 115	\$ 1,500	0.00%
<b>TOTAL Wastewater Operations</b>	<b>\$ 662,872</b>	<b>\$ 704,650</b>	<b>\$ 704,650</b>	<b>\$ 332,507</b>	<b>\$ 727,057</b>	<b>3.18%</b>
506 Waste Water Treatment						
566 Northeast Harbor Plant						
53211 CHLORINATION						
1550666 53211 CHLORINATION	\$ 5,867	\$ 10,000	\$ 10,000	\$ 6,729	\$ 12,000	20.00%
53212 DECHLORINATION						
1550666 53212 DECHLORINATION	\$ 5,607	\$ 10,000	\$ 10,000	\$ 4,190	\$ 10,000	0.00%
53213 PH CONTROL						
1550666 53213 PH CONTROL	\$ 23,868	\$ 22,000	\$ 22,000	\$ 21,181	\$ 30,000	36.36%
53400 HEATING FUEL						
1550666 53400 HEATING FUEL	\$ 7,124	\$ 13,000	\$ 13,000	\$ 746	\$ 15,000	15.38%
55010 ELECTRICITY						
1550666 55010 ELECTRICITY	\$ 85,152	\$ 115,500	\$ 115,500	\$ 16,568	\$ 115,500	0.00%

ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
55110 WATER						
1550666 55110 WATER	\$ 663	\$ 750	\$ 750	\$ 274	\$ 750	0.00%
55200 BLDG REPAIR & MAINT						
1550666 55200 BLDG REPAIR & MAINT	\$ 7,387	\$ 8,600	\$ 8,600	\$ 69	\$ 8,600	0.00%
55400 REPAIRS & MAINT-GENERAL						
1550666 55400 GEN REPAIRS & MAINT	\$ 3,036	\$ 6,000	\$ 6,000	\$ 1,020	\$ 6,000	0.00%
<b>TOTAL Northeast Harbor Plant</b>	<b>\$ 138,704</b>	<b>\$ 185,850</b>	<b>\$ 185,850</b>	<b>\$ 50,777</b>	<b>\$ 197,850</b>	<b>6.46%</b>
567 Somesville Plant						
53211 CHLORINATION						
1550667 53211 CHLORINATION	\$ 1,161	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	0.00%
53212 DECHLORINATION						
1550667 53212 DECHLORINATION	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	0.00%
53213 PH CONTROL						
1550667 53213 PH CONTROL	\$ 1,340	\$ 5,000	\$ 5,000	\$ 1,977	\$ 5,000	0.00%
53400 HEATING FUEL						
1550667 53400 HEATING FUEL	\$ 3,158	\$ 6,500	\$ 6,500	\$ 552	\$ 6,500	0.00%
55010 ELECTRICITY						
1550667 55010 ELECTRICITY	\$ 41,053	\$ 55,000	\$ 55,000	\$ 8,973	\$ 55,000	0.00%



ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
55200 BLDG REPAIR & MAINT						
1550667 55200 BLDG REPAIR & MAINT	\$ 2,423	\$ 4,000	\$ 4,000	\$ 75	\$ 4,000	0.00%
55400 REPAIRS & MAINT-GENERAL						
1550667 55400 GEN REPAIRS & MAINT	\$ 4,153	\$ 5,500	\$ 5,500	\$ 1,646	\$ 5,500	0.00%
<b>TOTAL Somesville Plant</b>	<b>\$ 53,287</b>	<b>\$ 79,000</b>	<b>\$ 79,000</b>	<b>\$ 13,223</b>	<b>\$ 79,000</b>	<b>0.00%</b>
568 Seal Harbor Plant						
53211 CHLORINATION						
1550668 53211 CHLORINATION	\$ 6,442	\$ 6,800	\$ 6,800	\$ 5,986	\$ 10,800	58.82%
53212 DECHLORINATION						
1550668 53212 DECHLORINATION	\$ 3,383	\$ 5,000	\$ 5,000	\$ 4,139	\$ 5,000	0.00%
53213 PH CONTROL						
1550668 53213 PH CONTROL	\$ 20,400	\$ 20,000	\$ 20,000	\$ 14,118	\$ 30,000	50.00%
53400 HEATING FUEL						
1550668 53400 HEATING FUEL	\$ 10,447	\$ 12,000	\$ 12,000	\$ 1,955	\$ 20,500	70.83%
55010 ELECTRICITY						
1550668 55010 ELECTRICITY	\$ 49,643	\$ 67,500	\$ 67,500	\$ 9,554	\$ 67,500	0.00%
55110 WATER						
1550668 55110 WATER	\$ 344	\$ 458	\$ 458	\$ 229	\$ 458	0.00%

ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
55200 BLDG REPAIR & MAINT						
1550668 55200 BLDG REPAIR & MAINT	\$ 3,769	\$ 5,500	\$ 5,500	\$ 982	\$ 5,500	0.00%
55400 REPAIRS & MAINT-GENERAL						
1550668 55400 GEN REPAIRS & MAINT	\$ 11,820	\$ 12,500	\$ 12,500	\$ 1,056	\$ 12,500	0.00%
<b>TOTAL Seal Harbor Plant</b>	<b>\$ 106,247</b>	<b>\$ 129,758</b>	<b>\$ 129,758</b>	<b>\$ 38,021</b>	<b>\$ 152,258</b>	<b>17.34%</b>
569 Otter Creek						
53214 ODOR/GREASE CONTROL						
1550669 53214 ODOR/GREASE CONTROL	\$ 8,371	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	0.00%
53400 HEATING FUEL						
1550669 53400 HEATING FUEL	\$ 2,082	\$ 3,500	\$ 3,500	\$ 127	\$ 3,500	0.00%
55010 ELECTRICITY						
1550669 55010 ELECTRICITY	\$ 13,198	\$ 17,000	\$ 17,000	\$ 1,874	\$ 17,000	0.00%
55200 BLDG REPAIR & MAINT						
1550669 55200 BLDG REPAIR & MAINT	\$ 1,802	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	0.00%
55400 REPAIRS & MAINT-GENERAL						
1550669 55400 GEN REPAIRS & MAINT	\$ -	\$ 2,500	\$ 2,500	\$ 90	\$ 2,500	0.00%
<b>TOTAL Otter Creek</b>	<b>\$ 25,453</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 2,090</b>	<b>\$ 35,000</b>	<b>0.00%</b>

ACCOUNTS FOR:

General Fund

515 Waste Management

51410 EQUIPMENT OPERATOR

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
1551500 51410 EQUIPMENT OPERATOR	\$ 83,411	\$ 94,567	\$ 94,567	\$ 45,871	\$ 101,733	7.58%
51440 PART TIME						
1551500 51440 SPRING CU/SUMR PACKER	\$ 13,541	\$ 29,640	\$ 29,640	\$ 7,755	\$ 29,640	0.00%
51500 OVERTIME						
1551500 51500 OVERTIME	\$ 11,237	\$ 10,000	\$ 10,000	\$ 8,921	\$ 10,000	0.00%
52020 WORKERS COMP						
1551500 52020 WORKERS COMP	\$ 10,100	\$ 9,000	\$ 9,000	\$ 2,756	\$ 7,050	-21.67%
52030 ICMA 401						
1551500 52030 ICMA 401	\$ 5,882	\$ 5,150	\$ 5,150	\$ 2,885	\$ 6,369	23.67%
52120 MPERS						
1551500 52120 MPERS	\$ 4,022	\$ 5,150	\$ 5,150	\$ 2,591	\$ 5,025	-2.43%
52200 HEALTH INSURANCE						
1551500 52200 HEALTH INS	\$ 27,244	\$ 33,769	\$ 33,769	\$ 13,416	\$ 30,460	-9.80%
52300 FICA						
1551500 52300 FICA	\$ 6,586	\$ 5,863	\$ 5,863	\$ 3,810	\$ 6,307	7.57%
52310 MEDICARE						
1551500 52310 MEDICARE	\$ 1,540	\$ 1,371	\$ 1,371	\$ 891	\$ 1,475	7.59%

ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
53710 VEHICLE FUEL						
1551500 53710 VEHICLE FUEL	\$ 18,470	\$ 19,000	\$ 19,000	\$ 13,264	\$ 23,000	21.05%
Diesel fuel price have increased						
53720 TIRES						
1551500 53720 TIRES	\$ -	\$ 5,000	\$ 5,000	\$ 84	\$ 4,000	-20.00%
53800 UNIFORMS						
1551500 53800 UNIFORMS	\$ 2,564	\$ 4,000	\$ 4,000	\$ 1,101	\$ 4,000	0.00%
54200 DUES & MEMBERSHIPS						
1551500 54200 DUES & MEMBERSHIPS	\$ 4,063	\$ 6,000	\$ 6,000	\$ 4,327	\$ 6,000	0.00%
55130 CELL PHONES						
1551500 55130 CELL PHONES	\$ 1,065	\$ 1,200	\$ 1,200	\$ 370	\$ 1,200	0.00%
55400 REPAIRS & MAINT-GENERAL						
1551500 55400 GEN REPAIRS & MAINT	\$ 15,749	\$ 11,000	\$ 11,000	\$ 4,578	\$ 11,000	0.00%
55501 TIPPING FEE EMR						
1551500 55501 TIPPING FEE EMR	\$ 258,987	\$ 240,000	\$ 240,000	\$ 126,298	\$ 265,000	10.42%
55502 TIPPING FEE CROM						
1551500 55502 TIPPING FEE CROM	\$ 153,290	\$ 145,000	\$ 145,000	\$ 83,744	\$ 160,000	10.34%
55520 HAZARD WASTE SVCS						

ACCOUNTS FOR:

General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
1551500 55520 HAZARD WASTE SVCS	\$ 4,081	\$ 6,000	\$ 6,000	\$ 6,493	\$ 6,500	8.33%
55550 RECYCLING SVCS						
1551500 55550 RECYCLING SVCS	\$ 4,175	\$ -	\$ -	\$ -	\$ -	0.00%
55560 PROCESSING SVCS						
1551500 55560 PROCESSING SVCS	\$ 12,174	\$ 48,000	\$ 48,000	\$ 18,849	\$ 48,000	0.00%
56205 PUBLIC NOTICE						
1551500 56205 PUBLIC NOTICE	\$ 1,414	\$ 2,500	\$ 2,500	\$ 1,072	\$ 2,000	-20.00%
57500 OTHER EQUIPMENT						
1551500 57500 OTHER EQUIPMENT	\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.00%
57502 DUMPSTERS						
1551500 57502 DUMPSTERS	\$ 1,795	\$ 2,500	\$ 2,500	\$ 2,090	\$ 2,500	0.00%
<b>TOTAL Waste Management</b>	<b>\$ 642,891</b>	<b>\$ 684,710</b>	<b>\$ 684,710</b>	<b>\$ 351,166</b>	<b>\$ 731,259</b>	<b>6.80%</b>
520 Buildings & Grounds						
51130 NON-SUPERVISOR						
1552000 51130 NON-SUPERVISOR	\$ 49,180	\$ 47,631	\$ 47,631	\$ 23,200	\$ 50,960	6.99%
51440 PART TIME						
1552000 51440 PART TIME	\$ 6,798	\$ -	\$ -	\$ 11,312	\$ -	
51500 OVERTIME						
1552000 51500 OVERTIME	\$ 7,968	\$ 12,000	\$ 12,000	\$ 4,552	\$ 12,000	0.00%

ACCOUNTS FOR:  
General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
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52020 WORKERS COMP						
1552000 52020	\$ 2,159	\$ 3,500	\$ 3,500	\$ 589	186	-94.69%
52030 ICMA 401						
1552000 52030	\$ 542	\$ 535	\$ 535	\$ 255	561	4.86%
52120 MPERS						
1552000 52120	\$ 5,884	\$ 5,733	\$ 5,733	\$ 2,831	5,147	-10.22%
52200 HEALTH INSURANCE						
1552000 52200	\$ 24,160	\$ 22,271	\$ 22,271	\$ 10,830	24,356	9.36%
52300 FICA						
1552000 52300	\$ 3,646	\$ 3,264	\$ 3,264	\$ 2,308	3,160	-3.19%
52310 MEDICARE						
1552000 52310	\$ 853	\$ 764	\$ 764	\$ 540	740	-3.14%
53400 HEATING FUEL						
1552000 53400	\$ 8,123	\$ 9,000	\$ 9,000	\$ 2,418	11,000	22.22%
Heating fuel prices are higher this year vs last year						
53710 VEHICLE FUEL						
1552000 53710	\$ 4,398	\$ 4,000	\$ 4,000	\$ 2,221	5,300	32.50%
Gasoline prices are much higher than past years						
53800 UNIFORMS						

ACCOUNTS FOR:

General Fund

	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2024 DEPT REQ	PCT CHANGE
1552000 53800 UNIFORMS	\$ 502	\$ -	\$ -	\$ -	\$ -	0.00%
55010 ELECTRICITY						
1552000 55010 ELECTRICITY	\$ 9,641	\$ 12,000	\$ 12,000	\$ 1,631	\$ 13,000	8.33%
Rates going up in 2023						
55110 WATER						
1552000 55110 WATER	\$ 1,082	\$ 986	\$ 986	\$ 493	\$ 1,100	11.56%
S						
55120 TELEPHONE						
1552000 55120 TELEPHONE	\$ 1,045	\$ -	\$ -	\$ -	\$ -	0.00%
55200 BLDG REPAIR & MAINT						
1552000 55200 BLDG REPAIR & MAINT	\$ 16,809	\$ 12,000	\$ 12,000	\$ 5,696	\$ 14,000	16.67%
Heat pumps are getting older and needing repairs more often.						
55222 LANDSCAPING SVCS						
1552000 55222 LANDSCAPING SVCS	\$ 11,704	\$ 11,000	\$ 11,000	\$ 12,956	\$ 16,000	45.45%
Main Street NEH will need landscaping services.						
55400 REPAIRS & MAINT-GENERAL						
1552000 55400 GEN REPAIRS & MAINT	\$ 27,312	\$ 19,000	\$ 19,000	\$ 10,568	\$ 20,000	5.26%
56010 LIABILITY INSURANCE						
1552000 56010 LIABILITY INSURANCE	\$ 11,011	\$ 11,845	\$ 11,845	\$ 6,311	\$ 12,000	1.31%
56030 VEHICLE INSURANCE						
1552000 56030 VEHICLE INSURANCE	\$ 26,771	\$ 27,117	\$ 27,117	\$ 16,893	\$ 28,000	3.26%

ACCOUNTS FOR:

General Fund

56050 OTHER INSURANCE

1552000 56050 OTHER INSURANCE \$ 6,585 \$ 6,675 \$ 6,675 \$ 3,628 \$ 7,000 4.87%

56060 PROPERTY INSURANCE

1552000 56060 PROPERTY INSURANCE \$ 28,276 \$ 28,650 \$ 28,650 \$ 15,578 \$ 30,000 4.71%

57500 OTHER EQUIPMENT

1552000 57500 OTHER EQUIPMENT \$ 500 \$ - \$ - \$ - \$ - 0.00%

**TOTAL Buildings & Grounds**

**\$ 254,949 \$ 237,971 \$ 237,971 \$ 134,812 \$ 254,510 6.95%**

525 Parks & Cemeteries

51440 PART TIME

1552500 51440 PART TIME \$ 7,734 \$ 13,000 \$ 13,000 \$ - \$ 13,000 0.00%

51500 OVERTIME

1552500 51500 OVERTIME \$ 587 \$ - \$ - \$ - \$ - 0.00%

52020 WORKERS COMP

1552500 52020 WORKERS COMP \$ 151 \$ 175 \$ 175 \$ 41 \$ 200 14.29%

52300 FICA

1552500 52300 FICA \$ 516 \$ 806 \$ 806 \$ - \$ 806 0.00%

52310 MEDICARE

1552500 52310 MEDICARE \$ 121 \$ 190 \$ 190 \$ - \$ 190 0.00%



ACCOUNTS FOR:		2022	2023	2023	2023	2024	PCT
General Fund		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
53800 UNIFORMS							
1552500	53800 UNIFORMS	\$ 1,817	\$ 2,200	\$ 2,200	\$ 452	\$ 2,200	0.00%
55010 ELECTRICITY							
1552500	55010 ELECTRICITY	\$ 581	\$ 1,500	\$ 1,500	\$ 249	\$ 1,500	0.00%
55110 WATER							
1552500	55110 WATER	\$ 3,466	\$ 4,556	\$ 4,556	\$ 3,466	\$ 4,556	0.00%
55222 LANDSCAPING SVCS							
1552500	55222 LANDSCAPING SVCS Main Street NEH will need landscaping services	\$ 8,344	\$ 14,000	\$ 14,000	\$ 3,959	\$ 14,000	0.00%
55223 CEMETERY SVCS							
1552500	55223 CEMETERY SVCS	\$ 599	\$ 1,000	\$ 1,000	\$ 673	\$ 1,000	0.00%
55224 MEMORIAL SVCS							
1552500	55224 MEMORIAL SVCS	\$ 120	\$ 250	\$ 250	\$ -	\$ 250	0.00%
55314 PORTA POTTY SVCS							
1552500	55314 PORTA POTTY SVCS	\$ 10,520	\$ 13,700	\$ 13,700	\$ 9,457	\$ 14,000	2.19%
55400 REPAIRS & MAINT-GENERAL							
1552500	55400 REPAIRS & MAINT-GENERAL GEN REPAIRS & MAINT	\$ 8,242	\$ 8,500	\$ 8,500	\$ 5,109	\$ 8,500	0.00%
<b>TOTAL</b>	<b>Parks &amp; Cemeteries</b>	<b>\$ 42,796</b>	<b>\$ 59,877</b>	<b>\$ 59,877</b>	<b>\$ 23,406</b>	<b>\$ 60,202</b>	<b>0.54%</b>

530 Environmental Sustainability

ACCOUNTS FOR:		2022	2023	2023	2023	2024	PCT
General Fund		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
54100 TRAINING							
1553000	54100 TRAINING & RESEARCH	\$ 1,500	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	0.00%
54260 TECHNICAL SVCS							
1553000	54260 TECH SVCS-GEN	\$ 3,000	\$ 3,500	\$ 3,500	\$ -	\$ 3,500	0.00%
54530 OTHER CONTRACT SERVICES							
1553000	54530 ENERGY AUDIT SERVICES	\$ -	\$ 15,000	\$ 15,000	\$ 4,325	\$ 15,000	0.00%
55010 ELECTRICITY							
1553000	55010 ELECTRICITY-EVSE CHG STA	\$ 861	\$ 750	\$ 750	\$ 585	\$ 750	0.00%
57100 EQUIPMENT							
1553000	57100 EQUIPMENT-EVSE CHG STA	\$ 3,010	\$ 12,000	\$ 12,000	\$ 2,458	\$ 12,000	0.00%
59350 CONTINGENCY							
1553000	59350 CONTINGENCY	\$ 500	\$ 2,500	\$ 2,500	\$ 540	\$ 2,500	0.00%
<b>TOTAL</b>	<b>Environmental Sustaina</b>	<b>\$ 8,871</b>	<b>\$ 35,750</b>	<b>\$ 35,750</b>	<b>\$ 7,908</b>	<b>\$ 35,750</b>	<b>0.00%</b>
<b>TOTAL</b>	<b>Public Works</b>	<b>\$ 3,749,760</b>	<b>\$ 4,014,719</b>	<b>\$ 4,014,719</b>	<b>\$ 1,996,283</b>	<b>\$ 4,194,242</b>	<b>4.50%</b>

12/22/2022 13:01 |Town of Mount Desert  
 6905dlun |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS  
 PROJECTION: 2024 2023-2024 Budget Projection

ACCOUNTS FOR:  
 Marina

2022	2023	2023	2023	2024	PCT
ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE

101 Northeast Harbor Marina

51100 DEPT HEAD								
6010100	51100	HARBOR MASTER	\$ 75,150	\$ 77,155	\$ 77,155	\$ 38,687	\$ 85,896	11.33%
51120 SUPERVISOR								
6010100	51120	DEPUTY HARBOR MASTER	\$ 57,338	\$ 59,388	\$ 59,388	\$ 27,791	\$ 62,291	4.89%
51130 NON-SUPERVISOR								
6010100	51130	OFFICE MANAGER	\$ 50,511	\$ 50,086	\$ 50,086	\$ 24,556	\$ 59,487	18.77%
51440 PART TIME								
6010100	51440	PART TIME	\$ 54,603	\$ 65,000	\$ 65,000	\$ 55,544	\$ 65,000	0.00%
51500 OVERTIME								
6010100	51500	OVERTIME	\$ 7,119	\$ 4,000	\$ 4,000	\$ 5,023	\$ 7,000	75.00%
52020 WORKERS COMP								
6010100	52020	WORKERS COMP	\$ 10,961	\$ 12,000	\$ 12,000	\$ 2,991	\$ 10,534	-12.22%
52030 ICMA 401								
6010100	52030	ICMA 401	\$ 2,018	\$ 2,003	\$ 2,003	\$ 1,010	\$ 2,284	14.03%
52120 MPERS								
6010100	52120	MPERS	\$ 20,523	\$ 19,037	\$ 19,037	\$ 10,278	\$ 17,444	-8.37%
		overbudgeted FY 23						
52200 HEALTH INSURANCE								
6010100	52200	HEALTH INS	\$ 58,162	\$ 56,490	\$ 56,490	\$ 27,911	\$ 60,719	7.49%
52300 FICA								
6010100	52300	FICA	\$ 15,333	\$ 13,498	\$ 13,498	\$ 9,772	\$ 17,154	27.09%
52310 MEDICARE								
6010100	52310	MEDICARE	\$ 3,586	\$ 2,153	\$ 2,153	\$ 2,285	\$ 4,012	86.34%
53000 OFFICE SUPPLIES								
6010100	53000	OFFICE SUPPLIES	\$ 2,627	\$ 3,000	\$ 3,000	\$ 1,308	\$ 3,000	0.00%
53140 POSTAGE								
6010100	53140	POSTAGE	\$ 332	\$ 750	\$ 750	\$ 119	\$ 600	-20.00%
53220 CLEANING SUPPLIES								
6010100	53220	CLEANING SUPPLIES	\$ 2,491	\$ 3,000	\$ 3,000	\$ 374	\$ 3,000	0.00%

ACCOUNTS FOR:  
Marina

2022	2023	2023	2023	2024	PCT
ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE

53230 CONCESSION SUPPLIES								
6010100	53230	CONCESSION SUPPLIES	\$ 2,103	\$ 4,100	\$ 4,100	\$ 1,545	\$ 4,000	-2.44%
53400 HEATING FUEL								
6010100	53400	HEATING FUEL	\$ 2,917	\$ 3,500	\$ 3,500	\$ 1,544	\$ 3,500	0.00%
53620 SOFTWARE PURCHASE								
6010100	53620	SOFTWARE PKG PURCHASE	\$ -	\$ 500	\$ 500	\$ -	\$ 500	0.00%
53710 VEHICLE FUEL								
6010100	53710	VEHICLE FUEL	\$ 2,306	\$ 3,000	\$ 3,000	\$ 1,678	\$ 3,000	0.00%
53800 UNIFORMS								
6010100	53800	UNIFORMS	\$ 1,668	\$ 2,600	\$ 2,600	\$ 704	\$ 3,000	15.38%
54100 TRAINING								
6010100	54100	TRAINING	\$ 3,354	\$ 4,500	\$ 4,500	\$ 2,891	\$ 5,000	11.11%
54225 CREDIT CARD FEES								
6010100	54225	CREDIT CARD FEES	\$ 10,367	\$ 15,000	\$ 15,000	\$ 8,441	\$ 14,000	-6.67%
54250 IT/TECH FEE								
6010100	54250	IT/TECH FEE	\$ 4,084	\$ 5,000	\$ 5,000	\$ 210	\$ 5,000	0.00%
54500 LEGAL								
6010100	54500	LEGAL	\$ 1,980	\$ 3,000	\$ 3,000	\$ 10,165	\$ 3,000	0.00%
54530 OTHER CONTRACT SERVICES								
6010100	54530	OTHER CONTRACT SVCS	\$ -	\$ 200	\$ 200	\$ -	\$ 200	0.00%
55010 ELECTRICITY								
6010100	55010	ELECTRICITY	\$ 58,559	\$ 57,500	\$ 57,500	\$ 15,573	\$ 60,000	4.35%
55100 VEHICLE REPAIR								
6010100	55100	VEHICLE REPAIRS	\$ 831	\$ 750	\$ 750	\$ 57	\$ 1,000	33.33%
55110 WATER								
6010100	55110	WATER	\$ 6,950	\$ 8,500	\$ 8,500	\$ 4,420	\$ 9,000	5.88%
55120 TELEPHONE								
6010100	55120	TELEPHONE	\$ -	\$ 1,200	\$ 1,200	\$ -	\$ 1,500	25.00%
55130 CELL PHONES								
6010100	55130	84289 CELL PHONES-HARBORMASTE	\$ 1,298	\$ -	\$ -	\$ 570	\$ -	0.00%
55150 CABLE/INTERNET								

ACCOUNTS FOR:

Marina

			2022	2023	2023	2023	2024	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
6010100	55150	CABLE/INTERNET	\$ 4,495	\$ 3,750	\$ 3,750	\$ 1,705	\$ 4,000	6.67%
55200 BLDG REPAIR & MAINT								
6010100	55200	BLDG REPAIR & MAINT	\$ 5,620	\$ 6,000	\$ 6,000	\$ 1,271	\$ 6,000	0.00%
55222 LANDSCAPING SVCS								
6010100	55222	LANDSCAPING SVCS	\$ 12,820	\$ 6,500	\$ 6,500	\$ 3,323	\$ 7,000	7.69%
55225 BOAT REPAIRS-KW								
6010100	55225	BOAT REPAIRS-KW	\$ 1,554	\$ 1,800	\$ 1,800	\$ 969	\$ 1,800	0.00%
55226 BOAT REPAIRS-LAUNCH								
6010100	55226	BOAT REPAIRS-LAUNCH	\$ 3,103	\$ 2,200	\$ 15,755	\$ 888	\$ 2,200	0.00%
55227 BOAT REPAIRS-WKBOAT								
6010100	55227	BOAT REPAIRS-WKBOAT	\$ 779	\$ 1,500	\$ 1,500	\$ 1,828	\$ 1,500	0.00%
55228 BOAT REPAIRS-MOOR RNTL								
6010100	55228	BOAT REPAIRS-MOOR RNTL	\$ 614	\$ 900	\$ 900	\$ 643	\$ 900	0.00%
55330 SOFTWARE LICENSE FEE								
6010100	55330	SOFTWARE RENEW/LIC FEES	\$ 600	\$ 600	\$ 600	\$ -	\$ 600	0.00%
55340 LEASE-SUBMERGED LAND								
6010100	55340	LEASE-SUBMERGED LAND	\$ 27,147	\$ 28,000	\$ 28,000	\$ -	\$ 30,000	7.14%
55342 LEASE-MOORINGS								
6010100	55342	RENTAL MOORINGS	\$ 37,321	\$ 36,000	\$ 36,000	\$ 35,606	\$ 36,000	0.00%
55400 REPAIRS & MAINT-GENERAL								
6010100	55400	GEN REPAIR & MAINT	\$ 9,170	\$ 14,000	\$ 14,000	\$ 3,503	\$ 14,000	0.00%
55450 MOORING INSPECTION								
6010100	55450	MOORING INSPECTION	\$ -	\$ 500	\$ 500	\$ -	\$ 200	-60.00%
56010 LIABILITY INSURANCE								
6010100	56010	LIABILITY INSURANCE	\$ 12,639	\$ 11,500	\$ 11,500	\$ 11,934	\$ 13,000	13.04%
56030 VEHICLE INSURANCE								
6010100	56030	VEHICLE INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ 11,500	0.00%
56100 TRAVEL								
6010100	56100	TRAVEL	\$ 390	\$ 750	\$ 750	\$ 65	\$ 750	0.00%
56205 PUBLIC NOTICE								
6010100	56205	PUBLIC NOTICE	\$ 178	\$ 750	\$ 750	\$ 129	\$ 750	0.00%

ACCOUNTS FOR:  
Marina

2022	2023	2023	2023	2024	PCT
ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE

57100 EQUIPMENT								
6010100	57100	EQUIPMENT	\$ 3,006	\$ 17,500	\$ 17,500	\$ 12,011	\$ 10,000	-42.86%
57121 MRG/FLOAT SVCS								
6010100	57121	EQUIP-MOORINGS/FLOATS	\$ 6,861	\$ 10,000	\$ 10,000	\$ 1,328	\$ 10,000	0.00%
57122 EQUIP-PILINGS								
6010100	57122	EQUIP-PILINGS	\$ 255	\$ 500	\$ 500	\$ -	\$ 250	-50.00%
57123 CHANNEL BUOY SVCS								
6010100	57123	EQUIP-CHANNEL BUOY	\$ -	\$ 250	\$ 250	\$ 213	\$ 250	0.00%
57400 EQUIP-TECH HARDWARE								
6010100	57400	EQUIP-TECH HARDWARE	\$ 977	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	0.00%
57401 EQUIP-RADIOS								
6010100	57401	EQUIP-RADIOS	\$ -	\$ 500	\$ 500	\$ -	\$ 500	0.00%
57500 OTHER EQUIPMENT								
6010100	57500	OTHER EQUIPMENT	\$ 500	\$ -	\$ -	\$ -	\$ -	

<b>TOTAL</b>	<b>Northeast Harbor Marin</b>		<b>\$ 585,203</b>	<b>\$ 622,410</b>	<b>\$ 635,965</b>	<b>\$ 330,862</b>	<b>\$ 664,321</b>	<b>6.73%</b>
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102 Seal Harbor Marina								
55010 ELECTRICITY								
6010200	55010	ELECTRICITY	\$ 363	\$ 800	\$ 800	\$ 170	\$ 800	0.00%
55110 WATER								
6010200	55110	WATER	\$ 424	\$ 500	\$ 500	\$ 424	\$ 500	0.00%
55400 REPAIRS & MAINT-GENERAL								
6010200	55400	GEN REPAIRS & MAINT	\$ 1,321	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	0.00%
55450 MOORING INSPECTION								
6010200	55450	MOORING INSPECT SVCS	\$ -	\$ 300	\$ 300	\$ -	\$ 300	0.00%
55460 DOCK CONNECTIONS								
6010200	55460	DOCK CONNECTIONS	\$ 6,480	\$ 5,500	\$ 5,500	\$ 2,000	\$ 6,500	18.18%
57123 CHANNEL BUOY SVCS								
6010200	57123	CHANNEL BUOY SVCS	\$ 175	\$ 200	\$ 200	\$ -	\$ 200	0.00%

<b>TOTAL</b>	<b>Seal Harbor Marina</b>		<b>\$ 8,763</b>	<b>\$ 11,800</b>	<b>\$ 11,800</b>	<b>\$ 2,594</b>	<b>\$ 12,800</b>	<b>8.47%</b>
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103 Bartlett Marina								
0 Undefined								
55010 ELECTRICITY								
6010300	55010	ELECTRICITY	\$ 422	\$ 600	\$ 600	\$ 179	\$ 600	0.00%

ACCOUNTS FOR:  
Marina

2022	2023	2023	2023	2024	PCT
ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE

55400 REPAIRS & MAINT-GENERAL								
6010300	55400	GEN REPAIRS & MAINT	\$ 2,170	\$ 2,000	\$ 2,000	\$ 136	\$ 2,200	10.00%
55450 MOORING INSPECTION								
6010300	55450	MOORING INSPECT SVCS	\$ 300	\$ 300	\$ 300	\$ -	\$ 300	0.00%
57121 MRG/FLOAT SVCS								
6010300	57121	MRG/FLOAT SVCS	\$ 1,414	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	0.00%
57123 CHANNEL BUOY SVCS								
6010300	57123	CHANNEL BUOY SVCS	\$ 200	\$ 200	\$ 200	\$ -	\$ 200	0.00%

<b>TOTAL</b>	<b>Bartlett Marina</b>		<b>\$ 4,505</b>	<b>\$ 4,600</b>	<b>\$ 4,600</b>	<b>\$ 315</b>	<b>\$ 4,800</b>	<b>4.35%</b>
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104 Somes Marina								
57123 CHANNEL BUOY SVCS								
6010400	57123	CHANNEL BUOY SVCS	\$ 225	\$ 750	\$ 750	\$ -	\$ 750	0.00%

<b>TOTAL</b>	<b>Somes Marina</b>		<b>\$ 225</b>	<b>\$ 750</b>	<b>\$ 750</b>	<b>\$ -</b>	<b>\$ 750</b>	<b>0.00%</b>
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801 General Obligation								
58522 Int-BHBT Marina 2011								
6880100	58522	GOB-INTEREST	\$ 40,010	\$ 36,036	\$ 36,036	\$ 36,025	\$ 32,032	-11.11%

<b>TOTAL</b>	<b>General Obligation</b>		<b>\$ 40,010</b>	<b>\$ 36,036</b>	<b>\$ 36,036</b>	<b>\$ 36,025</b>	<b>\$ 32,032</b>	<b>-11.11%</b>
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991 Operating Transfers								
59921 CIP-NEH TRUCK RESV								
6999191	59921	CIP-NEH TRUCK RESV	\$ 3,000	\$ 3,655	\$ 3,655	\$ 3,655	\$ 4,534	24.05%

59931 CIP-NEH MRG FLT RESV								
6999191	59931	CIP-NEH MRG FLT RESV	\$ 29,750	\$ -	\$ -	\$ -	\$ 14,882	0.00%

59932 CIP-SH MRG/FLOAT SVCS								
6999191	59932	CIP-SH MRG/FLOAT SVCS	\$ 10,000	\$ -	\$ -	\$ -	\$ 0	0.00%

59933 CIP-BI MRG FLT RESV								
6999191	59933	CIP-BI MRG FLT RESV	\$ 4,000	\$ -	\$ -	\$ -	\$ -	0.00%

59961 CIP-NEH CAPITAL RESV								
6999191	59961	CIP-NEH CAP RESV	\$ 13,833	\$ 18,055	\$ 18,055	\$ 18,055	\$ 27,462	52.10%

59963 CIP-BI CAPITAL RESV								
6999191	59963	CIP-BI CAP RESV	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 4,874	-30.37%

59977 CIP-NEH EQUIP RESV								
6999191	59977	CIP-NEH EQUIP RESV	\$ 2,000	\$ 4,039	\$ 4,039	\$ 4,039	\$ 1,987	-50.80%

ACCOUNTS FOR:

Marina

			2022	2023	2023	2023	2024	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
59980	CIP-NEH BOAT RESV							
6999191	59980	CIP-NEH BOAT RESV	\$ 8,764	\$ 8,749	\$ 8,749	\$ 8,749	\$ 9,369	7.09%
59982	CIP-SH-CAP RESV							
6999191	59982	CIP-SH CAP RESV	\$ 5,000	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>CIP Transfers</b>		<b>\$ 83,347</b>	<b>\$ 41,498</b>	<b>\$ 41,498</b>	<b>\$ 41,498</b>	<b>\$ 63,108</b>	<b>52.08%</b>
992	Allocated Expenses							
59510	ADMIN TRFR TO GF							
6999192	59510	ADMIN TRFR TO GF	\$ 16,317	\$ 16,940	\$ 16,940	\$ -	\$ 18,892	11.52%
59520	SEWER CHGES TRFR TO GF							
6999192	59520	SEWER CHGES TRFR TO GF	\$ 6,950	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	0.00%
59530	PKG LOT MAINT TRFR TO GF							
6999192	59530	PKG LOT MAINT TRFR TO GF	\$ 9,743	\$ 10,070	\$ 10,070	\$ -	\$ 10,810	7.35%
59541	BDG GRND TRFR TO GF							
6999192	59541	BDG GRND TRFR TO GF	\$ 5,026	\$ 5,936	\$ 5,936	\$ -	\$ 6,296	6.06%
59542	PKS CEM TRFR TO GF							
6999192	59542	PKS CEM TRFR TO GF	\$ 642	\$ 710	\$ 710	\$ -	\$ 903	27.18%
59543	PD SVCS TRFR TO GF							
6999192	59543	PD SVCS TRFR TO GF	\$ 5,771	\$ 7,610	\$ 7,610	\$ -	\$ 7,904	3.86%
59544	DSP SVCS TRFR TO GF							
6999192	59544	DSP SVCS TRFR TO GF	\$ 2,513	\$ 2,636	\$ 2,636	\$ -	\$ 2,894	9.79%
59545	FD SVCS TRFR TO GF							
6999192	59545	FD SVCS TRFR TO GF	\$ 4,688	\$ 9,959	\$ 9,959	\$ -	\$ 14,014	40.72%
59550	PW WM SVCS TRFR TO GF							
6999192	59550	PW WM SVCS TRFR TO GF	\$ 954	\$ 5,789	\$ 5,789	\$ -	\$ 8,056	39.16%
<b>TOTAL</b>	<b>Operating Transfers</b>		<b>\$ 52,605</b>	<b>\$ 64,150</b>	<b>\$ 64,150</b>	<b>\$ 41,498</b>	<b>\$ 74,269</b>	<b>15.77%</b>
<b>TOTAL</b>	<b>Marina</b>		<b>\$ 795,048</b>	<b>\$ 781,244</b>	<b>\$ 1,314,299</b>	<b>\$ 554,953</b>	<b>\$ 852,080</b>	<b>9.07%</b>



ACCOUNTS FOR:  
 Marina

			2022	2023	2023	2023	2024	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	DEPT REQ	CHANGE
101 Northeast Harbor Marina								
40370 MR-Fees								
6010100	40370	MR-Fees	\$ 873,261	\$ 623,244	\$ 623,244	\$ 570,223	\$ 708,379	13.66%
40371 MR-Concessions								
6010100	40371	MR-Concessions	\$ 6,585	\$ 9,500	\$ 9,500	\$ 6,002	\$ 9,000	-5.26%
40372 MR-Moor Reg								
6010100	40372	MR-Moor Reg	\$ 46,939	\$ 51,000	\$ 51,000	\$ 936	\$ 51,000	0.00%
40373 MR-Moor Rent								
6010100	40373	MR-Moor Rent	\$ 112,013	\$ 56,000	\$ 56,000	\$ 73,630	\$ 60,000	7.14%
40374 MR-Launch Svcs								
6010100	40374	MR-Launch Svcs	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	0.00%
40375 MR-Moor Agent								
6010100	40375	MR-Moor Agent	\$ -	\$ 17,000	\$ 17,000	\$ -	\$ -	-100.00%
40376 Ticket Booth Sales Agrmnt Fees								
6010100	40376	MR Ticket Booth Agreement Fee	\$ 1,700	\$ 2,500	\$ 2,500	\$ 850	\$ 1,700	-32.00%
40381 M-Pump Out Gr								
6010100	40381	MR-Pump Out Grant	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	0.00%
40399 M-Other Rev								
6010100	40399	MR-Other Rev	\$ 1	\$ -	\$ -	\$ 1	\$ 1	0.00%
40470 Gift Revenue								
6010100	40470	Gift Revenue	\$ -	\$ -	\$ 13,555	\$ 13,555	\$ -	0.00%
<b>TOTAL</b>	<b>Marina</b>		<b>\$ 1,042,072</b>	<b>\$ 781,244</b>	<b>\$ 866,299</b>	<b>\$ 738,301</b>	<b>\$ 852,080</b>	<b>9.07%</b>

# **TREASURER'S WARRANTS**



Warrants for BOS Agenda:

BOS Agenda:

1/17/2022

	Description	#	Date	Amount
<b>A. Warrants to be Approved and Signed:</b>				
	<b>Town Invoices</b>			
		AP#2346	01/18/23	694,597.34
				<b>\$ 694,597.34</b>
<b>B. Authorized Warrants to be Signed: (Wendy needs to abstain)</b>				
(Prior Electronic or Manual Authorization )				
	<b>Town State Fees &amp; P/R Benefits</b>			
		AP#2344	01/06/23	\$ 45,263.76
		AP#2345	01/11/23	\$ 8,991.28
	<b>Town Payroll</b>			
		PR#2315	01/06/23	\$ 135,283.36
				<b>\$ 189,538.40</b>
<b>C. Warrants to be Acknowledged:</b>				
	<b>School Invoices</b>			
		AP#7	1/4/23	\$ 73,640.86
	<b>School Payroll</b>			
		PR#14	01/06/23	\$ 84,680.95
	<b>Town Voids</b>			
		V2307	01/11/23	\$ (11,074.70)
				<b>\$ 147,247.11</b>
<b>TOTAL WARRANTS FOR BOS MEETING</b>				<b>\$ 1,031,382.85</b>





01/12/2023 13:41  
69051you

Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

1  
apcsbdsb

CASH ACCOUNT: 100  
CHECK NO CHK DATE TYPE VENDOR NAME

Ck-g-BH General Fund 8066  
INVOICE

INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
2 A C PARSONS LANDSCAPING & GARDEN Station 3 landscaping BLDG REPAIR & MAINT-S3 SV	12/25/2022	413939	AP2346	127.70
127.70 1440330 55200 433	CHECK		2548 TOTAL:	127.70
2097 TOWN OF BAR HARBOR FD Paramedic Intercept CONTRACTED EMS SERVICES	12/15/2022	1277-22	AP2346	250.00
250.00 1440330 54530 0404				
TOWN OF BAR HARBOR FD Paramedic Intercept CONTRACTED EMS SERVICES	12/19/2022	1283-22	AP2346	250.00
250.00 1440330 54530 0404	CHECK		2549 TOTAL:	500.00
2740 BRIAN LIPPOLD Broadband Consultant CONSULTANT- OTHER	01/01/2023	MTD0123	AP2346	500.00
500.00 1770100 54540				
792 COASTAL ENERGY 54.2 GALS LP Gas#7 NEH WWTP-EM HEATING FUEL	01/05/2023	1231099	AP2346	111.11
111.11 1550666 53400				
COASTAL ENERGY 32.0 GALS LP Gas NEH WWTP-EM HEATING FUEL	12/30/2022	1230090	AP2346	65.60
65.60 1550666 53400	CHECK		2551 TOTAL:	176.71
124 COLWELL DIESEL SERVICE & GARAGE I FUEL FILTER KIR BJ MDES - BUS 2 (NEW)	12/28/2022	X100008193:01	AP2346	279.65
279.65 1990100 59200 9106				
COLWELL DIESEL SERVICE & GARAGE I AMBER LIGHTS BJ MDES - BUS 4	12/29/2022	X100008144:01	AP2346	501.76
501.76 1990100 59200 9104				
COLWELL DIESEL SERVICE & GARAGE I HORN REPAIR BJ MDES - BUS 2 (NEW)	09/27/2022	R100005477:01	AP2346	200.79
200.79 1990100 59200 9106				
COLWELL DIESEL SERVICE & GARAGE I AFTER TREATMENT SYSTEM REPAIR BJ GEN REPAIRS & MAINT	12/19/2022	R100006007:01	AP2346	1,177.16
1,177.16 1550100 55400				



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INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
Invoice: X100007929:01-2	COLWELL DIESEL SERVICE & GARAGE I X100007929:01-2	11/28/2022		AP2346	18.00
	SHORT PAID INV. EFT#2478				
	GEN REPAIRS & MAINT				
	18.00 1550100 55400	CHECK		2552 TOTAL:	2,177.36
2553 01/18/2023 EFT	150 DENNIS PAPER & FOODSERVICE	01/11/2023		AP2346	751.52
Invoice: J6297800					
	toilet repair visitor center				
	CLEANING SUPPLIES				
	751.52 6010100 53220	CHECK		2553 TOTAL:	751.52
2554 01/18/2023 EFT	181 EATON PEABODY ATTORNEYS AT LAW	01/05/2023		AP2346	292.50
Invoice: 613698					
	HR Legal Advice				
	CONSULTANT-ADMIN				
	292.50 1220900 54533	CHECK		2554 TOTAL:	751.52
Invoice: 613696	EATON PEABODY ATTORNEYS AT LAW	01/05/2023		AP2346	640.00
	LUZO and MOU legal counsel				
	LEGAL				
	LEGAL				
	540.00 1220110 54500				
	100.00 1220770 54500				
Invoice: 613697	EATON PEABODY ATTORNEYS AT LAW	01/05/2023		AP2346	120.00
	Marina and Luzo Legal Counsel				
	LEGAL				
	LEGAL				
	80.00 6010100 54500				
	40.00 1220770 54500				
2555 01/18/2023 EFT	175 EMR INC	01/04/2023		AP2346	17,930.29
Invoice: 45674					
	TIP FEE BJ				
	TIPPING FEE EMR				
	17,930.29 1551500 55501	CHECK		2555 TOTAL:	1,052.50
2556 01/18/2023 EFT	427 MAINE MUNICIPAL ASSOCIATION	12/09/2022		AP2346	82,943.60
Invoice: 57724					
	Workers Compensation				
	WORKERS COMP				
	WORKERS COMP				
	WORKERS COMP				
	WORKERS COMP				
	WORKERS COMP				
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	WORKERS COMP				
	WORKERS COMP				
	WORKERS COMP				
	WORKERS COMP				
	7,323.92 1440110 52020				
	42,180.97 1440330 52020				
	323.48 1440800 52020				



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Ck:g-BH General Fund 8066

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INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
WORKERS COMP				
WORKERS COMP				
WORKERS COMP				
WORKERS COMP				
MD ELEMENTARY SCHOOL				
WORKERS COMP				
01/01/2023		AP2346		53,830.00
Property and Casualty Insurance dated 1.1.23				
PUBLIC OFFICIALS LIAB INS				
LIABILITY INSURANCE				
LIABILITY INSURANCE				
VEHICLE INSURANCE				
OTHER INSURANCE				
PROPERTY INSURANCE				
LIABILITY INSURANCE				
CHECK		2556	TOTAL:	136,773.60
01/04/2023		AP2346		81.00
PEST SERVICE 307SD BJ				
GEN REPAIRS & MAINT				
01/04/2023		AP2346		108.00
PEST CONTROL BJ				
BLDG REPAIR & MAINT				
CHECK		2557	TOTAL:	189.00
12/11/2022		AP2346		3,526.20
Planning Consultant-LUZO				
PLANNING CONSULTANT				
12/11/2022		AP2346		3,488.00
Village Planning Workshops September				
PLANNING CONSULTANT				
01/06/2023		AP2346		2,767.20
Village Planning Meeting November				
PLANNING CONSULTANT				
01/06/2023		AP2346		1,102.60
Village Planning Meeting December				
PLANNING CONSULTANT				
01/06/2023		AP2346		6,946.70
Village Planning Workshop October				
PLANNING CONSULTANT				
11,575.61	1550100	52020		
3,257.20	1550552	52020		
2,820.91	1551500	52020		
28.20	1552000	52020		
43.13	1552500	52020		
8,885.75	1990100	52200		
4,215.16	6010100	52020		
MAINE MUNICIPAL ASSOCIATION	38467			
5,442.21	1220110	56020		
6,265.81	1440110	56010		
6,066.64	1552000	56010		
14,749.42	1552000	56030		
3,628.14	1552000	56050		
15,578.40	1552000	56060		
2,099.38	6010100	56010		
Invoice: 38467				
2142 MODERN PEST SERVICES, LLC	5660245			
81.00	1550100	55400		
MODERN PEST SERVICES, LLC	5659223			
108.00	1552000	55200		
Invoice: 5659223				
1687 NOEL MUSSON	659			
3,526.20	1220770	54900		
Invoice: 659				
NOEL MUSSON	658			
3,488.00	1220770	54900		
Invoice: 658				
NOEL MUSSON	665			
2,767.20	1220770	54900		
Invoice: 665				
NOEL MUSSON	666			
1,102.60	1220770	54900		
Invoice: 666				
NOEL MUSSON	664			
6,946.70	1220770	54900		
Invoice: 664				





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2559 01/18/2023 EFT Invoice: 531342

2560 01/18/2023 EFT Invoice: 531352

2561 01/18/2023 EFT Invoice: 531597

2562 01/18/2023 EFT Invoice: 531840

2563 01/18/2023 EFT Invoice: 531596

2564 01/18/2023 EFT Invoice: 3316813780

2565 01/18/2023 EFT Invoice: 2

CHECK

12/21/2022

Station 2 heating fuel

HEATING FUEL-S2 SH

432

2558 TOTAL:

17,830.70

AP2346

CHECK

12/27/2022

ON ROAD DIESEL BU

VEHICLE FUEL

2559 TOTAL:

9,767.10

AP2346

AP2346

CHECK

12/26/2022

86.4 GALS SH WWTP Heating

Oil-EM

HEATING FUEL

2561 TOTAL:

333.42

AP2346

CHECK

12/29/2022

131.9 GALS SV WWTP Heating

Oil-EM

HEATING FUEL

2562 TOTAL:

509.00

AP2346

CHECK

12/26/2022

52.0 GALS NEH WWTP Heating

Oil-EM

HEATING FUEL

2563 TOTAL:

200.67

AP2346

CHECK

12/22/2022

Postage Meter Support

POSTAGE

2564 TOTAL:

196.98

AP2346

CHECK

01/11/2023

Consultant

PW DIRECTOR

2565 TOTAL:

2,475.00

AP2346

2,475.00



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2573	01/18/2023	EFT	2512	CHARTER COMMUNICATIONS	0025618122122	12/21/2022	AP2346	80.00	1221000	55150	1771	Internet Otter Creek Communications CABLE/INTERNET-POLICE DEPT	2573	TOTAL:	80.00
Invoice: 0025618122122															
2574	01/18/2023	EFT	1856	TERRYS TANK LLC	316	12/02/2022	AP2346	2,700.00	1550552	54610		Sludge Disposal Nov 2022-EM SLUDGE DISPOSAL	2574	TOTAL:	2,700.00
Invoice: 316															
				TERRYS TANK LLC	313	11/01/2022	AP2346	3,000.00	1550552	54610		Sludge Disposal Oct 2022-EM SLUDGE DISPOSAL	2575	TOTAL:	3,000.00
Invoice: 313															
2575	01/18/2023	EFT	1553	ULINE, INC	157842293	12/19/2022	AP2346	254.57	1550100	55400		MEDICAL SUPPLIES BJ GEN REPAIRS & MAINT	2576	TOTAL:	254.57
Invoice: 157842293															
				ULINE, INC	157823244	12/19/2022	AP2346	226.35	1550100	55400		LOCKOUT TAGOUT STATION BJ GEN REPAIRS & MAINT	2577	TOTAL:	226.35
Invoice: 157823244															
				ULINE, INC	158142252	12/30/2022	AP2346	377.60	1440330	53110	0403	Stat. 2 custodial supplies FD Supplies	2578	TOTAL:	377.60
Invoice: 158142252															
2576	01/18/2023	EFT	1842	VERSANT POWER	10057336-1	12/23/22	AP2346	39.53	6010300	55010		Bartlett power ELECTRICITY	2579	TOTAL:	39.53
Invoice: 10057336-1 122322															
				VERSANT POWER	10057340-9	12/27/2022	AP2346	178.53	1440330	55010	432	Stat. 2 monthly electricity bill ELECTRICITY-S2 SH	2580	TOTAL:	178.53
Invoice: 10057340-9 122722															
				VERSANT POWER	10057348-6	12/21/22	AP2346	946.18	1440330	55010	433	Stat. 3 monthly electricity bill ELECTRICITY-S3 SV	2581	TOTAL:	946.18
Invoice: 10057348-6 122122															
59725	01/19/2023	WIRE	1465	U S BANK EQUIPMENT FINANCE INC	490355831	12/26/2022		104.74	1221000	55321		Scanner Lease LEASE- SCANNER	2582	TOTAL:	1,164.24
Invoice: 490355831															



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318326	01/18/2023	PRTD	1477	ABM MECHANICAL INC	64150	12/19/2022	AP2346		104.74
	Invoice: 64150					Stat. 3 hot water heater replacement			1,837.96
						BLDG REPAIR & MAINT-S3 SV			
	Invoice: 64371			ABM MECHANICAL INC	64371	12/28/2022	AP2346		1,131.42
						Repair Zone Valve/Control Board OC PS Heating-EM			
						BLDG REPAIR & MAINT			
						CHECK	318326 TOTAL:		2,969.38
318327	01/18/2023	PRTD	2263	ACADIA FUEL LLC	187835	12/31/2022	AP2346		850.17
	Invoice: 187835					Propane BJ			
						HEATING FUEL			
						CHECK	318327 TOTAL:		850.17
318328	01/18/2023	PRTD	2261	ACADIA FUEL LLC	187230	12/21/2022	AP2346		84.83
	Invoice: 187230					lp gas yachtmen			
						HEATING FUEL			
						CHECK	318328 TOTAL:		84.83
318329	01/18/2023	PRTD	2550	BEN C WORCESTER, III	13872	12/31/2022	AP2346		1,950.00
	Invoice: 13872					ZERO SORT BJ			
						PROCESSING SVCS			
						CHECK	318329 TOTAL:		1,950.00
318330	01/18/2023	PRTD	17	AFFILIATED HEALTHCARE MGMT	AM-22353166	12/19/2022	AP2346		175.00
	Invoice: AM-22353166					Annual fee random drug/BAT testing BJ			
						OUTSIDE LAB/MEDICAL			
						CHECK	318330 TOTAL:		175.00
318331	01/18/2023	PRTD	28	ALLENS ENVIRONMENTAL SERVICES INC	14247	01/03/2023	AP2346		5,470.00
	Invoice: 14247					Cleaned Pump Station Wet Wells/NEH Headworks-EM			
						PUMP STATION MAINT			
						CHECK	318331 TOTAL:		5,470.00
	Invoice: 14246			ALLENS ENVIRONMENTAL SERVICES INC	14246	01/03/2023	AP2346		5,735.00
						CATCH BASIN CLEANING BJ			
						STORM WATER SUPPLIES			
						CHECK	318332 TOTAL:		3,647.50



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Invoice: 14245 3,647.50 1550100 53740 CATCH BASIN CLEANING BJ STORM WATER SUPPLIES

Invoice: 14244 ALLENS ENVIRONMENTAL SERVICES INC 14244 01/03/2023 AP2346 5,485.00 CATCH BASIN CLEANING BJ STORM WATER SUPPLIES

318332 01/18/2023 PRTRD 2772 ALVAH B. BARGE SERVICE, LLC 9097 2,434.50 6410100 24681 CHECK 318331 TOTAL: 20,337.50

town mooring float chains M NEH Moorings/Floats Reserve AP2346 2,434.50

318333 01/18/2023 PRTRD 2462 AMERICAN MESSAGING SERVICES LLC N4370046XA 27.26 1550552 54260 CHECK 318332 TOTAL: 2,434.50

WW Alarm Paging Service-EM TECHNICAL SVCS AP2346 27.26

318334 01/18/2023 PRTRD 2823 BOUND TREE MEDICAL LLC 84797470 12/16/2022 AP2346 85.01

EMS supplies EMS Supplies 85.01 1440330 53110 0404 CHECK 318333 TOTAL: 27.26

318335 01/18/2023 PRTRD 75 F T BROWN CO C83356 12/30/2022 AP2346 27.35

Scrub brush handle OFFICE SUPPLIES 27.35 1440110 53000 CHECK 318334 TOTAL: 85.01

Invoice: C82563 F T BROWN CO C82563 12/06/2022 AP2346 116.09

station 3 supplies FD Supplies 116.09 1440330 53110 0403

Invoice: C82709 F T BROWN CO C82709 12/10/2022 AP2346 10.78

Picture hanger FD Supplies 10.78 1440330 53110 0403

Invoice: C82817 F T BROWN CO C82817 12/14/2022 AP2346 16.18

Xmas light clips FD Supplies 16.18 1440330 53110 0403

Invoice: C83282 F T BROWN CO C83282 12/29/2022 AP2346 179.91

Ethynol-free fuel VEHICLE FUEL 179.91 1440330 53710

Invoice: C82576 F T BROWN CO C82576 12/06/2022 AP2346 10.06

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318345 01/18/2023 PRTRD 858 TEAM EJP BANGOR, ME Invoice: 6122927

318346 01/18/2023 PRTRD 2504 EA ACQUISITION INC Invoice: 446167

318347 01/18/2023 PRTRD 1982 FIRSTNET Invoice: 12282022

318348 01/18/2023 PRTRD 1984 FIRSTNET Invoice: 12282022

318349 01/18/2023 PRTRD 2438 FIRSTNET-FIRE Invoice: 12282022

318350 01/18/2023 PRTRD 2669 FIRSTNET- HOTSPOTS Invoice: 12282022

INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
CHECK			318344 TOTAL:	3,000.00
FITTINGS BJ	12/27/2022		AP2346	272.10
GEN REPAIRS & MAINT				
CHECK			318345 TOTAL:	272.10
Public Notice	12/31/2022		AP2346	1,690.35
PUBLIC NOTICE				
PLANNING CONSULTANT				
PUBLIC NOTICE				
PUBLIC NOTICE				
CHECK			318346 TOTAL:	1,690.35
cell phones	12/22/2022		AP2346	96.34
84289 CELL PHONES-HARBORMASTER				
CHECK			318347 TOTAL:	96.34
CELL PHONE BILL BJ	12/22/2022		AP2346	525.11
CELL PHONES				
CELL PHONES				
CELL PHONES				
CHECK			318348 TOTAL:	525.11
Cell and data service	12/22/2022		AP2346	418.95
CELL PHONES				
CHECK			318349 TOTAL:	418.95
internet hotspots	12/22/2022		AP2346	199.15
EMAIL/INTERNET				
CHECK			318350 TOTAL:	199.15





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318351 01/18/2023 PRTRD 1985 FIRST NET - NON PUBLIC SAFETY 12222022 12/28/2022 AP2346 251.52  
Invoice: 12222022

Cell & Data through 12.22.22  
CELL PHONES  
CELL PHONES  
CELL PHONES  
EMAIL/INTERNET

CHECK 318351 TOTAL: 251.52

318352 01/18/2023 PRTRD 2443 FIRSTNET-PD CELL 12222022 12/22/2022 AP2346 480.43  
Invoice: 12222022

Cell phones 12/2022  
CELL PHONES  
CELL PHONES-ADMIN ASSIST  
CELL PHONES-POLICE LT  
CELL PHONES-POLICE SGT  
CELL PHONES-POLICE CHIEF  
CELL PHONES-BAR HBR PD

CHECK 318352 TOTAL: 480.43

318353 01/18/2023 PRTRD 222 R H FOSTER ENERGY LLC 1222 12/31/2022 AP2346 2,957.15  
Invoice: 1222

863.10 gal 3.43 avg DEC Fuel  
2702 FUEL-CEO 2018 Chev Col  
2702 VEHICLE FUEL-18 CHEV COLO  
VEHICLE FUEL  
VEHICLE FUEL  
VEHICLE FUEL  
VEHICLE FUEL-17 FORD EXP ADM  
4109 VEHICLE FUEL  
4113 VEHICLE FUEL  
4114 VEHICLE FUEL - 2022 F-150  
4115 VEHICLE FUEL  
4309 VEHICLE FUEL-T9  
4311 VEHICLE FUEL - Rescue 7  
4312 VEHICLE FUEL - Rescue 8

CHECK 318353 TOTAL: 2,957.15

318354 01/18/2023 PRTRD 255 GRAND RENTAL STATION 62956 12/13/2022 AP2346 605.00  
Invoice: 62956

MAN LIFT RENTAL BJ  
GEN REPAIRS & MAINT

CHECK 318354 TOTAL: 605.00

318355 01/18/2023 PRTRD 2592 HAMMOND LUMBER COMPANY 6244612 01/03/2023 AP2346 13.58  
Invoice: 6244612

COUPLING BJ  
GEN REPAIRS & MAINT

CHECK 318355 TOTAL: 13.58



INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
LUMBER BJ GEN REPAIRS & MAINT	12/22/2022		AP2346	264.87
LUMBER BJ GEN REPAIRS & MAINT	12/22/2022		AP2346	48.22
drill bits GEN REPAIRS & MAINT	12/22/2022		AP2346	19.98
Drill Bits, Saw Blades, Clamps, Anchors, Washers-EM OTHER EQUIPMENT	01/05/2023		AP2346	40.96
Hole Saws 1 5/8" I 3/4"-EM OTHER EQUIPMENT	01/05/2023		AP2346	18.98
marina supplies EQUIP-MOORINGS/FLOATS	12/29/2022		AP2346	116.78
FLOOD LIGHT/HANDTOOLS BJ GEN REPAIRS & MAINT	12/30/2022		AP2346	200.97
CHECK			318355 TOTAL:	724.34
Annual Dues DUES & MEMBERSHIPS	07/01/2022		AP2346	1,450.00
CHECK			318356 TOTAL:	1,450.00
Annual RWTSP Benefit RWTSP Benefit	12/01/2022		AP2346	775.00
CHECK			318357 TOTAL:	775.00
50% Caustic, Bleach&Bisulfite in Drums and IBD-EM PH CONTROL CHLORINATION DECHLORINATION DECHLORINATION CHLORINATION	01/10/2023		AP2346	5,951.95
2,000.00 1550666 53213 915.75 1550666 53211 1,370.00 1550666 53212 861.00 1550668 53212 805.20 1550668 53211			300170749	



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Invoice: 300170747	HARCROS CHEMICALS INC	300170747	01/10/2023	AP2346	2,075.00
	2,075.00 1550668 53213		50% Caustic/pH Control-EM PH CONTROL		
318359 01/18/2023 PRTR Invoice: B19338	2633 GREGORY L HIGGINS	B19338	12/27/2022	AP2346	11.00
	11.00 1550100 55400		CAPACITOR BJ GEN REPAIRS & MAINT		
318360 01/18/2023 PRTR Invoice: IN165266	1416 INDUSTRIAL SERVICE CO	IN165266		318358 TOTAL:	11.00
	337.52 1550552 53820		Charts for Chart Recorders-EM LAB EQUIP		
318361 01/18/2023 PRTR Invoice: 17967	2899 INSTITUTE FOR FORENSIC PSYCHOLOGY	17967	12/21/2022	AP2346	800.00
	800.00 1440110 54600		IFF Wellness OUTSIDE LAB/MEDICAL		
318362 01/18/2023 PRTR Invoice: P57464	358 JORDAN EQUIPMENT CO	P57464	01/03/2023	AP2346	1,194.81
	1,194.81 1550100 55400		PLOW STEEL BJ GEN REPAIRS & MAINT		
318363 01/18/2023 PRTR Invoice: 9310207804	947 LAWSON PRODUCTS	9310207804	12/21/2022	AP2346	402.83
	402.83 1550100 55400		BOLTSNUTSZIPTIES BJ GEN REPAIRS & MAINT		
Invoice: 9310211476	LAWSON PRODUCTS	9310211476	12/22/2022	AP2346	176.53
	176.53 1550100 55400		PINS BJ GEN REPAIRS & MAINT		
318364 01/18/2023 PRTR Invoice: 352917	2889 MAINE PAPER & JANITORIAL PRODUCTS	352917	12/23/2022	AP2346	502.50
	502.50 1550100 55400		CARPET BJ GEN REPAIRS & MAINT		
				318363 TOTAL:	579.36
				318361 TOTAL:	800.00
				318362 TOTAL:	1,194.81
				318360 TOTAL:	337.52
				318359 TOTAL:	11.00



CASH ACCOUNT: 100 10100  
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318365 01/18/2023 PRTR 413 M C M ELECTRIC INC 23006

tree outlet repair  
GEN REPAIR & MAINT

12/20/2022 AP2346

83.00 6010100 55400

CHECK 318365 TOTAL: 83.00

318366 01/18/2023 PRTR 469 MDI REGIONAL SCHOOL 288,936.66

Invoice: Jan-23 Assessment  
January 2023 MDI HS Assessment  
MD HIGH SCHOOL

11/30/2022 AP2346

189.84 1440330 53000

CHECK 318366 TOTAL: 288,936.66

318367 01/18/2023 PRTR 502 MOUNT DESERT SPRING WATER 117408 1122

Invoice: 117408 1122  
Drinking water  
OFFICE SUPPLIES

11/30/2022 AP2346

189.84 1440330 53000

CHECK 318367 TOTAL: 189.84

318368 01/18/2023 PRTR 503 MOUNT DESERT WATER DISTRICT 2800/4550 0123

Invoice: 2800/4550 0123  
WATER BJ  
WATER

01/01/2023 AP2346

246.50 1552000 55110

246.50

MOUNT DESERT WATER DISTRICT 2800/6940 0123

Invoice: 2800/6940 0123  
Stat. 2 domestic water bill  
WATER-S2 SH

01/01/2023 AP2346

167.50 1440330 55110 432

167.50

MOUNT DESERT WATER DISTRICT 2800/4540 0123

Invoice: 2800/4540 0123  
NEH hydrant fees  
PUB FIRE PROTECT-HYDRANT FEE

01/01/2023 AP2346

34,187.50 1440400 54930

34,187.50

MOUNT DESERT WATER DISTRICT 2800/8070 0123

Invoice: 2800/8070 0123  
Seal Hbr. hydrant fees  
PUB FIRE PROTECT-HYDRANT FEE

01/01/2023 AP2346

34,187.50 1440400 54930

34,187.50

MOUNT DESERT WATER DISTRICT 2800/4530 0123

Invoice: 2800/4530 0123  
water bill marina  
WATER

01/01/2023 AP2346

1,265.00 6010100 55110

1,265.00

MOUNT DESERT WATER DISTRICT 2800/4720 0123

Invoice: 2800/4720 0123  
NEH WWTP Water Bill-EM  
WATER

01/01/2023 AP2346

105.00 1550666 55110

105.00

MOUNT DESERT WATER DISTRICT 2800/7850 0123

Invoice: 2800/7850 0123  
SH WWTP Water Bill-EM  
WATER

01/01/2023 AP2346

114.50 1550668 55110

114.50

NET





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

INVOICE INVOICE INVOICE INVOICE INVOICE INVOICE INVOICE INVOICE

COASTAL AUTO PARTS COASTAL AUTO PARTS COASTAL AUTO PARTS COASTAL AUTO PARTS COASTAL AUTO PARTS COASTAL AUTO PARTS COASTAL AUTO PARTS COASTAL AUTO PARTS

36.00 1550100 55400 625418 631435 638594 635467 638633 632218 638814

10100 10100 10100 10100 10100 10100 10100 10100

GEN REPAIRS & MAINT Wiper blades VEHICLE REPAIR Windshield washer VEHICLE REPAIR Vehicle batteries for R8 VEHICLE REPAIR - Rescue 8 HOSE AND FITTING BJ GEN REPAIRS & MAINT Oil VEHICLE REPAIR 5W30 oil VEHICLE REPAIR AIR FILTERS BJ GEN REPAIRS & MAINT

01/03/2023 12/28/2022 12/14/2022 01/04/2023 12/23/2022 01/04/2023 01/16/2023 01/04/2023

AP2346 AP2346 AP2346 AP2346 AP2346 AP2346 AP2346 AP2346

36.00 65.98 27.79 371.38 77.28 55.49 43.08 217.59

318372 318373

1843 NATIONAL PARK SERVICE 2495 NEW ENGLAND ASSOCIATION OF CHIEFS

PRTD ANP 2022 PRTD ANP 2022

9,800.00 100.00

318371 TOTAL: 318372 TOTAL:

2,732.40 9,800.00 9,800.00

100.00 100.00

100.00 100.00

100.00 100.00

100.00 100.00

100.00 100.00

100.00 100.00

100.00 100.00





01/12/2023 13:41  
69051you

Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

01/12/2023 13:41  
69051you

CASH ACCOUNT: 100  
CHECK NO CHK DATE

10100  
TYPE VENDOR NAME

Ck-g-BH General Fund 8066  
INVOICE

P 19  
apcsbdsb

NET

INVOICE DTL DESC	INVOICE	INVT DATE	PO	WARRANT	NET
CHECK				318379 TOTAL:	11.97
SIGNS BJ STREET SIGNS	196466	01/04/2023		AP2346	237.55
SIGNS BJ STREET SIGNS	196467	01/04/2023		AP2346	165.45
CHECK				318380 TOTAL:	403.00
TRANSMISSION VAVLEBODY BJ GEN REPAIRS & MAINT	55400	12/29/2022		AP2346	4,180.89
CHECK				318381 TOTAL:	4,180.89
cook and tableware for station 3 BLDG REPAIR & MAINT-S3 SV	55200	12/21/2022		AP2346	970.32
Tableware for station 3 BLDG REPAIR & MAINT	55200	12/21/2022		AP2346	49.95
CHECK				318382 TOTAL:	1,020.27
Station 2 fire alarm monitoring FIRE ALARM MAINT-S2 SH	54820	01/01/2023		AP2346	138.00
CHECK				318383 TOTAL:	138.00
Coffee supplies OFFICE SUPPLIES	53000	12/06/2022		AP2346	52.67
Copy Paper, batteries, labels, pens OFFICE SUPPLIES	53000	12/21/2022		AP2346	405.73
Asstd office supplies OFFICE SUPPLIES-S3 SV	53000	12/06/2022		AP2346	628.55





01/12/2023 13:41  
69051you

Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

318385 01/18/2023 PRTR  
Invoice: 2237-L-50 2023

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

318386 01/18/2023 PRTR 1427 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318387 01/18/2023 PRTR 2771 TRIDENT ARMORY 6746 2237-L-50 2023 27,554.77 6010100 55340

318388 01/18/2023 PRTR 1805 THE ARTINA GROUP, INC 79803 2237-L-50 2023 27,554.77 6010100 55340

318389 01/18/2023 PRTR 737 UNIFIRST CORP 0272963915 2237-L-50 2023 27,554.77 6010100 55340

318385 01/18/2023 PRTR 1538 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318386 01/18/2023 PRTR 1427 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318387 01/18/2023 PRTR 2771 TRIDENT ARMORY 6746 2237-L-50 2023 27,554.77 6010100 55340

318388 01/18/2023 PRTR 1805 THE ARTINA GROUP, INC 79803 2237-L-50 2023 27,554.77 6010100 55340

318389 01/18/2023 PRTR 737 UNIFIRST CORP 0272963915 2237-L-50 2023 27,554.77 6010100 55340

318385 01/18/2023 PRTR 1538 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318386 01/18/2023 PRTR 1427 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318387 01/18/2023 PRTR 2771 TRIDENT ARMORY 6746 2237-L-50 2023 27,554.77 6010100 55340

318388 01/18/2023 PRTR 1805 THE ARTINA GROUP, INC 79803 2237-L-50 2023 27,554.77 6010100 55340

318389 01/18/2023 PRTR 737 UNIFIRST CORP 0272963915 2237-L-50 2023 27,554.77 6010100 55340

318385 01/18/2023 PRTR 1538 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318386 01/18/2023 PRTR 1427 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318387 01/18/2023 PRTR 2771 TRIDENT ARMORY 6746 2237-L-50 2023 27,554.77 6010100 55340

318388 01/18/2023 PRTR 1805 THE ARTINA GROUP, INC 79803 2237-L-50 2023 27,554.77 6010100 55340

318389 01/18/2023 PRTR 737 UNIFIRST CORP 0272963915 2237-L-50 2023 27,554.77 6010100 55340

318385 01/18/2023 PRTR 1538 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

318386 01/18/2023 PRTR 1427 TREASURER, STATE OF MAINE 7/1/22-12/31/22 2237-L-50 2023 27,554.77 6010100 55340

P 20  
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INVOICE DTL DESC

CHECK 318384 TOTAL:

01/04/2023  
submerged lands lease  
LEASE-SUBMERGED LAND

CHECK 318385 TOTAL:

01/06/2023  
SEMI-ANNUAL RPT  
SOM-Vital Stat Fees

CHECK 318386 TOTAL:

12/20/2022  
Duty shirt & Jacket  
UNIFORMS

CHECK 318387 TOTAL:

12/29/2022  
W2 envelopes  
OFFICE SUPPLIES

12/28/2022  
W2 FORMS, 1095C FORMS & 1099 ENVELOPES  
OFFICE SUPPLIES

CHECK 318388 TOTAL:

12/29/2022  
HWY/MSW/P&C Uniforms-EM  
UNIFORMS  
UNIFORMS  
UNIFORMS

12/29/2022  
WW Uniforms-EM  
UNIFORMS

01/05/2023  
WW Uniforms and Mat-EM  
UNIFORMS

01/05/2023  
HWY/MSW/P&C Uniforms-EM  
UNIFORMS

AP2346

AP2346

AP2346

AP2346

AP2346

AP2346

WARRANT

318384 TOTAL:

318385 TOTAL:

318386 TOTAL:

318387 TOTAL:

318388 TOTAL:

318389 TOTAL:

1,086.95

27,554.77

27,554.77

294.80

382.75

382.75

65.00

185.50

250.50

176.22

96.27

175.47

NET

NET

NET

01/12/2023 13:41  
69051you

Town of Mount Desert  
A/P CASH DISBURSEMENTS JOURNAL

P 21  
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CASH ACCOUNT: 100 10100  
CHECK NO CHK DATE TYPE VENDOR NAME

Ck-g-BH General Fund 8066

INVOICE INV DATE PO WARRANT NET

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
20.00 1552500 53800 UNIFORMS					
120.47 1550100 53800 UNIFORMS					
		CHECK		318389 TOTAL:	538.98
318390 01/18/2023 PRTD 2114 CENTRAL EQUIPMENT CO	IVC124551	11/09/2022		AP2346	7,090.27
Invoice: IVC124551		MULTI HOGG PARTS BJ GEN REPAIRS & MAINT			
	7,090.27 1550100 55400	09/22/2022		AP2346	-140.30
Invoice: RTN05279		CREDIT PREV INV #122596 GEN REPAIRS & MAINT			
	-140.30 1550100 55400				
Invoice: IVC122596		PARTS BJ GEN REPAIRS & MAINT		AP2346	3,349.73
	3,349.73 1550100 55400				
		CHECK		318390 TOTAL:	10,299.70
				*** CASH ACCOUNT TOTAL ***	694,597.34

COUNT	AMOUNT
TOTAL PRINTED CHECKS 65	492,905.91
TOTAL WIRE TRANSFERS 1	104.74
TOTAL EFT'S 29	201,586.69

\*\*\* GRAND TOTAL \*\*\* 694,597.34

CLERK: 69051you

YEAR PER JNL

SRC ACCOUNT

EFF DATE

JNL DESC

REF 1

REF 2

REF 3

ACCOUNT DESC  
LINE DESC

T OB

DEBIT

CREDIT

2023	7	47										
APP	100-20000											
	01/18/2023	AP2346	AP2346				Accounts Payable		655,021.52			
APP	100-10100						AP CASH DISBURSEMENTS JOURNAL					
	01/18/2023	AP2346	AP2346				Ckg-BH General Fund 8066					694,597.34
APP	600-20000						AP CASH DISBURSEMENTS JOURNAL					
	01/18/2023	AP2346	AP2346				Accounts Payable		39,547.04			
APP	200-20000						AP CASH DISBURSEMENTS JOURNAL					
	01/18/2023	AP2346	AP2346				Accounts Payable		28.78			
							AP CASH DISBURSEMENTS JOURNAL					
							GENERAL LEDGER TOTAL		694,597.34			
APP	100-35060						DT-MARINA					
	01/18/2023	AP2346	AP2346						39,547.04			
APP	600-35010						DT Gen fund					39,547.04
	01/18/2023	AP2346	AP2346									
APP	100-35020						DTF-SPEC REV		28.78			
	01/18/2023	AP2346	AP2346									
APP	200-35010						DT Gen fund					28.78
	01/18/2023	AP2346	AP2346									
							SYSTEM GENERATED ENTRIES TOTAL		39,575.82			
							JOURNAL 2023/07/47					
							TOTAL		734,173.16			734,173.16

FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100	General Fund	2023	7	01/18/2023			
	100-10100		47	01/18/2023	Ckg-BH General Fund 8066		
	100-20000				Accounts Payable	655,021.52	
	100-35020				DTF-SPEC REV	28.78	
	100-35060				DT-MARINA	39,547.04	
					FUND TOTAL	694,597.34	694,597.34
200	Special Revenue	2023	7	01/18/2023			
	200-20000		47	01/18/2023	Accounts Payable	28.78	
	200-35010				DT Gen fund		28.78
					FUND TOTAL	28.78	28.78
600	Marina	2023	7	01/18/2023			
	600-20000		47	01/18/2023	Accounts Payable	39,547.04	
	600-35010				DT Gen fund		39,547.04
					FUND TOTAL	39,547.04	39,547.04



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

P 24  
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FUND	DUE TO	DUE FROM
100 General Fund	39,575.82	
200 Special Revenue		28.78
600 Marina		39,547.04
TOTAL	39,575.82	39,575.82

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

TOWN OF MOUNT DESERT  
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2346

CHECK DATE: January 18, 2023

CHECK NUMBER: <u>318326</u>	through	<u>318390</u>	\$ <u>492,905.91</u>	Check payments
CHECK NUMBER: <u>59725</u>	and	<u>59725</u>	\$ <u>104.74</u>	Electronic payments
EFT NUMBER: <u>2548</u>	through	<u>2576</u>	\$ <u>201,586.69</u>	ACH Payments
EFT or CK NUMBER: <u>n/a</u>	and	<u>n/a</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 694,597.34

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

Wendy H Littlefield, Vice Chairman

Geoffrey V Wood, Secretary

James F Mooers

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

**WARRANT AP# 2344**

CHECK DATE: January 6, 2023

CHECK NUMBER:	<u>318321</u>	through	<u>318321</u>	\$ <u>704.00</u>	Check payments
CHECK NUMBER:	<u>59723</u>	and	<u>59724</u>	\$ <u>44,559.76</u>	Electronic payments
EFT NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$ -	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	and	<u>N/A</u>	\$ -	Voided Checks

TOTAL DISBURSEMENTS: \$ 45,263.76

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

James F Mooers

Geoffrey V Wood, Secretary

TOWN OF MOUNT DESERT  
PAYROLL WARRANT

WARRANT PR# 2315

CHECK DATE: January 6, 2023

ADVICE NUMBERS: 14729 through 14781

CHECK NUMBERS: 65934 through 65943

TOTAL DISBURSEMENTS: \$ 135,283.36

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

James F Mooers

Geoffrey V Wood, Secretary



**From:** [Rick Mooers](#)  
**To:** [Lisa Young](#)  
**Subject:** Re: Warrant AP#2344 & PR#2315 Approval Request  
**Date:** Thursday, January 5, 2023 5:54:36 AM

---

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

Approved.

On Jan 4, 2023, at 7:23 PM, Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Greetings,

Please note checks are dated for 1/6/23. Thank you for your attention to the importance of an approval.

Attached are the following warrants for approval:

Accounts Payable	#2344	total of	\$45,263.76
Payroll	#2315	total of	\$135,283.36

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,  
Finance Clerk, Tax Collector  
Town of Mount Desert  
(207) 276-5531 (T) (207) 276-3232 (F)

<4- AP2344.pdf><11- PR2315.pdf>

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

**WARRANT AP# 2345**

CHECK DATE: January 11, 2023

CHECK NUMBER:	<u>318322</u>	through	<u>318325</u>	\$ <u>8,991.28</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	and	<u>N/A</u>	\$ -	Electronic payments
EFT NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$ -	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	and	<u>N/A</u>	\$ -	Voided Checks

TOTAL DISBURSEMENTS: \$ 8,991.28

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

James F Mooers

Geoffrey V Wood, Secretary

**From:** [Rick Mooers](#)  
**To:** [Lisa Young](#)  
**Subject:** Re: Warrant AP#2345 State Fees/Payroll Benefits  
**Date:** Tuesday, January 10, 2023 4:18:19 PM

---

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

Approved

On Tue, Jan 10, 2023 at 2:17 PM Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Greetings,

Attached is Accounts Payable Warrant #2345 (for Payroll and/or State Fees) in the amount of \$8,991.28 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,

Deputy Treasurer, Tax Collector

Town of Mount Desert

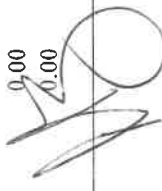
(207) 276-5531 (T) (207) 276-3232 (F)

# Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 16903

Check Batch: 10897  
 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
10897	20608	01/04/2023	1084	ACADIA FUEL, LLC	0.00	7,480.68
	20609	01/04/2023	1113	AERUS <i>Hepa Filters</i>	0.00	1,157.93
	20610	01/04/2023	1160	AMAZON	0.00	1,178.21
	20611	01/04/2023	1700	BLICK ART MATERIALS	0.00	66.15
	20612	01/04/2023	1975	CARDMEMBER SERVICE	0.00	4,880.87
	20613	01/04/2023	2099	CHARTER COMMUNICATIONS <i>Phones</i>	0.00	142.26
	20614	01/04/2023	2310	COASTAL ENERGY, INC.	0.00	254.18
	20615	01/04/2023	3424	DOTCOM THERAPY, INC <i>occup. Therapy - November</i>	0.00	468.00
	20616	01/04/2023	3489	DR. CANDICE M. BRAY <i>Student Consultation</i>	0.00	175.00
	20617	01/04/2023	4180	F.T. BROWN CO.	0.00	143.54
	20618	01/04/2023	6938	GONETSPEED <i>Phone</i>	0.00	190.29
	20619	01/04/2023	4585	GROUP DYNAMIC, INC.	0.00	127.50
	20620	01/04/2023	4706	HARMON, ABIGAIL	0.00	24.80
	20621	01/04/2023	4824	HEIST, KIM <i>Literacy Coaching</i>	0.00	1,800.00
	20622	01/04/2023	5046	INTELEXIA USA, LLC	0.00	112.17
	20623	01/04/2023	5405	LAMBERT, CYNTHIA	0.00	12.66
	20624	01/04/2023	5910	MAINE PAPER & JANITORIAL PRODUCTS	0.00	1,767.66
	20625	01/04/2023	6180	MDES - GENERAL FUND/STUDENT ACTIVITY <i>December TBR</i>	0.00	1,560.00
	20626	01/04/2023	6205	MDI REGIONAL SCHOOL DISTRICT <i>Other Reimb - Dec, HIRA Claims</i>	0.00	8,064.16
	20627	01/04/2023	6225	MECHANICAL SERVICES, INC. <i>Install treatment System &amp; Maint Agreed</i>	0.00	29,598.75
	20628	01/04/2023	6314	MINUTEMAN SECURITY TECHNOLOGIES <i>Install Integrator</i>	0.00	956.43
	20629	01/04/2023	6785	NORTHCENTER FOODS	0.00	5,965.22
	20630	01/04/2023	6910	OPPEWALL, ELIZABETH <i>Phys Therapy</i>	0.00	562.50
	20631	01/04/2023	7167	PHONAK, LLC <i>Speech Equipment</i>	0.00	881.83
	20632	01/04/2023	7463	QUILL CORP.	0.00	172.28
	20633	01/04/2023	7729	ROSALES, CARLOS <i>Bus Driver Physical</i>	0.00	95.00
	20634	01/04/2023	7885	SARGENT, LEON	0.00	50.00
	20635	01/04/2023	8830	TREASURER, STATE OF MAINE - BOBR <i>Boiler Inspection</i>	0.00	150.00



# Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 16903

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
20636		01/04/2023	4152	VERSANT POWER	0.00	5,602.79
<b>Totals:</b>					0.00	\$73,640.86

WARRANT # 7

DATE: 1/04/2023



SUPERINTENDENT

FINANCE OFFICER

DocuSigned by:

  
Gail Marshall  
FINANCE OFFICER  
2075FD2D786424...

FINANCE OFFICER

DocuSigned by:

  
FINANCE OFFICER  
16C8A831344B3...

FINANCE OFFICER

FINANCE OFFICER

29 Checks Listed.

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 16899

Include Authorization Codes: Yes  
Batch: 10896  
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
	01/06/2023	IRS	INTERNAL REVENUE SERVIC		10,675.78	10,675.78	0.00	0.00	
	01/06/2023	STAT	TREASURER, STATE OF MAIN		3,527.00	3,527.00	0.00	0.00	
49339	01/06/2023	614	SOPHIA ESTABROOKE	1	100.00	92.35	0.00	92.35	
49340	01/06/2023	495	ASHLEY GRAVES	1	75.00	69.26	0.00	69.26	
49341	01/06/2023	615	JACK B. HODGDON	1	300.00	277.05	0.00	277.05	
49342	01/06/2023	498	MEGAN C. HOWELL	1	300.00	277.05	0.00	277.05	
49343	01/06/2023	149	MARIAH D. BAKER	1	2,155.80	1,772.93	1,772.93	0.00	
49344	01/06/2023	463	RENE L. BECKER	1	1,754.40	1,335.75	1,335.75	0.00	
49345	01/06/2023	266	JULIANNA R. BENNOCH	1	2,894.46	2,149.51	2,149.51	0.00	
49346	01/06/2023	491	SANDRA G. BOYCE	1	2,266.23	1,399.78	1,399.78	0.00	
49347	01/06/2023	314	ANDREW J. CARLSON	1	1,857.07	1,371.54	1,371.54	0.00	
49348	01/06/2023	18	JANICE P. CARROLL	1	728.98	401.30	401.30	0.00	
49349	01/06/2023	337	AMBER G. CHARRON	1	2,293.61	1,734.80	1,734.80	0.00	
49350	01/06/2023	91	JUDITH CULLEN	1	2,292.96	1,687.71	1,687.71	0.00	
49351	01/06/2023	613	BROOKE L. DAMON	1	1,053.39	706.77	706.77	0.00	
49352	01/06/2023	69	EMILY N. DAMON	1	66.65	61.55	61.55	0.00	
49353	01/06/2023	499	BOBBIE JO DAY	1	1,671.20	1,260.55	1,260.55	0.00	
49354	01/06/2023	308	Gloria A. Delsandro	1	4,193.42	3,145.17	3,145.17	0.00	
49355	01/06/2023	504	CRISTINA DEVORA	1	1,736.73	1,235.53	1,235.53	0.00	
49356	01/06/2023	43	SARAH R. DUNBAR	1	2,276.42	1,640.50	1,640.50	0.00	
49357	01/06/2023	611	DANIELLE EMMONS	1	720.52	242.82	242.82	0.00	
49358	01/06/2023	52	WANDA J. FERNALD	1	2,779.07	1,953.83	1,953.83	0.00	
49359	01/06/2023	146	CECILIA R. GARRITY	1	1,900.19	1,226.83	1,226.83	0.00	
49360	01/06/2023	63	HEATHER M. GRAVES	1	2,649.92	1,934.49	1,934.49	0.00	
49361	01/06/2023	65	GAYLE M. GRAY	1	2,779.07	1,962.31	1,962.31	0.00	
49362	01/06/2023	331	RUSSELL W. GRAY	1	746.70	639.57	639.57	0.00	
49363	01/06/2023	92	ABIGAIL A. HARMON	1	1,852.11	1,383.75	1,383.75	0.00	
49364	01/06/2023	485	TASHA L. HIGGINS	1	2,131.52	1,469.01	1,469.01	0.00	
49365	01/06/2023	477	ANGELIQUE E. HODGDON	1	1,938.40	1,148.31	1,148.31	0.00	
49366	01/06/2023	601	ELIZA M. HOPKINS	1	1,718.30	1,244.59	1,244.59	0.00	
49367	01/06/2023	313	ANDREA W. HOWELL	1	2,142.42	1,751.87	1,751.87	0.00	
49368	01/06/2023	293	Amy L. James	1	2,894.46	2,232.43	2,232.43	0.00	
49369	01/06/2023	90	REBECCA A. JARVIS	1	2,586.30	1,930.28	1,930.28	0.00	
49370	01/06/2023	608	EMMA JONES	1	1,203.76	950.36	950.36	0.00	
49371	01/06/2023	291	PATRICIA A. KELLEY	1	828.80	527.11	527.11	0.00	
49372	01/06/2023	335	CYNTHIA A. LAMBERT	1	3,086.76	1,831.01	1,831.01	0.00	
49373	01/06/2023	487	BENJAMIN MACKO	1	3,160.52	2,433.55	2,433.55	0.00	
49374	01/06/2023	292	TARA MCKERNAN	1	2,438.00	1,916.95	1,916.95	0.00	
49375	01/06/2023	490	ANNA D. MONTE	1	1,173.05	720.20	720.20	0.00	
49376	01/06/2023	237	JUSTIN B. NORWOOD	1	2,470.92	1,890.71	1,890.71	0.00	
49377	01/06/2023	508	CATHY T. OEHMKE	1	2,942.53	2,179.05	2,179.05	0.00	
49378	01/06/2023	238	WENDELL L. OPPEWALL	1	1,641.50	979.61	979.61	0.00	
49379	01/06/2023	240	JEANNE C. OTT	1	2,942.53	2,014.27	2,014.27	0.00	
49380	01/06/2023	610	VIVIENNE R. PREDOCK	1	388.64	353.27	353.27	0.00	
49381	01/06/2023	302	Carlos F. Rosales	1	1,092.94	738.37	738.37	0.00	
49382	01/06/2023	74	LEON E. SARGENT	1	2,379.59	1,676.56	1,676.56	0.00	
49383	01/06/2023	602	REBEKAH E. SARTIN	1	1,140.99	722.21	722.21	0.00	
49384	01/06/2023	120	KAREN L. SHARPE	1	3,423.71	2,273.53	2,273.53	0.00	
49385	01/06/2023	350	ANNA E. SILVER	1	810.03	623.99	623.99	0.00	
49386	01/06/2023	502	MARIA E. SIMPSON	1	2,058.73	1,711.25	1,711.25	0.00	
49387	01/06/2023	503	RACHEL M. SINGH	1	2,376.96	1,869.32	1,869.32	0.00	
49388	01/06/2023	507	DANIELLE A. STANLEY	1	628.94	580.83	580.83	0.00	
49389	01/06/2023	404	KERRY L. TAYLOR	1	2,894.46	1,796.94	1,796.94	0.00	
49390	01/06/2023	501	MICHAEL J. TINKER	1	1,920.65	1,305.45	1,305.45	0.00	

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 16899

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
49391	01/06/2023	459	SHANNON L. WESTPHAL	1	2,161.03	1,644.44	1,644.44	0.00	
					112,223.12	84,680.95	69,762.46	715.71	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	4	715.71
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	49	69,762.46
	ACH Employee Credits	49	69,762.46
	ACH Employee Debits (Voids)	0	0.00
	Deduction	Checks	0
Voided Checks		0	0.00
ACH Vendor Credits		0	0.00
ACH VendorDebits (Voids)		0	0.00
ACH Online Payments		0	0.00
Taxes		EFTPS Payment - Debit	2

WARRANT #

DATE:

PAID JAN 06 2023

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SUPERINTENDENT

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FINANCE OFFICER

TOWN OF MOUNT DESERT  
VOIDS

WARRANT V# 2307

CHECK DATE: January 11, 2023

CHECK NUMBER: <u>317957</u>	through	<u>317957</u>	\$ <u>(10,299.70)</u>	Check payments
EFT NUMBER: <u>2509</u>	through	<u>2509</u>	\$ <u>(775.00)</u>	ACH Payments
_____		_____	_____	

TOTAL DISBURSEMENTS: \$ (11,074.70)

Voided disbursements to be acknowledged described above





YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	7	28						Accounts Payable			
APP	100-20000		01/11/2023	2509	V2307			AP CASH DISBURSEMENTS JOURNAL			11,074.70
APP	100-10100		01/11/2023	2509	V2307			Ckg-BH General Fund 8066		775.00	
APP	100-10100		01/11/2023	317957	V2307			AP CASH DISBURSEMENTS JOURNAL		10,299.70	
									TOTAL	11,074.70	11,074.70



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

P 3  
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FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100	General Fund	2023	7	28	01/11/2023		
	100-10100				Ckg-BH General Fund	11,074.70	
	100-20000				Accounts Payable		11,074.70
					FUND TOTAL	11,074.70	11,074.70

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