



Town of Mount Desert
Board of Selectmen
Addendum to Agenda

Regular Meeting
TUESDAY, January 17, 2023

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

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

The following item(s) have been submitted for consideration after the agenda deadline:

Addendum:

A. *Consider Modifying the scope of \$7,000 donation from Town of Mount Desert Community Development Corporation accepted at the 1.3.23 Selectboard Meeting to include payment of liability insurance for ice rink contractor, Peter Bronson*

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

| | | | |
|---------------|---------|-----------|-------------------|
| Town Invoices | AP#2347 | 1/18/2023 | \$1,763.36 |
| Total | | | \$1,763.36 |

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

| | | | |
|--------------------------|---------|----------|-------------------|
| State Fees & PR Benefits | | | \$ |
| Town Payroll | PR#2316 | 1/6/2023 | \$(383.48) |
| Total | | | \$(383.48) |

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

| | | | |
|----------------------|--|--|------------|
| School Invoices | | | |
| School Payroll | | | |
| Voided Disbursements | | | |
| Total | | | \$- |

| | | | |
|--------------------|--|--|-------------------|
| Grand Total | | | \$1,379.88 |
|--------------------|--|--|-------------------|

Warrants for BOS Agenda:

BOS Agenda:

1/17/2022
ADDENDUM

| | Description | # | Date | Amount |
|--|--------------------------------|---------|----------|--------------------|
| A. Warrants to be Approved and Signed: | | | | |
| | Town Invoices | | | |
| | | AP#2347 | 01/18/23 | 1,763.36 |
| | | | | <u>\$ 1,763.36</u> |
| B. Authorized Warrants to be Signed: (Wendy needs to abstain) | | | | |
| (Prior Electronic or Manual Authorization) | | | | |
| | Town State Fees & P/R Benefits | | | |
| | Town Payroll | | | |
| | | PR#2316 | 01/06/23 | \$ (383.48) |
| | | | | <u>\$ (383.48)</u> |
| C. Warrants to be Acknowledged: | | | | |
| | School Invoices | | | |
| | School Payroll | | | |
| | Town Voids | | | |
| | | | | <u>\$ -</u> |
| TOTAL WARRANTS FOR BOS MEETING | | | | <u>\$ 1,379.88</u> |

TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2347

CHECK DATE: January 18, 2023

| | | | | | | |
|-------------------|--------|---------|--------|----|----------|---------------------|
| CHECK NUMBER: | 318391 | through | 318391 | \$ | 1,763.36 | Check payments |
| CHECK NUMBER: | n/a | and | n/a | \$ | - | Electronic payments |
| EFT NUMBER: | n/a | through | n/a | \$ | - | ACH Payments |
| EFT or CK NUMBER: | n/a | and | n/a | \$ | - | Voided Checks |

TOTAL DISBURSEMENTS: \$ 1,763.36

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 |
| Wendy H Littlefield, Vice Chairman | Geoffrey V Wood, Secretary |
| James F Mooers | |

01/13/2023 16:13
69051you

Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

P 1
apcsbdsb

CASH ACCOUNT: 100
CHECK NO CHK DATE

10100
TYPE VENDOR NAME

Ckg-BH General Fund 8066

INVOICE

INV DATE PO

WARRANT

NET

| | | | | | | | | |
|--------|--------------------|------|------|---------------------|--------------------------------|------------|--------|----------|
| 318391 | 01/18/2023 | PRTD | 2913 | CROSS INSURANCE MDI | 215148801 | 12/29/2022 | AP2347 | 1,763.36 |
| | Invoice: 215148801 | | | | 55400 90001 R&M - Skating Rink | | | |

CHECK 318391 TOTAL: 1,763.36

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 1,763.36

| | |
|------------------------|----------|
| COUNT | AMOUNT |
| TOTAL PRINTED CHECKS 1 | 1,763.36 |

*** GRAND TOTAL *** 1,763.36



01/13/2023 16:13

Town of Mount Desert

69051you

A/P CASH DISBURSEMENTS JOURNAL

P

2

apcshdsb

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 | 51 | | | | | | | | | | | |
| APP | 100-20000 | | | | | | | | | | | | |
| | 01/18/2023 | AP2347 | AP2347 | AP2347 | | | Accounts Payable | | | | 1,763.36 | | |
| APP | 100-10100 | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | | 1,763.36 | |
| | 01/18/2023 | AP2347 | AP2347 | AP2347 | | | Ckg-BH General Fund 8066 | | | | | | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | | | |
| | | | | | | | JOURNAL 2023/07/51 | TOTAL | | | 1,763.36 | | 1,763.36 |

| FUND | ACCOUNT | YEAR | PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|------|--------------|------|-----|-----|------------|--------------------------|----------|----------|
| 100 | General Fund | 2023 | 7 | 51 | 01/18/2023 | | | |
| | 100-10100 | | | | | Ckg-BH General Fund 8066 | 1,763.36 | 1,763.36 |
| | 100-20000 | | | | | Accounts Payable | | |
| | | | | | | FUND TOTAL | 1,763.36 | 1,763.36 |

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

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT PR# 2316

CHECK DATE: January 6, 2023

VOID NUMBERS: 65938 through 65938
CHECK NUMBERS: 65944 through 65944

TOTAL DISBURSEMENTS: \$ (383.48)

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 |

01/05/2023 13:46
69051you

Town of Mount Desert
DETAIL CHECK HISTORY

BY EMPLOYEE NAME
01/06/2023 to 01/06/2023

P 1
prhisrpt



| ORG | OBJ | PROJ | LOC | JOB | CHECK | PAY TYPE | HOURS | AMOUNT | DED TYPE | EMPLOYEE | EMPLOYER |
|-------------------------------|---------------|--------------|------|------|-----------|------------|--------|-----------|----------|----------|----------|
| 000260 | CAMPBELL, IAN | | | | | | | | | | |
| CHECK DATE: 01/06/2023 | | | | | | | | | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065938 | 100 FTHRSC | 84.00 | 2,372.38 | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065938 | 100 FTHRSC | -17.00 | -480.12 | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065938 | 100 FTHRSC | -84.00 | -2,372.38 | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065938 | 100 FTHRSC | 17.00 | 480.12 | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065938 | 999 GTL50K | 0.00 | 0.48 | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065938 | 999 GTL50K | 0.00 | -0.48 | | | |
| 1440330 | 51500 | | 4030 | 4000 | 000065938 | 200 OVERTM | 7.50 | 317.73 | | | |
| 1440330 | 51500 | | 4030 | 4000 | 000065938 | 200 OVERTM | -7.50 | -317.73 | | | |
| 1440330 | 51500 | | 4030 | 4000 | 000065938 | 205 OTHLDY | 17.00 | 720.19 | | | |
| 1440330 | 51500 | | 4030 | 4000 | 000065938 | 205 OTHLDY | -17.00 | -720.19 | | | |
| 1440330 | 51810 | | 4030 | 4000 | 000065938 | 504 HOL PS | 24.00 | 677.82 | | | |
| 1440330 | 51810 | | 4030 | 4000 | 000065938 | 504 HOL PS | -24.00 | -677.82 | | | |
| CHECK 01/06/2023 TOTALS: NET: | | | | | | | | 0.00 | | 0.00 | 0.00 |
| 1440330 | 51300 | | 4030 | 4000 | 000065944 | 100 FTHRSC | 84.00 | 2,372.38 | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065944 | 100 FTHRSC | -17.00 | -480.12 | | | |
| 1440330 | 51300 | | 4030 | 4000 | 000065944 | 999 GTL50K | 0.00 | 0.48 | | | |
| 1440330 | 51500 | | 4030 | 4000 | 000065944 | 200 OVERTM | 7.50 | 317.73 | | | |
| 1440330 | 51500 | | 4030 | 4000 | 000065944 | 205 OTHLDY | 17.00 | 720.19 | | | |
| CHECK 01/06/2023 TOTALS: NET: | | | | | | | | 2,930.66 | | 0.00 | 0.00 |
| EMPLOYEE | 000260 | TOTALS: NET: | | | 2,010.51 | | 91.50 | 2,930.66 | | 0.00 | 0.00 |

GRAND TOTALS:

NET:

2,010.51

91.50

2,930.66

0.00

0.00

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

01/05/2023 12:51
69051you

Town of Mount Desert
DETAIL PROOF - FINAL REPORT
Pay Period 12/19/22 To 01/01/23

WARRANT: PR2316 PAYROLL TYPE: VOID

CHECK DATE: 01/06/2023

Earnings-Deductions Proof Summaries

EARNINGS SUMMARY

| PAY TYPE | HOURS/DAYS | AMOUNT | PAY EARNED | ESCROW AMOUNT |
|--------------------|-----------------|---------|------------|---------------|
| 100 FTHRLYSCH | 0.00 | 0.00 | 0.00 | 0.00 |
| 200 OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 |
| 205 OT HOLIDAY | 0.00 | 0.00 | 0.00 | 0.00 |
| 504 HOLIDAY PS | -24.00 | -677.82 | 0.00 | 0.00 |
| 999 GTL>50K | 0.00 | 0.00 | 0.00 | 0.00 |
| Total: | -24.00 | -677.82 | | |
| Total Employees: 1 | Total Earnings: | -677.82 | 0.00 | 0.00 |

01/05/2023 12:51
69051you

Town of Mount Desert
DETAIL PROOF - FINAL REPORT
Pay Period 12/19/22 To 01/01/23

WARRANT: PR2316 PAYROLL TYPE: VOID

CHECK DATE: 01/06/2023

Earnings-Deductions Proof Summaries

DEDUCTION SUMMARY

| DED | TYPE | EMPLOYEE AMT | EMPLOYER AMT | TOTAL AMT | EMPLOYEE GROSS | FICA/MED | CALC |
|------|--------------|--------------|--------------|-----------|----------------|----------|----------|
| 1000 | FICA | -42.03 | -42.03 | -84.06 | -677.82 | X 12.40% | = -84.05 |
| 1100 | MCARE | -9.83 | -9.83 | -19.66 | -677.82 | X 2.90% | = -19.66 |
| 2000 | MNEMDPT | 0.00 | 0.00 | 0.00 | -677.82 | | |
| 2810 | ICWA401AP2PT | 0.00 | -7.45 | -7.45 | -677.82 | | |
| 3000 | FEDERALWH | -136.89 | 0.00 | -136.89 | -622.23 | | |
| 4000 | MESTATEWH | -50.00 | 0.00 | -50.00 | -677.82 | | |
| 7000 | MEPERSPS | -55.59 | -77.27 | -132.86 | -677.82 | | |

Total: -294.34 -136.58

Total Females: Gross Pay: 0.00
Total Males: 1 Gross Pay: -677.82
Total Employees: 1 Gross Pay: -677.82

Total Pre-Notes: 0

Available Cash Balance after payroll: 5,200,884.37

Total Cash Requirements:

Total Employee Checks: -383.48
Total Employee ACH Transactions: 0.00
Total Vendor Checks this payroll: 0.00
Total Vendor Checks other payrolls: 0.00
Total Vendor Electronic Transfers this payroll: 0.00
Total Vendor Electronic Transfers other payrolls: 0.00
Total Vendor Telephone Transfers this payroll: 0.00
Total Vendor Telephone Transfers other payrolls: 0.00

Total Cash Required: -383.48

Payments to be Processed:

Total Telephone Transfers: 0.00

Remaining Payroll Liabilities:

Total Employee/Employer (Check type = No check): -132.86
Total Pay Escrow: 0.00
Total Escrow Balance: 0.00
Total Invoices this payroll: 0.00
Total Invoices other payrolls: 0.00
Total Checks/Invoices/EFT/Telephone transfers this payroll (deferred): 0.00
Total Checks/Invoices/EFT/Telephone transfers

01/05/2023 12:51
69051you

Town of Mount Desert
DETAIL PROOF - FINAL REPORT
Pay Period 12/19/22 To 01/01/23

WARRANT: PR2316 PAYROLL TYPE: VOID

CHECK DATE: 01/06/2023

Earnings-Deductions Proof Summaries

other payrolls (deferred): 0.00

Total Liabilities:

-132.86

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

From: [John Macauley](#)
To: [Lisa Young](#)
Subject: Re: Warrant PR#2316 Approval Request
Date: Thursday, January 5, 2023 2:34:55 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.

I approve

On Thu, Jan 5, 2023 at 1:56 PM Lisa Young <financeclerk@mtdesert.org> wrote:

Greetings,

Please note this warrant is to Void a payroll check and issue a corrected payroll check dated 1/6/23. Your approval is appreciated.

Attached are the following warrants for approval:

| | | | |
|---------|-------|----------|------------|
| Payroll | #2316 | total of | (\$383.48) |
|---------|-------|----------|------------|

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)

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John B Macauley, Ph.D.
Otter Creek, Maine