



Town of Mount Desert
Selectboard
Agenda

Regular Meeting
Monday, July 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 Selectboard Chairman opens the agenda items for public comment. When addressing the Board, state your FULL NAME (both in person and on Zoom). It is suggested that you enter your full name as your ID on Zoom.
- II. **Minutes**
 - A. *Approval of minutes from June 20, 2023 meeting*
- III. **Appointments/Recognitions/Resignations**
 - A. *Request appointment of Logan Blanchette as a part-time Seasonal Public Works Helper at a rate of \$22.00 per hour effective July 18, 2023*
 - B. *Request appointment of Nick Jacobs as a part-time Seasonal Public Works Helper at a rate of \$22.00 per hour effective July 18, 2023*
 - C. *Resignation of Edward Ganz from Broadband Committee*
 - D. *Withdrawal of Marsha Planting from the Village Center Planning 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. *Department Reports: Public Works – Highway, Buildings & Grounds, Solid Waste*
 - B. *Investment and interest earnings performance for fiscal year ended June 30, 2023, unaudited*
 - C. *Thank you note from Florian Smith for the Frank Stanley Scholarship Award*
 - D. *Preliminary 2024 State Valuation and Interim Revaluation Adjustments*
 - E. *Hancock County Commissioners Special Meeting Minutes from June 6, 2023*
 - F. *Hancock County Commissioners Special Meeting Minutes from June 20, 2023*
- V. **Selectboard's Reports**
- VI. **Unfinished Business**
 - A. *Discussion regarding the Promenade Park donation options*
 - B. *Request amendment to previously approved Permit # 10-2023 Public Space Special Event Application – Sustainability Committee Tool Swap on the Green – August 12, 2023, Northeast Harbor Village Green to be held in conjunction with the weekly Farmer's Market on August 10, 2023*

Unfinished Business continued

- C. *Consider signing bill of sale to convey and transfer title of a surplus Kohler 80 kW Generator to The Mount Desert Island Regional School District for \$12,500 as authorized by article 30 at the 2023 Annual Town Meeting*
- D. *Harbor Committee – Parking Subcommittee Final Report; June 13, 2023*
- E. *Parking Update from Captain David Kerns*

VII. New Business

- A. *Public Space Special Event Application – Neighborhood House Family Concert on the Green – August 9, 2023, Northeast Harbor Village Green*
- B. *Katherine M. Conley /DBA Lighthouse Inn and Restaurant 12 Main St Seal Harbor request for Liquor License Renewal*
- C. *Authorize pay increase for Heidi Smallidge from \$15.00 an hour to \$20.00 per hour to be effective 7/1/23*
- D. *Move signature on engagement letter from James W. Wadman regarding audit of the fiscal year ended June 30, 2023*
- E. *Discussion of audit timeline*
- F. *Consideration of approving and authorizing the Fire Chief to sell the 2006 Spartan/Smeal Rescue/Pumper fire truck to Tom Wallace in the amount of \$3,902.00*
- G. *Request authorization to solicit competitive bids for a new 4x4 diesel powered front-end loader for the Highways Division of the Public Works Department*
- H. *If authorized above, request authorization to lease a new front-end loader and purchasing it at the end of the lease for \$1.00; with fifty percent of the annual lease payment to be made from the Public Works Equipment Reserve Account 4050100-24500, with a balance of approximately \$330,244.99 as of July 1, 2023, and the other fifty percent of the annual lease payment to be made from the Highway's annual appropriations Lease-Loader account 1550100-55311*
- I. *Review and approve an update to service and supply contract #CN50551 with Transco Business Technologies to include office equipment lease*
- J. *Review and approve award of the Town's FY-24 paving contract to B&B Paving, Inc. in the amount of \$378,250 from account number 1550100-53250 leaving \$31,750 remaining balance and authorization for Public Works Director Brian Henkel to sign the contract for paving on behalf of the Town*
- K. *Consider authorizing Public Works Director Brian Henkel to expend the remaining budget balance of \$31,750 in account number 1550100-53250 in the interests of the Town for additions or revisions to the paving contract with B&B Paving, Inc., if approved above, for items such as bid quantity changes, escalator clause cost increases, paving yet to be identified, or other appropriate uses of the funds allocated for paving*

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#2404	7/18/2023	\$991,709.21
Total			\$991,709.21

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

State Fees & PR Benefits	AP#2382	6/22/2023	\$103,066.47
	AP#2383	6/28/2023	\$16,395.15
	AP#2402	7/06/2023	\$23,632.34
	AP#2403	7/12/2023	\$53,481.96
Town Payroll	PR#2329	6/23/2023	\$159,817.86
	PR#2401	7/07/2023	\$170,969.52
Total			\$527,363.30

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

School Invoices	AP#13	6/21/2023	\$32,531.32
	AP#01	7/12/2023	\$150,772.93
School Payroll	PR#26	6/23/2023	\$228,591.01
	PR#01	7/07/2023	\$62,508.36
Voided Disbursements	V#2311	6/20/2023	\$(95.00)
Total			\$474,308.62

Grand Total			\$1,993,381.13
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X. Adjournment

The next regularly scheduled meeting is at 6:30 p.m., Monday, August 7, 2023 in the Meeting Room, Town Hall, Northeast Harbor

Selectboard Meeting Agenda July 17, 2023

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 BS meeting now has a password.

MINUTES

Town of Mount Desert
Selectboard Minutes
June 20, 2023

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

Town Officials Present: Town Clerk Claire Woolfolk, Town Manager Durlin Lunt, Harbormaster John Lemoine, Public Works Director Brian Henkel, Finance Director Jake Wright, Tax Assessor Kyle Avila, Fire Chief Mike Bender

Members of the public were also present.

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

Chair Macauley called the meeting to order at 6:30PM.

II. Minutes

A. Approval of minutes from June 5, 2023 meeting

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of the June 5, 2023 Minutes as presented.

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

III. Appointments/Recognitions/Resignations

A. Annual Board and Committee Appointments

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of the Annual Board and Committee Appointments as presented.

It was noted that the list only included those appointments that are currently up for renewal.

Motion approved 5-0.

B. Confirm reappointment of Katrina Carter to the Mount Desert Housing Authority Board of Commissioners for a five-year term beginning May 1, 2023

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, reappointment of Katrina Carter to the Mount Desert Housing Authority Board of Commissioners for a five-year term beginning May 1, 2023 as presented.

Motion approved 5-0.

C. Confirm reappointment of Wanda Fernald to the Mount Desert Housing Authority Board of Commissioners for a five-year term beginning May 1, 2023

MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, reappointment of Wanda Fernald to the Mount Desert Housing Authority Board of Commissioners for a five-year term beginning May 1, 2023 as presented.

Motion approved 5-0.

D. Consider appointment of Zachary DaRosa as seasonal employee at the Northeast Harbor Marina – Launch Captain at an hourly rate of \$20 per hour

1 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, appointment of Zachary DaRosa
2 as seasonal employee at the Northeast Harbor Marina – Launch Captain at an hourly rate of \$20
3 per hour as presented.
4 Motion approved 5-0.

5
6 *E. Consider appointment of Zachary Mitchell as Packer Truck Driver for the Waste
7 Management Division of the Public Works Department effective on or before July 17, 2023 at a
8 probationary hourly rate of \$22.72 per hour*

9 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, appointment of Zachary
10 Mitchell as Packer Truck Driver for the Waste Management Division of the Public Works
11 Department effective on or before July 17, 2023 at a probationary hourly rate of \$22.72 per hour
12 as presented.
13 Motion approved 5-0.

14
15 *F. Resignation of John March from the Zoning Board of Appeals, effective June 6, 2023*

16 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, acceptance of resignation of
17 John March from the Zoning Board of Appeals, effective June 6, 2023 as presented and with
18 thanks.
19 Motion approved 5-0.

20
21 *G. Resignation of Gloria Kunje from the Planning Board*

22 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, acceptance of resignation of
23 Gloria Kunje from the Planning Board as presented and with thanks.
24 Motion approved 5-0.

25
26 Ms. Dudman noted that the Planning Board is now short one regular member and two alternate
27 members.

28
29 **IV. Consent Agenda**

30 *A. Resident comment for Trash Pick-up in Hall Quarry*

31 *B. Memorandum from Public Works Director, Brian Henkel, and Wastewater
32 Superintendent, Ed Montague regarding Gilpatrick Cove water quality*

33 *C. Selectboard Meeting Schedule 2023-2024*

34 *D. Town of Mount Desert Holiday Schedule 2023-2024*

35 *E. Chamber of Commerce 2023 Agreement (Term July 1, 2023--June 30, 2024)*

36 *F. Neighborhood House 2023 Agreement (Term July 1, 2023--June 30, 2024)*

37 *G. Ticket Booth Sales 2023 Agreements: Allen Associates, Asticou Charters, Beal & Bunker
38 (Term July 1, 2023--June 30, 2024)*

39 *H. Hancock County Commissioners Special Meeting Minutes from May 16, 2023*

40 *I. MRC Partnership Update for Innovative Resource Recovery (IRR); June 2, 2023*

41 *J. MRC Special Board of Directors meeting; June 9, 2023*

42 *K. MRC Virtual Town Hall meeting invitation – June 21, 2023 at 11am*

43 *L. Penobscot Energy Recovery Company (PERC) Foreclosure memo from MRC; June 5,
44 2023*

45 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, acceptance of the Consent
46 Agenda as presented.

1
2 Mr. Wood pointed out two possible discrepancies in the holiday schedule: June 19th falls on a
3 Wednesday and not a Monday next year. And the October 14th holiday's correct name is
4 Indigenous People's Day.

5
6 Motion approved 5-0.

7
8 **V. Selectboard's Reports**

9 Ms. Dudman reported a request from a Main Street business owner that the Town put a bike rack
10 at the end of Main Street. Bicycles are being left leaning against buildings on that end.

11
12 Ms. Dudman noted the next Selectboard meeting is scheduled for July 3. Since the date is
13 couched between the weekend and the holiday, she suggested postponing or eliminating the
14 meeting date unless something comes up requiring a meeting. Other Board Members echoed the
15 suggestion.

16
17 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, to eliminate the July 3 2023
18 Selectboard Meeting, unless something pressing comes up to necessitate the meeting be held.
19 Motion approved 5-0.

20
21 Mr. Wood reported that there is continued discussion in Somesville regarding short-term rentals.
22 While an ordinance was not ready for Town Meeting, he hoped progress was continuing. He
23 learned recently of a home on Route 102 advertised as able to accommodate up to 15 people. He
24 noted the potential for impact on water and sewer. Other Board Members agreed. Ms. Dudman
25 believed the Ordinance was back in the hands of the LUZO Advisory Committee.

26
27 **VI. Unfinished Business**

28 *A. Marina Landscape Plan discussion*

29 Ms. Dudman summarized that the subject originally came up in response to a comment made
30 about the increasing number of people requesting to place memorial benches, trees, and other
31 items. There is no policy or system in place for the placement of these items. The Town reached
32 out to the Garden Club about ideas for a system for placing such items. What was created was
33 an elaborate plan, exceeding the original idea. The Harbor Committee also has concerns with the
34 plan. While this plan is probably more than is necessary, Ms. Dudman believes a plan for
35 placing memorials is needed. Not all requests are for places in Northeast Harbor; a plan that is
36 Town-wide would be wise. Other Board Members agreed.

37
38 Public Works Director Henkel reported he was working on the issue and would soon have
39 information to present to the Selectboard. He believed the system for placing memorials Town-
40 wide could be standardized, but likely would not be exactly the same in all places. Such a policy
41 might require Town Meeting approval. Town Manager Lunt praised Director Henkel's recent
42 efforts in placing a memorial bench at Pond's End.

43
44 Harbor Committee Member Rick Savage stated the committee has extensively reviewed the
45 plans presented. The Harbor Committee has rejected the entire plan, and they are unanimously
46 against the plans as currently presented.

1
2 Harbormaster Lemoine recalled the Garden Club created the plantings along both the front and
3 back of the building and included brick work. Irrigation was donated for that project. The
4 current plan as presented is not a continuation of that work.

5
6 Mr. Savage recommended that requests for placing memorials be taken up on a case-by-case
7 basis. He did not feel a plan as elaborate as that presented was a good idea.

8
9 Ms. Dudman noted the Town has been handling such requests on a case-by-case basis, and there
10 have been cases when requests were not a good fit for the Town. Mr. Wood suggested a menu of
11 approved options for specific memorial types.

12
13 Harbor Committee member Storey Litchfield suggested memorial donations for items the Town
14 needs, like fire safety equipment.

15
16 Other points were discussed, including how plantings would affect the view of those living near
17 the marina, the cost of the maintenance of the plantings, other issues the Harbor Committee
18 addresses, Cranberry Isles parking area, tree placement near the picnic tables and near the tennis
19 courts.

20
21 MOTION: Mr. Mooers moved to question the discussion of the marina beautification plan. Ms.
22 Littlefield seconded.

23 Motion approved 5-0.

24
25 **VII. New Business**

26 *A. Consider a \$10.00 processing fee for the recording of Family and Private Burial*
27 *Grounds*

28 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of a \$10.00 processing
29 fee for the recording of Family and Private Burial Grounds as presented.

30 Motion approved 5-0.

31
32 *B. Consider the policy of limiting Public Notary acts to town business*

33 MOTION: Mr. Wood moved, with Mr. Mooers seconding, approval of a policy of limiting
34 Public Notary acts to town business as presented.

35
36 It was noted that the Town does not charge for notary services that are not Town business. Clerk
37 Woolfolk noted there are over 120 notaries on the island. Additionally, residents needing a
38 notary can go to the bank or contact a mobile public notary. A list of commissioned notaries is
39 available on the Secretary of State's website.

40
41 Resident Katrina Carter suggested instead of limiting notary acts to Town business, limiting
42 notary acts to taxpayers. There are taxpayers that may not have a local bank account that require
43 notary services. She felt the tax base should be served.

44
45 Mr. Wood suggested supplying the list of notaries to those looking for the service. A list of
46 notaries is available on the State website by zip code.

1
2 Ms. Littlefield voiced concern about the kind of notarizing that might be requested. Was there a
3 chance for fraud? Clerk Woolfolk shared the concern. Town employees are not experts in
4 verifying the documentation presented. The Town risks liability any time they notarize outside
5 of Town business.

6
7 Mr. Wood believed another aspect of the problem was the number of people coming into the
8 Town offices and taking employees' time away from their jobs. That alone seemed reason
9 enough to limit such acts. Discussion ensued regarding whether taxpayers should expect
10 services from Town employees that fall outside municipal duties. It was noted that notaries can
11 charge for their services. It would be hard to create a fee structure because of the wide variety of
12 notary services that can be requested. Clerk Woolfolk reported over 100 notarizations that are
13 not Town-related business occur over the year. Town employees are not always familiar with
14 the variety of notary tasks requested of them. Notary services are different from other services
15 the Town provides, like licensing a dog, or registering someone to vote, in that the Town staff
16 are trained and familiar with their regular municipal duties, but less so in the many notarial
17 services that can be requested.

18
19 Ms. Dudman felt it was a nice service to provide to residents, but she could understand the
20 concerns of someone notarizing paperwork they are unfamiliar with. She wondered if employees
21 could simply turn down those notary jobs they did not feel comfortable with. Clerk Woolfolk
22 felt it unfair to pick and choose the jobs they were willing to do. She would be happy to direct
23 someone needing notary services to the directory or print the list for them. Ms. Carter felt
24 summer residents could be frustrated if they are unable to find a notary available when they
25 require notarization.

26
27 Motion approved 4-1 (Dudman opposed).

28
29 Ms. Littlefield hoped that something would be made available to those requesting notary services
30 guiding them to the appropriate website.

31
32 *C. Consider transfer from reserve portfolio to general operating account in the amount of*
33 *the audited interfund liability amount of \$500,142.43 for the fiscal year ended June 30, 2022*
34 MOTION: Mr. Mooers moved, with Mr. Wood seconding, transfer from reserve portfolio to
35 general operating account in the amount of the audited interfund liability amount of \$500,142.43
36 for the fiscal year ended June 30, 2022 as presented.

37 Motion approved 5-0.

38
39 *D. Review bids received for a General Obligation Bond to finance projects approved at the*
40 *2023 Annual Town Meeting consistent with the requirements identified in articles 38 through 43*
41 *and associated disclosures in a total principal amount of \$2,550,000*

42 Finance Director Wright reported nothing has changed with regard to the bond rates since
43 presented at last meeting. The Town did not expand the solicitation to include BANS after
44 receiving the informal rates. Director Wright's recommendation was to go with Bar Harbor Bank
45 and Trust's proposal. The cost savings with the BANS right now are not worth the risk of rates
46 continuing to go up. It would also increase bond counsel expense due to the need to refinance at

1 the end of the BAN term. Some of the projects would be in various stages of completeness,
2 complicating the issue.

3
4 No action is required.

5
6 *E. Approve resolutions authorizing the issuance of a General Obligation Bond of the Town*
7 *in a principal amount not to exceed \$2,550,000 at a fixed interest rate of 5.48% for a term of 20*
8 *years to Bar Harbor Bank & Trust*

9 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, approval of resolutions
10 authorizing the issuance of a General Obligation Bond of the Town in a principal amount not to
11 exceed \$2,550,000 at a fixed interest rate of 5.48% for a term of 20 years to Bar Harbor Bank &
12 Trust as presented.

13 Motion approved 4-0-1 (Dudman in Abstention).

14
15 *F. Authorize execution of the bond document(s) for the \$2,550,000 General Obligation*
16 *Bond with Bar Harbor Bank & Trust effective on or about June 27, 2023*

17 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, authorizing execution of the bond
18 document(s) for the \$2,550,000 General Obligation Bond with Bar Harbor Bank & Trust
19 effective on or about June 27, 2023 as presented.

20 Motion approved 4-0-1 (Dudman in Abstention).

21
22 *G. Consideration of waiving the rental fee for use of the Seal Harbor fire station community*
23 *room by Friends of Acadia on the date of June 29, 2023*

24 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, waiving the rental fee for use of
25 the Seal Harbor fire station community room by Friends of Acadia on the date of June 29, 2023
26 as presented.

27 Motion approved 5-0.

28
29 *H. Consider amending the September 19, 2022 authorization to purchase a new Ferrara*
30 *Ignitor fire truck from Ferrara Fire Apparatus at \$913,450.00 to authorization to purchase a*
31 *new Ferrara Inferno fire truck from Ferrara Fire Apparatus at \$969,044.00, using funds from*
32 *the Fire Equipment Reserve account number 4040300-24471 with a current unencumbered*
33 *balance of approximately \$481,222.90 (original 9/19/22 authorization currently encumbered)*
34 *for the additional \$55,944.00*

35 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, amending the September 19, 2022
36 authorization to purchase a new Ferrara Ignitor fire truck from Ferrara Fire Apparatus at
37 \$913,450.00 to authorizing purchase of a new Ferrara Inferno fire truck from Ferrara Fire
38 Apparatus at \$969,044.00, using funds from the Fire Equipment Reserve account number
39 4040300-24471 with a current unencumbered balance of approximately \$481,222.90 (original
40 9/19/22 authorization currently encumbered) for the additional \$55,944.00 as presented.

41
42 Fire Chief Bender explained the brand of truck ordered a year ago was being phased out in the
43 near future. The engine was oversold, and the company did not believe they would have the
44 engine available when the Town's order came up on their waitlist. The choice was to pay more
45 for a new engine which replaces the one ordered by the Town, or the Town can wait to see if
46 they can get the original engine ordered. The concern is that the Town will wait for the time

1 their engine begins construction only to learn then that the engine is not available. The truck has
 2 already taken two years longer than originally expected, and Chief Bender does not want to
 3 extend that time if possible. The cost increase is due to it being a larger engine. This results in
 4 having to replace a number of parts.

5
 6 Motion approved 5-0.

7
 8 **VIII. Other Business**

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

10 No Other Business was presented.

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

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

Town Invoices	AP#2381	6/21/2023	241,556.16
	AP#2401	7/1/2023	\$1,207,062.17
Total			\$1,448,618.33

14 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval and signature of
 15 Treasurer's Warrant as shown above.

16 Motion approved 5-0.

17
 18 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as shown
 19 below:*

State Fees & PR Benefits	AP#2379	6/7/2023	\$52,701.41
	AP#2380	6/14/2023	\$7,121.91
Town Payroll	PR#2328	6/9/2023	\$150,017.90
Total			\$209,841.22

20 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of signed Treasurer's
 21 Payroll, State Fees, & PR Benefit Warrants as shown above.

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

23
 24 *C. Acknowledge Treasurer's Town Voided Disbursements & School Board AP/Payroll
 25 Warrants as shown below:*

School Invoices			\$0
School Payroll	PR#25	6/9/2023	\$121,701.19
Voided Disbursements			\$0
Total			\$121,701.19

26 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acknowledgement of Treasurer's
 27 Town Voided Disbursements & School Board AP/Payroll Warrants as shown above.

28 Motion approved 5-0.

29

Grand Total			\$1,780,160.74
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30
 31 **X. Adjournment**
 32

- 1 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, to adjourn.
- 2
- 3 Motion approved 5-0.
- 4
- 5
- 6 The Meeting adjourned at 7:29PM.

APPOINTMENTS

RECOGNITIONS

RESIGNATIONS



Memorandum

To: Board of Selectmen
From: Brian Henkel, Public Works Director
Re: Appointments of Logan Blanchette and Nick Jacobs as seasonal workers in the Public Works Department
Date: July 13, 2023

Logan Blanchette and Nick Jacobs are currently seasonal, part-time employees working at the Marina. The Highway Department approached them regarding additional hours of work available within Public Works as a way to supplement their part-time hours. Public Works has been unable to attract a qualified candidate for an open Seasonal Public Works Helper position. Matching the need for a seasonal employee in Public Works with providing some additional work hours for existing employees seemed like a creative way to partially resolve the needs in Public Works.

Public Works recommends the appointment of Logan Blanchette and Nick Jacobs as part-time Seasonal Public Works Helper at \$22.00 per hour.

Cc: Durlin Lunt, Town Manager
Claire Wolfolk, Town Clerk

Town Clerk

From: Durlin Lunt
Sent: Thursday, June 22, 2023 4:26 PM
To: Town Clerk
Subject: FW:

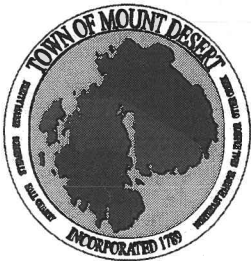
From: Edward Ganz <edward.ganz@gmail.com>
Sent: Tuesday, June 20, 2023 2:22 PM
To: Durlin Lunt <manager@mtdesert.org>
Subject:

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.

Dear Durlin-

It was very good to talk with you today. As we discussed, I'm sorry to say that my continuing travel and teaching responsibilities will continue to prevent me from meaningful participation in the Broadband Committee. As a result, I think it best to resign at this point in order to make the space available to one who would be able to be an active member. I much appreciate your offer for me to re-apply in the future. I hope your (almost) summer is off to a fine start and that all is well with you.

With best wishes,
Ed



Town of Mount Desert

Claire Woolfolk, Town Clerk
21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248
Telephone 207-276-5531 Fax 207-276-3232
E-mail Address townclerk@mtdesert.org
Web Address www.mtdesert.org

JUL 0 3 2023

May 15, 2023

Marsha Planting
PO Box 507
Northeast Harbor, ME 04662

*Marsha will no longer be
able to serve on this comm. ltr.
Thank you. S.T. P.F.*

Dear Marsha,

It's the time of year when we renew expiring appointments on our boards and committees. Your term(s) for the following board/committee(s) expires on June 30th.

Village Center Planning Committee (Main St., NEH)

If you wish to continue to serve, you don't need to contact me; I will automatically submit your name for re-appointment with the Board of Selectmen on the June 20th agenda. However, if you do **NOT** want to continue serving on the board/committee(s), please let me know.

Additionally, we are in the process of verifying our contact information for Boards and Committees. Phone numbers, mailing addresses, and emails frequently change, and people often forget to let us know.

Mailing Address

Work Phone:

Home Phone:

Cell Phone:

Email:

Please check the information above and make any corrections necessary below. I have enclosed a self-addressed envelope for your convenience to return the updates. If no change is needed, then you are good to go and don't need to contact me.

Please add/correct:

Mailing Address

Work Phone:

Home Phone:

Cell Phone:

Email:

CONSENT AGENDA



Town of Mount Desert

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

Telephone 207-276-5744 Fax 207-276-5142

www.mtdesert.org highway@mtdesert.org

Otter Creek, Seal Harbor, Northeast Harbor, Somesville,
Hall Quarry and Pretty Marsh

MEMO

To: Brian Henkel, Public Works Director
From: Benjamin Jacobs, Highway Superintendent
Re: May & June Monthly Report
Date: July 05, 2023

Highway Crew

- Swept sidewalks and roads.
- Completed our Bureau of Labor Standards inspections on, for example, fire extinguishers, secondary containment structures and eyewash stations.
- Attended a trench and excavation course.
- Ditched a section of Oak Hill Road.
- Painted crosswalks, parking lines, center lines and stop lines.
- Cold patched potholes.
- Cleaned the highway garage and bus garage.
- Repaired the steps that lead from the Gray Cow parking lot to the town office parking lot.
- Repaired a wash out at the Northeast Harbor Marina.
- Replaced, straightened, and erected various signs.
- Hauled street sweepings to our dumpsite on Route 198.
- Repaired cedar rails on Seal Harbor Hill.
- Performed routine maintenance on trucks and equipment.

- Buildings & Grounds and Parks & Cemeteries
 - Members of the highway department continue to fill in for our full-time building and grounds employee while he is out on medical leave.
 - Continued setting up for meetings, cleaning bathrooms in the town office, vacuuming and assisting the admin staff with projects as needed e.g., assembling shelving, hanging pictures, repairing toilets, and painting.
 - Opened the restrooms at the Seal Harbor pier and the facilities at the yachtsman building in Northeast Harbor.
 - Started and continued mowing and weed whacking.

Solid Waste

- The crew continues to do a respectable job keeping the areas around the highway garage dumpsters clean and neat as possible.



Town of Mount Desert

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

Telephone 207-276-5744 Fax 207-276-5142

www.mtdesert.org highway@mtdesert.org

Otter Creek, Seal Harbor, Northeast Harbor, Somesville,
Hall Quarry and Pretty Marsh

- Continued picking up trash on their daily scheduled routes.
- Switched to our summer schedule June 12th, 2023, and started collecting trash twice a week.
- The department is still in search of a part seasonal helper to assist in picking up trash on their daily routes. For now, a member of the highway department assisting the refuse department.

Cc. Claire Woolfolk, Town Clerk
Durlin Lunt, Town Manager

Change in Market Value and Average Net Capital Gains Percentage - FY23 - Unaudited

Row Labels	Sum of Change in MV	Sum of Net Capital Gains
GF Investments / GF Reserve Investments / Marina Reserve Investments	301,242.28	3.80%
Trust Funds (Quarterly Statements)	(1,070.28)	-4.38%
Grand Total	300,172.00	-0.58%

Net Interest Earnings and Average Net Interest Rate Percentage - FY23 - Unaudited

Row Labels	Sum of Monthly Net Interest Earned	Average of Stated / Calculated Interest Rat, annualized
ARPA Funds	-	0.00%
Capital Projects Bond Proceeds	17,712.38	0.43%
DEP Project	-	0.00%
Elementary School	115.27	0.45%
General Fund (Operating)	147,608.68	2.38%
GF Investments / GF Reserve Investments / Marina Reserve Investments	211,307.19	2.31%
Money Market	81,528.57	2.62%
Payment Processing (Marina CC)	2,286.98	0.45%
Trust Funds (Quarterly Statements)	769.14	3.24%
Grand Total	461,328.21	1.17%



FOR 2023 13

ACCOUNTS FOR: 100	General Fund	REVISSED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
000 Undefined							
<u>100 40409</u>	Interest Income-GF Accounts	-231,529.48	0.00	0.00	0.00	206,529.48	926.1%
<u>100 40410</u>	Investment Earnings	-46,297.69	0.00	0.00	0.00	16,297.69	154.3%
TOTAL Undefined		-277,827.17	0.00	0.00	0.00	222,827.17	505.1%
TOTAL General Fund		-55,000.00	0.00	0.00	0.00	222,827.17	505.1%
TOTAL REVENUES		-55,000.00	0.00	0.00	0.00	222,827.17	

Town of Mount Desert
YEAR-TO-DATE BUDGET REPORT

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FOR 2023 13

ACCOUNTS FOR: 300 Capital Projects
ORIGINAL APPROP REVISED BUDGET

		YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
000 Undefined						
<u>300_40409</u>	Interest Income - CPF	-17,712.38	0.00	0.00	17,712.38	100.0%
	0.00					
TOTAL Undefined	0.00	-17,712.38	0.00	0.00	17,712.38	100.0%
TOTAL Capital Projects	0.00	-17,712.38	0.00	0.00	17,712.38	100.0%
TOTAL REVENUES	0.00	-17,712.38	0.00	0.00	17,712.38	



P 4
glytdbud

Town of Mount Desert
YEAR-TO-DATE BUDGET REPORT

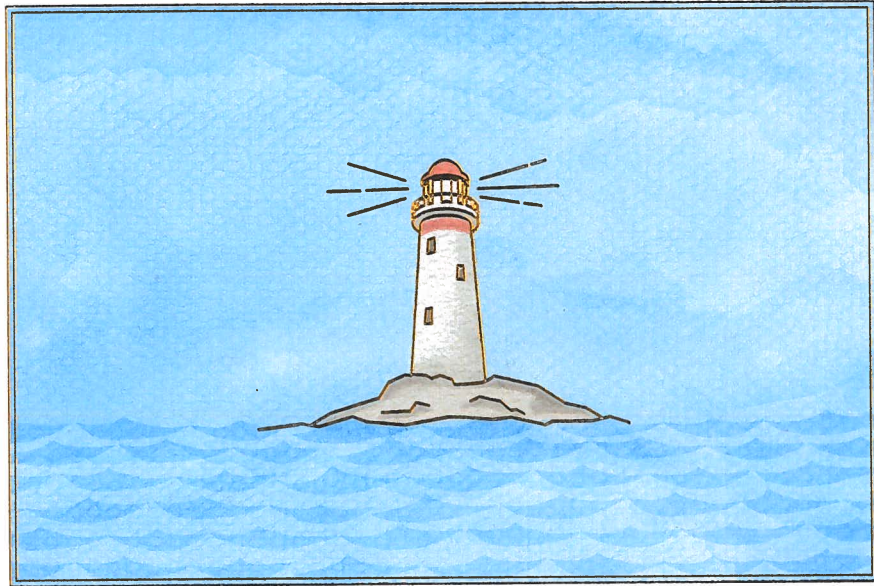
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FOR 2023 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
-55,000.00	-55,000.00	-295,539.55	0.00	0.00	240,539.55	537.3%

GRAND TOTAL

** END OF REPORT - Generated by Jacob Wright **



JAKE WRIGHT,

I AM SO GRATEFUL TO BE A
RECIPIENT OF THE FRANK STANLEY
AWARD. THANK YOU SO MUCH FOR YOUR
SUPPORT!

Florian E. Smith



TOWN OF MOUNT DESERT

Assessing Office

P.O. BOX 248 21 SEA STREET
NORTHEAST HARBOR, MAINE 04662
207-276-5531 FAX 207-276-3232
www.mtdesert.org

DATE: July 14, 2023
TO: Town Manager & Board of Selectmen
FROM: Kyle Avila, Assessor
RE: State Valuation

PRELIMINARY 2024 STATE VALUATION & INTERIM REVALUATION ADJUSTMENTS

Please see the attached report from Maine Revenue Services regarding the proposed 2024 State Valuation. The proposed State valuation is derived from the Town's total taxable property value, which is then adjusted/equalized to 100%. The amount of adjustment to our total taxable property value is based on the ratio of assessed value to market value found in the sales analysis. The attached report contains 3 separate property-type sales analyses; all sales COMBINED, RESIDENTIAL, and WATERFRONT. Assessed values in Mount Desert averaged around 85% of the sale prices in the COMBINED SALES analysis (pages 4-5 of the report). This ratio represents qualified sales occurring in the last half of 2021 and first half of 2022. The 2024 State valuation for Mount Desert is proposed to be \$2,780,250,000. This valuation is up 9.82% from last year's State Valuation of \$2,507,250,000 and reflects the rapidly appreciating real estate market. The proposed 2024 State valuation will be used in the calculation of Mount Desert's portion of County appropriations, school subsidies, and State Revenue sharing to be distributed in 2024. The State's report finds Mount Desert Assessment records in good standing and we have met all State statutory requirements.

The takeaway from this report is that the 2022 revaluation buoyed assessments, but didn't quite meet the increasing rate of appreciation of the real estate market. Ideally, assessments should be in the 90-95% ratio. Most recent sales (last half of 2022/first half of 2023) indicate the real estate market continued with rapid appreciation, so much so that adjustments will need to be made in 2024. The goal is to keep assessments more in line with market value to improve our certified ratio, and to improve our quality rating (measure of variation). State law mandates a certified ratio above 70%, and a Q.R. under 20. We scored a Q.R. of 18 in the attached report. A plan for a 2024 interim revaluation will be forthcoming.

Respectfully submitted,

Kyle Avila, Assessor



JANET T. MILLS
GOVERNOR

STATE OF MAINE
MAINE REVENUE SERVICES
P.O. BOX 9106
AUGUSTA, MAINE
04332-9106

ADMINISTRATIVE & FINANCIAL SERVICES

KIRSTEN LC FIGUEROA
COMMISSIONER

MAINE REVENUE SERVICES

JEROME D. GERARD
EXECUTIVE DIRECTOR

June 2023

Municipal Assessors and Chairman of the Board of Selectpersons:

RE: Preliminary 2024 State Valuation-Amended

Dear Municipal Official(s):

Enclosed you will find a copy of the **preliminary** 2024 State Valuation report for your municipality as prepared by a field representative of the Property Tax Division. This valuation represents the full equalized value of all **taxable** property in the municipality as of **April 1, 2022**. Please note that these figures are preliminary and are being forwarded to you at this time in order to provide for your review and allow time for any contribution of additional comments and/or pertinent data.

The State Valuation is compiled by determining, through field work and meetings with local officials, the approximate ratio of full value on which local assessments are made, and by then adjusting the local assessed values in accordance with the Rules of Procedure Used to Develop State Valuation (08-125 Chapter 201). State Valuation is a mass appraisal estimate of the 100% market value of all taxable property of a municipality and is established annually by the State Tax Assessor. The enclosed report is comprised of five (5) parts: the Sales Ratio Analysis; BETE audit; State Valuation Analysis (PTF303.4); Report of Assessment Review, a three (3) year comparison (PTF303); and Report of Assessment Review, informational review (PTF303.2).

If after reviewing this report you find any errors or inconsistencies, need clarification or simply wish to discuss the report, please call the Property Tax Division at 624-5600 or fax your concerns to us at 287-6396. Alternatively, you may contact your area field representative from Maine Revenue Service, Property Tax Division directly for the purpose of discussing any additional information pertinent to the preliminary State Valuation.

The Proposed 2024 State Valuation Notice will be sent by certified mail on or before September 30, 2023.

Property Tax Division
REPORT OF ASSESSMENT REVIEW



Municipality	Mount Desert		County	Hancock (c)
	2022	2023	2024	
1. State Valuation	2,324,950,000	2,507,250,000	2,780,250,000	
2. Amount of Change	150,850,000	182,300,000	273,000,000	
3. Percent of Change	6.94%	7.84%	10.89%	
4. Eff. Full Value Rate (line 6d/1)	0.00717	0.00691	0.00684	
5. Local mil Rate 20-21-22	0.00798	0.00825	0.00804	
6a. Commitment 2020-21-22	16,588,745	17,249,138	18,921,614	
6b. Homestead Reimbursement	77,226	78,973	80,261	
6c. BETE Reimbursement	3,237	2,495	2,435	
6d. Total (6a, 6b & 6c)	16,669,209	17,330,606	19,004,310	
6e. % change from prior year (6d.)	0.83%	3.97%	9.66%	
	2021	2022		
A. Municipal Valuation	2,090,804,620	2,353,434,611		
Net Supplements / Abatements	(5,200)	(3,168,300)	Amount of Change	Percent of Change
<i>Homestead (Exempt Valuation)</i>	9,572,500	9,982,750		
<i>BETE (Exempt Valuation)</i>	302,450	302,800		
Adjusted Municipal Valuation	2,100,674,370	2,360,551,861	259,877,491	12.37%
B. Sales Information				
Sales Period Used	07/20 - 06/21	07/21 - 06/22		
State Valuation	2023	2024	Combined Sales Ratio	85%
# of Sales	52	84		
# of Appraisals				
Residential Study			Percent of Change	
Weighted Average	84%	83%		
Average Ratio	83%	86%	3.61%	
Assessment Rating	11	17		
Waterfront Study				
Weighted Average		72%		
Average Ratio		82%		
Assessment Rating		20		
Condominium Study				
Weighted Average				
Average Ratio				
Assessment Rating				
Certified Ratio	100%	100%		

STATE VALUATION ANALYSIS

Municipality	Mount Desert			County	Hancock (c)
Municipal Valuation - 2022	100%	Declared Certified Ratio			2024 State Valuation
LAND			Ratio	Source	
Electrical Utilities (Trans & Dist)		9,388,100	100%	Declaration Value	9,388,100
Classified Tree Growth	265	ac 34,550	100%	State Rates	34,551
Classified Farm Land	35	ac 15,030	100%	Cert Ratio	15,030
Classified Farm Woodland	79	ac 11,590	100%	State Rates	11,585
Classified Open Space	1,822	ac 8,916,900	100%	Cert Ratio	8,916,900
Classified Working Waterfront					
Commercial Lots		36,676,300	100%	Cert Ratio	36,676,300
Industrial Lots		1,072,400	100%	Cert Ratio	1,072,400
Residential Lots		531,577,441	86%	Residential Study	618,113,303
Waterfront & Water Influenced Lots		631,646,200	82%	Water Study	770,300,244
Condominium Lots					
Working Forest Roads		ac			
Waste Acres		ac			
# Undeveloped Acres	1,829	ac 11,663,500	6378/ Mun Avg	2095/ac SR	3,831,150
		1,231,002,011		TOTAL LAND	1,448,359,564
BUILDINGS					
	# accts				
Commercial	115	35,224,200	100%	Cert Ratio	35,224,200
Industrial	1	1,025,100	100%	Cert Ratio	1,025,100
Residential		620,319,900	86%	Residential Study	721,302,209
Waterfront & Water Influenced	480	456,809,300	82%	Water Study	557,084,512
Condominiums					
		1,113,378,500		TOTAL BUILDINGS	1,314,636,021
PERSONAL PROPERTY					
	# accts				
Commercial		8,201,900	100%	Personal Property Ratio	8,201,900
Industrial		18,700	100%	Personal Property Ratio	18,700
Spectrum Northeast		833,500	100%	Personal Property Ratio	833,500
		9,054,100		TOTAL PERSONAL	9,054,100
TOTALS		2,353,434,611			2,772,049,685
Adjustments (Net Abates/Supp)		(3,168,300)	85%	Combined Study	(3,727,412)
Adjustments (Comm., Ind. & Pers.)					
Homestead (Exempt Valuation)		9,982,750	86%	Residential Study	11,607,849
BETE (Exempt Valuation)		302,800	100%	Personal Property Ratio	302,800
ADJUSTED TOTAL		2,360,551,861			2,780,232,922
TIF ADJUSTMENTS		<i>TIF Development Program Fund</i>			
NET w/ ADJUSTMENTS & TIF					2,780,232,922
STATE VALUATION					2,780,250,000

STATE OF MAINE Sales Ratio Analysis - 2024 State Valuation

Municipality:

Mount Desert

County:

Hancock (c)

2 Year - COMBINED STUDY

Weighted Avg. =	77%	=	79,052,700	/	102,493,200
Average Ratio =	85%	=	49.55	/	58
Avg. Deviation =	15	=	1238	/	84
Quality Rating =	18	=	15	/	85%

Item No.	Class	Date of Sale		Book	Page	Map	Lot	Name	Average Selling Price =		Ratio	Dev.
		Month	Year						\$1,220,157	2022		
									Selling Price	Assessed Value		
1	W	3	2022	7195	771	21	38		5,000,000	1,797,200	0.36	49
2	U	6	2022	7211	110	30	19		830,000	352,400	0.42	43
3	W	9	2022	7233	833	3	35		10,600,000	4,933,300	0.47	38
4	R	6	2022	7214	221	33	53		770,000	384,100	0.50	35
5	R	6	2022	7215	828	12	13.08		1,350,000	705,000	0.52	33
6	W	9	2022	7231	224	25	28.02		2,150,000	1,184,700	0.55	30
7	R	8	2022	7227	487	33	56		404,000	222,100	0.55	30
8	R	11	2022	7242	431	9	92		870,000	487,500	0.56	29
9	W	10	2021	7163	201	8	11		4,000,000	2,329,400	0.58	27
10	U	10	2022	7234	854	25	55		900,000	519,800	0.58	27
11	U	8	2022	7228	339	31	26		650,000	384,200	0.59	26
12	U	10	2022	7236	145	20	16.01		1,400,000	863,400	0.62	23
13	R	10	2022	7237	507	7	17		325,000	205,400	0.63	22
14	U	9	2022	7231	25	21	29.06		335,000	213,800	0.64	21
15	R	10	2022	7236	836	8	18.01		375,000	245,200	0.65	20
16	R	6	2022	7212	233	20	9		550,000	363,400	0.66	19
17	U	8	2022	7224	429	26	16		1,300,000	875,900	0.67	18
18	R	7	2022	7222	618	7	74.01		795,000	540,300	0.68	17
19	U	7	2022	7217	578	31	25.02		1,405,000	973,700	0.69	16
20	R	11	2021	7166	818	18	2.01		1,118,700	788,400	0.70	15
21	U	10	2022	7236	414	25	70		550,000	386,200	0.70	15
22	U	12	2021	7179	603	25	74		430,000	305,700	0.71	14
23	W	1	2022	7183	877	3	49&55		6,096,500	4,538,300	0.74	11
24	U	2	2022	7191	812	25	37		795,000	590,400	0.74	11
25	R	12	2022	7248	803	9	106		421,000	320,700	0.76	9
26	U	1	2022	7182	466	25	73		422,500	326,600	0.77	8
27	U	9	2021	7159	54	25	108		439,000	339,400	0.77	8
28	W	1	2022	7180	629	9	113		960,000	761,400	0.79	6
29	R	10	2022	7239	504	10	123.03		900,000	706,600	0.79	6
30	W	6	2021	7127	955	11	74		1,450,000	1,147,400	0.79	6
31	U	8	2021	7146	270	27	26		625,000	494,500	0.79	6
32	R	7	2021	7141	618	8	17		259,000	206,000	0.80	5
33	U	4	2022	7202	11	25	37.01		855,000	684,400	0.80	5
34	U	2	2022	7187	829	5	33.02		611,500	492,500	0.81	4
35	U	9	2021	7150	948	24	65		540,000	437,200	0.81	4
36	U	9	2021	7152	754	26	12		1,650,000	1,355,100	0.82	3
37	R	8	2021	7149	319	10	44		583,000	485,800	0.83	2
38	R	5	2022	7208	435	20	2		520,000	431,300	0.83	2
39	U	6	2021	7126	182	25	35		725,000	612,400	0.84	1
40	W	9	2021	7155	324	3	9		3,650,000	3,105,300	0.85	
41	U	10	2021	7161	872	25	61		371,500	317,200	0.85	
42	U	8	2022	7225	25	31	42		990,000	843,100	0.85	
43	R	5	2021	7119	931	12	31.02		1,200,000	1,027,500	0.86	1
44	R	12	2021	7178	525	21	10.01		850,000	727,700	0.86	1
45	R	2	2022	7187	701	11	93		1,150,000	1,012,700	0.88	3
46	W	1	2022	7180	30	9	42		1,710,000	1,556,400	0.91	6
47	W	10	2021	7158	837	3	41		5,900,000	5,436,300	0.92	7
48	W	9	2021	7151	531	9	47		1,000,000	919,200	0.92	7

49	R	10	2022	7240	845	19	4		378,000	347,300	0.92	7
50	U	10	2021	7160	330	21	15		650,000	600,900	0.92	7
51	W	9	2021	7151	353	22	12		5,919,000	5,431,900	0.92	7
52	R	12	2022	7247	593	5	9.01		1,740,000	1,609,800	0.93	8
53	R	10	2021	7164	505	10	109		420,000	390,100	0.93	8
54	R	12	2021	7179	574	10	77		810,000	757,800	0.94	9
55	U	12	2021	7177	990	20	15		550,000	516,200	0.94	9
56	U	5	2021	7123	323	24	111		489,000	458,100	0.94	9
57	R	8	2022	7227	458	4	16.01&.02		325,000	308,400	0.95	10
58	W	5	2021	7119	34	7	83		1,900,000	1,797,900	0.95	10
59	U	4	2022	7198	373	12	23.01		895,000	854,200	0.95	10
60	R	10	2021	7161	571	7	45.03		290,000	279,800	0.96	11
61	W	10	2021	7161	930	8	134-04		1,850,000	1,775,400	0.96	11
62	R	7	2021	7141	799	10	4.01		749,000	718,900	0.96	11
63	R	6	2021	7128	218	10	193-14		845,000	814,300	0.96	11
64	R	2	2021	7098	263	21	41.01		468,000	451,600	0.96	11
65	R	12	2021	7174	114	10	186		439,000	427,400	0.97	12
66	R	10	2021	7162	24	10	122-01		1,400,000	1,358,200	0.97	12
67	W	7	2021	7139	370	8	152		1,775,000	1,761,500	0.99	14
68	W	5	2021	7124	380	17	10		775,000	778,400	1.00	15
69	R	2	2022	7189	1	8	17-01		309,000	311,900	1.01	16
70	R	1	2022	7183	743	10	123.01		565,000	569,600	1.01	16
71	U	6	2021	7125	270	25	120		550,000	565,400	1.03	18
72	U	2	2021	7096	901	24	60		1,025,000	1,066,800	1.04	19
73	R	6	2021	7125	181	7	38		630,000	661,800	1.05	20
74	R	9	2021	7159	470	11	111		375,000	393,900	1.05	20
75	R	1	2022	7183	262	19	40.05		810,000	853,700	1.05	20
76	R	3	2021	7108	304	21	23		690,000	724,800	1.05	20
77	R	7	2021	7137	775	10	22		309,000	326,100	1.06	21
78	R	9	2021	7154	891	19	21		380,000	403,300	1.06	21
79	R	12	2021	7179	507	25	71		195,000	209,400	1.07	22
80	R	5	2021	7119	247	12	8.01		375,000	412,100	1.10	25
81	R	3	2021	7110	54	19	14.01		790,000	880,600	1.11	26
82	R	3	2021	7108	769	9	120.07		802,500	898,300	1.12	27
83	R	4	2021	7112	156	10	193.09		739,000	837,900	1.13	28
84	U	9	2022	7229	423	25	39		500,000	562,500	1.13	28

STATE OF MAINE Sales Ratio Analysis - 2024 State Valuation

Municipality:

Mount Desert

County:

Hancock (c)

2 Year - Residential Study

Weighted Avg. =	83%	=	39,798,700	/	47,757,700
Average Ratio =	86%	=	41.31	/	48
Avg. Deviation =	15	=	994	/	68
Quality Rating =	17	=	15	/	86%

							Average Selling Price = \$702,319		2022			
Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.	
1	U	6 2022	7211	110	30	19		830,000	352,400	0.42	44	
2	R	6 2022	7214	221	33	53		770,000	384,100	0.50	36	
3	R	6 2022	7215	828	12	13.08		1,350,000	705,000	0.52	34	
4	R	8 2022	7227	487	33	56		404,000	222,100	0.55	31	
5	R	11 2022	7242	431	9	92		870,000	487,500	0.56	30	
6	U	10 2022	7234	854	25	55		900,000	519,800	0.58	28	
7	U	8 2022	7228	339	31	26		650,000	384,200	0.59	27	
8	U	10 2022	7236	145	20	16.01		1,400,000	863,400	0.62	24	
9	R	10 2022	7237	507	7	17		325,000	205,400	0.63	23	
10	U	9 2022	7231	25	21	29.06		335,000	213,800	0.64	22	
11	R	10 2022	7236	836	8	18.01		375,000	245,200	0.65	21	
12	R	6 2022	7212	233	20	9		550,000	363,400	0.66	20	
13	U	8 2022	7224	429	26	16		1,300,000	875,900	0.67	19	
14	R	7 2022	7222	618	7	74.01		795,000	540,300	0.68	18	
15	U	7 2022	7217	578	31	25.02		1,405,000	973,700	0.69	17	
16	R	11 2021	7166	818	18	2.01		1,118,700	788,400	0.70	16	
17	U	10 2022	7236	414	25	70		550,000	386,200	0.70	16	
18	U	12 2021	7179	603	25	74		430,000	305,700	0.71	15	
19	U	2 2022	7191	812	25	37		795,000	590,400	0.74	12	
20	R	12 2022	7248	803	9	106		421,000	320,700	0.76	10	
21	U	1 2022	7182	466	25	73		422,500	326,600	0.77	9	
22	U	9 2021	7159	54	25	108		439,000	339,400	0.77	9	
23	R	10 2022	7239	504	10	123.03		900,000	706,600	0.79	7	
24	U	8 2021	7146	270	27	26		625,000	494,500	0.79	7	
25	R	7 2021	7141	618	8	17		259,000	206,000	0.80	6	
26	U	4 2022	7202	11	25	37.01		855,000	684,400	0.80	6	
27	U	2 2022	7187	829	5	33.02		611,500	492,500	0.81	5	
28	U	9 2021	7150	948	24	65		540,000	437,200	0.81	5	
29	U	9 2021	7152	754	26	12		1,650,000	1,355,100	0.82	4	
30	R	8 2021	7149	319	10	44		583,000	485,800	0.83	3	
31	R	5 2022	7208	435	20	2		520,000	431,300	0.83	3	
32	U	6 2021	7126	182	25	35		725,000	612,400	0.84	2	
33	U	10 2021	7161	872	25	61		371,500	317,200	0.85	1	
34	U	8 2022	7225	25	31	42		990,000	843,100	0.85	1	
35	R	5 2021	7119	931	12	31.02		1,200,000	1,027,500	0.86		
36	R	12 2021	7178	525	21	10.01		850,000	727,700	0.86		
37	R	2 2022	7187	701	11	93		1,150,000	1,012,700	0.88	2	
38	R	10 2022	7240	845	19	4		378,000	347,300	0.92	6	
39	U	10 2021	7160	330	21	15		650,000	600,900	0.92	6	
40	R	12 2022	7247	593	5	9.01		1,740,000	1,609,800	0.93	7	
41	R	10 2021	7164	505	10	109		420,000	390,100	0.93	7	
42	R	12 2021	7179	574	10	77		810,000	757,800	0.94	8	
43	U	12 2021	7177	990	20	15		550,000	516,200	0.94	8	
44	U	5 2021	7123	323	24	111		489,000	458,100	0.94	8	
45	R	8 2022	7227	458	4	16.01&.02		325,000	308,400	0.95	9	

46	U	4	2022	7198	373	12	23.01	895,000	854,200	0.95	9
47	R	10	2021	7161	571	7	45.03	290,000	279,800	0.96	10
48	R	7	2021	7141	799	10	4.01	749,000	718,900	0.96	10
49	R	6	2021	7128	218	10	193-14	845,000	814,300	0.96	10
50	R	2	2021	7098	263	21	41.01	468,000	451,600	0.96	10
51	R	12	2021	7174	114	10	186	439,000	427,400	0.97	11
52	R	10	2021	7162	24	10	122-01	1,400,000	1,358,200	0.97	11
53	R	2	2022	7189	1	8	17-01	309,000	311,900	1.01	15
54	R	1	2022	7183	743	10	123.01	565,000	569,600	1.01	15
55	U	6	2021	7125	270	25	120	550,000	565,400	1.03	17
56	U	2	2021	7096	901	24	60	1,025,000	1,066,800	1.04	18
57	R	6	2021	7125	181	7	38	630,000	661,800	1.05	19
58	R	9	2021	7159	470	11	111	375,000	393,900	1.05	19
59	R	1	2022	7183	262	19	40.05	810,000	853,700	1.05	19
60	R	3	2021	7108	304	21	23	690,000	724,800	1.05	19
61	R	7	2021	7137	775	10	22	309,000	326,100	1.06	20
62	R	9	2021	7154	891	19	21	380,000	403,300	1.06	20
63	R	12	2021	7179	507	25	71	195,000	209,400	1.07	21
64	R	5	2021	7119	247	12	8.01	375,000	412,100	1.10	24
65	R	3	2021	7110	54	19	14.01	790,000	880,600	1.11	25
66	R	3	2021	7108	769	9	120.07	802,500	898,300	1.12	26
67	R	4	2021	7112	156	10	193.09	739,000	837,900	1.13	27
68	U	9	2022	7229	423	25	39	500,000	562,500	1.13	27

STATE OF MAINE Sales Ratio Analysis - 2024 State Valuation

Municipality:

Mount Desert

County:

Hancock (c)

2 Year - Waterfront & Water Influenced Study

Weighted Avg. =	72%	=	39,254,000	/	54,735,500
Average Ratio =	82%	=	9.88	/	12
Avg. Deviation =	16	=	250	/	16
Quality Rating =	20	=	16	/	82%

Average Selling Price = \$3,420,969 2022

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	W	3 2022	7195	771	21	38		5,000,000	1,797,200	0.36	46
2	W	9 2022	7233	833	3	35		10,600,000	4,933,300	0.47	35
3	W	9 2022	7231	224	25	28.02		2,150,000	1,184,700	0.55	27
4	W	10 2021	7163	201	8	11		4,000,000	2,329,400	0.58	24
5	W	1 2022	7183	877	3	49&55		6,096,500	4,538,300	0.74	8
6	W	1 2022	7180	629	9	113		960,000	761,400	0.79	3
7	W	6 2021	7127	955	11	74		1,450,000	1,147,400	0.79	3
8	W	9 2021	7155	324	3	9		3,650,000	3,105,300	0.85	3
9	W	1 2022	7180	30	9	42		1,710,000	1,556,400	0.91	9
10	W	10 2021	7158	837	3	41		5,900,000	5,436,300	0.92	10
11	W	9 2021	7151	531	9	47		1,000,000	919,200	0.92	10
12	W	9 2021	7151	353	22	12		5,919,000	5,431,900	0.92	10
13	W	5 2021	7119	34	7	83		1,900,000	1,797,900	0.95	13
14	W	10 2021	7161	930	8	134-04		1,850,000	1,775,400	0.96	14
15	W	7 2021	7139	370	8	152		1,775,000	1,761,500	0.99	17
16	W	5 2021	7124	380	17	10		775,000	778,400	1.00	18

Property Tax Division

REPORT OF ASSESSMENT REVIEW

Municipality Mount Desert County Hancock (c)

I. Valuation System

A. Land: Tax Maps by James Sewall Co. GIS & Paper Date: 1968
 Undeveloped Acreage Unit Per Acre Undeveloped Lots Unit Base Acre
 Road Frontage _____ Water Frontage Unit Base Acre + Improvements
 House Lots Unit Base Acre + Improvements Other _____

B. Buildings : Revaluation By: Vision Appraisal - 2007 & 2022 Computerized Records Yes
Statistical Market update & review - 2022

C: Personal Property: Assessed? Y/N Yes Method Used: RCNLD
 Is Cert Ratio Applied? Y/N Yes

II. Assessment Records / Condition Website w/VAL data Y/N Yes Web Address mtdesert.org/assessor

Valuation Book	<u>Computer - TRIO</u>	Tree Growth Forms	<u>On File - Good</u>
Property Record Cards	<u>Vision - Good</u>	Farm Land Forms	<u>On File - Good</u>
Veteran Exemption Forms	<u>On File - Good</u>	Open Space Forms	<u>On File - Good</u>
Homestead Exemption Forms	<u>On File - Good</u>	Working Waterfront Forms	<u>Not Applicable</u>

III. Supplements and Abatements

Supplements: Number Made	<u>2</u>	Value Supplemented	<u>1,549,270</u>
Abatements: Number granted (excluding current use penalties)	<u>28</u>	Value Abated	<u>(4,717,570)</u>

IV. Statistical Information

Number of Parcels	<u>2,612</u>	Land Area	<u>25,120</u>
Taxable Acres	<u>10,826</u>	Bog/Swamp	<u>Unknown</u>
Population (2020)	<u>2,146</u>		

V. Assessment Standards

Standards Ratio 94.28% = (2022 Municipal Valuation /2023 State Valuation)
 Assessment Quality: Combined 18

Comments or Plans for Compliance: **For 2022 the town implemented a comprehensive market update/equalization program conducted in conjunction with Vision Government Solutions.**

VI. Audit Information

Municipal Official providing data: **Kyle Avila, Assessor**

Date(s) of Field Audit: 5/18/2023

VII. Office Review

Recommended by: *Mike Rogers*
 Field Rep

Checked by: *LL*

Approved by: *Tony Pinette* 6/13/2023

Copies Mailed: (date) 6/28/2023

COMMISSIONERS REGULAR MEETING

Learn more about **HANCOCK COUNTY** by visiting
www.co.hancock.me.us

Audio recordings of the meeting are available upon request

The regular meeting of the Hancock County Commissioners was brought to order by Commissioner Paradis at 8:30 a.m. on **Tuesday June 6, 2023**. Commissioner Clark, Commissioner Wombacher, 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: none

MOTION: Move to approve the Agenda as presented. (Clark/Wombacher 3-0, motion passed)

Meeting Minutes:

MOTION: Move to approve the minutes of the May 16, 2023 Special Meeting as presented. (Clark/Wombacher 3-0, motion passed)

Treasurer:

MOTION: Move to approve the monthly bills and warrants as presented. (Clark/Wombacher 3-0, motion passed)

The Treasurer's memo listed the following:

May GF, Airport and Jail Payroll Warrants #23-18, #23-19, #23-20, #23-21 in the aggregate amount of \$471,327.86;

May GF, Airport and Jail Expense Warrants #23-25, #23-26, #23-27, #23-28, #23-29, #23-30, in the aggregate amount of \$647,733.32;

May UT Payroll Warrants #23-44, #23-45, #23-46, and #23-47, in the aggregate amount of \$1,098.04;

May UT Expense Warrants #23-21 and #23-22, in the aggregate amount of \$8,386.01

MOTION: Move to approve the transfer of end of year (2022) unused budget balances in the 70 Series accounts, to the Airport Escrow accounts in 2023. (Clark/Wombacher 3-0, motion passed)

MOTION: Move to approve the purchase of Clear Gov budgeting software at a cost not to exceed \$18,476 for 2023 and pay for it from ARPA funds. (Clark/Wombacher 3-0, motion passed)

Sheriff:

MOTION: Move to approve the sale of the 2017 cruisers to the highest bidder who still honors their bid. (Clark/Wombacher 3-0, motion passed)

MOTION: Move to recognize Chief Deputy Pat Kane as a part-time employee with no benefits, compensated at the patrol payroll Step A and required to punch in and out. (Clark/Wombacher 3-0, motion passed)

UT:

MOTION: Move to approve the UT report as presented. (Clark/Wombacher 3-0, motion passed)

Airport:

MOTION: Move to approve the Airport report as presented. (Clark/Wombacher 3-0, motion passed)

EMA:

MOTION: Move to approve the EMA report as presented. (Clark/Wombacher 3-0, motion passed)

Jail:

MOTION: Move to approve the removal of Autumn Moore from the County payroll, effective immediately. (Clark/Wombacher 3-0, motion passed)

MOTION: Move to approve the promotion of Corrections Officer Wayne Cross to Jail Administrator Assistant, effective June 10, 2023 at the 9K on the Non-union Scale at 10.1 K. (Clark/Wombacher 3-0, motion passed)

MOTION: Move to approve the promotion of part-time Correction Officer Justin McNeal to Temp Full-time, effective June 10, 2023. (Clark/Wombacher 3-0, motion passed)

District Attorney:

MOTION: Move to approve the employment of Caroline Turner of Blue Hill as Legal Secretary III, effective June 12, 2023 at Step 6A. (Clark/Wombacher 3-0, motion passed)

Maintenance:

MOTION: Move to approve the Maintenance report as presented. (Clark/Wombacher 3-0, motion passed)

RCC:

MOTION: Move to approve the RCC report as presented. (Clark/Wombacher 3-0, motion passed)

MOTION: Move to approve the removal of part-time Dispatcher Megan Kelley from the County payroll. (Clark/Wombacher 3-0, motion passed)

Human Resources:

**MOTION: Move to approve the Human Resources report as presented.
(Clark/Wombacher 3-0, motion passed)**

Commissioners:

MOTION: Move to go into Executive Session under MRSA Title 1§405 6(C) Acquisition of real property. (Clark/Wombacher 3-0, motion passed)

In – 10:15 am

Out – 10:25 am

MOTION: Move to go into Executive Session under MRSA Title 1§405 6(D) for union contract negotiations. (Clark/Wombacher 3-0, motion passed)

In – 11:10 am

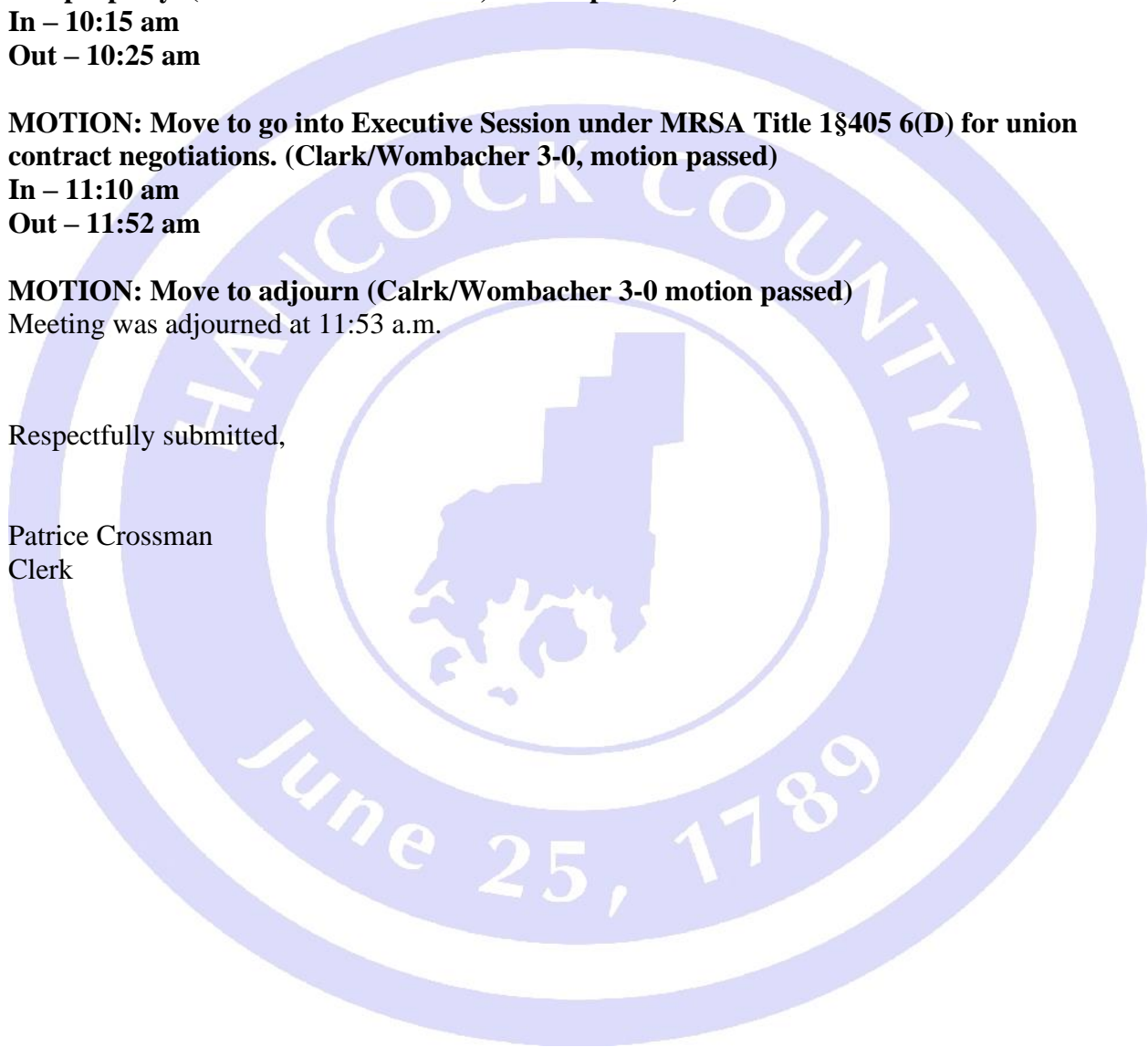
Out – 11:52 am

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

Meeting was adjourned at 11:53 a.m.

Respectfully submitted,

Patrice Crossman
Clerk



COMMISSIONERS SPECIAL MEETING

**Learn more about *HANCOCK COUNTY* by visiting
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 Paradis at 8:30 a.m. on **Tuesday June 20, 2023**. Commissioner Clark, Commissioner Wombacher, 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. (Clark/Wombacher 3-0, motion passed)

Public Comment: None

Meeting Minutes:

MOTION: Move to approve the minutes of the June 6th, 2023 Commissioners' Regular Meeting as presented (Clark/Wombacher 3-0, motion passed)

Jail:

MOTION: Move to approve the advancement of Angela Hall from part-time to full-time Corrections Officer, effective June 24, 2023 with full benefits at pay grade 9C. (Clark/Wombacher 3-0, motion passed)

RCC:

MOTION: Move to approve the purchase of one chair in dispatch from Milton Walsh Associates in the sum of \$1,804 to be paid for from ARPA funds. (Clark/Wombacher 3-0, motion passed)

Commissioners:

MOTION: Move to go into Executive Session under MRSA Title 1§405 6(D) for union negotiations. (Clark/Wombacher 3-0 motion passed)

In: 10:09 a.m.

Out: 11:51 a.m.

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

Meeting was adjourned at 11:52 a.m.

Respectfully submitted,

Patrice Crossman
Clerk

UNFINISHED BUSINESS

From: [Meg Ashur](#)
To: [Town Clerk](#)
Subject: Having tools swap August 10 instead of August 12
Date: Thursday, July 13, 2023 12:17:31 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.

Dear Claire,

Can I please attend the selectmen meeting Monday July 17 under old business to ask if they will make an exception. We would like to have the tools swap from 11-1. Overlapping with the Farmers market for one hour.. from 11-12.

We would stay a respectful distance from the vendors. Probably two maybe three tables .

Thank you

Sincerely,
Meg Ashur

Sent from my iPhone

TOWN OF MOUNT DESERT
PUBLIC SPACE SPECIAL EVENT APPLICATION

Application Fee - \$10.00

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

PERMIT #: 11-2023 DATE OF EVENT: August 12, 2023 TIME: 9-3

DATE APPLICATION RECEIVED: 5-17-2023

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

TYPE OF EVENT - MAJOR OR MINOR (SEE POLICY FOR DEFININTIONS)
(circle one)

APPLICANT: Meg Ashur Mary Macle
(Print) (Signature)

MAILING ADDRESS: P.O. Box 464 Northeast Harbor, ME 04662

PHONE: 202-306-5306 202-306-5306
(Home) (Business) (cellular)

OTHER CONTACT INFO: ashur.meg30@gmail.com
(Email) (fax)

AGENT: Meg Ashur Mary Macle
(Print) (Signature)

AGENT MAILING ADDRESS: P.O. Box 464 Northeast Harbor, ME 04662

PHONE: 202-306-5306 Sustainability Committee 202-306-5306
(Agent home) (Agent business) (Agent cellular)

OTHER CONTACT INFO: ashur.meg30@gmail.com _____
(Agent email) (Agent fax)

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

Does the applicant propose that amplified sound be used for event? Yes No

If yes, include description:

USE REQUESTED (Applicant, review the Public Space Use Policy, then explain what you want to do)

A tool swap - tools of any kind
that people want to give away. Free.

Approved this _____ day of _____, 20____, by a majority of the Board of Selectmen:

BILL OF SALE

The Town of Mount Desert (seller), whose address is 21 Sea Street, Northeast Harbor, Maine 04662, in consideration of payment in the amount of twelve thousand five hundred dollars and zero cents (\$12,500.00), the receipt of which is hereby acknowledged, does hereby sell, convey and transfer title to The Mount Desert Island Regional School District (MDI High School) (buyer), whose address is 1081 Eagle Lake Road, Bar Harbor, Maine 04609, the following described property:

A Kohler 80 kW Generator Model No. 6059TF SN. CD6059T379476.

The sale of this property is “as is, where is,” with no warranties expressed or implied, including but not limited to, warranties of title, merchantability, or fitness for any particular purpose or use.

This bill of sale is also intended to release the subject property from any interest claimed by the Town of Mount Desert.

The Town of Mount Desert, a municipal corporation

By:

John Macauley, Chair

Wendy Littlefield, Vice Chair

Geoffrey Wood, Member

Martha Dudman, Member

State of Maine, County of Hancock ss.

James Mooers, Member

Personally appeared before me the above named John Macauley, Wendy Littlefield, Geoffrey Wood, Martha Dudman, and James Mooers and acknowledged the foregoing to be their free act and deed in their official capacity, and the free act and deed of the body corporate.

Before me, July 17, 2023

Claire Woolfolk, Notary Public
My Commission expires: April 9, 2029

be certified as accurate by the Town Clerk. **See Appendix C (pgs.47 - 55)**

The Warrant Committee moved and seconded to recommend passage of Article 28. A voice vote was called, and Article 28 passed.

Article 29. To see if the Inhabitants of the Town of Mount Desert will authorize the Board of Selectmen, to negotiate and enter into an agreement with the Neighborhood House Club, Inc. for management and maintenance of the municipal swimming pool, for a term of one (1) year beginning July 1, 2023 under such terms and conditions as the Board of Selectmen, in its sole discretion, deems to be in the best interests of the Town.

The Warrant Committee moved and seconded to recommend passage of Article 29. A voice vote was called, and Article 29 passed.

Article 30. To see if the Inhabitants of the Town of Mount Desert (Town) will vote to sell a surplus emergency standby Kohler 80 kW Generator to the Mount Desert Island Regional School District (MDI High School) for a lump sum cost of \$12,500 on an as is where is basis, said generator being the same generator that was leased by the MDI High School from the Town for \$1.00 in September 2022, and is presently in place and in use at the MDI High School, with said lease scheduled to terminate on or before June 1, 2023, and further to authorize the Board of Selectmen or their designee to execute any and all contracts and documents and do any and all things necessary or convenient to accomplish the Sale.

The Warrant Committee moved and seconded to recommend passage of Article 30. A voice vote was called; it was the opinion of the moderator that Article 30 passed.

Article 31. Shall the voters of the Town of Mount Desert authorize the Selectboard to negotiate and complete the sale of the 2013 ambulance received by the Town by gift of the Northeast Harbor Ambulance Service ("NEHAS") on or about April 26th, 2022 by returning it to NEHAS for \$1 pursuant to the terms of the gift instrument by which NEHAS donated it to the Town?

The Warrant Committee moved and seconded to recommend passage of Article 31. A voice vote was called, and it was the opinion of the moderator that Article 31 passed as presented.

Moderator Miller asked the Public if he could forgo reading the article in its entirety and read only the beginning and the explanatory note for the following article. The Public disagreed and the article was read fully.

Article 32. To see if the Town of Mount Desert will vote to accept Patterson Hill Road (exclusive of Clubhouse Way) serving the Patterson Hill Subdivision, as it is defined below and subject to the conditions set forth below.

Section 1. Patterson Hill Road (the "Road") is a private road located in the Village of Somesville off State Route 102, approximately 1,800 feet in length, including a cul-de-sac. The owners of the Road have offered voluntarily to transfer their interests in the



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



BHPD
37 Firefly Lane
Bar Harbor, Maine 04609
Tel: 207-288-3391
jwillis@barharbormaine.gov

MDPD
21 Sea Street, PO Box 248
NE Harbor, ME 04662
Tel: 207-276-5111
jwillis@mdpolice.org

MEMORANDUM

To: Durlin Lunt, Town Manager
From: Captain David Kerns
Subj: Mount Desert Parking Discussion and Update
Date: July 12, 2023

Over the last several weeks there have been discussions with members of the community surrounding parking and parking enforcement, both at the Town Manager level and at the police department. I would like to have a proactive discussion with the Select Board around all things parking related.

Specific topics for discussion are: overnight paid parking and the Cranberry lot physical and permit changes, parking near the Fleet on Southshore Road and Harborside Drive, payment of parking tickets and consistency for both municipalities surrounding enforcement.

I would like to request we be placed on the next Select board meeting, to discuss ideas and ensure we are consistent in approaching parking enforcement within the Town.

Harbor Committee – Parking Subcommittee
Final Report: June 13, 2023

Primary Focus

Ensure adequate parking for those conducting marina business and activities.

Overview

Anecdotal and previous observed information raised concerns about non-marina use:

- Exploiting overnight parking
- Island Explorer
- Inability for effective enforcement

Created Parking Subcommittee

- | | |
|--|---|
| <ul style="list-style-type: none">- Jim Black- Story Litchfield- Chris Moore- Howie Motenko | <p>Consulting with:</p> <ul style="list-style-type: none">- John Lemoine (Harbormaster)- Dave Kerns (Police Captain) |
|--|---|

Data Collection

- Two-year longitudinal survey
 - 2021: Island Explorer buses suspended in NEH (Covid)
 - 2022: Island Explorer buses resume operating in NEH
- Tally sheet (*Figure 1*)
 - Survey takes 8 minutes
 - Transfer data online (google forms)
- Data quality
 - 90 Days - June 15 through September 15 (*Figure 2*)
 - 200 + 250 = 450 surveys (years: 2021 and 2022 respectively)
 - Randomized collection
 - 6 People - subcommittee plus Jim Bright and Donna Reis (*Figure 3*)
 - Varied Hours - between 3 am and midnight
 - Report focused on highest vehicle volume
 - During “noontime”: from 10 am to 2 pm
- Observations / Photos
 - Counting parking spaces allowed for general marina observations
 - Campers (*Figure 4*)
 - Conducting private business (*Figure 5*)
 - Bike tours & car detailing
 - Trailer parking area (*Figure 6*)
 - Creative trailer parking! (*Figure 7*)
 - No available parking (*Figure 8*)

2021 Data Graph

- Available parking in Tennis Courts lot at noontime (*Figure 9*)
 - Graphs available for each parking lot, this is one example

First Year Improvements

- Small steps, noticeable changes (*Figure 10*)
- Install new signs
 - One hour parking
 - Truck and trailer parking
- Parking enforcement
 - Integrate new online/digital parking system with marina
 - Boat Owners - self register online
 - Overnight parking permits - only issued by Harbormaster's Office
 - Harbormaster issued a new electronic parking handheld device - "Zebra"
 - Harbormaster, Assistant Harbormaster, Office Manager
 - Focused enforcement
 - Gentle approach, warnings first
 - Overnight parking
 - Boat Owners lot
 - One Hour lot
 - Trailer lot
- Adding road striping to Farmers Market parking area
 - Safety concern, folks driving in parking lot by mistake
 - Visual aid for farmers market vehicle parking, allowing traffic to flow
- Harbormaster informs new bike tours about the Public Space permit process
- Overnight parking permits - only issued by Harbormaster
 - No overnight parking for Cranberry Isles
 - Alternatives provided by the town:
 - Cranberry Isles parking lot (113 spaces)
 - Gray Cow lot (10 spaces)

2022 Data Graphs

- Parking capacity at noontime for all lots (*Figure 11*)
 - **Take-away:** Parking lots with active enforcement (One Hour, Boat Owners, and Trailers) had a significant decrease in the number of days at high capacity.
- Average volume of vehicles at noontime (*Figure 12*)
 - Note: Slightly less vehicles in 2022, when Island Explorer buses stopped at marina

Second Year Improvements: **Implemented & Proposed**

- Improved language for Trailer parking signs (*Figure 13*)
 - "PARKING FOR VEHICLES WITH TRAILERS ONLY"
- Create "Farmers Market Parking" sign directing vehicles into the Tennis Courts lot (*Figure 14*)
- Share a "Letter of Cooperation - Let's Work Together" to commercial users (*Figure 15*)
- Additional enforcement
 - Police department agreed to check Tennis Courts lot at midnight for overnight violations
- Add motorcycle parking within Trailer parking area
- Check with Traffic Committee about creating parking along one side of Huntington Road
- Recommend website improvements by adding visitor information content: parking, rates, etc.
- Begin a dialogue with Cranberry Isles regarding their impact on marina parking

Previous Concerns Addressed

- *Exploiting overnight parking* => Reduced overnight permits
- *Island Explorer* => No measured impact, difficult to measure
- *Inability for effective enforcement* => Harbormaster implemented new digital parking system

Continue Subcommittee Meetings

- Agree to meet as subcommittee
 - Address immediate concerns with Harbormaster via email
 - Mid-summer check-in to address any parking issues
 - Meet every other month, as needed

Future Considerations

- Address increased parking pressure from Cranberry Isles
- Encourage vehicles to cycle through, rather than stay stagnant for days
 - Reduce overnight parking in Tennis Courts lot by stricter limits on overnight permits
 - Paid parking (allowing vehicles to cycle through, Dave K. observation from Bar Harbor)

Overall NEH Marina is Great!

- Financially self-supporting
- Capital improvements
 - North & South docks
- Support shared community space
 - Marina businesses
 - Tourism
 - Non-profit organizations
 - Local fisherman
 - Local residents
 - Leisure activities (lunch, tennis, skating, etc.)
- Improved parking

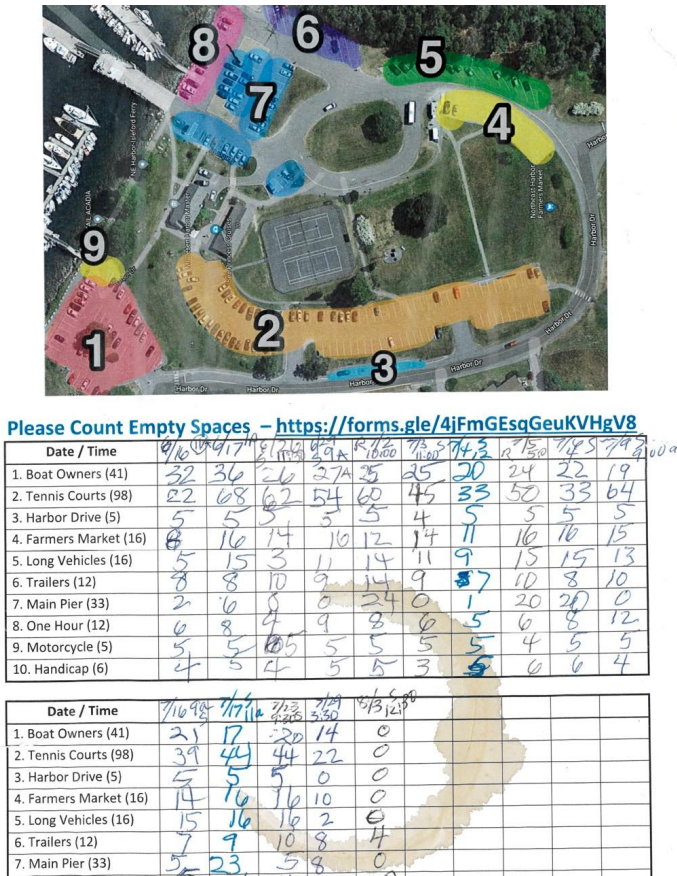
Appreciation and Thanks

- Harbormaster: John Lemoine
- Police Department: Jim Willis, Dave Kerns, and Chris Wharff
- Data collection: Jim Bright and Donna Reis
- Subcommittee: Jim Black, Story Litchfield, Chris Moore, and Howie Motenko
 - Surveys: ~120 hours + Meetings: ~120 hours + Reports: ~60 hours
 - Collectively, approximately 300 hours

Conversation

- Please share your thoughts and ideas?

Figure 1: Tally sheet and online data entry



1. Boat Owners (41) - How many empty spaces? *

Your answer

2. Tennis Courts (98) - How many empty spaces? *

Your answer

3. Harbor Drive (5) - How many empty spaces? *

Your answer

4. Farmers Market (16) - How many empty spaces? *

Your answer

Figure 2: Survey frequency

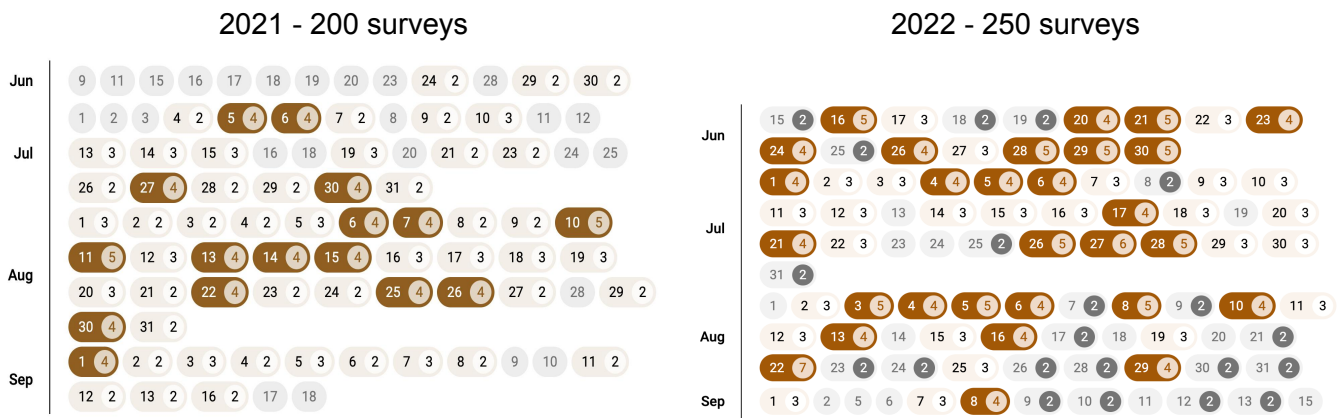


Figure 3: Survey participants

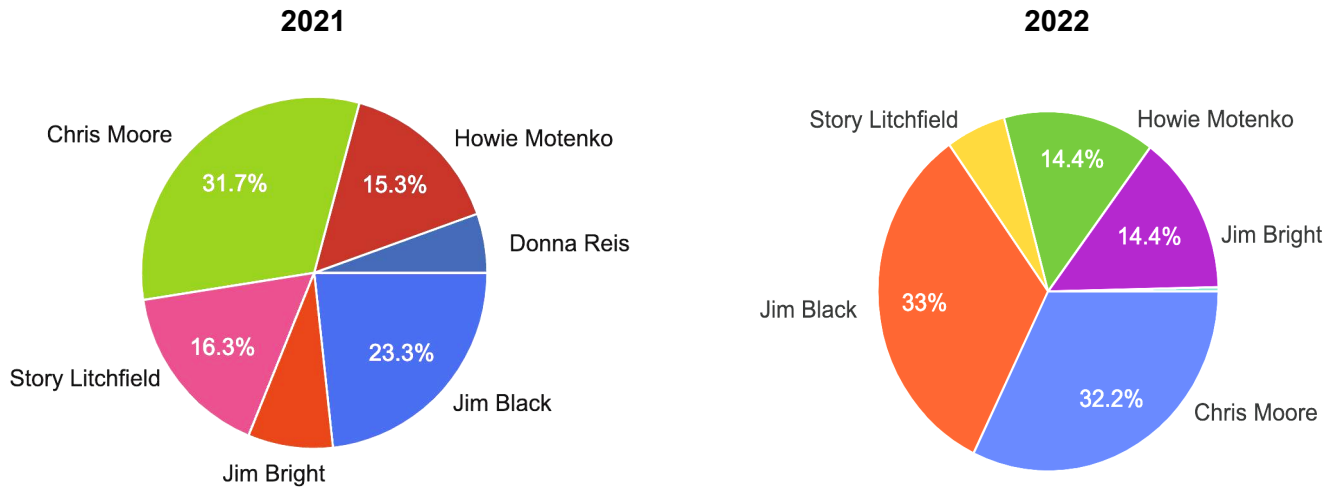


Figure 4: Campers parked across multiple spaces and overnight camping



Figure 5: Conducting private business in parking lots



Figure 6: Truck and Trailer Parking (trailer without vehicle, and vehicle without trailer)



Figure 7: Most creative vehicle and trailer parking



Figure 8: No available parking example - cars parked illegally on August 3, 2022 at 12:30 PM.



Figure 9: Available parking in Tennis Courts lot at noontime

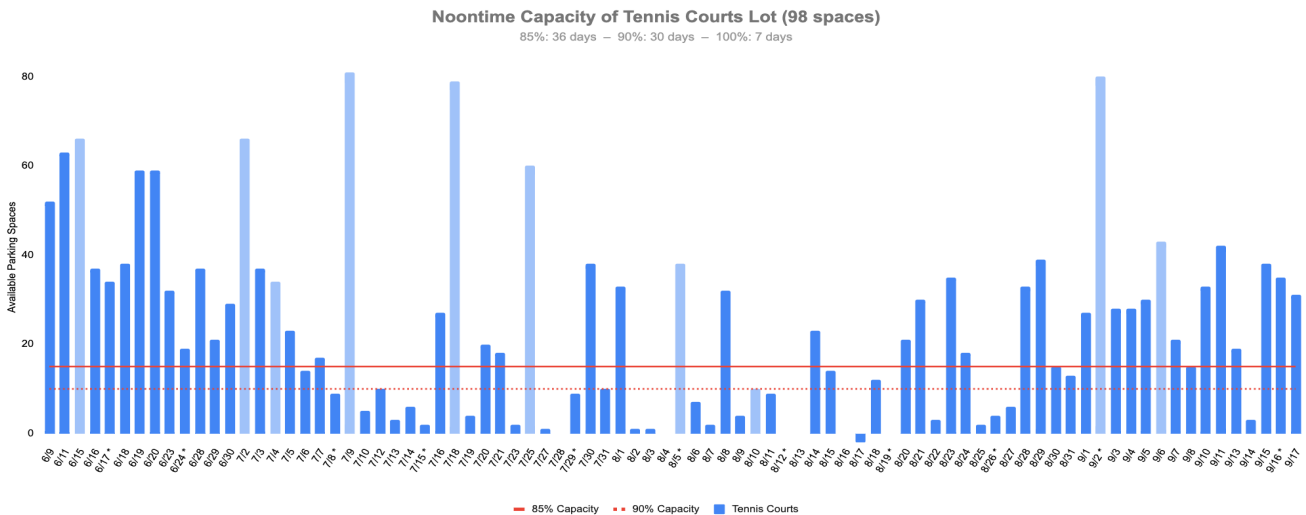


Figure 10: First year improvements: new signs, enforcement activities, and Farmers Market striping

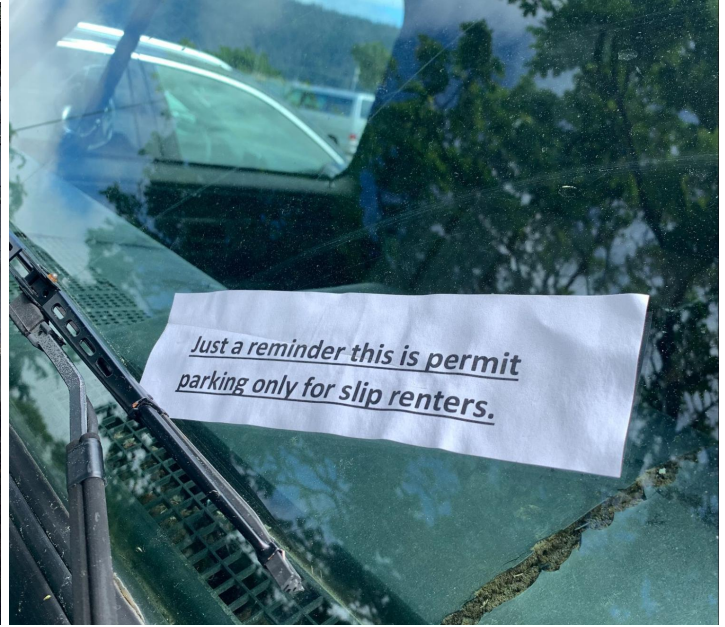


Figure 11: Parking capacity at noontime for all lots. *Take-away:* parking lots with enforcement (One Hour, Boat Owners, and Trailers) had a significant decrease in the number of days at high capacity.

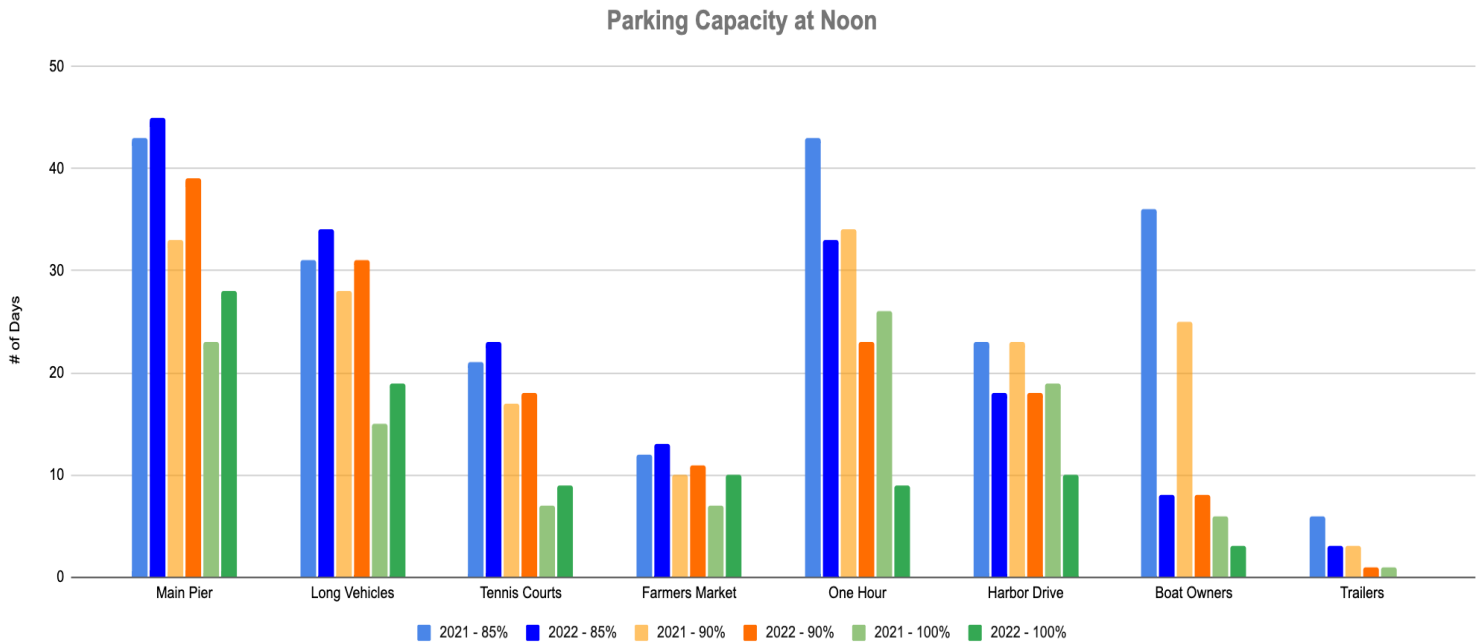


Figure 12: Average volume of vehicles at noontime

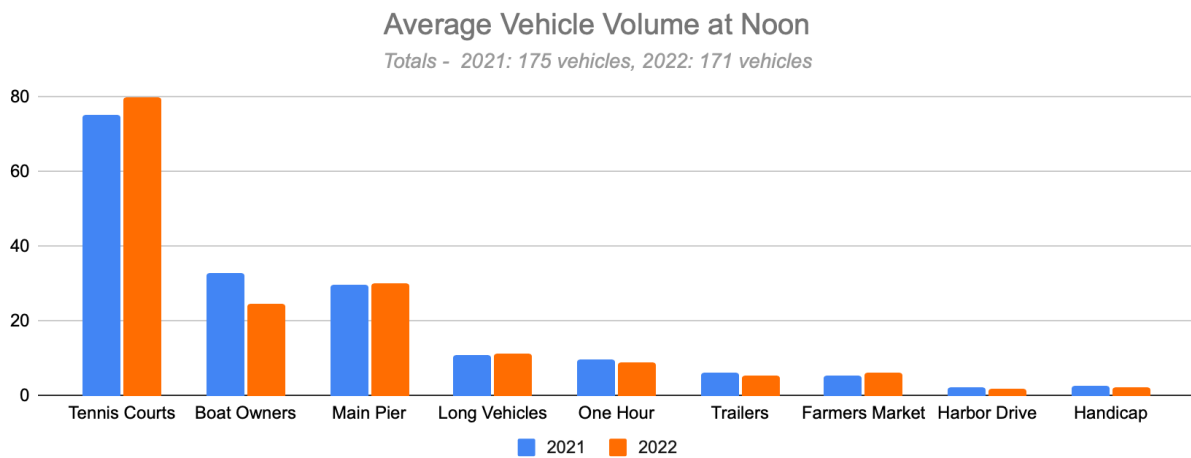


Figure 13: New re-worded signs “Vehicles with Trailers”



Figure 14: Farmers Market parking sign guiding vehicles into the Tennis Court lot



Figure 15: “Letter of Cooperation” addressed to commercial users

June 15, 2023

Dear Commercial Fisherman, Operators, and Contractors,

Summer is arriving and a busy time for all. As you know the Marina parking, just like the skiff tie-up, spots become harder to find. We are asking everyone to show courtesy and patience with one another and our visitors; it really helps our community.

Please park according to the signage and request overnight permits as required. Trailer parking is for vehicles with an attached trailer and requires a permit for overnight parking. If you plan on having a long day, please park outside of the main pier parking to allow for short term use and more access to the main pier. Please direct any concerns or questions to the Harbormaster’s Office, as they are enforcing the town’s parking ordinance through ticketing.

Thanks for your cooperation. We hope you all have a great season!!

Sincerely,
The Harbor Committee



Town of Mount Desert

John B. Macauley Chair Selectboard
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
manager@mtidesert.org

To: Selectboard

From: Town Manager

Date: July 17, 2023

Subject: Promenade Park Project-Town of Mount Desert contribution

I have attached a letter from Nancy Ho President of the Town of Mount Desert community Development Corporation to all entities that donated to the creation of the proposed Promenade Park located adjacent to the Grey Cow Parking lot in Northeast Harbor.

The Town of Mount Desert contributed thirty thousand dollars (\$30,000) through a third-party request at the 2018 annual town meeting. I have attached the request from the TMDCDC submitted that year.

Nancy's letter outlines a variety of reasons why said project may no longer be viable. The TMDCDC is trying to determine if the funds donated for the park might best be deployed in other community projects such as the skating rink at the marina. They are asking donors if they would consider granting permission to re-direct their donated funds towards the possible installation of ice making equipment for the rink to extend the skating season. They are asking donors to choose one of three options.

1. I authorize redirection of the unspent portion of my contribution to the Northeast Harbor community Skating Rink project.
2. Please retain the unspent portion of my contribution pending development of the Promenade Park Project
3. Please return the unspent portion of my contribution to me.

This topic will be on your agenda for July 17. It is recommended that you select option number, retaining the status quo until town meeting 2024. For this meeting we will craft a warrant article to determine the final disposition of these funds.

**Town of Mount Desert
Mandatory Questionnaire for
Proposed FY 2018-2019 Budget Requests**

Organization Name: Town of Mount Desert Community Development Corporation
Mailing Address: P.O. Box 962, Northeast Harbor, Maine 04662
Phone Number: 207-276-5587
Contact Person: Nancy Ho
Contact e-mail: honanho431@gmail.com

Gross Operating Budget

Contract Consultant	\$20,000
Administrative Expenses	\$10,000
Design Consultants	\$30,000
Total	\$60,000

Gross Payroll	No employees at this time, volunteer board working with a part time consultant
Salary of highest paid employee	No employees
Number of paid employees	1 Part time consultant
Number of volunteers	8

The Town of Mount Desert Community Development Corporation was established by the town's Economic Development Committee in 2017 to serve as a conduit for private investment in community projects. It is organized exclusively to promote the health and well being of the residents of the Town of Mount Desert through public infrastructure improvements, historic preservation, community beautification efforts, and other activities that foster a healthy and sustainable year round community.

As a new organization, the TMDCDC is in its first year of operation. However, its first proposed project, the Promenade Park in Northeast Harbor, is designed to serve all residents of the Town of Mount Desert.

The TMDCDC has been actively fundraising since November of 2017. To date we have raised \$28,650 from private donors, grants and foundations. We currently have a grant request out to the Maine Community Foundation to fund the services of a professional fundraising consultant to assist us in raising the funds needed to construct the Promenade Park.

In its first year of full operation, funds received from the Town of Mount Desert would be used to pay consultant fees and other operational expenses such as D&O

TOWN OF MOUNT DESERT COMMUNITY DEVELOPMENT CORPORATION

P.O. Box 926

NORTHEAST HARBOR, MAINE 04662

June 15, 2023

RE: Northeast Harbor Promenade Park Project

Dear Friends:

I wrote to you last spring to report on the status of the Northeast Harbor Promenade Park Project to which you generously contributed. As you know, that park was designed with the ultimate goal of more effectively linking Northeast Harbor's Main Street and Marina. Design and engineering work for the proposed park was completed in 2019. However, as I reported last year, the Project has been on hold for the past several years, and there have been two recent developments which have caused us to re-evaluate how funds donated for that project may best be deployed to advance our shared goal of a more vibrant Northeast Harbor.

The first of these developments has been the slower than anticipated pace at which the Town's Village Improvement Project has progressed. The Promenade Park was designed to integrate with the planned Phase II of that project which envisions improvements to better connect Main Street and the Marina, including improvements to the so-called Gray Cow parking lot located adjacent to the site of the proposed park. As of this writing, however, Phase I of the Village Improvement Project still has not been fully completed, and it is becoming apparent that Phase II is unlikely to proceed for at least several more years. Under these circumstances, it is increasingly clear that development of the Promenade Park likely will need to be postponed at least until the Town's plans for Phase II crystallize.

The second development results from the expansion of the fire station that adjoins the Town Office and that currently is under construction. That project has raised the roof line of the fire station such that it blocks a substantial portion of the view from the Gray Cow Lot overlooking the harbor -- the view that was an integral part of the vision for the Promenade Park. It also has cut into the bank between the fire station and the proposed park such that the area that would be occupied by the Promenade Park likely would be significantly diminished.

The confluence of these factors has led us to question the continuing viability of the Promenade Park Project as originally envisioned, at least in the short term. Consequently, the Board of Directors of the Town of Mount Desert Community Development Corporation is considering whether unspent funds raised for the Promenade Park Project might be more effectively deployed to other community projects. More specifically, as you may be aware, this past winter the Community Development Corporation participated in a fundraising campaign to create a community skating rink located on the tennis courts at the Northeast Harbor Marina. The campaign was successful, and the rink began operation during the Christmas holiday. Over the ensuing months it has proved to be a great success. In addition to providing another option for outdoor recreation for the community, the rink has brought nearly 1,000 skaters to Northeast Harbor from all over Hancock County. It is hoped that this attraction will strengthen the year-round vibrancy of the community. The success of this project was noted in a recent issue of the *Quietside Journal*:

"The Facebook page captured the essence of a community coming together to share, celebrate and commune during the darkest days of a Maine winter, centered around a town skating rink.

The rink was made possible through donations - \$20,000 was needed. More than \$25,000 was raised. The select board approval to build a temporary rink atop a tennis court was attained without much fuss. The only restaurant still open offered free hot chocolate.

The village burst with pride. It was a feel-good moment worthy of a Norman Rockwell painting.

That was Northeast Harbor last winter."

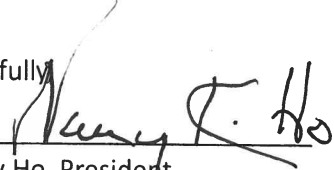
The year-round residents who raised the money and brought the skating rink project to fruition are hoping to build on their success by installing ice-making equipment. This equipment would allow the rink to remain open on days when above freezing temperatures do not allow natural ice to form. This equipment is projected to at least double the number of days during which the rink could be open and available for skating. The plan is to raise private funding through the Community Development Corporation for the necessary equipment with the hope that it could be installed within the next year or two. We are enthusiastic about this project and believe that it advances many of the same community revitalization goals as did the Promenade Park Project.

In light of the foregoing, I am writing today to ask that you consider granting permission to redirect from the Promenade Park Project to the skating rink project the unspent portion of your original donation (approximately 55% of the amount donated) . We are sensitive to the fact that, although both projects share the underlying goal of community enhancement, the skating rink is a different project and, if you wish us to return the unspent portion of your contribution or continue to hold it for its original purpose, we would, of course, respect that choice.

Enclosed with this letter is a simple form on which you can (i) grant permission for the unspent portion of your donation to be applied to the skating rink project, (ii) instruct us to retain the unspent portion of your contribution for its original purpose of developing the Promenade Park Project, or (iii) instruct us to return to you the unspent portion of your original contribution. Would you please indicate your choice on the enclosed form and return it to us **on or before July 15, 2023** in the enclosed self-addressed stamped envelope.

Finally, I would like to once again thank you for your generous contribution to our ongoing efforts to improve the Northeast Harbor community. Your continued understanding and generosity are much appreciated.

Gratefully



Nancy Ho, President
Town of Mount Desert
Community Development Corp.

I/we hereby direct that the unspent portion (approximately 55%) of my/our original contribution to the Northeast Harbor Promenade Park Project in the amount of \$ 30,000.00 be disposed of as follows:

- I authorize redirection of the unspent portion of my contribution to the Northeast Harbor Community Skating Rink Project.
- Please retain the unspent portion of my contribution pending development of the Promenade Park Project.
- Please return the unspent portion of my contribution to me.

Name of Donor: Town of Mount Desert

Address of Donor: P.O. Box 248
Northeast Harbor
Maine 04662

Please complete and return this form in the self-addressed stamped envelope provided.

Thank you!

NEW BUSINESS

TOWN OF MOUNT DESERT
PUBLIC SPACE SPECIAL EVENT APPLICATION

Application Fee - \$10.00

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

PERMIT #: 12-2023 DATE OF EVENT: 8/9/23 TIME: 5PM-7PM

DATE APPLICATION RECEIVED: 6.26.2023 # Expected to attend 200

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

TYPE OF EVENT - MAJOR OR MINOR (SEE POLICY FOR DEFININTIONS)
(circle one) MINOR

APPLICANT: THE NEIGHBORHOOD HOUSE
(Print) (Signature)

MAILING ADDRESS: P.O. BOX 332, NEH, ME 04862

PHONE: 207.276.5039
(Home) (Business) (cellular)

OTHER CONTACT INFO: annemarie@theneighborhoodhouse.com
(Email) (cellular) (fax)

AGENT: ANNE-MARIE HART Ann-Marie Hart
(Print) (Signature)

AGENT MAILING ADDRESS: _____

PHONE: _____
(Agent home) (Agent business) (Agent cellular)

OTHER CONTACT INFO: _____
(Agent email) (Agent fax)

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

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

USE REQUESTED (Applicant, review the Public Space Use Policy, then explain what you want to do)

FREE, FAMILY CONCERT WITH THE CROW FAMILY BAND

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

Approved this _____ day of _____, 20____, by a majority of the Board of Selectmen:

ANT-ME 02/1/8

X

THE MEMORANDUM

TO: SAC, NEW YORK

FROM: SAC, NEW YORK

RE: [Illegible]

ADMINISTRATIVE MATTER - [Illegible]

DATE: 10/1/80

NON-RECORD

X

THIS IS A COPY OF THE ORIGINAL FILED IN THE

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

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

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

5. Business records are located at the following address:

12 Main Street Seal Harbor, ME 04675

6. Is the licensee/applicant(s) citizens of the United States? Yes No

7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

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

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

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

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

Yes No

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

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

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

On Main Street in Seal Harbor

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

Name: Abbey Chapel

Distance: 2 buildings away

Section II: Signature of Applicant(s)

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

Please sign and date in blue ink.

Dated: June 28, 2023

Katharine M. Conley
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Katharine M. Conley
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

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

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

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County

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

Signature of Officials	Printed Name and Title

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

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

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

Section V: Fee Schedule

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

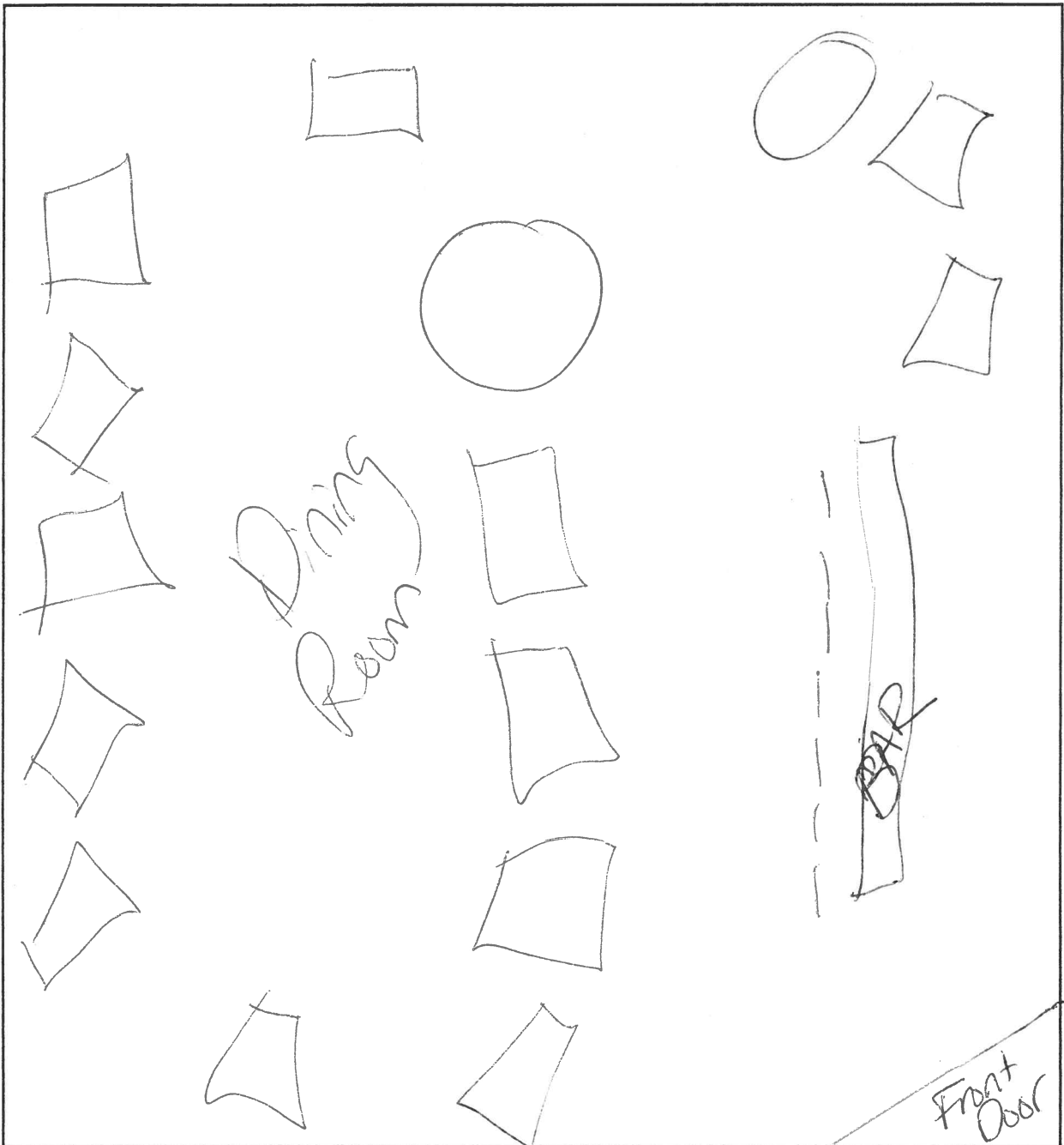
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together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

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

Section VI Premises Floor Plan

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

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





Town of Mount Desert
Jake Wright, Finance Director
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
financedirector@mtdesert.org

Selectboard,

I recommend increasing Heidi Smallidge's pay from \$15.00 to \$20.00 per hour in consideration of her years of service and great work drafting detailed, accurate minutes. This is in accordance with what was budgeted for Fiscal Year 2024. I'd recommend that this increase be authorized to be effective 7/1/23.

Thank you,

Jake Wright

Finance Director

James W. Wadman

CERTIFIED PUBLIC ACCOUNTANT

James W. Wadman, C.P.A.
Ronald C. Bean, C.P.A.
Kellie M. Bowden, C.P.A.
Wanese L. Lynch, C.P.A.

June 15, 2023

Town of Mt. Desert
Box 248
Northeast Harbor, ME 04662

We are pleased to confirm our understanding of the services we are to provide **Town of Mt. Desert** for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of **Town of Mt. Desert** as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement **Town of Mt. Desert's** basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to **Town of Mt. Desert's** RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Comparison Information
- 3) Historical Pension Information (if applicable)
- 4) Other Post Employment Benefits Information (if applicable)

We have also been engaged to report on supplementary information other than RSI that accompanies **Town of Mt. Desert's** financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole:

- 1) Schedule of Expenditures of Federal Awards (if applicable)
- 2) Other Supplemental Information

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are

considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risk(s) of material misstatement as part of our audit planning.

- Management override of controls
- Revenue recognition

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of **Town of Mt. Desert's** compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare or assist in preparing the financial statements of **Town of Mt. Desert** in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We understand that for audit procedures performed at your offices, financial personnel will be present during the entire duration of our fieldwork.

The audit documentation for this engagement is the property of James W. Wadman, C.P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the entity or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of James W. Wadman, C.P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the entity or its designee. The entity or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

James W. Wadman, C.P.A. is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

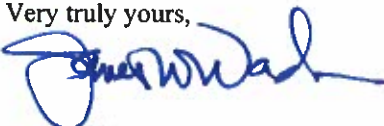
Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of **Town of Mt. Desert's** financial statements. Our report will be addressed to the elected officials of **Town of Mt. Desert**. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to **Town of Mt. Desert** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



James W. Wadman, CPA

RESPONSE:

This letter correctly sets forth the understanding of **Town of Mt. Desert**.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



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

firechief@mtdesert.org

Memo

To: Durlin Lunt, Town Manager

From: Mike Bender, Fire Chief

CC: Jake Wright, Finance Director, ATM

Date: July 12, 2023

Re: Approve Sale of Fire Truck Through Bid

I would like to request approval and authorization to sell the 2006 Spartan/Smeal Rescue/Pumper fire truck to Thomas Wallace in the amount of \$3,902.00. Mr. Wallace was the highest bidder from a total of two bids received and appearing below.

Thomas Wallace	\$3,902.00
Jerry Blackburn	2,157.00

Thank you.

MY BID,

2 2006 SPARTAN CHASSIS, SNEAL
FREEDOM CAB RESCUE / PUMPER FIRE TRUCK

\$ 3,902⁰⁰

THANKS
THOMAS W. WALLACE



THOMAS W. WALLACE
BOX 1051
NORTHEAST HARBOR
MAINE 04662

207-460-7124

June 16-2023

A Bid \$2157 for 2006 Spartan
Chassis Smeal Freedom cab
Rescue pumper as is where is

Jerry Blackburn

Jerry Blackburn
1 Mill River Rd
Harrington, ME 04643



207-5985677

P.S!

Please send me the Bid Results
who Bid? and there Bid price?

thank you Jerry B.



Town of Mount Desert

21 Sea Street, P.O. Box 248

Northeast Harbor, ME 04662-0248

Telephone 207-276-5744 Fax 207-276-5142

www.mtdesert.org highwayr@mtdesert.org

MEMO

To: Brian Henkel, Public Works Director
From: Ben Jacobs, Highway Superintendent
Re: Request to Solicit Competitive Front End Loader Bids
Date: July 05, 2023

We presently have a 2016 4x4 Case diesel powered front-end loader with approximately 4,500 hours on it. Our CIP (Capital Improvement Plan) called for it to be replaced in seven years or in 2023. We typically replace our front-end loader every seven years due to the extreme use it receives plowing snow, loading trucks with salt sand all winter, and spring clean-up. Our current front-end loader has done very well over the past seven years.

I request Selectboard authorization to solicit competitive bids for a new 4x4 diesel powered front-end loader for the Highways Division of the Public Works Department. We have researched electric front-end loaders that would meet our needs, but none are available now or in the near future.

If authorized, I recommend leasing a new front-end loader and purchasing it at the end of the lease for \$1.00, as we did with our current one. Fifty percent of the annual lease payment would be made from the Public Works Equipment Reserve Account 4050100-24500 with a balance of approximately \$330,244.99 as of July 1, 2023 and the other fifty percent of the annual lease payment would be made from the Highways annual appropriations Lease-Loader account 1550100-55311. I anticipate the cost of the new front-end loader to be \$210,000.00 to 225,000.00. We have been told to expect delivery of a fully outfitted front-end loader approximately six months from the date we place an order for it. Our recommendation is to trade our current front-end loader in and put its trade-in value towards the lease price of the new one.

Thank you for your consideration of my request.

Cc. Durlin Lunt Jr Town Manager, Claire Woolfolk, Town Clerk; Jake Wright, Finance Director



Memorandum

To: Board of Selectmen
From: Brian Henkel, Public Works Director
Re: Update to service and supply contract #CN50551 with Transco Business Technologies
Date: July 13, 2023

Transco Business Technologies (Transco) has been providing office equipment to the Town through service and supply contract #CN50551 (Contract). Office equipment in this Contract is typically leased over several years which results in ownership of the office equipment by the Town at the end of the lease. Public Works is proposing to replace seven multifunction printers, add one multifunction printer, and replace one BW printer. The current multifunction printers and BW printer to be replaced have exceeded their useful service life. The additional multifunction printer is to replace a similar unit at the Somesville Fire Station that was purchased outside of the existing Contract.

Public Works recommends approval of the modification of the service and supply contract #CN50551 with Transco Business Technologies to include the leasing of 8 Xerox Full Color C405DN multifunction printers and 1 Xerox B310DNI laser printer for a term of 60 months at \$248.22 per month with ownership of said equipment transfer to the Town at the end of the lease period.

Cc: Durlin Lunt, Town Manager
Claire Wolfolk, Town Clerk



Town of Mt. Desert Revised 7-12-23

Hi Brian,

Thank you for allowing Transco Business Technologies the opportunity to provide the following options for your consideration. Please see figures below that would represent installing 7 New Xerox C405DN color MFP's replacing the 7 Xerox 6605 That are 10 years old (see list below)

8 Xerox Full Color C405DN /MFP Muni lease 60 months own at the end. \$248.22/mo. total

1 Xerox B310DNI laser printers

****Xerox c405DN Unit Includes: one 500 sheet paper drawer, stacking by-pass, fax, print, scan as well as two sided copying and printing to mention a few. B310 Xerox Printer one 250 sheet paper drawer.**

These new C405DN Xerox units would be added to your current blanket service and supply contract # CN50551. We will remove the following WC6605 MFPs from this blanket contract CN50551.

WC6605 JJU57 PWD Office @WWTP

WC6605 KKA71 Fire Department

WC6605 KKA72 Shop @WWTP

WC6605 HWSuper Office @HighwayGarage

WC6605 KKB77 WWSuper Office @WWTP

WC6605 KKB78 Lab @WWTP

WC6605 KKB79 Mechanics Office @HighwayGarage

*****Proposal includes additional C405DN for Somesville Fire and small Xerox printer to replace KKB73 Xerox 3320 in town office.***

Should you have any questions or concerns please feel free to give me a call at 485-6512. Thank you for your time, we look forward to earning your business.

Sincerely,

Krayton G. Allen, Sales Manager

TBT/Xerox 7-12-23



Memorandum

To: Board of Selectmen
From: Brian Henkel, Public Works Director
Re: Fiscal Year 2024 Paving Bids
Date: July 13, 2023

The Town's Highway Department solicited bids for Fiscal Year 2024 with the bid opening on June 20, 2023 (see attached). The Town has historically allocated money to account 1550100-53250 (Paving Account) for maintenance paving of Town roads. The FY-24 budget includes \$410,000 for this paving. The Highway Department bid request included paving on Oak Hill Road starting at Route 102 in Somesville and ending at the Mount Desert/Bar Harbor town line, Beech Hill Road beginning at Ripples Road and ending at the Acadia National Park boundary near the Beech Mountain parking lot, and Old Firehouse Lane including the parking areas behind and next to the Great Harbor Maritime Museum. The Town received bids for the proposed paving from B&B Paving, Inc. for \$434,332, Northeast Paving for \$485,075, and Pike Industries, Inc. for \$539,547.54. B&B Paving Inc. is the apparent low bidder, but all three bids are over the amount allocated in the Paving Account.

Upon review of the bids, the Highway Department proposed to remove the paving of Old Firehouse Lane (bid at \$79,082) from this year's paving work and to substitute paving on the lower end of Joy Road. The estimated cost for paving Joy Road is \$23,000. With the substitution of Joy Road for Old Firehouse Lane the bid from B&B Paving Inc. becomes \$378,250 leaving \$31,750 remaining budget in the Paving Account.

Public Works recommends accepting the bid from B&B Paving, Inc. for paving work on Oak Hill Road and Beech Hill Road as described in the Request for Paving Bids from May 31, 2023 and to substitute the paving of Old Firehouse Lane with the paving of the lower end of Joy Road in Northeast Harbor for an estimated contract amount of \$378,250 and to authorize Public Works Director Brian Henkel to execute a contract with B&B Paving, Inc. on behalf of the Town. Public Works further recommends that the Select Board authorize Public Works Director Brian Henkel to utilize the remaining \$31,750 in account number 1550100-53250 in the interests of the Town for additions or revisions to the paving contract with B&B Paving, Inc. for such things as changes in bid quantities, escalator clause cost increases, additional paving yet to be identified, or other appropriate uses of the money allocated for paving.

Cc: Durlin Lunt, Town Manager
Claire Wolfolk, Town Clerk

2023 Request for Paving Bids
May 31, 2023

MEMO

To: Prospective Bidders
From: Ben Jacobs Highway Superintendent
Re: Request for Paving Bids
Date: May 31, 2023

Please read this entire “Request for Paving Bids” package. Failure to do so is not grounds for errors or omissions in a submitted bid on the part of the bidder.

A minimum of one-way traffic shall always be maintained during all work.

A. Bid Process

The Town of Mount Desert is soliciting bids for paving using hot mixed asphalt (HMA) for their 2023 paving work. All equipment, materials, work, etc. used and provided is to conform with the latest edition of the State of Maine, Department of Transportation, Standard Specifications, Highways and Bridges unless otherwise stated or agreed upon with representatives of the Town. The bid price shall include all facets of the work, including but not necessarily limited to pavement milling; grading; compaction; surface preparation; mobilization; furnishing, hauling, and placing material; butt joints; traffic control; and final cleanup.

Before submitting a bid, each bidder shall become completely familiar with the required work; they shall rely on their own site inspections in preparation of their bids. No consideration will be given for any alleged misunderstanding of the material to be furnished, the work to be done, or for any defects in the final product that are the result of the absence of inspection of a site prior to submitting a bid.

Site Visits: Site visits are scheduled for 12:00 pm on June 12, 2023, beginning at the highway garage located at 307 Sargeant Drive in Northeast Harbor. The highway garage is approximately 0.20 miles from the intersection of Sargeant Drive and Route 198. After meeting at the highway garage, site visits will be conducted on each road. Limits of the work will be identified in the field by the Town prior to, and discussed during, the site visits.

Please contact Highway Superintendent Ben Jacobs with any questions you might have. He can be reached on 276-5744 Extension 1 between the hours of 7:30 AM and 2:30 PM, Monday through Friday. If you cannot attend the site visit described above, please contact Mr. Jacobs on

276-5744 and a meeting will be arranged to accommodate your specific needs. It will be best if all interested parties can attend the site visits on June 12, 2023, so all will hear the same questions and answers.

Bid Contents and Opening: The bid package is to include:

- Page 9 of 10 and 10 of 10 of this “2023 Request for Paving Bids” completed in their entirety.
- The enclosed Bid Form completed in its entirety.

The completed bid package is to be submitted in sealed envelopes plainly marked with “2023 Paving Bid” written on the outside. It must be received at the Town Office no later than 10:00 AM, June 20, 2023, where, at that time they will be opened and made public. Unbalanced bids identified upon review of the bids will not be considered – the Town has final say on what is an unbalanced bid. The apparent low bidder will be contacted after the bids are opened. Faxed bids will not be accepted; e-mailed bids will not be accepted. The Town’s mailing address is P.O. Box 248, Northeast Harbor, Maine 04662. The Town Office is located at 21 Sea Street in Northeast Harbor.

The Town reserves the right to reject any or all bids and to again invite bids; to waive such formalities or informalities as do not affect the substantive provisions thereof and to accept any bid deemed advantageous to the Town even if said bid is not the low bid.

Contract Award: The Town shall have up to 30 calendar days from date of bid opening to accept a bid. They will notify the apparent successful bidder by e-mail as such within five (5) calendar days of the bid opening date. It is anticipated that a written recommendation for award of the work shall be provided to the town’s Board of Selectmen for their consideration at their regularly scheduled meeting of July 3, 2023. The successful bidder will be notified by e-mail of the results of the Board of Selectmen action within five (5) calendar days of that action.

Agreement: The signed Agreement between the Town and the successful bidder will include this request for paving bids and the successful bidder’s bid package.

B. Work Schedule

All work shall be completed between September 5, 2023, and October 31, 2023, unless a mutually acceptable change is made between the successful bidder and the Town. The Town requires one week’s notice, an e-mail is sufficient, from the successful bidder prior to mobilizing to the work site to begin any work. The e-mail addresses to use are Ben Jacobs at highway@mtdesert.org and Brian Henkel at director@mtdesert.org.

C. Project Description & Street Locations

The affected roadways are described below; distances shown are approximate only. Bidders are responsible for all measurements associated with their bids. The starting and ending points per road will be marked out prior to the site visit. The specific roadways to be milled, to receive an overlay etc. will be identified at the site visit as well as being described below.

Fire House Lane and Parking lot

- Location: Beginning at its intersection with Main Street in Northeast Harbor proceeding along the Fire House Lane to distance of approximately 500 lineal feet to its ending point with Gray Cow Parking lot. Work also includes a small parking lot adjacent to Fire House Lane and the Great Harbor Maritime Museum
- The work includes reclamation, grading, and construction of a 2-inch-thick layer of 19.5 mm coarse HMA in this section of roadway and parking lot. All work is confined to Fire House Lane -no work is to be done in Main Street.

Beech Hill Road

- Location: Beginning at its intersection with Ripples Road proceeding south along Beech Hill Road to its intersection with Acadia National Park, approximately 8500 lineal feet.
- The work includes a 1/2 inch thick layer of shim followed by a 3/4-inch-thick overlay, both layers are to be 9.5 mm fine HMA.

Oak Hill Road

- Location: Beginning at its intersection with Route 102 in Somesville then proceeding along Oak Hill Road to its intersection with the Mount Desert/Bar Harbor town line, approximately 9800 lineal feet.
- The work includes construction of a 1/2-inch-thick spot shim layer followed by a 3/4-inch-thick overlay, both layers to be 9.5 mm fine HMA.

D. Bid Preparation Information

1. Include an asphalt escalator clause as described in the “Paving” section of the Maine Local Roads Centers website, a portion of which is shown below.

- Base Price” = the price of PG binder liquid per ton that exists on the bid opening date.
- Period Price” = the price of PG binder liquid per ton on the paving date that uses the New England Average Selling Price
- % asphalt factor” = average factor used for a particular HMA mix as found in MDOT Special Provision 108. Here, it equals 5.6% for 12.5 mm HMA.
- Liquid prices will be found at the following website: <http://www.maine.gov/successfulbidders/bidderinfo/asphalt.shtml>
- Price adjustment = (# of tons) x (price difference of period vs base price) x (% asphalt factor for that spec item)

Example: 1000 tons of 19.5 mm Hot Mix Asphalt (HMA) will be placed as an overlay. The HMA bid price on May 1 is \$70 per ton with a liquid price of \$500 per ton. The actual paving did not occur until September 1 when the liquid price was \$600 per ton.

$$1000 \text{ tons} \times (\$600 - \$500) \times 5.6\% = \$5,600$$

Knowing that the town was paying \$70,000 (\$70 per ton x 1000 tons), the final price was adjusted to be \$75,600.

2. Calculation of all tonnage, square yardage, etc. is the responsibility of the bidder.
3. Unbalanced bids will not be accepted. The Town will have the final say on determination of what is an unbalanced bid.
4. All traffic control is the responsibility of the successful bidder and shall conform to the latest edition of the MUTCD; costs associated with traffic control are to be considered incidental to the work - additional payment will not be made for traffic control.
5. The Town reserves the right to increase or decrease unit quantities by up to 20% without negotiating a new price.
6. Award of the bid will be as described on the enclosed bid form; one bidder will be awarded all the work. No work is to be subcontracted to others - the successful bidder shall provide all their own labor and equipment. HMA can be supplied by others; the milling machine can be provided by others. The pay items are as shown on the bid form.

E. Technical Information

1. All reclamation is to be twice the depth of the existing HMA unless site conditions prevent it. Reclamation work is to be approved by the representatives of the town before any HMA is placed.
2. The reclaimer, referred to in some technical specifications as a recycler, is to be a machine constructed for use as a reclaimer and not an e.g., loader, Bobcat, or backhoe with a pulverizing attachment. The reclaimer is to be a Wirtgen W R 2500 at 500-650 horsepower, with an eight-foot drum; "or equal."
3. All reclaimed material is to be graded into the roadway; windrows of reclaimed material are not to be left unless otherwise stated herein or approved by the representatives of the Town.
4. All grading of reclaimed material is to be inspected and approved by representatives of the Town prior to placing any HMA
5. As applicable, tack, shim and overlay work is to match the existing width of the affected roadways unless otherwise stated herein or agreed upon between representatives of the successful bidder and the Town.
6. All pavement thicknesses stated herein are compacted thickness.
7. All hot mixed asphalt (HMA) shim, base and surface materials are to be approved by representatives of the Town before any HMA is placed.
8. HMA is to be no less than 290-degrees Fahrenheit when placed. The Town will determine if the temperature of the mix is acceptable or not and will reject loads based on inadequate temperatures.
9. All base layer HMA is to be 19.5 mm coarse.
10. All surface layer HMA is to be 9.5 mm fine.
11. The Town will not sweep any roadways.
12. HMA placement will not be allowed during rainy events. The Town will have final determination if paving is allowed.
13. As applicable, a tack coat is to be placed on base HMA prior to placing any surface layer. Furnishing and installing a tack coat is to be considered incidental to the work.

14. The successful bidder shall construct butt joints to match pavement at each existing paved driveway entrance and intersecting paved road and shall construct paved aprons in these locations of the project areas. Representatives of the Town will determine where any additional paved aprons will be required and identify them prior to the site visit. These are the responsibility of the successful bidder and are to be considered incidental to the work. The Town will construct any gravel aprons that are necessary.

Any driveway that is lower than the street shall have a berm installed to prevent surface water from entering the driveway unless otherwise specified by the Town. For drives, sidewalks, island and other incidental handwork off the traveled way, 9.5 mm mix shall be used. But joints shall be used at any intersection of any existing pavement at the beginning and end of the project and at any intersections with adjacent roadways, be they public or private roads.

17. Weigh slips will be required per truck delivering shim or HMA, a copy of which will be provided to the Towns representative before placing the material.

18. All materials and every detail of the work will be subject to inspection by the Town who may require the successful bidder's quality control person to be onsite to monitor material placement and compaction. The Town shall be allowed access to all parts of the work. The Town shall also have the right to inspect and test, at the Town's expense, in conformance with generally accepted industry testing procedures. Sampling and testing can include, but not be limited to, core samples for density testing to achieve a minimum 92.5% density and sampling the HMA for testing for asphalt content, gradation, and theoretical maximum density.

All test results will be required to be within the allowable tolerances given in Section 400 of the most recent edition of the MDOT Standard Specifications. Method D shall be used. Upon demand from the Town, the Successful bidder must supply a ten-foot straightedge. The surface, when tested, shall be in accordance with Section 401.20 of the most recent edition of the MDOT Standard Specifications.

19. If the Town requests it, the successful bidder shall remove portions of the finished work the Towns deems unacceptable. After examination, the successful bidder shall restore the removed areas of the work to the standards of the specifications. Should the exposed work prove to be acceptable, in the judgment of the Town, the removal and replacement of the sections will be paid for as extra work at the unit prices shown in the bid form. Should the exposed work prove to be unacceptable in the judgment of the Town, the removal and replacement of the material will be at the successful bidder's expense.

20. Any work done without authorization from an authorized representative of the Town may be ordered removed and replaced at the successful bidder's expense unless the town failed to

respond to contact from the successful bidder after having been given reasonable notice that work was to be performed.

21. At the completion of paving, each site shall be left in a neat and clean condition, subject to approval of the representatives of the Town. Scattered piles of HMA through the project sites shall not be left – they are unacceptable and are to be removed at the completion of all paving.

22. The successful bidder shall provide the name of the supplier they intend to purchase the HMA from with their bid. The successful bidder shall also provide a job mix formula for all HMA to be used in performance of the contract that conforms to that required by the Maine DOT for the HMA required herein. Change of supplier or job mix formula during construction will not be allowed.

23. The successful bidder is to provide a list to the Town prior to contract signing of all suppliers and subcontractors, including owners of hired trucks, they intend to use for completion of the work described herein.

F. Insurance/Bonds: The successful bidder must provide the following to the Town prior to Agreement signing. The failure to provide this information may be, at the Town’s sole discretion, the cause for the rejection of a bid by the Town.

- The Successful bidder shall purchase and maintain liability insurance and workers compensation insurance that is in force until the work is completed and accepted by the town. Within one week of notice from the Town to the successful bidder of the acceptance of its bid, the successful bidder shall furnish a Certificate of Insurance to the Town naming the Town as an additional insured. Documentation that the Town has been named as an additional insured is to be shown either by checking the appropriate box or printing that “The Town of Mount Desert is named as an additional insured” in the correct locations on the Certificate of Insurance form or, both. This Certificate of Insurance shall confirm that the successful bidder is covered by Workers Compensation insurance.
- The successful bidder shall furnish performance and payment bonds, each in an amount at least equal to 100-percent of the agreed upon price for the work as security for the faithful performance and payment of all the successful bidder’s obligations described herein. These bonds shall remain in effect until completion of the warranty period specified in Section G below. Failure to provide these bonds prior to or at the Agreement signing is a material breach of the bid process and terms and may, in the sole discretion of the Town, result in the successful bidder’s bid being rejected. The cost of the bonds shall be borne by the successful bidder; no separate payment will be made for the bonds.

- All bonds and insurance required to be purchased and maintained by the successful bidder shall be obtained from surety or insurance companies that are duly licensed or authorized in the jurisdiction in which the work is located to issue bonds or insurance policies for the limits and coverages so required.

G. Warranties: The successful bidder guarantees that the work to be done under this contract and the materials to be furnished by the supplier for use in the construction of the same will be free from defects or flaws. Final payment will not be made until the successful bidder provides the Town with lien waivers from all suppliers and subcontractors, including owners of hired trucks.

H. Indemnification: To the fullest extent permitted by law, the successful bidder shall indemnify and hold harmless the Town, their agents, and employees against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees arising out of or resulting from the performance of the work regardless of standard of care. This indemnification extends to all costs and all attorneys' fees incurred by the Town.

I. Payment: The Town shall make payment upon receipt of applications for payments spaced no closer than 30 days apart and will be based on the information provided in the successful bidders bid package. The Board of Selectmen must approve all payments; they meet on the first and third Mondays of each month. As such, invoices must be received by the Public Works Director by noon on the Tuesday before the following week's selectmen's meeting.

As previously noted, truck delivery weigh slips are required to be provided to the Town's representative per truck as they arrive at the site. The monthly requested payment amount is to be based on quantities calculated and agreed to at the end of each workday between representatives of the successful bidder and the Town. Tonnages of HMA used are to be calculated based on those shown on the weigh slips, copies of which are to be included with the application for payment.

Enc. 2023 Paving Bid Schedule

Cc. Northeast Paving
B and B Paving
Pike Industries
Brian Henkel

greg.dexter@eurovia.us
jaimie@bandbpaving.com
jmullis@pikeindustries.com
director@mtdesert.org

BID PACKAGE to be submitted includes this page 9 of 10 and the following page 10 of 10, completed in their entirety, of this **2023 Request for Paving Bids** and the attached Bid Form.

We herewith submit our bid in accordance with the requirements and specifications herein described and acknowledged as such:

1. We agree to supply the equipment, personnel, products, and services required, whether more or less than these estimates, at the prices quoted herein and in accordance with the provisions of this bid package.
2. We agree to comply with all requirements relating to pricing and reporting requirements for products and services provided and described under this bid.
3. All prices quoted shall be firm for the term of this contract unless otherwise described in this bid package.

Company Name _____

Mailing Address _____

Telephone: Office _____ Cell: _____ Fax: _____

E-mail _____

Printed Name and Title of Owner or Authorized Individual:

Printed _____

Signature _____

Total Bid in Numerals: \$ _____

Total Bid in Written Form: _____

Four (4) municipal references are required for all bidders.

Reference 1:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 2:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 3:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 4:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Escalator clause: Bidder's initials acknowledge acceptance of escalator clause: _____



Town of Mount Desert
 Bid Opening Tabulation Sheet

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

Department: HIGHWAY

Bid Item: PAVING

Date: 6-20-23 Time: 10:00 AM

Location: Meeting Room, Town Hall, Northeast Harbor

BEN JACOBS

AUBERT LEEMAN

RANK	VENDOR	GRAND TOTAL	ADD ALTERNATES AND/OR NOTES
		\$	
2	NORTHEAST PAVING	485,075.00	
		\$	
1	B+B PAVING	434,332.00	
		\$	
3	PIKE PAVING	539,547.54	
		\$	
		\$	
		\$	
		\$	

Apparent Low Bidder: B+B PAVING

Contact: _____ for more information.



BID PACKAGE to be submitted includes this page 9 of 10 and the following page 10 of 10, completed in their entirety, of this **2023 Request for Paving Bids** and the attached Bid Form.

We herewith submit our bid in accordance with the requirements and specifications herein described and acknowledged as such:

1. We agree to supply the equipment, personnel, products, and services required, whether more or less than these estimates, at the prices quoted herein and in accordance with the provisions of this bid package.
2. We agree to comply with all requirements relating to pricing and reporting requirements for products and services provided and described under this bid.
3. All prices quoted shall be firm for the term of this contract unless otherwise described in this bid package.

Company Name Eurovia Atlantic Coast, LLC dba Northeast Paving

Mailing Address 953 Odlin Road, Bangor, ME 04401

Telephone: Office 207-945-0873 Cell: 207-751-3643 Fax: 207-945-0874

E-mail Greg.Dexter@Eurovia.us

Printed Name and Title of Owner or Authorized Individual:

Printed Wayne A. Berry - Division Manager

Signature 

Total Bid in Numerals: \$ 485,075.00

Total Bid in Written Form: Four Hundred Eighty Five Thousand Seventy Five Dollars and Zero Cents

Eurovia Atlantic Coast, LLC dba Northeast Paving

Four (4) municipal references are required for all bidders.

Reference 1:

Client Town of Mount Desert Contact Name Ben Jacobs

Tel 207-276-5744 e-mail: highway@mtdesert.org

Reference 2:

Client City of Bangor Contact Name Ted Trembley

Tel 207-992-4251 e-mail: ted.trembley@bangormaine.gov

Reference 3:

Client City of Ellsworth Contact Name Lisa Sekulich

Tel 207-669-6619 e-mail: _____

Reference 4:

Client City of Rockland Contact Name Chris Donlin

Tel 207-542-6523 e-mail: _____

Escalator clause: Bidder's initials acknowledge acceptance of escalator clause: WAB

Town of Mount Desert 2023 Paving Bid Schedule

Bidder's Company Name: Eurovia Atlantic Coast, LLC dba Northeast Paving

Date: 6/20/2023

Location	Description	Quantity	Units-Tons	Unit Price	Amount (Quantity x Unit Price)
1. Oak Hill Road					
L = 9,800'	0.50inch 9.5mm Fine Spot Shim	200	TON	\$150.00	\$30,000.00
W = 20'	0.75-inch 9.5mm Fine Surface	1,085	TON	\$150.00	\$162,750.00
				Total: Location 1	\$192,750.00
2. Beech Hill Road					
L = 8,500'	0.50inch 9.5mm Fine shim	565	TON	\$150.00	\$84,750.00
W = 21'	0.75inch 9.5mm Fine Surface	850	TON	\$150.00	\$127,500.00
				Total: Location 2	\$212,250.00
				Total: Location 3	\$80,075.00
3. Firehouse Lane/Parking Lot	2.0-inch 19.5 mm Base Coat	205	TON	\$215.00	\$44,075.00
L =					
W =					
Reclaiming		1,800	SY	\$20.00	\$36,000.00
				Project Total	\$485,075.00

BID PACKAGE to be submitted includes this page 9 of 10 and the following page 10 of 10, completed in their entirety, of this **2023 Request for Paving Bids** and the attached Bid Form.

We herewith submit our bid in accordance with the requirements and specifications herein described and acknowledged as such:

1. We agree to supply the equipment, personnel, products, and services required, whether more or less than these estimates, at the prices quoted herein and in accordance with the provisions of this bid package.
2. We agree to comply with all requirements relating to pricing and reporting requirements for products and services provided and described under this bid.
3. All prices quoted shall be firm for the term of this contract unless otherwise described in this bid package.

Company Name B & B Paving, Inc.

Mailing Address 61 Dave's Way Hermon, ME 04401

Telephone: Office 848-7099 Cell: 735-6987 Dave West
xxx

E-mail dave@bandbpaving.com jaimie@bandbpaving.com

Printed Name and Title of Owner or Authorized Individual:

Printed David West

Signature David West

Total Bid in Numerals: \$ 434,332

Total Bid in Written Form: four hundred thirty four thousand, three hundred thirty two dollars and zero cents

Four (4) municipal references are required for all bidders.

Reference 1:

Client Town of Levant Contact Name Scott Pullen

Tel (207) 852-5503 e-mail: townoflevant@roadrunner.com

Reference 2:

Client Town of Kenduskeag Contact Name Bert Mandigo

Tel (207) 884-7947 e-mail: sandy@kenduskeag.org

Reference 3:

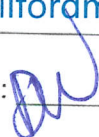
Client City of Old Town Contact Name John Rouleau

Tel (207) 207-944-0921 e-mail: jrouleau@old-town.org

Reference 4:

Client Town of Milford Contact Name Mike Georgia

Tel (207) 827-2072 e-mail: treasurer@milfordmaine.org

Escalator clause: Bidder's initials acknowledge acceptance of escalator clause: 

Town of Mount Desert 2023 Paving Bid Schedule

Bidder's Company Name: B & B Paving, Inc.

Date: 6/20/2023

Location	Description	Quantity	Units-Tons	Unit Price	Amount (Quantity x Unit Price)
1. Oak Hill Road					
L = 75' x 24' 425' x 21'	0.50inch 9.5mm Fine Spot Shim	1,301sy	37 tons	\$145	\$5,365
W = 3,750' x 24' 6,100' x 21'	0.75-inch 9.5mm Fine Surface	24,233sy	1,018 tons	\$145	\$147,610
+ 6 Catch Basins 8' x 8'				Total: Location 1	\$152,975
2. Beech Hill Road					
L = 8,050' x 21' 575' x 18'	0.50inch 9.5mm Fine shim	19,333sy	558 tons	\$145	\$80,910
W = 8,050' x 21' 575' x 18'	0.75inch 9.5mm Fine Surface	19,333sy	837 tons	\$145	\$121,365
				Total: Location 2	\$202,275
				Total: Location 3	
3. Firehouse Lane/Parking Lot	2.0-inch 19.5 mm Base Coat		Unit Tons	Unit Price	
L = square yards 1,747sy			196 tons	\$350	\$68,600
W = 1,747sy	reclaim, grade and compact			\$ 6	\$10,482
Reclaiming					
				Project Total	\$79,082

BID PACKAGE to be submitted includes this page 9 of 10 and the following page 10 of 10, completed in their entirety, of this 2023 Request for Paving Bids and the attached Bid Form.

We herewith submit our bid in accordance with the requirements and specifications herein described and acknowledged as such:

1. We agree to supply the equipment, personnel, products, and services required, whether more or less than these estimates, at the prices quoted herein and in accordance with the provisions of this bid package.
2. We agree to comply with all requirements relating to pricing and reporting requirements for products and services provided and described under this bid.
3. All prices quoted shall be firm for the term of this contract unless otherwise described in this bid package.

Company Name PIKE INDUSTRIES, INC.

Mailing Address 95 WESTERN AVE. FAIRFIELD, ME 04937

Telephone: Office 207-854-2561 Cell: 207-592-0583 Fax: 207-453-2557

E-mail jmullis@pikeindustries.com

Printed Name and Title of Owner or Authorized Individual:

Printed JEFF MULLIS, ESTIMATOR

Signature 

Total Bid in Numerals: \$ 539,547.54

Total Bid in Written Form: Five Hundred Thirty Nine Thousand Five Hundred Forty Seven and Fifty Four Cents

Town of Mount Desert 2023 Paving Bid Schedule

Bidder's Company Name: *Pike Industries Inc*

Date: *6/20/23*

Location	Description	Quantity	Units-Tons	Unit Price	Amount (Quantity x Unit Price)
1. Oak Hill Road					
L = <i>9,800'</i>	0.50inch 9.5mm Fine Spot Shim	<i>49</i>	<i>Ton</i>	<i>\$189.94</i>	<i>\$9,307.06</i>
W = <i>21'</i>	0.75-inch 9.5mm Fine Surface	<i>946</i>	<i>Ton</i>	<i>\$189.94</i>	<i>\$179,683.24</i>
				Total: Location 1	<i>\$188,990.30</i>
2. Beech Hill Road					
L = <i>8,500'</i>	0.50inch 9.5mm Fine shim	<i>539</i>	<i>Ton</i>	<i>\$189.94</i>	<i>\$102,377.66</i>
W = <i>21'</i>	0.75inch 9.5mm Fine Surface	<i>818</i>	<i>Ton</i>	<i>\$189.94</i>	<i>\$155,370.92</i>
				Total: Location 2	<i>\$257,748.58</i>
3. Firehouse Lane/Parking Lot					
	2.0-inch 19.5 mm Base Coat			Tons	
L = <i>Varies</i>					
W = <i>Varies</i>		<i>303</i>	<i>Ton</i>	<i>\$225.50</i>	<i>\$68,326.50</i>
Reclaiming		<i>2,757</i>	<i>SY</i>	<i>\$8.88</i>	<i>\$24,482.16</i>
				Project Total	<i>\$92,808.66</i>

Total: 1, 2, 3 = \$539,547.54

Four (4) municipal references are required for all bidders.

Reference 1:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 2:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 3:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 4:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Escalator clause: Bidder's initials acknowledge acceptance of escalator clause: _____

SEE ATTACHED



**EXPERIENCE STATEMENT
SECTION 00025
STATEMENT OF PROJECTS**

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>DOLLAR VOLUME</u>	<u>TIMEFRAME</u>
222212 Town Of Palmyra, ME Priscilla Jones - Treasurer (207) 938-4871	2022 HMA Paving Work	783,381.00	05/22-11/22
222213 Town of Winslow, ME Paul Fongemie - Public Works Director (207) 872-1972	Blue Jay Way & Partridge Ave	49,408.00	05/22 - 06/22
220491. Town Of Fairfield ME Bruce Williams - Director of Public works (207) 453-6551	2020 milling, reclaiming and HMA paving work	493,893.00	05/20 - 09/20
622131 Town of Jay Shiloh LaFreniere - Town Manager (207) 897-6785	2022 HMA Paving Work	460,596.00	04/22 - 11/22
620179. Town Of Farmington ME Phil Hutchins - Town (207) 778-6538	2019 Paving Work	502,220.00	06/20 - 12/20
Maine Dept. of Transportation George MacDougall (207) 624-3000	Highway Reconstruction, Pavement Overlay, and Removing Pavement projects	Millions	every year

2023 Request for Paving Bids
May 31, 2023

MEMO

To: Prospective Bidders
From: Ben Jacobs Highway Superintendent
Re: Request for Paving Bids
Date: May 31, 2023

Please read this entire “Request for Paving Bids” package. Failure to do so is not grounds for errors or omissions in a submitted bid on the part of the bidder.

A minimum of one-way traffic shall always be maintained during all work.

A. Bid Process

The Town of Mount Desert is soliciting bids for paving using hot mixed asphalt (HMA) for their 2023 paving work. All equipment, materials, work, etc. used and provided is to conform with the latest edition of the State of Maine, Department of Transportation, Standard Specifications, Highways and Bridges unless otherwise stated or agreed upon with representatives of the Town. The bid price shall include all facets of the work, including but not necessarily limited to pavement milling; grading; compaction; surface preparation; mobilization; furnishing, hauling, and placing material; butt joints; traffic control; and final cleanup.

Before submitting a bid, each bidder shall become completely familiar with the required work; they shall rely on their own site inspections in preparation of their bids. No consideration will be given for any alleged misunderstanding of the material to be furnished, the work to be done, or for any defects in the final product that are the result of the absence of inspection of a site prior to submitting a bid.

Site Visits: Site visits are scheduled for 12:00 pm on June 12, 2023, beginning at the highway garage located at 307 Sargeant Drive in Northeast Harbor. The highway garage is approximately 0.20 miles from the intersection of Sargeant Drive and Route 198. After meeting at the highway garage, site visits will be conducted on each road. Limits of the work will be identified in the field by the Town prior to, and discussed during, the site visits.

Please contact Highway Superintendent Ben Jacobs with any questions you might have. He can be reached on 276-5744 Extension 1 between the hours of 7:30 AM and 2:30 PM, Monday through Friday. If you cannot attend the site visit described above, please contact Mr. Jacobs on

276-5744 and a meeting will be arranged to accommodate your specific needs. It will be best if all interested parties can attend the site visits on June 12, 2023, so all will hear the same questions and answers.

Bid Contents and Opening: The bid package is to include:

- Page 9 of 10 and 10 of 10 of this “2023 Request for Paving Bids” completed in their entirety.
- The enclosed Bid Form completed in its entirety.

The completed bid package is to be submitted in sealed envelopes plainly marked with “2023 Paving Bid” written on the outside. It must be received at the Town Office no later than 10:00 AM, June 20, 2023, where, at that time they will be opened and made public. Unbalanced bids identified upon review of the bids will not be considered – the Town has final say on what is an unbalanced bid. The apparent low bidder will be contacted after the bids are opened. Faxed bids will not be accepted; e-mailed bids will not be accepted. The Town’s mailing address is P.O. Box 248, Northeast Harbor, Maine 04662. The Town Office is located at 21 Sea Street in Northeast Harbor.

The Town reserves the right to reject any or all bids and to again invite bids; to waive such formalities or informalities as do not affect the substantive provisions thereof and to accept any bid deemed advantageous to the Town even if said bid is not the low bid.

Contract Award: The Town shall have up to 30 calendar days from date of bid opening to accept a bid. They will notify the apparent successful bidder by e-mail as such within five (5) calendar days of the bid opening date. It is anticipated that a written recommendation for award of the work shall be provided to the town’s Board of Selectmen for their consideration at their regularly scheduled meeting of July 3, 2023. The successful bidder will be notified by e-mail of the results of the Board of Selectmen action within five (5) calendar days of that action.

Agreement: The signed Agreement between the Town and the successful bidder will include this request for paving bids and the successful bidder’s bid package.

B. Work Schedule

All work shall be completed between September 5, 2023, and October 31, 2023, unless a mutually acceptable change is made between the successful bidder and the Town. The Town requires one week’s notice, an e-mail is sufficient, from the successful bidder prior to mobilizing to the work site to begin any work. The e-mail addresses to use are Ben Jacobs at highway@mtdesert.org and Brian Henkel at director@mtdesert.org.

C. Project Description & Street Locations

The affected roadways are described below; distances shown are approximate only. Bidders are responsible for all measurements associated with their bids. The starting and ending points per road will be marked out prior to the site visit. The specific roadways to be milled, to receive an overlay etc. will be identified at the site visit as well as being described below.

Fire House Lane and Parking lot

- Location: Beginning at its intersection with Main Street in Northeast Harbor proceeding along the Fire House Lane to distance of approximately 500 lineal feet to its ending point with Gray Cow Parking lot. Work also includes a small parking lot adjacent to Fire House Lane and the Great Harbor Maritime Museum
- The work includes reclamation, grading, and construction of a 2-inch-thick layer of 19.5 mm coarse HMA in this section of roadway and parking lot. All work is confined to Fire House Lane -no work is to be done in Main Street.

Beech Hill Road

- Location: Beginning at its intersection with Ripples Road proceeding south along Beech Hill Road to its intersection with Acadia National Park, approximately 8500 lineal feet.
- The work includes a 1/2 inch thick layer of shim followed by a 3/4-inch-thick overlay, both layers are to be 9.5 mm fine HMA.

Oak Hill Road

- Location: Beginning at its intersection with Route 102 in Somesville then proceeding along Oak Hill Road to its intersection with the Mount Desert/Bar Harbor town line, approximately 9800 lineal feet.
- The work includes construction of a 1/2-inch-thick spot shim layer followed by a 3/4-inch-thick overlay, both layers to be 9.5 mm fine HMA.

D. Bid Preparation Information

1. Include an asphalt escalator clause as described in the “Paving” section of the Maine Local Roads Centers website, a portion of which is shown below.

- Base Price” = the price of PG binder liquid per ton that exists on the bid opening date.
- Period Price” = the price of PG binder liquid per ton on the paving date that uses the New England Average Selling Price
- % asphalt factor” = average factor used for a particular HMA mix as found in MDOT Special Provision 108. Here, it equals 5.6% for 12.5 mm HMA.
- Liquid prices will be found at the following website: <http://www.maine.gov/successfulbidders/bidderinfo/asphalt.shtml>
- Price adjustment = (# of tons) x (price difference of period vs base price) x (% asphalt factor for that spec item)

Example: 1000 tons of 19.5 mm Hot Mix Asphalt (HMA) will be placed as an overlay. The HMA bid price on May 1 is \$70 per ton with a liquid price of \$500 per ton. The actual paving did not occur until September 1 when the liquid price was \$600 per ton.

$$1000 \text{ tons} \times (\$600 - \$500) \times 5.6\% = \$5,600$$

Knowing that the town was paying \$70,000 (\$70 per ton x 1000 tons), the final price was adjusted to be \$75,600.

2. Calculation of all tonnage, square yardage, etc. is the responsibility of the bidder.
3. Unbalanced bids will not be accepted. The Town will have the final say on determination of what is an unbalanced bid.
4. All traffic control is the responsibility of the successful bidder and shall conform to the latest edition of the MUTCD; costs associated with traffic control are to be considered incidental to the work - additional payment will not be made for traffic control.
5. The Town reserves the right to increase or decrease unit quantities by up to 20% without negotiating a new price.
6. Award of the bid will be as described on the enclosed bid form; one bidder will be awarded all the work. No work is to be subcontracted to others - the successful bidder shall provide all their own labor and equipment. HMA can be supplied by others; the milling machine can be provided by others. The pay items are as shown on the bid form.

E. Technical Information

1. All reclamation is to be twice the depth of the existing HMA unless site conditions prevent it. Reclamation work is to be approved by the representatives of the town before any HMA is placed.
2. The reclaimer, referred to in some technical specifications as a recycler, is to be a machine constructed for use as a reclaimer and not an e.g., loader, Bobcat, or backhoe with a pulverizing attachment. The reclaimer is to be a Wirtgen W R 2500 at 500-650 horsepower, with an eight-foot drum; "or equal."
3. All reclaimed material is to be graded into the roadway; windrows of reclaimed material are not to be left unless otherwise stated herein or approved by the representatives of the Town.
4. All grading of reclaimed material is to be inspected and approved by representatives of the Town prior to placing any HMA
5. As applicable, tack, shim and overlay work is to match the existing width of the affected roadways unless otherwise stated herein or agreed upon between representatives of the successful bidder and the Town.
6. All pavement thicknesses stated herein are compacted thickness.
7. All hot mixed asphalt (HMA) shim, base and surface materials are to be approved by representatives of the Town before any HMA is placed.
8. HMA is to be no less than 290-degrees Fahrenheit when placed. The Town will determine if the temperature of the mix is acceptable or not and will reject loads based on inadequate temperatures.
9. All base layer HMA is to be 19.5 mm coarse.
10. All surface layer HMA is to be 9.5 mm fine.
11. The Town will not sweep any roadways.
12. HMA placement will not be allowed during rainy events. The Town will have final determination if paving is allowed.
13. As applicable, a tack coat is to be placed on base HMA prior to placing any surface layer. Furnishing and installing a tack coat is to be considered incidental to the work.

14. The successful bidder shall construct butt joints to match pavement at each existing paved driveway entrance and intersecting paved road and shall construct paved aprons in these locations of the project areas. Representatives of the Town will determine where any additional paved aprons will be required and identify them prior to the site visit. These are the responsibility of the successful bidder and are to be considered incidental to the work. The Town will construct any gravel aprons that are necessary.

Any driveway that is lower than the street shall have a berm installed to prevent surface water from entering the driveway unless otherwise specified by the Town. For drives, sidewalks, island and other incidental handwork off the traveled way, 9.5 mm mix shall be used. But joints shall be used at any intersection of any existing pavement at the beginning and end of the project and at any intersections with adjacent roadways, be they public or private roads.

17. Weigh slips will be required per truck delivering shim or HMA, a copy of which will be provided to the Towns representative before placing the material.

18. All materials and every detail of the work will be subject to inspection by the Town who may require the successful bidder's quality control person to be onsite to monitor material placement and compaction. The Town shall be allowed access to all parts of the work. The Town shall also have the right to inspect and test, at the Town's expense, in conformance with generally accepted industry testing procedures. Sampling and testing can include, but not be limited to, core samples for density testing to achieve a minimum 92.5% density and sampling the HMA for testing for asphalt content, gradation, and theoretical maximum density.

All test results will be required to be within the allowable tolerances given in Section 400 of the most recent edition of the MDOT Standard Specifications. Method D shall be used. Upon demand from the Town, the Successful bidder must supply a ten-foot straightedge. The surface, when tested, shall be in accordance with Section 401.20 of the most recent edition of the MDOT Standard Specifications.

19. If the Town requests it, the successful bidder shall remove portions of the finished work the Towns deems unacceptable. After examination, the successful bidder shall restore the removed areas of the work to the standards of the specifications. Should the exposed work prove to be acceptable, in the judgment of the Town, the removal and replacement of the sections will be paid for as extra work at the unit prices shown in the bid form. Should the exposed work prove to be unacceptable in the judgment of the Town, the removal and replacement of the material will be at the successful bidder's expense.

20. Any work done without authorization from an authorized representative of the Town may be ordered removed and replaced at the successful bidder's expense unless the town failed to

respond to contact from the successful bidder after having been given reasonable notice that work was to be performed.

21. At the completion of paving, each site shall be left in a neat and clean condition, subject to approval of the representatives of the Town. Scattered piles of HMA through the project sites shall not be left – they are unacceptable and are to be removed at the completion of all paving.

22. The successful bidder shall provide the name of the supplier they intend to purchase the HMA from with their bid. The successful bidder shall also provide a job mix formula for all HMA to be used in performance of the contract that conforms to that required by the Maine DOT for the HMA required herein. Change of supplier or job mix formula during construction will not be allowed.

23. The successful bidder is to provide a list to the Town prior to contract signing of all suppliers and subcontractors, including owners of hired trucks, they intend to use for completion of the work described herein.

F. Insurance/Bonds: The successful bidder must provide the following to the Town prior to Agreement signing. The failure to provide this information may be, at the Town’s sole discretion, the cause for the rejection of a bid by the Town.

- The Successful bidder shall purchase and maintain liability insurance and workers compensation insurance that is in force until the work is completed and accepted by the town. Within one week of notice from the Town to the successful bidder of the acceptance of its bid, the successful bidder shall furnish a Certificate of Insurance to the Town naming the Town as an additional insured. Documentation that the Town has been named as an additional insured is to be shown either by checking the appropriate box or printing that “The Town of Mount Desert is named as an additional insured” in the correct locations on the Certificate of Insurance form or, both. This Certificate of Insurance shall confirm that the successful bidder is covered by Workers Compensation insurance.
- The successful bidder shall furnish performance and payment bonds, each in an amount at least equal to 100-percent of the agreed upon price for the work as security for the faithful performance and payment of all the successful bidder’s obligations described herein. These bonds shall remain in effect until completion of the warranty period specified in Section G below. Failure to provide these bonds prior to or at the Agreement signing is a material breach of the bid process and terms and may, in the sole discretion of the Town, result in the successful bidder’s bid being rejected. The cost of the bonds shall be borne by the successful bidder; no separate payment will be made for the bonds.

- All bonds and insurance required to be purchased and maintained by the successful bidder shall be obtained from surety or insurance companies that are duly licensed or authorized in the jurisdiction in which the work is located to issue bonds or insurance policies for the limits and coverages so required.

G. Warranties: The successful bidder guarantees that the work to be done under this contract and the materials to be furnished by the supplier for use in the construction of the same will be free from defects or flaws. Final payment will not be made until the successful bidder provides the Town with lien waivers from all suppliers and subcontractors, including owners of hired trucks.

H. Indemnification: To the fullest extent permitted by law, the successful bidder shall indemnify and hold harmless the Town, their agents, and employees against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees arising out of or resulting from the performance of the work regardless of standard of care. This indemnification extends to all costs and all attorneys' fees incurred by the Town.

I. Payment: The Town shall make payment upon receipt of applications for payments spaced no closer than 30 days apart and will be based on the information provided in the successful bidders bid package. The Board of Selectmen must approve all payments; they meet on the first and third Mondays of each month. As such, invoices must be received by the Public Works Director by noon on the Tuesday before the following week's selectmen's meeting.

As previously noted, truck delivery weigh slips are required to be provided to the Town's representative per truck as they arrive at the site. The monthly requested payment amount is to be based on quantities calculated and agreed to at the end of each workday between representatives of the successful bidder and the Town. Tonnages of HMA used are to be calculated based on those shown on the weigh slips, copies of which are to be included with the application for payment.

Enc. 2023 Paving Bid Schedule

Cc. Northeast Paving
B and B Paving
Pike Industries
Brian Henkel

greg.dexter@eurovia.us
jaimie@bandbpaving.com
jmullis@pikeindustries.com
director@mtdesert.org

BID PACKAGE to be submitted includes this page 9 of 10 and the following page 10 of 10, completed in their entirety, of this **2023 Request for Paving Bids** and the attached Bid Form.

We herewith submit our bid in accordance with the requirements and specifications herein described and acknowledged as such:

1. We agree to supply the equipment, personnel, products, and services required, whether more or less than these estimates, at the prices quoted herein and in accordance with the provisions of this bid package.
2. We agree to comply with all requirements relating to pricing and reporting requirements for products and services provided and described under this bid.
3. All prices quoted shall be firm for the term of this contract unless otherwise described in this bid package.

Company Name _____

Mailing Address _____

Telephone: Office _____ Cell: _____ Fax: _____

E-mail _____

Printed Name and Title of Owner or Authorized Individual:

Printed _____

Signature _____

Total Bid in Numerals: \$ _____

Total Bid in Written Form: _____

Four (4) municipal references are required for all bidders.

Reference 1:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 2:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 3:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Reference 4:

Client _____ Contact Name _____

Tel _____ e-mail: _____

Escalator clause: Bidder's initials acknowledge acceptance of escalator clause: _____

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

7/17/2023

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices			
		AP#2404	07/18/23	991,709.21
				\$ 991,709.21
B. Authorized Warrants to be Signed: (Wendy needs to abstain)				
(Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits			
		AP#2382	06/22/23	\$ 103,066.47
		AP#2383	06/28/23	\$ 16,395.15
		AP#2402	07/06/23	\$ 23,632.34
		AP#2403	07/12/23	\$ 53,481.96
	Town Payroll			
		PR#2329	06/23/23	\$ 159,817.86
		PR#2401	07/07/23	\$ 170,969.52
				\$ 527,363.30
C. Warrants to be Acknowledged:				
	School Invoices			
		AP#13	6/21/23	\$ 32,531.32
		AP#01	7/12/23	\$ 150,772.93
	School Payroll			
		PR#26	06/23/23	\$ 228,591.01
		PR#01	07/07/23	\$ 62,508.36
	Town Voids			
		V2311	06/20/23	\$ (95.00)
				\$ 474,308.62
TOTAL WARRANTS FOR BOS MEETING				\$ 1,993,381.13



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Town of Mount Desert
YEAR-TO-DATE BUDGET REPORT

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FOR 2023 13

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
200	Governing Body	35,701.00	35,701.00	21,169.65	0.00	0.00	14,531.35	59.3%
201	Municipal Management	396,971.00	396,971.00	381,450.48	0.00	0.00	15,520.52	96.1%
202	Town Clerk	123,582.00	134,432.28	123,699.98	0.00	0.00	10,732.30	92.0%
203	Elections	22,250.00	22,250.00	6,425.62	0.00	0.00	15,824.38	28.9%
204	Planning Board	51,509.00	87,186.00	17,896.04	0.00	0.00	69,289.96	20.5%
205	Finance	249,317.00	249,317.00	253,650.13	0.00	0.00	-4,333.13	101.7%
206	Assessing	134,141.00	134,341.00	126,356.32	0.00	0.00	7,984.68	94.1%
207	Code Enforcement	182,524.00	182,524.00	168,861.15	0.00	0.00	13,662.85	92.5%
208	Unallocated	103,100.00	103,100.00	76,056.22	0.00	0.00	27,043.78	73.8%
209	Human Resources	40,320.00	40,320.00	1,794.99	0.00	0.00	38,525.01	4.5%
210	Technology	201,731.00	201,731.00	220,603.39	0.00	0.00	-18,872.39	109.4%
300	General Assistance	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	.0%
350	Rural Wastewater Support	205,805.00	205,805.00	189,505.00	0.00	0.00	16,300.00	92.1%
401	Police	1,058,095.00	1,122,220.00	1,100,715.21	0.00	0.00	21,504.79	98.1%
403	Fire	1,997,088.00	2,005,467.48	1,699,535.51	0.00	0.00	305,931.97	84.7%
404	Hydrants	273,500.00	273,500.00	273,500.00	0.00	0.00	0.00	100.0%
405	Shellfish Conservation	3,250.00	3,250.00	0.00	0.00	0.00	3,250.00	.0%
406	Street Lights	10,500.00	10,500.00	9,598.31	0.00	0.00	901.69	91.4%
407	Animal Control	5,000.00	5,000.00	70.01	0.00	0.00	4,929.99	1.4%
408	Communication	398,857.00	411,410.20	289,321.04	0.00	0.00	122,089.16	70.3%
409	Emergency Management	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	.0%
501	Highways	1,862,153.00	1,862,153.00	1,869,607.15	0.00	0.00	-7,454.15	100.4%

FOR 2023 13

ACCOUNTS FOR: 100	General Fund	REVISSED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
505 Wastewater Operations		710,650.00	685,618.63	0.00	0.00	25,031.37	96.5%
704,650.00							
506 Waste Water Treatment		429,608.00	357,947.17	0.00	0.00	71,660.83	83.3%
429,608.00							
515 Waste Management		684,710.00	719,294.15	0.00	0.00	-34,584.15	105.1%
684,710.00							
520 Buildings & Grounds		237,971.00	257,211.05	0.00	0.00	-19,240.05	108.1%
237,971.00							
525 Parks & Cemeteries		59,877.00	57,593.30	0.00	0.00	2,283.70	96.2%
59,877.00							
530 Environmental Sustainability		84,975.00	29,653.67	0.00	0.00	55,321.33	34.9%
35,750.00							
605 Recreation		5,900.00	16,415.51	0.00	0.00	-10,515.51	278.2%
5,900.00							
701 Community Development		10,000.00	2,350.00	0.00	0.00	7,650.00	23.5%
10,000.00							
801 General Obligation		1,832,464.47	1,832,012.63	0.00	0.00	451.84	100.0%
1,736,705.00							
851 3rd Party Request Agencies		324,095.00	324,095.00	0.00	0.00	0.00	100.0%
324,095.00							
991 Operating Transfers		1,069,436.00	1,069,436.00	0.00	0.00	0.00	100.0%
1,069,436.00							
TOTAL General Fund		12,942,865.43	12,181,443.31	0.00	0.00	761,422.12	94.1%
12,660,096.00							

FOR 2023 13

ACCOUNTS FOR: 600 Marina	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 Northeast Harbor Marina	622,410.00	635,965.00	632,875.06	0.00	0.00	3,089.94	99.5%
102 Seal Harbor Marina	11,800.00	11,800.00	5,503.82	0.00	0.00	6,296.18	46.6%
103 Bartlett Marina	4,600.00	4,600.00	1,097.99	0.00	0.00	3,502.01	23.9%
104 Somes Marina	750.00	750.00	180.00	0.00	0.00	570.00	24.0%
801 General Obligation	36,036.00	36,036.00	36,025.03	0.00	0.00	10.97	100.0%
991 Operating Transfers	105,648.00	105,648.00	41,498.00	0.00	0.00	64,150.00	39.3%
TOTAL Marina	781,244.00	794,799.00	717,179.90	0.00	0.00	77,619.10	90.2%



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Town of Mount Desert
YEAR-TO-DATE BUDGET REPORT

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FOR 2023 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
13,441,340.00	13,737,664.43	12,898,623.21	0.00	0.00	839,041.22	93.9%

GRAND TOTAL

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Town of Mount Desert
YEAR-TO-DATE BUDGET REPORT

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FOR 2024 13

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
200	Governing Body		36,770.00	233.98	0.00	0.00	36,536.02	.6%
	36,770.00							
201	Municipal Management		432,064.00	20,211.88	0.00	0.00	411,852.12	4.7%
	432,064.00							
202	Town Clerk		139,940.00	4,449.12	0.00	0.00	135,490.88	3.2%
	139,940.00							
203	Elections		17,000.00	90.20	0.00	0.00	16,909.80	.5%
	17,000.00							
204	Planning Board		52,263.00	72.67	0.00	0.00	52,190.33	.1%
	52,263.00							
205	Finance		314,851.00	10,675.10	0.00	0.00	304,175.90	3.4%
	314,851.00							
206	Assessing		143,212.00	5,744.32	0.00	0.00	137,467.68	4.0%
	143,212.00							
207	Code Enforcement		212,484.00	5,029.09	0.00	0.00	207,454.91	2.4%
	212,484.00							
208	Unallocated		113,000.00	36.73	0.00	0.00	112,963.27	.0%
	113,000.00							
209	Human Resources		55,400.00	0.00	0.00	0.00	55,400.00	.0%
	55,400.00							
210	Technology		220,887.00	18,701.22	0.00	0.00	202,185.78	8.5%
	220,887.00							
211	Contracted Mun & Comm-Oriented		143,000.00	0.00	0.00	0.00	143,000.00	.0%
	143,000.00							
300	General Assistance		5,000.00	0.00	0.00	0.00	5,000.00	.0%
	5,000.00							
350	Rural Wastewater Support		222,066.00	0.00	0.00	0.00	222,066.00	.0%
	222,066.00							
401	Police		1,166,478.00	39,418.88	0.00	0.00	1,127,059.12	3.4%
	1,166,478.00							
403	Fire		2,267,334.00	85,849.73	0.00	0.00	2,181,484.27	3.8%
	2,267,334.00							
404	Hydrants		273,500.00	68,375.00	0.00	0.00	205,125.00	25.0%
	273,500.00							
405	Shellfish Conservation		3,403.00	0.00	0.00	0.00	3,403.00	.0%
	3,403.00							
406	Street Lights		11,250.00	0.00	0.00	0.00	11,250.00	.0%
	11,250.00							
407	Animal Control		4,980.00	0.00	0.00	0.00	4,980.00	.0%
	4,980.00							
408	Communication		456,295.00	15,747.51	0.00	0.00	440,547.49	3.5%
	456,295.00							
409	Emergency Management		1,000.00	0.00	0.00	0.00	1,000.00	.0%
	1,000.00							



FOR 2024 13

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
501 Highways	2,004,068.00		2,004,068.00	41,214.96	0.00	0.00	1,962,853.04	2.1%
505 Wastewater Operations	745,157.00		745,157.00	21,180.11	0.00	0.00	723,976.89	2.8%
506 Waste Water Treatment	464,608.00		464,608.00	7,598.68	0.00	0.00	457,009.32	1.6%
515 Waste Management	743,619.00		743,619.00	9,323.13	0.00	0.00	734,295.87	1.3%
520 Buildings & Grounds	278,510.00		278,510.00	46,804.83	0.00	0.00	231,705.17	16.8%
525 Parks & Cemeteries	60,202.00		60,202.00	5,413.28	0.00	0.00	54,788.72	9.0%
530 Environmental Sustainability	35,750.00		35,750.00	0.00	0.00	0.00	35,750.00	.0%
605 Recreation	5,900.00		5,900.00	0.00	0.00	0.00	5,900.00	.0%
701 Community Development	10,000.00		10,000.00	0.00	0.00	0.00	10,000.00	.0%
801 General Obligation	2,203,989.00		2,203,989.00	1,207,062.17	0.00	0.00	996,926.83	54.8%
851 3rd Party Request Agencies	202,437.00		202,437.00	0.00	0.00	0.00	202,437.00	.0%
991 Operating Transfers	1,084,314.00		1,084,314.00	0.00	0.00	0.00	1,084,314.00	.0%
TOTAL General Fund	14,130,731.00		14,130,731.00	1,613,232.59	0.00	0.00	12,517,498.41	11.4%

ACCOUNTS FOR: 600 Marina

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 Northeast Harbor Marina	664,321.00	37,499.08	0.00	0.00	626,821.92	5.6%
664,321.00						
102 Seal Harbor Marina	12,800.00	0.00	0.00	0.00	12,800.00	.0%
12,800.00						
103 Bartlett Marina	4,800.00	0.00	0.00	0.00	4,800.00	.0%
4,800.00						
104 Somes Marina	750.00	0.00	0.00	0.00	750.00	.0%
750.00						
801 General Obligation	32,032.00	0.00	0.00	0.00	32,032.00	.0%
32,032.00						
991 Operating Transfers	137,377.00	0.00	0.00	0.00	137,377.00	.0%
137,377.00						
TOTAL Marina	852,080.00	37,499.08	0.00	0.00	814,580.92	4.4%
852,080.00						



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Town of Mount Desert
YEAR-TO-DATE BUDGET REPORT

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FOR 2024 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
14,982,811.00	14,982,811.00	1,650,731.67	0.00	0.00	13,332,079.33	11.0%

GRAND TOTAL

** END OF REPORT - Generated by Jacob Wright **

TOWN OF MOUNT DESERT
ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2404

CHECK DATE: July 18, 2023

CHECK NUMBER: <u>318986</u>	through	<u>319077</u>	\$ <u>619,492.85</u>	Check payments
CHECK NUMBER: <u>59747</u>	and	<u>59752</u>	\$ <u>6,222.31</u>	Electronic payments
EFT NUMBER: <u>2848</u>	through	<u>2882</u>	\$ <u>365,994.05</u>	ACH Payments
EFT or CK NUMBER: <u>n/a</u>	and	<u>n/a</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 991,709.21

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



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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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

2097 TOWN OF BAR HARBOR TOWNRO FDR1 4662 INVOICE DTL DESC

2848 07/18/2023 EFT 2097 TOWN OF BAR HARBOR TOWNRO FDR1 4662 06/30/2023 AP2404 44,146.28
Invoice: 4663 FY2023 Deputy Fire Chief and EMS Billing Agent
33,097.59 1440330 51101 Deputy Chief
11,048.69 1440330 54530 0404 CONTRACTED EMS SERVICES

TOWN OF BAR HARBOR TOWNRO FDR1 4662 06/30/2023 AP2404 88,156.00
Invoice: 4662 FY 2023 Police Admin Asst and Police Captain
BH Contracted Services PD

TOWN OF BAR HARBOR TOWNRO FDR1 4667 07/11/2023 AP2404 6,033.09
Invoice: 4667 June 2023 Mutual Aid
1,852.63 1440110 51500 299 OT-MA BHPD TO MDPD
1,812.16 1440800 51500 299 OT-MA BHPD TO MDPD
2,368.30 1440110 51440 299 PE-MA BHPD TO MDPD

TOWN OF BAR HARBOR TOWNRO FDR1 4668 07/11/2023 AP2404 3,530.73
Invoice: 4668 CDW-G, CXTEC invoices paid by Bar Harbor
EQUIPMENT-VEHICLES
3,066.35 1440800 55400 GEN REPAIRS & MAINT

2850 07/18/2023 EFT 1844 COLLIER & FAHEY, PA 3375 06/30/2023 AP2404 37.00
Invoice: 3375 MacQuinn Court Proceedings. - J. Collier.
PB LEGAL

2851 07/18/2023 EFT 124 COLWELL DIESEL SERVICE & GARAGE I R100007073:01 06/30/2023 AP2404 297.07
Invoice: R100007073:01 AC REPAIRS BU
297.07 1551500 55400 GEN REPAIRS & MAINT

COLWELL DIESEL SERVICE & GARAGE I X100009810:01 07/05/2023 AP2404 464.30
Invoice: X100009810:01 VAVLE BJ
464.30 1550100 55400 GEN REPAIRS & MAINT

COLWELL DIESEL SERVICE & GARAGE I X100009787:01 07/05/2023 AP2404 476.63
Invoice: X100009787:01 seal bj
476.63 1990100 59200 9105 MDES - BUS 5

COLWELL DIESEL SERVICE & GARAGE I X100009786:01 07/05/2023 AP2404 635.31
Invoice: X100009786:01 ADJUSTER BJ
635.31 1990100 59200 9102 MDES - BUS 2 (OLD)

COLWELL DIESEL SERVICE & GARAGE I X100009785:01 07/05/2023 AP2404 14.32
Invoice: X100009785:01 U JOINT BJ
14.32 1990100 59200 9105 MDES - BUS 5

2848 TOTAL: 141,866.10
2850 TOTAL: 37.00
2851 TOTAL: 464.30
2850 TOTAL: 476.63
2851 TOTAL: 635.31
2850 TOTAL: 14.32



CASH ACCOUNT: 100 10100 Ck-g-BH General Fund 8066 INVOICE

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	WARRANT	NET
INVOICE DTL DESC								
2852	07/18/2023	EFT	1735 CONNECTIVITY WORKS INC	8298	06/15/2023	AP2404		1,887.63
	Invoice: 8298				Telephone repair and maintenance EQUIP-INFRASTRUCT-PHONE			11,143.60
2853	07/18/2023	EFT	148 DELL MARKETING LP	10671123217				11,143.60
	Invoice: 10671123217				Memory Modules - patrol room computers EQUIP-TECH HARDWARE	AP2404		49.78
	Invoice: 10673118342		DELL MARKETING LP	10673118342	05/20/2023	AP2404		1,348.31
					Computer - patrol room EQUIP-TECH HARDWARE			1,348.31
2854	07/18/2023	EFT	2218 DELPHI TECHNOLOGY SOLUTIONS INC	8446	07/11/2023	AP2404		1,920.99
	Invoice: 8446				DHQ Annual Subscription Exp. 06/30/2024 COMPUTER PKG PURCHASE			1,920.99
2855	07/18/2023	EFT	175 EMR INC	46710	06/30/2023	AP2404		25,187.58
	Invoice: 46710				Monthly tipping - BLH TIPPING FEE EMR			25,187.58
2856	07/18/2023	EFT	1030 INDUSTRIAL PROTECTION SERVICES, L	188411-00	06/12/2023	AP2404		661.89
	Invoice: 188411-00				Structural flash hoods EQUIPMENT - FD			661.89
2857	07/18/2023	EFT	1326 DURLIN LUNT	50261	06/27/2023	AP2404		23.58
	Invoice: 50261				Travel Reimbursement TOWN MGR EXPENSE			23.58
2858	07/18/2023	EFT	1043 MAIN STREET VARIETY	0623 WW	06/30/2023	AP2404		797.03
	Invoice: 0623 WW				223.8 GALS WW Vehicle Fuel-EM VEHICLE FUEL			797.03

2851 TOTAL: 1,887.63
2852 TOTAL: 11,143.60
2853 TOTAL: 11,143.60
2854 TOTAL: 1,920.99
2855 TOTAL: 25,187.58
2856 TOTAL: 661.89
2857 TOTAL: 23.58
2858 TOTAL: 797.03



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

10100
Ck-g-BH General Fund 8066

INVOICE DTL DESC INV DATE PO WARRANT NET

2861	07/18/2023	EFT	2142 MODERN PEST SERVICES, LLC	5906003	06/29/2023	AP2404	184.00
	Invoice: 5906003				Station 3 pest control		
			184.00	1440330	55200	433	BLDG REPAIR & MAINT-S3 SV
	Invoice: 5860689		MODERN PEST SERVICES, LLC	5860689	05/10/2023	AP2404	108.00
			108.00	1552000	55400		ECOCARE Insect/Rodent Program-EM
					GEN REPAIRS & MAINT		
					CHECK	2861 TOTAL:	292.00
2862	07/18/2023	EFT	2142 MODERN PEST SERVICES INC (R1)	5904975	06/30/2023	AP2404	81.00
	Invoice: 5904975				PEST CONTROL BJ		
			81.00	1550100	55400		GEN REPAIRS & MAINT
	Invoice: 5774478		MODERN PEST SERVICES INC (R1)	5774478	06/30/2023	AP2404	81.00
			81.00	1550100	55400		PEST CONTROL BJ
					GEN REPAIRS & MAINT		
					CHECK	2862 TOTAL:	162.00
2863	07/18/2023	EFT	2608 NO FRILLS OIL COMPANY	544629	06/22/2023	AP2404	316.05
	Invoice: 544629				81.9 GALS #2 Fuel Otter Creek PS Heating-EM		
			316.05	1550669	53400		HEATING FUEL
					CHECK	2863 TOTAL:	316.05
2864	07/18/2023	EFT	2613 NO FRILLS OIL COMPANY	537052	06/30/2023	AP2404	291.74
	Invoice: 537052				75.6 GALS #2 Fuel SH WWTP Heating-EM		
			291.74	1550668	53400		HEATING FUEL
					CHECK	2864 TOTAL:	291.74
2865	07/18/2023	EFT	1131 NORTHEAST EMERGENCY APPARATUS LLC	109041	05/26/2023	AP2404	2,477.25
	Invoice: 109041				LED headlights for L1		
			2,477.25	1440330	55100	4301	VEHICLE REPAIR-09 Ferrara L1
	Invoice: 109042		NORTHEAST EMERGENCY APPARATUS LLC	109042	05/26/2023	AP2404	2,477.25
					LED headlights for E2		
			2,477.25	1440330	55100	4302	VEHICLE REPAIR-17 FI E2
	Invoice: 109075		NORTHEAST EMERGENCY APPARATUS LLC	109075	06/12/2023	AP2404	155.00
			155.00	1440330	53800		Duty boots
					UNIFORMS		
					CHECK	2865 TOTAL:	5,109.50







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

Ck-g-BH General Fund 8066

INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
2880	07/18/2023 EFT Invoice: 165072638	1553 ULINE, INC	1842 VERSANT POWER	165072638	158.57
			1137 KWH Bracy Cove PS Electric-EM	06/20/2023	AP2404
			DOG WASTE SYSTEM BJ		
			OTHER EQUIPMENT		
	Invoice: 165263783	ULINE, INC	VERSANT POWER	165263783	324.32
			2223 KWH Sea Street PS Electric-EM	06/26/2023	AP2404
			Custodial supplies for station 3		
			BLDG REPAIR & MAINT-S3 SV		
2881	07/18/2023 EFT Invoice: 10057337-3 060623	1842 VERSANT POWER	VERSANT POWER	10057337-3	308.11
	Invoice: 10057334-6 060523	VERSANT POWER	VERSANT POWER	10057334-6	899.71
	Invoice: 10057342-3 060423	VERSANT POWER	VERSANT POWER	10057342-3	3,222.73
	Invoice: 10057339-7 060423	VERSANT POWER	VERSANT POWER	10057339-7	996.06
	Invoice: 10057335-9 060523	VERSANT POWER	VERSANT POWER	10057335-9	154.14
	Invoice: 10057343-5 060823	VERSANT POWER	VERSANT POWER	10057343-5	59.55
	Invoice: 10057329-6 060823	VERSANT POWER	VERSANT POWER	10057329-6	783.82
	Invoice: 10003319-0 060723	VERSANT POWER	VERSANT POWER	10003319-0	5,286.20
	Invoice: 10057322-1 060923	VERSANT POWER	VERSANT POWER	10057322-1	26.16
		VERSANT POWER	VERSANT POWER	10545196-3	48.85
			2879 TOTAL:		57,272.52
			2880 TOTAL:		482.89



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

Ck-g-BH General Fund 8066

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
2882	07/18/2023	EFT	2768 JACOB D WRIGHT	6.2.23 reimb	Mileage - Office to Registry of Deeds and back TRAVEL-Mileage	06/02/2023		AP2404	27.77
				27.77 1220550	56100				
					CHECK			2881 TOTAL:	18,347.66
59747	07/03/2023	MANL	1367 PITNEY BOWES GLOBAL FINANCIAL SER	10233313109	RED INK POSTAGE	06/13/2023			210.07
				210.07 1220110	53140				
					CHECK			2882 TOTAL:	27.77
59748	07/03/2023	MANL	581 PITNEY BOWES	060223	POSTAGE REFILL POSTAGE	06/14/2023			907.50
				907.50 1220110	53140				
					CHECK			59747 TOTAL:	210.07
59751	07/05/2023	MANL	997 CARDMEMBER SERVICES	7.5.23 payment	\$5k payment made to ensure operational continuity Clearing	07/05/2023			5,000.00
				5,000.00 100	24900				
					CHECK			59748 TOTAL:	907.50
59752	07/19/2023	MANL	1465 U S BANK EQUIPMENT FINANCE INC	504711334	Kip scanner due 7.19.23 LEASE- SCANNER	07/19/2023			104.74
				104.74 1221000	55321				
					CHECK			59751 TOTAL:	5,000.00
318986	07/18/2023	PRTD	2829 A CLIMATE TO THRIVE	Q2 2023 Comm Act	April - June 2023 work on Comm. Act. Grant	06/30/2023		AP2404	3,375.00
				3,375.00 1553000	54530 91001 Contracted Services - Grant				
					CHECK			59752 TOTAL:	104.74
318987	07/18/2023	PRTD	1477 ABM MECHANICAL INC	66966	SEAL HARBOR PIER RESTROOM REPAIRS BLDG REPAIR & MAINT	06/30/2023		AP2404	847.38
				847.38 1552000	55200				
					CHECK			318986 TOTAL:	3,375.00
					CHECK			318987 TOTAL:	847.38



INVOICE DTL DESC	INV DATE	PO	WARRANT	NET
lp gas Harbormaster HEATING FUEL	07/05/2023		AP2404	174.08
CHECK			318988 TOTAL:	174.08
lp gas Yachtsmen HEATING FUEL	06/28/2023		AP2404	73.61
CHECK			318989 TOTAL:	73.61
Disabled old lock access GEN REPAIRS & MAINT	06/29/2023		AP2404	55.80
CHECK			318990 TOTAL:	55.80
RECYCLING BJ PROCESSING SVCS	06/30/2023		AP2404	3,450.00
CHECK			318991 TOTAL:	3,450.00
moorings EQUIP-MOORINGS/FLOATS	07/08/2023		AP2404	4,500.00
CHECK			318992 TOTAL:	4,500.00
Paging Service for WW alarms - BLH TECHNICAL SVCS	07/01/2023		AP2404	28.15
CHECK			318993 TOTAL:	28.15
ice CONCESSION SUPP-Ice	07/08/2023		AP2404	170.61
CHECK			318994 TOTAL:	170.61



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A/P CASH DISBURSEMENTS JOURNAL

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Ckg-BH General Fund 8066

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INVOICE	INVOICE	INV DATE	PO	WARRANT	NET
Invoice: 9916 Home Depot	9916 Home Depot	05/24/2023		AP2404	49.97
	CARDMEMBER SERVICES	CO detector for station #2			
		432 BLDG REPAIR & MAINT-S2 SH			
Invoice: 0360 Keen Footwear	0360 Keen Footwear	05/29/2023		AP2404	130.00
	CARDMEMBER SERVICES	Duty footwear			
		UNIFORMS			
Invoice: 7421 Indeed	7421 Indeed	06/01/2023		AP2404	190.00
	CARDMEMBER SERVICES	Indeed employment ad			
		RECRUITMENT-FD			
Invoice: 3294 Faxage	3294 Faxage	06/02/2023		AP2404	7.95
	CARDMEMBER SERVICES	Faxage			
		OFFICE SUPPLIES			
Invoice: 4878 IAFC	4878 IAFC	06/05/2023		AP2404	260.00
	CARDMEMBER SERVICES	IAFC membership dues			
		DUES & MEMBERSHIPS			
Invoice: 8230 Meta	8230 Meta	06/06/2023		AP2404	14.00
	CARDMEMBER SERVICES	Employment ad on FB			
		RECRUITMENT-FD			
Invoice: 5019 ACL MedTraining	5019 ACL MedTraining	06/13/2023		AP2404	275.00
	CARDMEMBER SERVICES	ACL training			
		TRAINING			
Invoice: 4389 Envomask	4389 Envomask	06/16/2023		AP2404	68.79
	CARDMEMBER SERVICES	N95 fit test cover			
		EMS Supplies			
Invoice: 4940 5.11 Inc	4940 5.11 Inc	06/17/2023		AP2404	3,009.70
	CARDMEMBER SERVICES	Duty uniforms			
		UNIFORMS			
Invoice: 2155 Microsoft	2155 Microsoft	06/15/2023		AP2404	12.50
	CARDMEMBER SERVICES	June 2023 Microsoft Fee			
		COMPUTER PKG PURCHASE			
Invoice: 9808 Amazon	9808 Amazon	05/24/2023		AP2404	61.36
	CARDMEMBER SERVICES	Amazon - Lithium Batteries			
		OFFICE SUPPLIES			
Invoice: 5012 Circle K	5012 Circle K	05/31/2023		AP2404	52.30
	CARDMEMBER SERVICES	Fuel for 4113			
		VEHICLE FUEL			
Invoice: 7792 Hilton	7792 Hilton	05/24/2023		AP2404	106.82
	CARDMEMBER SERVICES	Hilton Auburn - Mitchell Training			
		LODGING			



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

INVOICE DTL DESC INV DATE PO WARRANT NET

319005	07/18/2023	PRTD	1792 CONSOLIDATED COMMUNICATIONS INC	070323								331.91
	Invoice: 070323											
			60.84 1221000	55120	06/30/2023	AP2404	Telephone Somerville WWTP TELEPHONE-USAGE					60.84
319006	07/18/2023	PRTD	1794 CONSOLIDATED COMMUNICATIONS	062723								60.84
	Invoice: 062723											
			60.83 1221000	55120	06/27/2023	AP2404	telephone E-911 TELEPHONE-USAGE					60.83
319007	07/18/2023	PRTD	1796 CONSOLIDATED COMMUNICATIONS INC	062723								125.78
	Invoice: 062723											
			125.78 1221000	55120	06/27/2023	AP2404	Telephone SH WWTP TELEPHONE-USAGE					125.78
319008	07/18/2023	PRTD	1797 CONSOLIDATED COMMUNICATIONS	062723								359.72
	Invoice: 062723											
			359.72 1221000	55120	06/27/2023	AP2404	Telephone Town Office TELEPHONE-USAGE					359.72
319009	07/18/2023	PRTD	1801 CONSOLIDATED COMMUNICATIONS INC	070323								101.27
	Invoice: 070323											
			101.27 1221000	55120	06/30/2023	AP2404	Telephone Otter Creek Pump Station TELEPHONE-USAGE					101.27
319010	07/18/2023	PRTD	136 CURTIS FAMILY SHOE STORE	29087								170.96
	Invoice: 29087											
			170.96 1550552	53800	06/19/2023	AP2404	Safety Toe Work Boots-EM UNIFORMS					170.96
319011	07/18/2023	PRTD	250 DOUG GOTT & SONS INC	46397								240.00
	Invoice: 46397											
			240.00 1550100	53730	06/20/2023	AP2404	Gravel - BLH MISC-MATERIALS					240.00



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Town of Mount Desert
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Invoice: 214895

CASH ACCOUNT: 100
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Ck-g-BH General Fund 8066

Invoice: 1183

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319024	07/18/2023	PRTD	222 R H FOSTER ENERGY LLC	0523	1,023.36	05/31/2023	AP2404	3,236.97
	Invoice: 0523					1,023.36 GAL 3.16 AVG MAY 2023		
						VEHICLE FUEL		
						FUEL-CEO 2018 Chev Col		
						VEHICLE FUEL-18 CHEV COLO		
						VEHICLE FUEL		
						VEHICLE FUEL		
						VEHICLE FUEL		
						VEHICLE FUEL-17 FORD EXP ADM		
						VEHICLE FUEL - 2022 F-150		
						VEHICLE FUEL		
						VEHICLE FUEL-T9		
						VEHICLE FUEL - Rescue 7		
						VEHICLE FUEL - Rescue 8		
						VEHICLE FUEL - Rescue 8		
						CHECK		459.78
						319023 TOTAL:		459.78

319024	07/18/2023	PRTD	222 R H FOSTER ENERGY LLC	0523	174.84	05/31/2023	AP2404	3,236.97
	Invoice: 0523					1,023.36 GAL 3.16 AVG MAY 2023		
						VEHICLE FUEL		
						FUEL-CEO 2018 Chev Col		
						VEHICLE FUEL-18 CHEV COLO		
						VEHICLE FUEL		
						VEHICLE FUEL		
						VEHICLE FUEL		
						VEHICLE FUEL-17 FORD EXP ADM		
						VEHICLE FUEL - 2022 F-150		
						VEHICLE FUEL		
						VEHICLE FUEL-T9		
						VEHICLE FUEL - Rescue 7		
						VEHICLE FUEL - Rescue 8		
						VEHICLE FUEL - Rescue 8		
						CHECK		459.78
						319023 TOTAL:		459.78

			R H FOSTER ENERGY LLC	0623	830.66	06/30/2023	AP2404	2,788.57
	Invoice: 0623					06/30/2023		
						830.66 GAL 3.36 AVG JUNE 2023		
						FUEL-CEO 2018 Chev Col		
						VEHICLE FUEL-18 CHEV COLO		
						VEHICLE FUEL		
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						VEHICLE FUEL		
						VEHICLE FUEL		
						VEHICLE FUEL - 2022 F-150		
						VEHICLE FUEL		
						VEHICLE FUEL		
						VEHICLE FUEL-T9		
						VEHICLE FUEL - Rescue 7		
						VEHICLE FUEL - Rescue 8		
						VEHICLE FUEL - Rescue 8		
						CHECK		6,025.54
						319024 TOTAL:		6,025.54

319025	07/18/2023	PRTD	2399 BANGOR PRINTING CO INC	99235	65.00	06/28/2023	AP2404	65.00
	Invoice: 99235					06/28/2023		
						T. Cake Business cards		
						OFFICE SUPPLIES		
						CHECK		65.00
						319025 TOTAL:		65.00

319026	07/18/2023	PRTD	2110 GONETSPEED	0623	680.16	06/10/2023	AP2404	680.16
	Invoice: 0623					06/10/2023		
						Telephone Charge		
						TELEPHONE-USAGE		
						CHECK		680.16
						AP2404		680.16

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
CHECK	319026 TOTAL:				680.16
06/30/2023 FERTILIZER GRUB CONTROLS BJ LANDSCAPING SVCS	2654 2,775.40 1552500 55222	06/30/2023		AP2404	2,775.40
06/30/2023 Invasives Mgmt - BLH GEN REPAIRS & MAINT	3622 260.10 1550100 55400	06/30/2023		AP2404	260.10
06/30/2023 Invasives mgmt - BLH GEN REPAIRS & MAINT	3592 834.92 1550100 55400	06/30/2023		AP2404	834.92
07/01/2023 Invasives mgmt - BLH GEN REPAIRS & MAINT	3633 321.30 1550100 55400	07/01/2023		AP2404	321.30
07/01/2023 Invasives mgmt - BLH GEN REPAIRS & MAINT	3634 1,208.62 1550100 55400	07/01/2023		AP2404	1,208.62
CHECK	319027 TOTAL:				5,400.34
06/16/2023 HRA Admin Fee HRA=MED DEDUCT	L2307-016000282 52415 168.75 1220800	06/16/2023		AP2404	168.75
CHECK	319028 TOTAL:				168.75
06/12/2023 Dodge Point Bait House retainage - BLH Retainage Payable	20021-7 DPBH 24560 1,500.00 300	06/12/2023		AP2404	1,500.00
CHECK	319029 TOTAL:				1,500.00
06/10/2023 2021 TRUCK RIGGING (2024) BJ 8.2.21 BOS VI. D. - truck/plow	8569817 24500 08.21 4050100 24500	06/10/2023		AP2404	94,230.00
CHECK	319030 TOTAL:				94,230.00
06/14/2023 Line, Trimmer, Sealant, BLDG REPAIR & MAINT	6710273 55200 22.98 1550667	06/14/2023		AP2404	22.98
CHECK	6700539	06/30/2023		AP2404	667.62



CASH ACCOUNT: 100 10100
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Ck-g-BH General Fund 8066 INVOICE DTL DESC

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319034	07/18/2023	PRTD	296 HOME DEPOT CREDIT SERVICES	50161	06/30/2023	AP2404	100.70
	Invoice: 50161				NUTS BOLSB GEN REPAIRS & MAINT		
			100.70 1552500 55400		CHECK	319034 TOTAL:	100.70
319035	07/18/2023	PRTD	1176 HUB INTERNATIONAL NEW ENGLAND, LL	3228282	07/01/2023	AP2404	2,574.00
	Invoice: 3228282				launch boat hull P&I LIABILITY INSURANCE		
			2,574.00 6010100 56010		CHECK	319035 TOTAL:	2,574.00
319036	07/18/2023	PRTD	1178 ICMA	50276	07/01/2023	AP2404	725.92
	Invoice: 50276				Annual Membership Dues DUES & MEMBERSHIPS		
			725.92 1220110 54200		CHECK	319036 TOTAL:	725.92
319037	07/18/2023	PRTD	2838 IDEXX DISTRIBUTION, INC	3131833790	06/27/2023	AP2404	273.30
	Invoice: 3131833790				WENT020 Enteroiert 100ml LAB EQUIP		
			273.30 1550552 53820		CHECK	319037 TOTAL:	273.30
319038	07/18/2023	PRTD	1417 R F JORDAN & SONS CONSTRUCTION I	App#21 VCI	06/27/2023	AP2404	97,741.39
	Invoice: App#21 VCI				NEH Village Center Improvements - BLH Construction-Budget Retainage Payable		
			102,885.68 3000039 57710 -5,144.29 300 24560		CHECK	319038 TOTAL:	97,741.39
319039	07/18/2023	PRTD	2846 KING CONSTRUCTION SERVICES	PE #14 NEH FS	06/30/2023	AP2404	185,337.95
	Invoice: PE #14 NEH FS				PE #14 NEH FS (#1) thru 6.30.23 CONSTRUCTION Retainage Payable		
			195,092.58 3000053 57710 -9,754.63 300 24560		CHECK	319039 TOTAL:	185,337.95
319040	07/18/2023	PRTD	1153 MAINE ENVIRONMENTAL LABORATORY LL	69431	06/26/2023	AP2404	3,096.00
	Invoice: 69431				AC/PP Testing All Three OUTSIDE LAB/TESTING		
			3,096.00 1550552 54600		CHECK	319040 TOTAL:	3,096.00



CASH ACCOUNT: 100 10100
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319041 07/18/2023 PRTRD 420 MAINE FIRE CHIEFS ASSOCIATION 1000444462

Invoice: 1000444462
50.00 1440330 54200

319042 07/18/2023 PRTRD 2861 MAINE SCALE LLC 1429

Invoice: 1429
1,405.00 1550552 53820

319043 07/18/2023 PRTRD 413 M C M ELECTRIC INC 23448

Invoice: 23448
106.90 1550100 55400

Invoice: 23518
570.00 6010100 55400

319044 07/18/2023 PRTRD 1346 M D I LEAGUE OF TOWNS 23006

Invoice: 23006
664.33 1220110 54200

319045 07/18/2023 PRTRD 1347 KOREY GOODWIN 18121

Invoice: 18121
2,457.00 1552500 55314

319046 07/18/2023 PRTRD 425 MAINE MUNICIPAL ASSOCIATION 1000445031

Invoice: 1000445031
40.00 1220500 54100

319047 07/18/2023 PRTRD 503 MOUNT DESERT WATER DISTRICT 2800/4390 0723

Invoice: 2800/4390 0723
1,890.00 6010100 55110

MOUNT DESERT WATER DISTRICT 2800/4530 0723

INVOICE DTL DESC

06/29/2023 MFCA membership meeting DUES & MEMBERSHIPS AP2404

CHECK 319041 TOTAL: 50.00

06/21/2023 Annual Calibration of Lab Equipment-EM LAB EQUIP AP2404

CHECK 319042 TOTAL: 1,405.00

06/30/2023 EXIT SIGN REPAIR BJ GEN REPAIRS & MAINT AP2404

06/30/2023 electrical repair GEN REPAIR & MAINT AP2404

CHECK 319043 TOTAL: 676.90

04/12/2023 Annual Membership Dues DUES & MEMBERSHIPS AP2404

CHECK 319044 TOTAL: 664.33

06/21/2023 PORTA POTTIES BU PORTA POTTY SVCS AP2404

CHECK 319045 TOTAL: 2,457.00

08/02/2023 Understanding the FOAA Webinar 8.2.23 TRAINING AP2404

CHECK 319046 TOTAL: 40.00

07/01/2023 water bill yachtsmen WATER AP2404

07/01/2023 MOUNT DESERT WATER DISTRICT AP2404

07/01/2023 MOUNT DESERT WATER DISTRICT AP2404

07/01/2023 MOUNT DESERT WATER DISTRICT AP2404

07/01/2023 MOUNT DESERT WATER DISTRICT AP2404

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07/01/2023 MOUNT DESERT WATER DISTRICT AP2404

07/01/2023 MOUNT DESERT WATER DISTRICT AP2404

07/01/2023 MOUNT DESERT WATER DISTRICT AP2404

NET 1,265.00



CASH ACCOUNT: 100 10100 Ck-g-BH General Fund 8066 INVOICE

CHECK NO CHK DATE TYPE VENDOR NAME INVOICE

Invoice: 708721

Invoice: 708410

Invoice: 703710

Invoice: 709370 2023

Invoice: 708895 2023

319052 07/18/2023 PRTD 522 NEIGHBORHOOD HOUSE 9466

Invoice: 9453

319053 07/18/2023 PRTD 2723 NEW ENGLAND BIOASSAY INC 5326

Invoice: 5326

319054 07/18/2023 PRTD 2597 ON-THE-LINE, INC 32959

Invoice: 32959

319055 07/18/2023 PRTD 784 SEACOAST SECURITY INC 848150

Invoice: 848150

338.30 1550100 55400 AIR FILTERS BJ GEN REPAIRS & MAINT

708410 708410 708410 COASTAL AUTO PARTS

51.99 1550100 55400 COASTAL AUTO PARTS

230.99 1440110 55100 4113 BATTERY VEHICLE REPAIR

-6.86 1552000 55400 COASTAL AUTO PARTS

-303.99 1550100 55400 COASTAL AUTO PARTS

506.58 1660500 55205 522 NEIGHBORHOOD HOUSE

3,806.00 1660500 55205 NEIGHBORHOOD HOUSE

3,555.00 1550552 54600 2723 NEW ENGLAND BIOASSAY INC

1,200.00 1550100 55400 2597 ON-THE-LINE, INC

138.00 1440330 54820 784 SEACOAST SECURITY INC

INVOICE DTL DESC

WARRANT

NET

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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
CHECK 319055 TOTAL:					138.00
07/05/2023 AP2404	236614	07/05/2023		AP2404	3,197.18
Good Grape Degreaser/Odor Control-Pump Stations-EM					
ODOR/GREASE CONTROL	53214				
CHECK 319056 TOTAL:					3,197.18
06/15/2023 AP2404	29350-1	06/15/2023		AP2404	1,000.00
Annual Crane and Hoist Inspections-EM					
BLDG REPAIR & MAINT	55200				
BLDG REPAIR & MAINT	55200				
BLDG REPAIR & MAINT	55200				
CHECK 319057 TOTAL:					1,000.00
07/18/2023 PRTD 2483 SHARE CORPORATION	236614	07/18/2023			300.00
Invoice: 236614					
3,197.18 1550669 53214					
CHECK 319058 TOTAL:					300.00
07/18/2023 PRTD 2939 DIANA DAVIS SPENCER	20010	07/18/2023		AP2404	300.00
Invoice: REFUND OVER PMT 0723					
REFUND OVER PMT 0723 ACCT 265 RE					
Accounts Payable-Refunds					
CHECK 319059 TOTAL:					300.00
06/30/2023 AP2404	SRV000464135	06/30/2023		AP2404	873.00
319059 07/18/2023 PRTD 1863 STANLEY ELEVATOR COMPANY INC		06/30/2023			
Invoice: SRV000464135					
Quarterly maintenance - BLH					
GEN REPAIRS & MAINT	55400				
CHECK 319058 TOTAL:					873.00
06/13/2023 AP2404	3286288041	06/13/2023		AP2404	324.06
319060 07/18/2023 PRTD 874 STAPLES CREDIT PLAN		06/13/2023			
Invoice: 3286288041					
Copy paper, receipt paper, coffee, labels					
OFFICE SUPPLIES	53000				
CHECK 319059 TOTAL:					873.00
06/16/2023 AP2404	3288258741	06/16/2023		AP2404	123.50
319060 07/18/2023 PRTD 874 STAPLES CREDIT PLAN		06/16/2023			
Invoice: 3288258741					
Report covers, file folders, paper, Avery numbers					
OFFICE SUPPLIES	53000				
CHECK 319058 TOTAL:					33.26
06/08/2023 AP2404	3284264601	06/08/2023		AP2404	33.26
319060 07/18/2023 PRTD 874 STAPLES CREDIT PLAN		06/08/2023			
Invoice: 3284264601					
Thermal laminating filv					
OFFICE SUPPLIES	53000				
CHECK 319058 TOTAL:					53.40
06/08/2023 AP2404	3284275911	06/08/2023		AP2404	53.40
319060 07/18/2023 PRTD 874 STAPLES CREDIT PLAN		06/08/2023			
Invoice: 3284275911					
Mouse pads, misc. supplies					
OFFICE SUPPLIES	53000				
CHECK 319058 TOTAL:					1,260.50
06/15/2023 AP2404	3287423851	06/15/2023		AP2404	1,260.50
319060 07/18/2023 PRTD 874 STAPLES CREDIT PLAN		06/15/2023			
Invoice: 3287423851					
Hon Filing cabinet					



CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE	INVOICE	INVOICE	INV DATE	PO	WARRANT	NET
DTL	DTL	DTL	DESC			
1,260.50	1440110	57300	EQUIP-FURNISHINGS			
			CHECK	319060	TOTAL:	1,794.72
319061	07/18/2023	PRTD	2827 T BUCK CONSTRUCTION INC	App #6 Gillpatrick C04/20/2023	AP2404	33,822.70
	Invoice: App #6 Gillpatrick C		11,124.00	3000048	57710	Gillpatrick Cove PS Improve Retainage - BLH
			22,698.70	300	24560	Construction Retainage Payable
			CHECK	319061	TOTAL:	33,822.70
319062	07/18/2023	PRTD	1387 TREASURER, STATE OF MAINE	BIL061523000000328106/15/2023	AP2404	76.41
	Invoice: BIL0615230000003281		76.41	1440800	54250	06/2023 Telco Circuit Charges IT/TECH FEE
			CHECK	319062	TOTAL:	76.41
319063	07/18/2023	PRTD	917 TREASURER, STATE OF MAINE	2-24522 2024 ice license	AP2404	20.00
	Invoice: 2-24522 2024		20.00	6010100	53230	CONCESSION SUPPLIES
			CHECK	319063	TOTAL:	20.00
319064	07/18/2023	PRTD	1358 TREASURER, STATE OF MAINE	Q1&2 2023	AP2404	1,272.50
	Invoice: Q1&2 2023		1,272.50	100	24161	January through June 2023 Plumbing State Fees DEH-Plumbing Fees
			CHECK	319064	TOTAL:	1,272.50
319065	07/18/2023	PRTD	726 TREASURER, STATE OF MAINE	Q1&2 2023	AP2404	90.00
	Invoice: Q1&2 2023		90.00	100	24162	January thru June 2023 Surcharge Fees SWC-Surcharge Fees
			CHECK	319065	TOTAL:	90.00
319066	07/18/2023	PRTD	1486 TREASURER, STATE OF MAINE	50137	AP2404	100.00
	Invoice: 50137		100.00	1220660	54100	TRAINING REGISTRATION FEE TRAINING
			CHECK	319066	TOTAL:	100.00
319067	07/18/2023	PRTD	1427 TREASURER, STATE OF MAINE	VR 1/1/23-6/3023	AP2404	320.40
	Invoice: VR 1/1/23-6/3023		320.40	100	24110	Semi Annual Records SOM-Vital Stat Fees
			CHECK	319066	TOTAL:	320.40



07/14/2023 08:04
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Town of Mount Desert
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 100
CHECK NO CHK DATE TYPE VENDOR NAME

10100
Ck-g-BH General Fund 8066

NET

INVOICE DTL DESC	INVOICE	INV DATE	PO	WARRANT	NET
UNIFIRST CORP Invoice: 0273004402	0273004402	07/06/2023		AP2404	93.97
	93.97 1550552 53800				
887 UNITED STATES TREASURY Invoice: PCORI2022	PCORI2022	06/30/2023		AP2404	138.75
	138.75 1220800 52415				
				319070 TOTAL:	950.36
UNITED STATES TREASURY Invoice: PCORI2021	PCORI2021	07/01/2022		AP2404	117.18
	117.18 1220800 52415				
				319071 TOTAL:	255.93
2562 VANASSE HANGEN BRUSTLIN INC Invoice: 0411153	0411153	06/18/2023		AP2404	1,305.00
	1,305.00 3000061 57712				
				319072 TOTAL:	1,305.00
939 W B MASON CO INC Invoice: 238183400	238183400	06/30/2023		AP2404	67.80
	67.80 1550100 55400				
				319073 TOTAL:	67.80
2570 WILLIAMS IRRIGATION SYSTEMS Invoice: 16122	16122	06/12/2023		AP2404	351.12
	351.12 6010100 55200				
				319074 TOTAL:	456.12
WILLIAMS IRRIGATION SYSTEMS Invoice: 16123	16123	06/12/2023		AP2404	105.00
	105.00 6010100 55200				
				319075 TOTAL:	211.82
906 WITMER ASSOCIATES INC Invoice: INV273904	INV273904	06/14/2023		AP2404	211.82
	211.82 1440330 53800				
				319075 TOTAL:	211.82

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

INVOICE DTL DESC

319076 07/18/2023 PRTRD 1024 WOODLAND STUDIOS INC 25733 07/03/2023 AP2404 1,043.00
 Invoice: 25733
 381.00 1550552 53800 Annual PW T-Shirt Order-EM
 99.30 1551500 53800 UNIFORMS
 49.65 1552500 53800 UNIFORMS
 513.05 1550100 53800 UNIFORMS

319077 07/18/2023 PRTRD 2475 CIVICPLUS, INC (R2) 266025 07/01/2023 AP2404 7,633.35
 Invoice: 266025
 7,633.35 1221000 55140 Website annual renewal
 EMAIL/INTERNET

CHECK 319076 TOTAL: 1,043.00
 CHECK 319077 TOTAL: 7,633.35
 NUMBER OF CHECKS 130 *** CASH ACCOUNT TOTAL *** 991,709.21

COUNT	AMOUNT
TOTAL PRINTED CHECKS 92	619,492.85
TOTAL MANUAL CHECKS 4	6,222.31
TOTAL EFT'S 34	365,994.05
*** GRAND TOTAL *** 991,709.21	



CLERK: 69051you

YEAR PER	JNL	SRC ACCOUNT	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T	OB	DEBIT	CREDIT
EFF DATE							LINE DESC				
2024	1										
APP	100-20000						Accounts Payable			549,218.32	
	07/18/2023	AP2404					AP CASH DISBURSEMENTS JOURNAL				
APP	100-10100						Ckg-BH General Fund 8066				991,709.21
	07/18/2023	AP2404					AP CASH DISBURSEMENTS JOURNAL				
APP	600-20000						Accounts Payable			21,251.44	
	07/18/2023	AP2404					AP CASH DISBURSEMENTS JOURNAL				
APP	400-20000						Accounts Payable			101,441.62	
	07/18/2023	AP2404					AP CASH DISBURSEMENTS JOURNAL				
APP	500-20000						Accounts Payable			62.00	
	07/18/2023	AP2404					AP CASH DISBURSEMENTS JOURNAL				
APP	200-20000						Accounts Payable			28.79	
	07/18/2023	AP2404					AP CASH DISBURSEMENTS JOURNAL				
APP	300-20000						Accounts Payable			319,707.04	
	07/18/2023	AP2404					AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL											
										991,709.21	991,709.21
APP	100-35060						DT-MARINA			21,251.44	
	07/18/2023	AP2404					DT Gen fund				21,251.44
APP	600-35010						DT-TRUST			101,441.62	
	07/18/2023	AP2404					DT Gen fund				101,441.62
APP	100-35040						DT-Permanent Trusts (Cem)			62.00	
	07/18/2023	AP2404					DT Gen fund				62.00
APP	400-35010						DTF-SPEC REV			28.79	
	07/18/2023	AP2404					DT Gen fund				28.79
APP	100-35050						DTF-CAP IMP			319,707.04	
	07/18/2023	AP2404					DT Gen fund				319,707.04
APP	500-35010										62.00
	07/18/2023	AP2404									
APP	100-35020										28.79
	07/18/2023	AP2404									
APP	200-35010										28.79
	07/18/2023	AP2404									
APP	100-35030										62.00
	07/18/2023	AP2404									
APP	300-35010										28.79
	07/18/2023	AP2404									
SYSTEM GENERATED ENTRIES TOTAL											
										442,490.89	442,490.89
JOURNAL 2024/01/64 TOTAL											
										1,434,200.10	1,434,200.10

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100 General Fund	2024 1	64	07/18/2023	Ckg-BH General Fund 8066		
100-10100				Accounts Payable	549,218.32	991,709.21
100-20000				DTF-SPEC REV	28.79	
100-35020				DTF-CAP IMP	319,707.04	
100-35030				DT-TRUST	101,441.62	
100-35040				DT-Permanent Trusts (Cem)	62.00	
100-35050				DT-MARINA	21,251.44	
100-35060				FUND TOTAL	991,709.21	991,709.21
200 Special Revenue	2024 1	64	07/18/2023	Accounts Payable	28.79	28.79
200-20000				DT Gen fund		
200-35010				FUND TOTAL	28.79	28.79
300 Capital Projects	2024 1	64	07/18/2023	Accounts Payable	319,707.04	319,707.04
300-20000				DT Gen fund		
300-35010				FUND TOTAL	319,707.04	319,707.04
400 Investment Trusts-Reserves	2024 1	64	07/18/2023	Accounts Payable	101,441.62	101,441.62
400-20000				DT Gen fund		
400-35010				FUND TOTAL	101,441.62	101,441.62
500 Permanent Trusts~Cemetery/Schl	2024 1	64	07/18/2023	Accounts Payable	62.00	62.00
500-20000				DT Gen fund		
500-35010				FUND TOTAL	62.00	62.00
600 Marina	2024 1	64	07/18/2023	Accounts Payable	21,251.44	21,251.44
600-20000				DT Gen fund		
600-35010				FUND TOTAL	21,251.44	21,251.44



07/14/2023 08:04
69051you

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

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FUND	DUE TO	DUE FROM
100 General Fund	442,490.89	
200 Special Revenue		28.79
300 Capital Projects		319,707.04
400 Investment Trusts-Reserves		101,441.62
500 Permanent Trusts~Cemetery/Schl		62.00
600 Marina		21,251.44
TOTAL	442,490.89	442,490.89

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

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

WARRANT AP# 2382

CHECK DATE: June 21, 2023

CHECK NUMBER:	<u>318977</u>	through	<u>318978</u>	\$ <u>8,495.75</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	and	<u>N/A</u>	\$ -	Electronic payments
EFT NUMBER:	<u>2846</u>	through	<u>2847</u>	\$ <u>94,570.72</u>	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	and	<u>N/A</u>	\$ -	Voided Checks

TOTAL DISBURSEMENTS: \$ 103,066.47

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# 2329

CHECK DATE: June 23, 2023

ADVICE NUMBERS: 15377 through 15434
CHECK NUMBERS: 66075 through 66099

TOTAL DISBURSEMENTS: \$ 159,817.86

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

Selectmen:

John B Macauley, Chairman

Martha T Dudman

James F Mooers

Geoffrey V Wood, Secretary

From: [John Macauley](#)
To: [Lisa Young](#)
Subject: Re: Warrant AP#2382 & PR#2329 Approval Request
Date: Wednesday, June 21, 2023 1:17:59 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.

Looks good!

On Wed, Jun 21, 2023 at 12:49 PM Lisa Young <financeclerk@mtdesert.org> wrote:

Greetings,

Attached are the following warrants for approval:

Accounts Payable	#2382	total of	\$103,066.47
Payroll	#2329	total of	\$159,817.86

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)

-----FOIA NOTICE-----

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inspected by any person upon request, unless otherwise made confidential by law.

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--

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

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

**WARRANT AP# 2383**

CHECK DATE: June 28, 2023

|                   |               |         |               |    |                  |                     |
|-------------------|---------------|---------|---------------|----|------------------|---------------------|
| CHECK NUMBER:     | <u>318979</u> | through | <u>318979</u> | \$ | <u>16,395.15</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: \$ 16,395.15

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#2383 State Fees/Payroll Benefits  
**Date:** Monday, June 26, 2023 4:28:55 PM

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Approved!

On Mon, Jun 26, 2023 at 4:19 PM Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Greetings,

Attached is Accounts Payable Warrant #2383 (for Payroll and/or State Fees) in the amount of \$16,395.15 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)

-----FOIA NOTICE-----

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

**WARRANT AP# 2402**

CHECK DATE: July 6, 2023

|                   |               |         |               |                     |                     |
|-------------------|---------------|---------|---------------|---------------------|---------------------|
| CHECK NUMBER:     | <u>318980</u> | through | <u>318982</u> | \$ <u>23,632.34</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: \$ 23,632.34

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

James F Mooers

Geoffrey V Wood, Secretary

TOWN OF MOUNT DESERT  
PAYROLL WARRANT

WARRANT PR# 2401

CHECK DATE: July 7, 2023

ADVICE NUMBERS: 15435 through 15493

CHECK NUMBERS: 66100 through 66116

TOTAL DISBURSEMENTS: \$ 170,969.52

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#2402 & PR#2401 Approval Request  
**Date:** Wednesday, July 5, 2023 3:15:51 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.

Approved

Sent from my iPhone

On Jul 5, 2023, at 2:40 PM, Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Greetings,

Attached are the following warrants for approval:

|                  |       |          |              |
|------------------|-------|----------|--------------|
| Accounts Payable | #2402 | total of | \$23,632.34  |
| Payroll          | #2401 | total of | \$170,969.52 |

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)

~~~~~FOIA NOTICE~~~~~  
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<4- AP2402.pdf>  
<11- PR2401.pdf>

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

**WARRANT AP# 2403**

CHECK DATE: July 12, 2023

|                   |               |         |               |                     |                     |
|-------------------|---------------|---------|---------------|---------------------|---------------------|
| CHECK NUMBER:     | <u>318983</u> | through | <u>318985</u> | \$ <u>11,423.83</u> | Check payments      |
| CHECK NUMBER:     | <u>59749</u>  | and     | <u>59750</u>  | \$ <u>42,058.13</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: \$ 53,481.96

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#2403 State Fees/Payroll Benefits  
**Date:** Monday, July 10, 2023 6:32:40 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

Sent from my iPhone

On Jul 10, 2023, at 4:38 PM, Lisa Young <[financeclerk@mtdesert.org](mailto:financeclerk@mtdesert.org)> wrote:

Greetings,

Attached is Accounts Payable Warrant #2403 (for Payroll and/or State Fees) in the amount of \$53,481.96 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)

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<4- AP2403.pdf>

# Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 17393


Check Batch: 11042  
 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


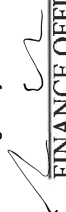
| Batch #        | Check # | Check Date | Vendor Code | Vendor Name                                            | Electronic Amount | Check Amount |
|----------------|---------|------------|-------------|--------------------------------------------------------|-------------------|--------------|
| 11042          | 20866   | 06/21/2023 | 1446        | BANGOR CHINESE SCHOOL <i>ASL Interpreter</i>           | 0.00              | 675.00       |
|                | 20867   | 06/21/2023 | 2099        | CHARTER COMMUNICATIONS                                 | 0.00              | 231.96       |
|                | 20868   | 06/21/2023 | 2310        | COASTAL ENERGY, INC.                                   | 0.00              | 177.82       |
|                | 20869   | 06/21/2023 | 3044        | DE KONING, MARY <i>Retirement Cake</i>                 | 0.00              | 350.00       |
|                | 20870   | 06/21/2023 | 3325        | DISPLAY SALES CO.                                      | 0.00              | 133.00       |
|                | 20871   | 06/21/2023 | 4824        | HEIST, KIM <i>Literacy Consulting</i>                  | 0.00              | 1,110.00     |
|                | 20872   | 06/21/2023 | 5825        | MAIN STREET VARIETY                                    | 0.00              | 110.63       |
|                | 20873   | 06/21/2023 | 6205        | MDI REGIONAL SCHOOL DISTRICT <i>Other Reimb - June</i> | 0.00              | 1,398.34     |
|                | 20874   | 06/21/2023 | 6785        | NORTHCENTER FOODS                                      | 0.00              | 303.52       |
|                | 20875   | 06/21/2023 | 6910        | OPPEWALL, ELIZABETH <i>Phys Therapy</i>                | 0.00              | 747.50       |
|                | 20876   | 06/21/2023 | 7875        | SANDERS, JUDITH <i>Leadership Team Meeting</i>         | 0.00              | 856.00       |
|                | 20877   | 06/21/2023 | 8231        | SIERRA COMMUNICATIONS, LLC <i>Phone repairs</i>        | 0.00              | 1,581.25     |
|                | 20878   | 06/21/2023 | 8341        | SONOVA USA, INC.                                       | 0.00              | 64.99        |
|                | 20879   | 06/21/2023 | 8487        | STEPHEN BLATT ARCHITECTS <i>Renovations</i>            | 0.00              | 18,830.00    |
|                | 20880   | 06/21/2023 | 4152        | VERSANT POWER                                          | 0.00              | 5,176.02     |
|                | 20881   | 06/21/2023 | 9145        | W.B. MASON, CO., INC.                                  | 0.00              | 349.49       |
|                | 20882   | 06/21/2023 | 9300        | WILLIAMS IRRIGATION SYSTEMS <i>Repairs</i>             | 0.00              | 230.60       |
|                | 20883   | 06/21/2023 | 9315        | WILSON LANGUAGE TRAINING CORP.                         | 0.00              | 205.20       |
| <b>Totals:</b> |         |            |             |                                                        | 0.00              | \$32,531.32  |

# Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 17393

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

WARRANT # 13  
 DATE: 6/21/2023  
 SUPERINTENDENT   
 DocuSigned by:  
 Brian Hunkel  
 FINANCE OFFICER  
 7207A7488ED40...

FINANCE OFFICER  
 DocuSigned by:  
  
 FINANCE OFFICER  
 DocuSigned by:  
  
 FINANCE OFFICER  
 95529A106B854BC...

FINANCE OFFICER  
 FINANCE OFFICER

18 Checks Listed.

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 17414

Include Authorization Codes: Yes  
Batch: 11038  
Check Dates: (Earliest) - (Latest)  
Cash Account Number:  
Minimum Check Amount: \$0.00  
Sorted By: Check Number

| Check # | Check Date | Code  | Name                      | Chk Grp | Gross Pay | Net Pay   | Direct Deposit | Check Amt | Void |
|---------|------------|-------|---------------------------|---------|-----------|-----------|----------------|-----------|------|
|         | 06/23/2023 | STAT  | TREASURER, STATE OF MAINE |         | 5,411.00  | 5,411.00  | 0.00           | 0.00      |      |
|         | 06/23/2023 | IRS   | INTERNAL REVENUE SERVICE  |         | 17,184.49 | 17,184.49 | 0.00           | 0.00      |      |
| 50053   | 06/23/2023 | 603   | ABBIE PAPPAS              | 1       | 1,373.00  | 1,248.06  | 0.00           | 1,248.06  |      |
| 50054   | 06/23/2023 | 308   | Gloria A. Delsandro       | 1       | 4,193.42  | 3,145.17  | 3,145.17       | 0.00      |      |
| 50055   | 06/23/2023 | 491   | SANDRA G. BOYCE           | 1       | 3,078.31  | 1,825.06  | 1,825.06       | 0.00      |      |
| 50056   | 06/23/2023 | 477   | ANGELIQUE E. HODGDON      | 1       | 1,992.93  | 1,110.14  | 1,110.14       | 0.00      |      |
| 50057   | 06/23/2023 | 149   | MARIAH D. BAKER           | 1       | 4,046.54  | 3,674.00  | 3,674.00       | 0.00      |      |
| 50058   | 06/23/2023 | 266   | JULIANNA R. BENNOCH       | 1       | 2,894.46  | 2,148.66  | 2,148.66       | 0.00      |      |
| 50059   | 06/23/2023 | 43    | SARAH R. DUNBAR           | 1       | 2,276.42  | 1,640.44  | 1,640.44       | 0.00      |      |
| 50060   | 06/23/2023 | 63    | HEATHER M. GRAVES         | 1       | 2,649.92  | 1,934.05  | 1,934.05       | 0.00      |      |
| 50061   | 06/23/2023 | 65    | GAYLE M. GRAY             | 1       | 2,779.07  | 1,961.92  | 1,961.92       | 0.00      |      |
| 50062   | 06/23/2023 | 293   | Amy L. James              | 1       | 2,894.46  | 2,232.43  | 2,232.43       | 0.00      |      |
| 50063   | 06/23/2023 | 90    | REBECCA A. JARVIS         | 1       | 2,586.30  | 1,930.11  | 1,930.11       | 0.00      |      |
| 50064   | 06/23/2023 | 487   | BENJAMIN MACKO            | 1       | 5,614.52  | 4,531.71  | 4,531.71       | 0.00      |      |
| 50065   | 06/23/2023 | 237   | JUSTIN B. NORWOOD         | 1       | 4,970.92  | 4,035.32  | 4,035.32       | 0.00      |      |
| 50066   | 06/23/2023 | 508   | CATHY T. OEHMKE           | 1       | 5,442.53  | 4,249.96  | 4,249.96       | 0.00      |      |
| 50067   | 06/23/2023 | 120   | KAREN L. SHARPE           | 1       | 3,423.71  | 2,395.37  | 2,395.37       | 0.00      |      |
| 50068   | 06/23/2023 | 502   | MARIA E. SIMPSON          | 1       | 4,558.73  | 4,020.59  | 4,020.59       | 0.00      |      |
| 50069   | 06/23/2023 | 404   | KERRY L. TAYLOR           | 1       | 2,894.46  | 1,796.53  | 1,796.53       | 0.00      |      |
| 50070   | 06/23/2023 | 459   | SHANNON L. WESTPHAL       | 1       | 2,161.03  | 1,644.44  | 1,644.44       | 0.00      |      |
| 50071   | 06/23/2023 | 91    | JUDITH CULLEN             | 1       | 2,292.96  | 1,687.65  | 1,687.65       | 0.00      |      |
| 50072   | 06/23/2023 | 146   | CECILIA R. GARRITY        | 1       | 1,900.19  | 1,226.45  | 1,226.45       | 0.00      |      |
| 50073   | 06/23/2023 | 92    | ABIGAIL A. HARMON         | 1       | 4,491.23  | 4,022.53  | 4,022.53       | 0.00      |      |
| 50074   | 06/23/2023 | 503   | RACHEL M. SINGH           | 1       | 4,876.96  | 4,064.16  | 4,064.16       | 0.00      |      |
| 50075   | 06/23/2023 | 504   | CRISTINA DEVORA           | 1       | 1,736.73  | 1,235.40  | 1,235.40       | 0.00      |      |
| 50076   | 06/23/2023 | 292   | TARA MCKERNAN             | 1       | 2,438.00  | 1,916.72  | 1,916.72       | 0.00      |      |
| 50077   | 06/23/2023 | 335   | CYNTHIA A. LAMBERT        | 1       | 21,020.56 | 13,184.39 | 13,184.39      | 0.00      |      |
| 50078   | 06/23/2023 | 238   | WENDELL L. OPPEWALL       | 1       | 1,641.50  | 979.61    | 979.61         | 0.00      |      |
| 50079   | 06/23/2023 | 52    | WANDA J. FERNALD          | 1       | 2,779.07  | 1,953.83  | 1,953.83       | 0.00      |      |
| 50080   | 06/23/2023 | 602   | REBEKAH E. SARTIN         | 1       | 1,235.66  | 733.00    | 733.00         | 0.00      |      |
| 50081   | 06/23/2023 | 623   | TRACY HICKS               | 1       | 245.00    | 226.26    | 226.26         | 0.00      |      |
| 50082   | 06/23/2023 | 161   | REBECCA SL KEEFE          | 1       | 637.50    | 581.90    | 581.90         | 0.00      |      |
| 50083   | 06/23/2023 | 314   | ANDREW J. CARLSON         | 1       | 1,594.66  | 1,180.03  | 1,180.03       | 0.00      |      |
| 50084   | 06/23/2023 | 601   | ELIZA M. HOPKINS          | 1       | 1,718.30  | 1,244.59  | 1,244.59       | 0.00      |      |
| 50085   | 06/23/2023 | 337   | AMBER G. CHARRON          | 1       | 2,293.61  | 1,729.20  | 1,729.20       | 0.00      |      |
| 50086   | 06/23/2023 | 240   | JEANNE C. OTT             | 1       | 7,126.33  | 5,279.61  | 5,279.61       | 0.00      |      |
| 50087   | 06/23/2023 | 313   | ANDREA W. HOWELL          | 1       | 4,642.42  | 3,985.20  | 3,985.20       | 0.00      |      |
| 50088   | 06/23/2023 | 613   | BROOKE L. DAMON           | 1       | 1,146.73  | 798.24    | 798.24         | 0.00      |      |
| 50089   | 06/23/2023 | 611   | DANIELLE EMMONS           | 1       | 720.52    | 167.55    | 167.55         | 0.00      |      |
| 50090   | 06/23/2023 | 608   | EMMA JONES                | 1       | 3,887.13  | 3,233.00  | 3,233.00       | 0.00      |      |
| 50091   | 06/23/2023 | 291   | PATRICIA A. KELLEY        | 1       | 1,397.12  | 910.08    | 910.08         | 0.00      |      |
| 50092   | 06/23/2023 | 490   | ANNA D. MONTE             | 1       | 1,331.85  | 765.93    | 765.93         | 0.00      |      |
| 50093   | 06/23/2023 | 610   | VIVIENNE R. PREDOCK       | 1       | 3,018.18  | 2,422.17  | 2,422.17       | 0.00      |      |
| 50094   | 06/23/2023 | 350   | ANNA E. SILVER            | 1       | 591.95    | 399.80    | 399.80         | 0.00      |      |
| 50095   | 06/23/2023 | 507   | DANIELLE A. STANLEY       | 1       | 3,110.71  | 2,872.74  | 2,872.74       | 0.00      |      |
| 50096   | 06/23/2023 | 331   | RUSSELL W. GRAY           | 1       | 784.04    | 674.06    | 674.06         | 0.00      |      |
| 50097   | 06/23/2023 | 302   | Carlos F. Rosales         | 1       | 832.60    | 527.14    | 527.14         | 0.00      |      |
| 50098   | 06/23/2023 | 501   | MICHAEL J. TINKER         | 1       | 1,904.19  | 1,291.69  | 1,291.69       | 0.00      |      |
| 50099   | 06/23/2023 | 463   | RENE L. BECKER            | 1       | 1,754.40  | 1,335.75  | 1,335.75       | 0.00      |      |
| 50100   | 06/23/2023 | 499   | BOBBIE JO DAY             | 1       | 1,671.20  | 1,260.55  | 1,260.55       | 0.00      |      |
| 50101   | 06/23/2023 | 74    | LEON E. SARGENT           | 1       | 2,194.40  | 1,549.94  | 1,549.94       | 0.00      |      |
| 50102   | 06/23/2023 | 18    | JANICE P. CARROLL         | 1       | 728.98    | 440.91    | 440.91         | 0.00      |      |
| 50103   | 06/23/2023 | 485   | TASHA L. HIGGINS          | 1       | 2,267.94  | 1,563.78  | 1,563.78       | 0.00      |      |
| 50104   | 06/23/2023 | AFLAC | AFLAC                     |         | 127.42    | 127.42    | 0.00           | 127.42    |      |



# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 17414

| Check # | Check Date | Code       | Name                      | Chk Grp | Gross Pay         | Net Pay           | Direct Deposit    | Check Amt        | Void |
|---------|------------|------------|---------------------------|---------|-------------------|-------------------|-------------------|------------------|------|
| 50105   | 06/23/2023 | BCBS       | ANTHEM BC/BS              |         | 10,759.52         | 10,759.52         | 10,759.52         | 0.00             |      |
| 50106   | 06/23/2023 | HMD        | HORACE MANN COMPANIES     |         | 37.00             | 37.00             | 0.00              | 37.00            |      |
| 50107   | 06/23/2023 | HM         | HORACE MANN INSURANCE C   |         | 3,000.00          | 3,000.00          | 0.00              | 3,000.00         |      |
| 50108   | 06/23/2023 | MEA        | MAINE EDUCATION ASSOCIATI |         | 1,409.10          | 1,409.10          | 0.00              | 1,409.10         |      |
| 50109   | 06/23/2023 | MSRS       | MAINE PERS                |         | 25,426.75         | 25,426.75         | 25,426.75         | 0.00             |      |
| 50110   | 06/23/2023 | MET        | METROPOLITAN LIFE INSURAN |         | 350.00            | 350.00            | 0.00              | 350.00           |      |
| 50111   | 06/23/2023 | DELTA DENT | NORTHEAST DELTA DENTAL    |         | 3,510.06          | 3,510.06          | 0.00              | 3,510.06         |      |
| 50112   | 06/23/2023 | PRIM       | PRIMERICA FINANCIAL SVCS. |         | 1,270.00          | 1,270.00          | 0.00              | 1,270.00         |      |
| 50113   | 06/23/2023 | FEDHEALTH  | TREASURER, STATE OF MAINE |         | 0.00              | 0.00              | 0.00              | 0.00             |      |
|         |            |            |                           |         | <b>218,328.69</b> | <b>179,453.16</b> | <b>145,906.03</b> | <b>10,951.64</b> |      |

| Check Authorization Summary |                                     |                       |            |
|-----------------------------|-------------------------------------|-----------------------|------------|
| Type                        | Description                         | Count                 | Amount     |
| Employee                    | Checks                              | 1                     | 1,248.06   |
|                             | Voided Checks                       | 0                     | 0.00       |
|                             | Direct Deposits (Fully Distributed) | 50                    | 109,719.76 |
|                             | ACH Employee Credits                | 50                    | 109,719.76 |
|                             | ACH Employee Debits (Voids)         | 0                     | 0.00       |
|                             | Deduction                           | Checks                | 8          |
| Voided Checks               |                                     | 0                     | 0.00       |
| ACH Vendor Credits          |                                     | 2                     | 36,186.27  |
| ACH VendorDebits (Voids)    |                                     | 0                     | 0.00       |
| ACH Online Payments         |                                     | 0                     | 0.00       |
| Taxes                       |                                     | EFTPS Payment - Debit | 2          |

# Mount Desert School Department PAYROLL WARRANT REGISTER

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

WARRANT # #26

DATE: PAID JUN 23 2023

*[Handwritten Signature]*

SUPERINTENDENT

FINANCE OFFICER

FINANCE OFFICER

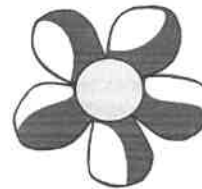
FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER



|    |            |             |
|----|------------|-------------|
| \$ | 179,453.16 | net pay     |
| \$ | 49,137.85  | payroll A/P |
| \$ | 228,591.01 |             |

# Mount Desert School Department Check Register

Report # 17419

Batch: 11043  
Check Edit #: N/A  
Sort By: Vendor Name  
Include DTF Info: No

| Batch # | Control Total | Status | Created By | Date Created | Last Updated By | Date Last Updated |
|---------|---------------|--------|------------|--------------|-----------------|-------------------|
| 11043   | 49,137.85     | Posted | Bria       | 06/21/2023   | Bria            | 06/21/2023        |

| Vendor Code / Name<br>Check Edit # | Check Number<br>Check Date | Check Type<br>Status | Check Header Information |
|------------------------------------|----------------------------|----------------------|--------------------------|
|------------------------------------|----------------------------|----------------------|--------------------------|

|                                    |                                  |                            |                           |                                                            |                 |                  |
|------------------------------------|----------------------------------|----------------------------|---------------------------|------------------------------------------------------------|-----------------|------------------|
| 1200                               | ANTHEM BC & BS<br>11903          | 20884<br>06/23/2023        | Payable Payment<br>Posted | ANTHEM BC & BS<br>PO BOX 645438<br>CINCINNATI OH 452645438 |                 |                  |
| <b>Email Subject Line:</b>         |                                  | DDep-Notification          |                           |                                                            |                 |                  |
| <b>Email Check Remittances To:</b> |                                  | Carmen.Leighton@anthem.com |                           |                                                            |                 |                  |
| <b>Payable #</b>                   | <b>Reference</b>                 | <b>Invoice #</b>           | <b>Invoice Date</b>       | <b>Amount</b>                                              | <b>Discount</b> | <b>Payment</b>   |
| 18366                              | ANTHEM BC & BS-008421000         | BCBS JUNE23                | 06/23/2023                | 46,642.37                                                  | 0.00            | 46,642.37        |
| <b>Check Totals:</b>               |                                  |                            |                           | <b>46,642.37</b>                                           | <b>0.00</b>     | <b>46,642.37</b> |
| 6000                               | MAINE PERS<br>11900              | 20885<br>06/23/2023        | Payable Payment<br>Posted | MAINE PERS<br>PO BOX 349<br>AUGUSTA ME 043320349           |                 |                  |
| <b>Email Subject Line:</b>         |                                  | DDep-Notification          |                           |                                                            |                 |                  |
| <b>Email Check Remittances To:</b> |                                  | accounting@mainepers.org   |                           |                                                            |                 |                  |
| <b>Payable #</b>                   | <b>Reference</b>                 | <b>Invoice #</b>           | <b>Invoice Date</b>       | <b>Amount</b>                                              | <b>Discount</b> | <b>Payment</b>   |
| 18363                              | MAINE PERS-RET JUNE23 PLD P0016A | RET JUNE23                 | PL05/26/2023              | 2,139.09                                                   | 0.00            | 2,139.09         |
| <b>Check Totals:</b>               |                                  |                            |                           | <b>2,139.09</b>                                            | <b>0.00</b>     | <b>2,139.09</b>  |
| 6000                               | MAINE PERS<br>11901              | 20886<br>06/23/2023        | Payable Payment<br>Posted | MAINE PERS<br>PO BOX 349<br>AUGUSTA ME 043320349           |                 |                  |
| <b>Email Subject Line:</b>         |                                  | DDep-Notification          |                           |                                                            |                 |                  |
| <b>Email Check Remittances To:</b> |                                  | accounting@mainepers.org   |                           |                                                            |                 |                  |
| <b>Payable #</b>                   | <b>Reference</b>                 | <b>Invoice #</b>           | <b>Invoice Date</b>       | <b>Amount</b>                                              | <b>Discount</b> | <b>Payment</b>   |
| 18364                              | MAINE PERS-GLI MAY 2023 MDES P0C | GLI MAY 2023               | 06/23/2023                | 98.40                                                      | 0.00            | 98.40            |
| <b>Check Totals:</b>               |                                  |                            |                           | <b>98.40</b>                                               | <b>0.00</b>     | <b>98.40</b>     |
| 6000                               | MAINE PERS<br>11902              | 20887<br>06/23/2023        | Payable Payment<br>Posted | MAINE PERS<br>PO BOX 349<br>AUGUSTA ME 043320349           |                 |                  |
| <b>Email Subject Line:</b>         |                                  | DDep-Notification          |                           |                                                            |                 |                  |
| <b>Email Check Remittances To:</b> |                                  | accounting@mainepers.org   |                           |                                                            |                 |                  |
| <b>Payable #</b>                   | <b>Reference</b>                 | <b>Invoice #</b>           | <b>Invoice Date</b>       | <b>Amount</b>                                              | <b>Discount</b> | <b>Payment</b>   |
| 18365                              | MAINE PERS-GLI MAY23 MDES TT091  | GLI MAY23                  | MD06/23/2023              | 257.99                                                     | 0.00            | 257.99           |
| <b>Check Totals:</b>               |                                  |                            |                           | <b>257.99</b>                                              | <b>0.00</b>     | <b>257.99</b>    |
| <b>Batch 11043 Totals:</b>         |                                  |                            |                           | <b>49,137.85</b>                                           | <b>0.00</b>     | <b>49,137.85</b> |

4 Checks Listed

# Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 17442

Include Authorization Codes: Yes  
Batch: 11044  
Check Dates: (Earliest) - (Latest)  
Cash Account Number:  
Minimum Check Amount: \$0.00  
Sorted By: Check Number

| Check # | Check Date | Code | Name                      | Chk Grp | Gross Pay        | Net Pay          | Direct Deposit   | Check Amt   | Void |  |
|---------|------------|------|---------------------------|---------|------------------|------------------|------------------|-------------|------|--|
|         | 07/07/2023 | IRS  | INTERNAL REVENUE SERVICE  |         | 7,084.99         | 7,084.99         | 0.00             | 0.00        |      |  |
|         | 07/07/2023 | STAT | TREASURER, STATE OF MAINE |         | 2,565.00         | 2,565.00         | 0.00             | 0.00        |      |  |
| 50114   | 07/07/2023 | 491  | SANDRA G. BOYCE           | 1       | 1,119.59         | 895.79           | 895.79           | 0.00        |      |  |
| 50115   | 07/07/2023 | 477  | ANGELIQUE E. HODGDON      | 1       | 1,429.57         | 1,117.37         | 1,117.37         | 0.00        |      |  |
| 50116   | 07/07/2023 | 149  | MARIAH D. BAKER           | 1       | 1,851.17         | 1,577.30         | 1,577.30         | 0.00        |      |  |
| 50117   | 07/07/2023 | 266  | JULIANNA R. BENNOCH       | 1       | 2,894.46         | 2,176.51         | 2,176.51         | 0.00        |      |  |
| 50118   | 07/07/2023 | 43   | SARAH R. DUNBAR           | 1       | 2,276.42         | 1,667.28         | 1,667.28         | 0.00        |      |  |
| 50119   | 07/07/2023 | 63   | HEATHER M. GRAVES         | 1       | 2,649.92         | 1,975.70         | 1,975.70         | 0.00        |      |  |
| 50120   | 07/07/2023 | 65   | GAYLE M. GRAY             | 1       | 2,779.07         | 1,986.06         | 1,986.06         | 0.00        |      |  |
| 50121   | 07/07/2023 | 293  | Amy L. James              | 1       | 2,894.46         | 2,259.28         | 2,259.28         | 0.00        |      |  |
| 50122   | 07/07/2023 | 90   | REBECCA A. JARVIS         | 1       | 2,586.30         | 1,951.82         | 1,951.82         | 0.00        |      |  |
| 50123   | 07/07/2023 | 237  | JUSTIN B. NORWOOD         | 1       | 2,470.92         | 1,924.06         | 1,924.06         | 0.00        |      |  |
| 50124   | 07/07/2023 | 508  | CATHY T. OEHMKE           | 1       | 2,942.53         | 2,212.60         | 2,212.60         | 0.00        |      |  |
| 50125   | 07/07/2023 | 502  | MARIA E. SIMPSON          | 1       | 2,058.73         | 1,744.80         | 1,744.80         | 0.00        |      |  |
| 50126   | 07/07/2023 | 404  | KERRY L. TAYLOR           | 1       | 2,894.46         | 1,830.08         | 1,830.08         | 0.00        |      |  |
| 50127   | 07/07/2023 | 459  | SHANNON L. WESTPHAL       | 1       | 2,161.03         | 1,667.34         | 1,667.34         | 0.00        |      |  |
| 50128   | 07/07/2023 | 91   | JUDITH CULLEN             | 1       | 2,292.96         | 1,717.41         | 1,717.41         | 0.00        |      |  |
| 50129   | 07/07/2023 | 146  | CECILIA R. GARRITY        | 1       | 1,900.19         | 1,250.60         | 1,250.60         | 0.00        |      |  |
| 50130   | 07/07/2023 | 92   | ABIGAIL A. HARMON         | 1       | 1,852.11         | 1,371.39         | 1,371.39         | 0.00        |      |  |
| 50131   | 07/07/2023 | 503  | RACHEL M. SINGH           | 1       | 2,376.96         | 1,902.31         | 1,902.31         | 0.00        |      |  |
| 50132   | 07/07/2023 | 504  | CRISTINA DEVORA           | 1       | 1,736.73         | 1,224.56         | 1,224.56         | 0.00        |      |  |
| 50133   | 07/07/2023 | 292  | TARA MCKERNAN             | 1       | 2,438.00         | 1,906.32         | 1,906.32         | 0.00        |      |  |
| 50134   | 07/07/2023 | 238  | WENDELL L. OPPEWALL       | 1       | 1,707.25         | 1,029.74         | 1,029.74         | 0.00        |      |  |
| 50135   | 07/07/2023 | 52   | WANDA J. FERNALD          | 1       | 2,779.07         | 1,979.83         | 1,979.83         | 0.00        |      |  |
| 50136   | 07/07/2023 | 314  | ANDREW J. CARLSON         | 1       | 1,857.07         | 1,401.22         | 1,401.22         | 0.00        |      |  |
| 50137   | 07/07/2023 | 601  | ELIZA M. HOPKINS          | 1       | 1,718.30         | 1,275.36         | 1,275.36         | 0.00        |      |  |
| 50138   | 07/07/2023 | 337  | AMBER G. CHARRON          | 1       | 2,293.61         | 1,718.67         | 1,718.67         | 0.00        |      |  |
| 50139   | 07/07/2023 | 240  | JEANNE C. OTT             | 1       | 2,942.53         | 2,044.40         | 2,044.40         | 0.00        |      |  |
| 50140   | 07/07/2023 | 313  | ANDREA W. HOWELL          | 1       | 2,142.42         | 1,751.87         | 1,751.87         | 0.00        |      |  |
| 50141   | 07/07/2023 | 291  | PATRICIA A. KELLEY        | 1       | 710.40           | 616.41           | 616.41           | 0.00        |      |  |
| 50142   | 07/07/2023 | 490  | ANNA D. MONTE             | 1       | 875.00           | 767.83           | 767.83           | 0.00        |      |  |
| 50143   | 07/07/2023 | 501  | MICHAEL J. TINKER         | 1       | 1,756.00         | 1,186.94         | 1,186.94         | 0.00        |      |  |
| 50144   | 07/07/2023 | 463  | RENE L. BECKER            | 1       | 1,754.40         | 1,325.88         | 1,325.88         | 0.00        |      |  |
| 50145   | 07/07/2023 | 499  | BOBBIE JO DAY             | 1       | 1,336.96         | 1,009.48         | 1,009.48         | 0.00        |      |  |
| 50146   | 07/07/2023 | 74   | LEON E. SARGENT           | 1       | 2,194.40         | 1,539.16         | 1,539.16         | 0.00        |      |  |
| 50147   | 07/07/2023 | 476  | BRUCE L. TRIPP            | 1       | 467.20           | 418.46           | 418.46           | 0.00        |      |  |
| 50148   | 07/07/2023 | 485  | TASHA L. HIGGINS          | 1       | 508.83           | 434.54           | 434.54           | 0.00        |      |  |
|         |            |      |                           |         | <b>80,299.01</b> | <b>62,508.36</b> | <b>52,858.37</b> | <b>0.00</b> |      |  |

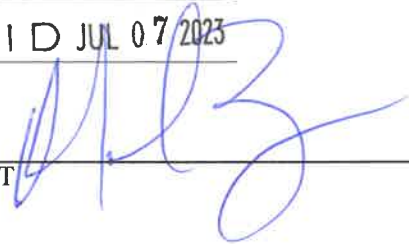
# Mount Desert School Department PAYROLL WARRANT REGISTER

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

| Check Authorization Summary |                                     |       |           |
|-----------------------------|-------------------------------------|-------|-----------|
| Type                        | Description                         | Count | Amount    |
| Employee                    | Checks                              | 0     | 0.00      |
|                             | Voided Checks                       | 0     | 0.00      |
|                             | Direct Deposits (Fully Distributed) | 35    | 52,858.37 |
|                             | ACH Employee Credits                | 35    | 52,858.37 |
|                             | ACH Employee Debits (Voids)         | 0     | 0.00      |
| Deduction                   | Checks                              | 0     | 0.00      |
|                             | Voided Checks                       | 0     | 0.00      |
|                             | ACH Vendor Credits                  | 0     | 0.00      |
|                             | ACH VendorDebits (Voids)            | 0     | 0.00      |
|                             | ACH Online Payments                 | 0     | 0.00      |
| Taxes                       | EFTPS Payment - Debit               | 2     | 9,649.99  |

WARRANT #       #1      

DATE:       PAID JUL 07 2023      

\_\_\_\_\_  
SUPERINTENDENT 

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

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

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

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FINANCE OFFICER

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FINANCE OFFICER

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FINANCE OFFICER

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FINANCE OFFICER

# Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 17464

Check Batch: 11050  
 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        |
|----------------|---------|------------|-------------|-----------------------------------------|-------------------|---------------------|
| 11050          | 20888   | 07/12/2023 | 1215        | AOS #91 2023-2024 ASSESSMENT            | 0.00              | 133,396.50          |
|                | 20889   | 07/12/2023 | 6530        | BUREAU VERITAS NAT'L ELEVATOR INSPECTIO | 0.00              | 302.50              |
|                | 20890   | 07/12/2023 | 1975        | CARDMEMBER SERVICE                      | 0.00              | 1,619.00            |
|                | 20891   | 07/12/2023 | 2099        | CHARTER COMMUNICATIONS                  | 0.00              | 231.96              |
|                | 20892   | 07/12/2023 | 3633        | EASTERN MAINE MEDICAL CENTER            | 0.00              | 60.00               |
|                | 20893   | 07/12/2023 | 4180        | F.T. BROWN CO.                          | 0.00              | 85.29               |
|                | 20894   | 07/12/2023 | 4570        | GREENWAY EQUIPMENT SALES                | 0.00              | 110.94              |
|                | 20895   | 07/12/2023 | 4110        | HAMMOND LUMBER CO/EBS                   | 0.00              | 67.29               |
|                | 20896   | 07/12/2023 | 5150        | J. W. PEPPER & SONS, INC.               | 0.00              | 205.76              |
|                | 20897   | 07/12/2023 | 5825        | MAIN STREET VARIETY                     | 0.00              | 70.03               |
|                | 20898   | 07/12/2023 | 6205        | MDI REGIONAL SCHOOL DISTRICT            | 0.00              | 9,595.60            |
|                | 20899   | 07/12/2023 | 6430        | MOUNT DESERT WATER DISTRICT             | 0.00              | 2,263.00            |
|                | 20900   | 07/12/2023 | 6456        | MSBA Membership                         | 0.00              | 1,414.00            |
|                | 20901   | 07/12/2023 | 7800        | S R TRACY INC                           | 0.00              | 104.70              |
|                | 20902   | 07/12/2023 | 7835        | SALSBURY HARDWARE INC                   | 0.00              | 54.75               |
|                | 20903   | 07/12/2023 | 7885        | SARGENT, LEON                           | 0.00              | 50.00               |
|                | 20904   | 07/12/2023 | 8000        | SCHOOL OUTFITTERS                       | 0.00              | 305.76              |
|                | 20905   | 07/12/2023 | 9145        | W.B. MASON, CO., INC.                   | 0.00              | 96.88               |
|                | 20906   | 07/12/2023 | 9248        | WESTPHAL, SHANNON                       | 0.00              | 738.97              |
| <b>Totals:</b> |         |            |             |                                         |                   | <b>\$150,772.93</b> |

*Diabetes Workshop*

*Lawn Mower Repairs*

*HRA Claims Apr - June*

*Classroom chairs*

*Reimb Conference*




*BO*

# Mount Desert School Department ACCOUNTS PAYABLE WARRANT

Report # 17464

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

WARRANT # 1  
 DATE: 7/12/2023  
 \_\_\_\_\_  
 SUPERINTENDENT  
 \_\_\_\_\_  
 FINANCE OFFICER

FINANCE OFFICER  
 DocuSigned by:  
  
 FINANCE OFFICER  
 10643430180...  
 DocuSigned by:  
  
 FINANCE OFFICER  
 986197403864...  
 DocuSigned by:  
  
 KATHERINE DUBA  
 FINANCE OFFICER  
 CC357A7D5544...  
 \_\_\_\_\_  
 FINANCE OFFICER

19 Checks Listed.



