

**Eliot Select Board Meeting and Public Hearing
Thursday, July 23, 2020 at 5:30 pm
(Zoom: Remote Meeting)**

**** Activate Video Streaming and Microphones ****

AGENDA

- A. Call to Order:**
- B. Roll Call:**
- C. Pledge of Allegiance:**
- D. Moment of Silence:**

- E. Public Comment / Requests:**

- F. Selection of Select Board Officers for FYE 21**

- G. Approval of Minutes of Previous Meeting (s): Regular Meeting of July 9, 2020**

- H. Department Head/Committee Reports:**
 - 1) Planning Board – Marijuana Applications Update**
 - 2) Fire Dept. – Establish Public Safety Impact Fee Formula-**Fire Chief will provide correspondence prior to meeting.****

- I. Administrative Department/Department Head Reports:**
 - 1) Town Manager Report(s)**
 - a. Financial Report – June 2020**
 - b. Workers' Compensation Dividend Check - \$3,885**
 - c. LPC Election Ballot**
 - 2) Annual Town Meeting Results**
 - 3) FY 20-21 Budget Adjustments to be Made**
 - 4) Frost Tufts Lighting Bid**
 - 5) Approve Warrants:**
 - a. A/P Warrant # 147 \$ 18,132.84**
 - b. A/P Warrant # 149 \$ 78,131.98**
 - c. A/P Warrant # 150 \$ 18,287.76**
 - d. A/P Warrant # 35 \$ 35,988.17**
 - e. A/P Warrant # 37 \$ 951,969.24**

- J. New Business:**

- K. Old Business:**
 - 1) Capital Improvement Committee Draft By-Laws (Final Reading)**

- K. Selectmen's Reports:**
 - 1) Seeking Committee Members**

- L. Executive Session:**

- M. Adjourn:**

Select Board

Remote Meeting

July 23, 2020 @ 5:30 PM

Remote Meeting Held via Zoom Due to COVID-19

Watch Meeting @ Town Hall Streams https://townhallstreams.com/towns/elliott_maine

Public Meeting Participation – Email

Send email inquiries / comments in advance or during the meeting to Dana Lee, Town Manager @ townmanager@elliottme.org

Call 1-408-418-9388 *charges may apply depending on service provider

- Enter Meeting Number: 957 9989 3515 followed by #
- Enter Meeting Code 03903 followed by #
- You will now be connected by voice only to the meeting
- Or if you would like to enter the meeting by video and audio, enter zoom meeting number above enter meeting number. You will still be muted until called upon, if you want to speak, raise hand.
- If you are a call in and want to speak, dial *9 on your phone.

Communication / Participation Process

Once you are accepted into the meeting by the host you will be muted until the Chairman of the Committee, and any Official Meeting Participants have ended their discussion on each agenda item. At this time, you along with any other call-in participants will be unmuted one by one in the order that you joined the meeting, asked to identify yourself and allowed the opportunity to ask questions or make comment. Once each caller has made comment / inquiry they will be muted again and the next caller will be opened for comment and so on. We do ask that you disconnect the call if you have no further comment. Any new callers or callers who still remain after each agenda item will again be called upon in the order the call was received. Thank you in advance for your patience and understanding, this is our first meeting of this type and we will do our very best to accommodate everyone's right to participate.

Draft SELECT BOARD MEETING
July 9, 2020 5:30PM
(Remote Meeting)

1 **Quorum noted**

2
3 **A. 5:30 PM:** Meeting called to order by Chairperson Donhauser.

4
5 **B. Roll Call:** Mr. Donhauser, Mr. Orestis, and Mr. McPherson.

6
7 **Absent:** Mr. Lytle (excused).

8
9 **C. Pledge of Allegiance recited**

10
11 **D. Moment of Silence observed**

12
13 Tonight's moment of silence was in recognition of all those who have passed
14 away from the pandemic.

15
16 **E. Public Comment:**

17
18 **5:31 PM** Mr. Donhauser said that the Selectmen received two letters this past week, one of
19 which is from Mr. and Mrs. Bough and one from Ms. Cerabona, all of which are
20 residents. I was very disappointed that they had to bring this before us. One of the
21 former Select people, a person who has been on the SB in the past, has apparently
22 made disparaging remarks in the social media arena. My purpose in talking about
23 this is just to remind all persons that disparaging remarks towards any individual
24 is unacceptable. The disparaging remarks were aimed at Ms. (Lydia) Goodwin,
25 who is the Director of our public library. There were also gross generalizations on
26 whether or not William Fogg Library does, or does not, enhance our community,
27 as a whole, and I think that's really counterproductive and can mislead the voter. I
28 don't think that's a necessary discussion in the public forum that we need to say
29 whether...some people feel it enhances, some people don't. The library provides
30 many services to many people, young and old, that may seem irrelevant to those
31 who do not seek its services. My Point in this whole conversation is that I would
32 like to acknowledge receipt of those letters from those individuals and ask that
33 any disparaging remarks towards any other individual in the Town should not
34 happen; that it's only counterproductive.

35
36 **F. Approval of Minutes of Previous Meeting(s)**

37
38 **5:33 PM** Motion by Mr. Donhauser, second by Mr. McPherson, to approve the minutes of
39 June 25, 2020, as written.

40
41 **Roll Call Vote:**

42
43 **Mr. Donhauser – Yes**

**Draft SELECT BOARD MEETING
July 9, 2020 5:30PM (continued)
(Remote Meeting)**

44 **Mr. Orestis – Abstained (not present for meeting)**
45 **Mr. McPherson - Yes**

46
47 **Unanimous vote to approve motion.**

48
49 **Motion by Mr. Donhauser, second by Mr. Orestis, to approve the minutes of**
50 **June 18, 2020, as written.**

51
52 **Roll Call Vote:**

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54 **Mr. Donhauser – Yes**
55 **Mr. Orestis – Yes**
56 **Mr. McPherson - Yes**

57
58 **Unanimous vote to approve motion.**

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60 **G. Department Head/Committee Reports**

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62 **5:35 PM 1) Employee Recognition Program**

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64 Mr. Lee said that the SB and I believe we have excellent staff and that they don't
65 get enough recognition. To that end, I tried to form an Employee Recognition
66 Program wherein each department would nominate one of their own to be
67 considered for a random drawing for our Employee Recognition Program each six
68 months – June and December. The Fire Department did not nominate anyone and,
69 unfortunately, the ECSD has everyone furloughed, so they did not. From the
70 Police Department, Officer Ryan Mazur, was selected as their employee to be
71 recognized and congratulated Officer Mazur for that. Among the administrative
72 staff, Wendy Rawski and Kristina Goodwin, who sadly has moved on to a
73 different job. Ms. Goodwin received 3 votes, and the highest vote-getter among
74 admins, so I want to congratulate Officer Mazur, Ms. Rawski, and Ms. Goodwin
75 for being nominated. The one that was drawn from the hat was the Public Works
76 crew. They did not nominate one of their own, they said that no one person is any
77 more important than any other one; that they nominated their entire crew and they
78 received the recognition, for this six-month period, as being the outstanding
79 employees. So, congratulations to the Public Works Department and displayed a
80 Certificate of Recognition Plaque and said that we have a \$200 cash prize for the
81 folks at the Public Works Department that you guys can do a little something fun
82 for yourselves and enjoy being recognized for your hard work for the Town. I
83 know a lot of people really appreciate our Public Works Department

84
85 Mr. Robinson said that I appreciate everything from everyone on the Board. I
86 don't feel as though we are more important than any other department in this

Draft SELECT BOARD MEETING
July 9, 2020 5:30PM (continued)
(Remote Meeting)

87 Town. We try our best and, if we can see fit to do it, I'd like to take this \$200 and
88 have an all-department employee cookout or something and just have everybody
89 get together. That's what I'd like to do with it and I'm sure everyone in the
90 department would feel the same way. We don't get together enough, all of us
91 together, and I think it would just be a good time. Thank you very much.

92
93 **5:38 PM** Mr. Lee asked Chief Moya to let Officer Mazur know how pleased we are that he
94 was nominated. He's relatively new to the department but he must be a real
95 standout.

96
97 Chief Moya said that he is. He continues to impress us every day. Especially if
98 you get to talk with him, he always has a good fun fact. He's been a great
99 addition.

100
101 Mr. Donhauser congratulated the Public Works Department and encouraged all
102 departments to put names in, again.

103
104 **5:40 PM** **2) Appointment of Michelle Meyer to Aging-in-Place Committee**

105
106 Mr. Donhauser invited Ms. Meyer to speak.

107
108 Ms. Meyer thanked the SB for having me here on the Zoom call and considering
109 my application. As you know, I spend quite a bit of time up in Augusta
110 representing District #2, which is all of Eliot and some parts of South Berwick
111 and Kittery. I sit on the Health and Human Services Committee where we
112 consider quite a bit of legislation around Maine seniors. I think my work up there
113 can be informed by my participation and knowledge of what our Eliot seniors are
114 experiencing. Where some of the gaps are in some of the services and what I
115 might be able to introduce for legislation up there that could benefit the seniors in
116 our Town. Conversely, I could bring back to the committee, and to the seniors
117 aging in place, here in our Town, news of what is happening in Augusta.
118 Sometimes it just doesn't trickle back to our communities a lot of the good work
119 that we're doing. Things like removing some really unfair asset testing so that
120 some seniors on fixed incomes, low incomes, can tap into various programs. We
121 had one bill in front of us, and lots of testimony from Maine seniors, about how
122 they would have a small kitty, a small account of money that they would use to
123 give gifts to their grandkids or they would save for car repair or a new roof, and
124 that would be counted against them when they would be applying, for example,
125 for a fuel assistance program. So, we removed some of those unfair asset tests and
126 I'm not quite sure that that kind of information trickles back to the municipal
127 levels. I feel like I can provide that conduit to Eliot seniors.

128
129 Mr. Donhauser said wonderful.

Draft SELECT BOARD MEETING
July 9, 2020 5:30PM (continued)
(Remote Meeting)

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Mr. Lee said that I would like to recognize Ms. Meyer for introducing legislation, that went through the legislature, that would allow us to do elderly daycare where previously, with TIF money, you could not do elderly daycare, only child daycare. As we got thinking about the needs in our community, that was one of the things the previous administration, myself, and this administration all agree upon. Ms. Meyer managed to get that done for us so that the TIF law now allows that as an economic stimulus. So, if your parents are being taken care of during the day, you can go out and work and not have to worry about them.

Mr. Donhauser moved, second by Mr. Orestis, that the Select Board appoint Ms. Michelle Meyer to the Aging-in-Place Committee.

Roll Call Vote:

Mr. Donhauser – Yes
Mr. Orestis – Yes
Mr. McPherson - Yes

Unanimous vote to approve motion.

5:43 PM

Mr. Lee said that I was just informed that the AIP Committee, who had put in for a grant (\$5,000) for five benches down at the Boar Basin, received the grant. Nice work by the AIP putting in a grant to the AARP and getting \$5,000 to enhance the leisure opportunities at the Boat Basin for our seniors.

Mr. Orestis asked Mr. Lee is he is keeping track of how much they've gotten in grants. I feel like that committee is just scooping up every single grant they can possibly find, which is fantastic.

Mr. Lee agreed. I'm not sure of the exact amount but I think this is their third grant in two years

5:45 PM

3) Appointment of Election Clerks

Mr. Lee said that, with the appointment of the other election clerks, I received an updated version of who Ms. Rawski is seeking to have appointed and read the list of additional nine names.

Mr. Orestis moved, second by Mr. McPherson, that the Select Board appoint the names, as read.

Roll Call Vote:

**Draft SELECT BOARD MEETING
July 9, 2020 5:30PM (continued)
(Remote Meeting)**

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Mr. Donhauser – Yes
Mr. Orestis – Yes
Mr. McPherson - Yes

Unanimous vote to approve motion.

H. Administrative Department

1) Town Manager Report(s)

Mr. McPherson had a comment on Line #9. Mr. Lee wrote a letter to the Cowland’s and I don’t know if anybody has noticed, when they pull into the Town Hall driveway, but the stone wall that borders my house, Mr. Doherty has put in well over weeks’ worth of labor into it and Ton and Cindy and Veronique donated those flowers, all daylilies. Tom Cowland used to teach at Marshwood High School. It was a very generous donation and I just wanted to publicly thank all three of them for that.

5:47 PM a. COVID-19 Grant \$61,980

Mr. Donhauser said that we had good news in that the Town of Eliot was awarded a grant under COVID-19 of \$61,980.

Mr. Lee said that the Fire Chief took the lead on this regarding Town actions around additional election costs and managing the Boat Basin. We put in a grant for \$66,000 and the next step is to break that down more finely, as they only wanted general numbers to apply. This money covers the period from June 8 to October 30. Prior to June 8, we did spend a fair amount of money on COVID preparation and that will be reimbursable through FEMA. FEMA usually reimburses 75%, the State 15%, and we pick up 10% but, as I understand it, the CARES Act will now allow the State to pick up the full 25%. So, if we do get the FEMA money and I have every expectation that we will, it looks like that will be an entirely grant-based award and we won’t even have a local match.

5:49 PM b. Closure of Town Office on July 14th Election Day (No Correspondence)

This request is because all Town clerks will be at the polls and would effectively only leave two ladies in our office; that that’s not really safe and they can’t manage the door. They would have to take paid time off but we are looking for permission to close the Town office.

**Draft SELECT BOARD MEETING
July 9, 2020 5:30PM (continued)
(Remote Meeting)**

216 It was the **consensus of the Select Board** to close the Town office July 14th -
217 Election Day.

218
219

220 **5:52 PM 2) Frost Tufts Lighting Bid – No Bids (No Correspondence)**

221

222 Mr. Lee said that we found out, as electricians got back to us, that the gear the
223 engineer specified for us is hard to come by, very expensive, and requires people
224 to be flown in to program it. That is not what we need at Frost Tufts Park. I am
225 working with the company OnTarget to see if they can find equivalent specified
226 lighting fixtures and control components and bring this in at a reasonable price. I
227 did want to follow up that bids did go out, none came back, and we are still
228 moving forward. Right now, I'm trying to sole source with OnTarget to bring this
229 thing in at cost or at least have them specify some different equipment and maybe
230 put it back out to some local electricians, as well as them, and re-bid the whole
231 thing.

232

233 **5:54 PM 3) Approve Warrants**

234

235 **Mr. Donhauser moved, second by Mr. Mr. McPherson, to approve A/P**
236 **Warrant #142 in the amount of \$14,972.94, dated June 18, 2020; A/P**
237 **Warrant #144 in the amount of \$269,958.69 dated June 2020.**

238

239 **Roll Call Vote:**

240

241 **Mr. Donhauser – Yes**

242 **Mr. Orestis – Yes**

243 **Mr. McPherson - Yes**

244

245 **Unanimous vote to approve motion.**

246

247 **I. New Business:**

248

249 There was no new business.

250

251 **J. Old Business:**

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253 **5:56 PM 1) Capital Improvement Committee (Combined) Draft By-laws (2nd Reading)**

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255 This will be added to the next meeting agenda to give the SB time to review and
256 send feedback before approving.

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**Draft SELECT BOARD MEETING
July 9, 2020 5:30PM (continued)
(Remote Meeting)**

259 Mr. Donhauser asked Mr. Lee to bring the public up-to-date on the new
260 administrative union that is forming.
261

262 **5:57 PM** Mr. Lee said that we had been negotiating and came to a standstill over some
263 negotiated items, both feeling we should go to a mediator to resolve the remaining
264 issues. Then COVID set in in earnest and we really couldn't get a mediator to
265 come live to do the mediation. Right now, it is in a holding pattern until we can
266 get some State Labor Board mediator to become available to us. He added that it
267 is his understand that that is happening to all mediation disputes right now.
268

269 **K. Selectmen's Report:**

270
271 **1) Seeking Committee Members**

272
273 The SB continues to seek members for various Town committees.
274

275 There were no Selectmen's reports tonight.
276

277 **L. Executive Session**

278
279 There was no executive session.
280

281 **M. Adjourn**

282
283 There was a motion and second to adjourn the meeting at 5:59 PM.

284 **VOTE**
285 **3-0**
286 **Motion approved**
287

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289 **Respectfully submitted,**

290
291 **Ellen Lemire, Recording Secretary**
292

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296 **Mr. Richard Donhauser, Chair**

297
298 **Date approved:**
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300

Property Address: 7 MacLellan Lane
Property ID#: PID# 037-019-000
Planning Board Case #: PB 20-5
Use / Proposed Use: 8,000 square foot building addition and associated parking and site improvements
Project Status: Pending
Project Overview: The site currently has a single 2,000 square foot building (utilized as an approved hemp processing facility) and the applicants are seeking approval to construct an 8,000 square foot addition and associated additional parking and site improvements. The proposed use of the structure will be for "general retail space". The applicants have had meetings with Staff regarding utilizing some / all of the addition for marijuana uses such as retail sales etc.

Property Address: 483 Harold L. Dow Highway
Property ID#: PID# 054-002-000
Planning Board Case #: PB 19-19
Use / Proposed Use: Medical marijuana cultivation operation
Project Status: Approved
Project Overview: Converted the two (2) existing greenhouses, which are each 30 feet by 100 feet, into a medical marijuana cultivation operation.

Property Address: 290 Harold L. Dow Highway
Property ID#: PID# 037-020-000
Planning Board Case #: PB# 17-8
Use / Proposed Use: The Planning Board approved the construction of an 11,700 square foot single story, eight tena shopping center. Following project approval a Notice of Decision (NOD) was issued on 11-21-2017. Following the approval they were issued a foundation only permit.
Project Status: Expired / Potential New Submittal: The foundation / project were never constructed and the permit and approval have since expired. Staff has been having discussions with a developer to build a marijuana related building.

Project Update: The original approval called for an 11,700 "L" shaped retail strip center. Their new plans are now seeking to construct a 3 story structure with the first floor for multi-unit retail / commercial uses and the 2nd & 3rd floors being proposed for manufacturing for medical marijuana cultivation, extraction etc. and once State of Maine licensing is secured switching to an adult use operation. Part of their plans would be to have a retail adult use store and the rest of the retail space being utilized by other typical retail users. The plan is to build the three story building on the same foot print as the original planned footprint which would establish a 3 story, 35,100 square foot structure.

Property Address: 16 Arc Road
Property ID#: PID# 045-017-000
Planning Board Case #: PB 19-5
Use / Proposed Use: Medical Marijuana Cultivation, Processing, and Registered Care Giver Facility.
Project Status: Pending
Project Overview: The site currently has a 40 foot by 94 foot building and the applicant is proposing a 48 foot by 40 foot building addition and associated parking. The application proposes a medical marijuana cultivation, processing, and registered care giver facility.

Property Address: 17 Levesque Drive (Eliot Commons Professional Park – Condos)
Planning Board Case #: PID# 029-026-000
Use / Proposed Use: Marijuana Testing Facility
Project Status: Pending currently but almost ready for PB review
Project Overview: This proposal is for a marijuana testing / certifying facility. No growing, no sales, no customers

Property Address: 28 / 32 Brook Drive
Property Identification #: PID#037-002-003
Planning Board Case #: No formal submittal – No case number assigned
Use / Proposed Use: Initially medical marijuana growing and care giver sales. Adult marijuana growing and sales may be applied for at a later date.
Project Status: No formal application submitted
Interview: The site currently has three buildings on the lot and the proposal would be to convert one or more into an adult marijuana growing facility with an accessory retail sales. The owner also owns an additional adjacent vacant lot (PID# 036-009-006) which is accessed off Julie Lane for future industrial development. No use specified at this time and no proposed buildings would not be part of this application (at this time).

Property Address: 28 Levesque Drive Unit # 2 (Eliot Commons Professional Park – Condos)
Property Identification #: PID# 029-027-000
Planning Board Case #: No case number issued as no formal submittal as Eliot is not accepting Adult use sales applications.
Use / Proposed Use: Adult Use marijuana sales. Application would be a Change in Use.
Project Status: Early discussions with Town staff.

Property Address: 276 Harold L. Dow Highway
Property Identification #: PID# 037-009-000
Planning Board Case #: No case number issued
Use / Proposed Use: Marijuana Growing Facility.
Project Status: Illegal growing operation. No applications submitted or approved. Enforcement action initiated.

Property Address: 155 Harold L. Dow Highway
Property Identification #: PID# 029-025-000
Planning Board Case #: Formal application not submitted.
Use / Proposed Use: TBD – Medical marijuana and / or Adult Use sales.
Project Status: Early discussions with Staff.

Property Address: 291 Harold L. Dow Highway
Property Identification #: PID# 037-002-001
Planning Board Case #: PB17-08 & PB???
Use / Proposed Use: Medical marijuana growing and medical marijuana sales
New Proposed Use: Adult Use retail sales.
Project Status: Early discussions with Staff. Applications not being accepted at this time.

Property Address: 107 Littlebrook Lane (Littlebrook Air Park)
Property Identification #: PID# 046-003-000
Planning Board Case #: No application submitted
Use / Proposed Use: Medical marijuana and / or Adult Use sales.
Project Status: Client looking for a new, more appropriate, location.

Town Manager Report

To: Board of Selectmen

From: Town Manager

Wed., July 1 (after 3:00 PM)

- Visited Fire Station; new floors, bunk room look great
- On-boarded new employee (LUAA)
- Requested updates from attorney and engineers
- Checked on HVAC repairs

Thurs., July 2

- Read overnight emails
- Discussed SB agenda / materials with AAll
- Updated our website URL / credit card
- PW continues work on the skate park
- Visited the skate park; fill going in to make it one level
- Read and signed the MooringsOnline agreement;
- Discussed a couple of personnel issues
- Talked with staff about what might be on Nov. ballot
- Met with DPW; beautiful new sign in South Eliot; discussed second method to sell the truck w/ blown engine
- Fiddled with HM computer to get mooring file copied and sent to vendor
- Checked on repeater progress (slowed again) and set up meeting to refine the grant submission as they requested
- Assisted / spoke with a person about BOA / administrative appeals, etc.
- Responded to BC about the MOU

Tues., July 7

- Read and responded to several of 85 emails
- Accepted invitation to a community forum on Covid at Ba'hai
- Spoke with HM about a mooring he does not want renewed for non-compliance; owner is very mad
- New LUAA starts 7/20
- 100+ ballots came in over weekend; 4 requests for ballots;
- Assisted AIP Committee w/ a couple of questions
- Discussed approval of school budget / making July payment at new rate; quick turnaround
- Dealt with some issues at Boat Basin
- Took two shifts at lobby; clerks very busy
- Met with DPW; Boat Basin shed being delivered; also Tidy Road by pass road starting
- Went to Boat Basin; installing the new shed
- Set up a meeting about our KACTS 236 study

- 43 • Took another shift in lobby
- 44 • Met with and advised a fellow about how to appeal a mooring revocation
- 45 • Tried to find owner of Marshwood graduation ring found at Boat Basin
- 46 Wed., July 8
- 47 • Read and responded to emails
- 48 • Referred a loose animal call to ACO
- 49 • Discussed safety measures with Town Clerk for election – individually-wrapped foods, fewer workers, 50 max in gym, etc.
- 50
- 51 • Worked 3 shifts at front desk; limited, busy staffing
- 52 • Continued work on a Harbor Master appeal
- 53 • Had to amend my deposition in one place and re-send that
- 54 • Interviewed and hired a new Custodian
- 55 • Spent some time with a surveyor on behalf of a resident; made suggestions re: her
- 56 mystery
- 57 • DPW got a work easement from a neighbor to fix a long-standing drainage issue of a
- 58 different neighbor
- 59 • Spoke with the Chairman for a bit
- 60 • Got DPW a bunch of Temporary Work Easement templates from colleagues; reviewed
- 61 them
- 62 • Had to update my system completely, then email problems – work with IT
- 63 • Spoke to an attorney about a marijuana application / rules; sent her some documents
- 64 • Reviewed payroll
- 65 Thrs. July 9
- 66 • Reviewed overnight emails; many Planning Board updates; very busy
- 67 • PWD to help move election supplies to MMS
- 68 • Spoke with Clerk – working OT over weekend w/ staff on election
- 69 • Researched / highlighted recent Governor guidance on elections; discussed with Clerk
- 70 • Reviewed agenda materials
- 71 • Worked on list of upcoming votes in November
- 72 • Had an online meeting with Office of Marijuana Policy; use of approval forms, what to
- 73 send in, etc. Wrote up notes and shared them with Land Use
- 74 • Spoke to Independent Boat Haulers; set up appointment
- 75 • Met with, helped a lady with sewer questions
- 76 • Took 3 shifts in lobby; spoke with lots of nice people
- 77 • Helped a lady with a land split question
- 78 • Spoke to our attorney about the Mechanics Lien on WasteZero
- 79 • Met with a couple interested in marijuana business
- 80 • Met with Planner for updates; marijuana approval process
- 81 • Sent revised deposition to attorney (whistleblower)
- 82 • Select Board Meeting

83
84

VACATION WEEK

85 Mon., July 20 (thru 10 am)

- 86 ● Reviewed 170 emails from over vacation
- 87 ● Also screened / responded to ten phone messages
- 88 ● Welcomed new Land Use Asst. and Custodian
- 89 ● Submitted approval for an HVAC unit repair
- 90 ● Got emails from kids excited about skate park re-opening; ideas for what they want
- 91 ● Took a ride out to Tidy Road; looks excellent
- 92 ● Later this week – poison ivy treatment; sidewalk sealing
- 93 ● Returned a call about a deranged man; guy has spoken to Police Chief
- 94 ● Met with CEO about permits
- 95 ● Drafted the 7-23-20 SB agenda; sent out for additions
- 96 ●

Expense Summary Report

ALL Departments
ALL Months

I-1A
CORRESPONDENCE #07/20/2020
SELECTMEN'S MEETING
07-23-2020
Page 1

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government	1,216,404.00	1,203,887.66	12,516.34	98.97
01 - Administration	562,018.00	577,230.40	-15,212.40	102.71
01 - Salaries	228,647.00	221,759.56	6,887.44	96.99
01 - Regular	226,147.00	219,863.55	6,283.45	97.22
20 - Overtime	2,500.00	1,896.01	603.99	75.84
03 - Employee Expenses	98,021.00	84,808.08	13,212.92	86.52
01 - Dues	8,331.00	8,414.00	-83.00	101.00
05 - Travel and Training	2,525.00	1,228.86	1,296.14	48.67
06 - Mileage	1,500.00	1,023.78	476.22	68.25
10 - Health Insurance	45,323.00	34,124.64	11,198.36	75.29
12 - Cell Phones	240.00	260.00	-20.00	108.33
30 - OASDI	14,290.00	12,495.85	1,794.15	87.44
35 - Medicare	3,342.00	2,839.42	502.58	84.96
40 - Maine State Retirement (Town)	22,470.00	24,421.53	-1,951.53	108.69
05 - Service Fees	20,900.00	9,745.38	11,154.62	46.63
01 - Advertising	2,500.00	1,344.44	1,155.56	53.78
10 - Security/Alarm/Sprinkler	900.00	1,201.10	-301.10	133.46
24 - Video Streaming	3,000.00	3,000.00	0.00	100.00
25 - Printing	3,500.00	4,199.84	-699.84	120.00
75 - Bank Service Fees & Charges	11,000.00	0.00	11,000.00	0.00
10 - Contracted Services	90,150.00	119,525.09	-29,375.09	132.58
01 - Auditor	15,500.00	15,500.00	0.00	100.00
02 - Legal Service	60,000.00	84,534.23	-24,534.23	140.89
11 - Annual Software Fees	2,500.00	7,776.63	-5,276.63	311.07
15 - Town Report	1,250.00	925.72	324.28	74.06
30 - Equipment Leasing/Rental	10,900.00	10,788.51	111.49	98.98
15 - Utilities Expense	11,200.00	9,207.39	1,992.61	82.21
01 - Heating	500.00	0.00	500.00	0.00
02 - Electricity	6,000.00	4,099.12	1,900.88	68.32
03 - Landline/Internet/Cable	3,300.00	4,429.38	-1,129.38	134.22
04 - Water	600.00	579.89	20.11	96.65
05 - Propane	800.00	99.00	701.00	12.38
20 - Supplies	22,000.00	17,895.85	4,104.15	81.34
05 - Postage	10,000.00	9,676.75	323.25	96.77
40 - Office Supplies	12,000.00	8,219.10	3,780.90	68.49
24 - Repairs & Maintenance	20,000.00	38,859.02	-18,859.02	194.30
20 - Building Repair & Maintenance	6,000.00	9,160.71	-3,160.71	152.68
30 - Computer Repair & Maintenance	14,000.00	29,698.31	-15,698.31	212.13
25 - Repairs & Maintenance	0.00	640.00	-640.00	---
20 - Building Maintenance	0.00	640.00	-640.00	---
30 - Town Insurances	69,500.00	73,993.57	-4,493.57	106.47
05 - Town Insurance	59,000.00	60,160.00	-1,160.00	101.97
10 - Unemployment Benefits	5,000.00	25.00	4,975.00	0.50
15 - Worker's Compensation Benefit	5,500.00	13,808.57	-8,308.57	251.06
99 - Miscellaneous	1,600.00	796.46	803.54	49.78
01 - Misc.	600.00	540.46	59.54	90.08
10 - Awards & Ceremonies	500.00	256.00	244.00	51.20
40 - Tax Anticipation Notes Interest	500.00	0.00	500.00	0.00
02 - Town Clerks' Office	337,538.00	312,584.88	24,953.12	92.61
01 - Salaries	194,623.00	204,340.76	-9,717.76	104.99
01 - Regular	191,873.00	203,096.77	-11,223.77	105.85
20 - Overtime	2,750.00	1,243.99	1,506.01	45.24
03 - Employee Expenses	116,165.00	85,613.11	30,551.89	73.70
01 - Dues	260.00	240.00	20.00	92.31

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government CONT'D				
05 - Travel and Training	2,240.00	505.95	1,734.05	22.59
06 - Mileage	1,390.00	324.80	1,065.20	23.37
10 - Health Insurance	75,536.00	45,569.42	29,966.58	60.33
30 - OASDI	12,083.00	13,041.43	-958.43	107.93
35 - Medicare	2,826.00	3,049.94	-223.94	107.92
40 - Maine State Retirement (Town)	21,830.00	22,881.57	-1,051.57	104.82
05 - Service Fees	8,700.00	6,707.32	1,992.68	77.10
20 - Transcripts & Liens	7,200.00	6,707.32	492.68	93.16
25 - Printing	1,500.00	0.00	1,500.00	0.00
10 - Contracted Services	18,050.00	14,524.64	3,525.36	80.47
11 - Annual Software Fees	18,050.00	14,524.64	3,525.36	80.47
20 - Supplies	0.00	1,399.05	-1,399.05	----
05 - Postage	0.00	1,372.13	-1,372.13	----
40 - Office Supplies	0.00	26.92	-26.92	----
03 - Land Use Division	316,848.00	313,370.56	3,477.44	98.90
01 - Salaries	215,295.00	219,264.74	-3,969.74	101.84
01 - Regular	212,895.00	217,934.21	-5,039.21	102.37
20 - Overtime	2,400.00	1,330.53	1,069.47	55.44
03 - Employee Expenses	77,653.00	77,744.57	-91.57	100.12
01 - Dues	500.00	280.00	220.00	56.00
05 - Travel and Training	3,500.00	744.00	2,756.00	21.26
06 - Mileage	2,000.00	1,618.75	381.25	80.94
10 - Health Insurance	31,038.00	43,177.11	-12,139.11	139.11
12 - Cell Phones	240.00	120.00	120.00	50.00
30 - OASDI	13,262.00	11,161.00	2,101.00	84.16
35 - Medicare	3,129.00	2,609.87	519.13	83.41
40 - Maine State Retirement (Town)	23,984.00	18,033.84	5,950.16	75.19
10 - Contracted Services	23,900.00	16,361.25	7,538.75	68.46
05 - GIS Mapping	11,900.00	9,990.25	1,909.75	83.95
11 - Annual Software Fees	12,000.00	6,371.00	5,629.00	53.09
05 - Town Committees	0.00	701.82	-701.82	----
03 - Employee Expenses	0.00	49.87	-49.87	----
30 - OASDI	0.00	40.42	-40.42	----
35 - Medicare	0.00	9.45	-9.45	----
50 - Town Committees	0.00	651.95	-651.95	----
05 - Board of Appeals	0.00	651.95	-651.95	----
05 - Town Committees	210,028.00	199,928.33	10,099.67	95.19
05 - Town Committees	210,028.00	199,928.33	10,099.67	95.19
03 - Employee Expenses	0.00	421.16	-421.16	----
30 - OASDI	0.00	341.32	-341.32	----
35 - Medicare	0.00	79.84	-79.84	----
50 - Town Committees	210,028.00	199,507.17	10,520.83	94.99
05 - Board of Appeals	3,600.00	2,064.65	1,535.35	57.35
06 - Aging in Place Committee	1,400.00	-618.41	2,018.41	-44.17
10 - Budget Committee	616.00	672.75	-56.75	109.21
20 - Conservation Committee	6,920.00	300.00	6,620.00	4.34
35 - Library and Books	180,000.00	180,000.00	0.00	100.00
45 - Planning Board	15,792.00	17,088.18	-1,296.18	108.21
70 - Energy Commission	1,200.00	0.00	1,200.00	0.00
71 - Cannabis Committee	500.00	0.00	500.00	0.00

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
06 - Outside Agencies/Social Svcs CONT'D				
06 - Outside Agencies/Social Svcs	12,050.00	10,450.00	1,600.00	86.72
10 - Outside Agencies/Social Svcs	12,050.00	10,450.00	1,600.00	86.72
50 - Town Committees	6,350.00	6,350.00	0.00	100.00
30 - Eliot Festival Days	1,500.00	1,500.00	0.00	100.00
40 - Memorial Day	850.00	850.00	0.00	100.00
55 - Senior Citizens	1,500.00	1,500.00	0.00	100.00
65 - Historical Society	2,500.00	2,500.00	0.00	100.00
60 - Social Services	5,700.00	4,100.00	1,600.00	71.93
05 - Agency on Aging	1,000.00	0.00	1,000.00	0.00
40 - Project Share	500.00	500.00	0.00	100.00
45 - Red Cross	600.00	0.00	600.00	0.00
65 - Visiting Nurse Association	2,000.00	2,000.00	0.00	100.00
75 - York County Community Action	1,600.00	1,600.00	0.00	100.00
07 - Debt Service	118,250.00	101,436.07	16,813.93	85.78
70 - Police Station	118,250.00	101,436.07	16,813.93	85.78
65 - Debt Service	118,250.00	101,436.07	16,813.93	85.78
01 - Sewer Bond	98,500.00	98,506.85	-6.85	100.01
02 - LED Street Lights	8,000.00	0.00	8,000.00	0.00
03 - Town Hall HVAC	11,750.00	2,929.22	8,820.78	24.93
10 - Public Safety	1,589,343.00	1,499,731.61	89,611.39	94.36
01 - Fire Dept.	183,989.00	160,683.16	23,305.84	87.33
01 - Salaries	101,000.00	92,061.94	8,938.06	91.15
01 - Regular	101,000.00	92,061.94	8,938.06	91.15
03 - Employee Expenses	19,826.00	15,505.14	4,320.86	78.21
01 - Dues	3,100.00	3,064.50	35.50	98.85
05 - Travel and Training	5,900.00	1,812.95	4,087.05	30.73
06 - Mileage	250.00	0.00	250.00	0.00
12 - Cell Phones	2,500.00	2,831.05	-331.05	113.24
15 - Uniforms	350.00	545.16	-195.16	155.76
30 - OASDI	6,261.00	5,876.95	384.05	93.87
35 - Medicare	1,465.00	1,374.53	90.47	93.82
11 - Contracted Services-Fire Dept.	10,200.00	8,982.44	1,217.56	88.06
16 - SCBA Maintenance	2,500.00	2,438.20	61.80	97.53
17 - Emergency Generator Maint.	600.00	500.00	100.00	83.33
18 - Ventilation Maint.	500.00	0.00	500.00	0.00
19 - SCBA Compressor Maint.	600.00	1,681.00	-1,081.00	280.17
21 - Ladder Maint.	500.00	492.50	7.50	98.50
22 - Hose Maintenance	2,400.00	2,298.00	102.00	95.75
23 - Pump Maintenance	1,500.00	1,362.50	137.50	90.83
24 - Response System Maint.	1,000.00	210.24	789.76	21.02
25 - Extracation Tools	600.00	0.00	600.00	0.00
15 - Utilities Expense	14,585.00	14,249.95	335.05	97.70
01 - Heating	7,000.00	5,501.89	1,498.11	78.60
02 - Electricity	2,800.00	3,086.67	-286.67	110.24
03 - Landline/Internet/Cable	4,125.00	5,514.79	-1,389.79	133.69
04 - Water	160.00	146.60	13.40	91.63
05 - Propane	500.00	0.00	500.00	0.00
20 - Supplies	13,050.00	9,102.76	3,947.24	69.75
05 - Postage	50.00	13.30	36.70	26.60
15 - Gasoline	4,750.00	3,414.06	1,335.94	71.87

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
10 - Public Safety CONT'D				
40 - Office Supplies	750.00	647.68	102.32	86.36
55 - Fire Dept. Supplies	7,500.00	5,027.72	2,472.28	67.04
24 - Repairs & Maintenance	16,850.00	14,917.81	1,932.19	88.53
10 - Equipment Repair & Maintenance	2,500.00	1,013.54	1,486.46	40.54
15 - Vehicle Repair & Maintenance	3,000.00	3,754.72	-754.72	125.16
20 - Building Repair & Maintenance	2,750.00	4,391.76	-1,641.76	159.70
30 - Computer Repair & Maintenance	1,000.00	585.90	414.10	58.59
40 - Radio Repair & Maintenance	2,500.00	1,678.33	821.67	67.13
50 - Building Supply & Material	1,500.00	941.59	558.41	62.77
85 - Fire Truck Repair & Maint.	3,600.00	2,551.97	1,048.03	70.89
30 - Town Insurances	8,478.00	5,863.12	2,614.88	69.16
15 - Worker's Compensation Benefit	7,078.00	5,863.12	1,214.88	82.84
20 - Fire Fighters Insurance	1,400.00	0.00	1,400.00	0.00
05 - Police Dept.	1,126,739.00	1,071,490.09	55,248.91	95.10
01 - Salaries	660,101.00	641,758.65	18,342.35	97.22
01 - Regular	130,613.00	131,660.36	-1,047.36	100.80
05 - Union	421,488.00	449,996.37	-28,508.37	106.76
10 - Reserve	5,000.00	3,006.83	1,993.17	60.14
15 - Outside Activity	20,000.00	8,677.50	11,322.50	43.39
20 - Overtime	55,000.00	37,871.65	17,128.35	68.86
22 - Grant Enforcements	20,000.00	4,114.94	15,885.06	20.57
45 - In-Service Training	8,000.00	6,431.00	1,569.00	80.39
03 - Employee Expenses	354,450.00	335,106.43	19,343.57	94.54
01 - Dues	1,000.00	645.00	355.00	64.50
05 - Travel and Training	2,000.00	1,083.94	916.06	54.20
10 - Health Insurance	179,960.00	168,289.18	11,670.82	93.51
12 - Cell Phones	5,652.00	3,923.59	1,728.41	69.42
15 - Uniforms	13,000.00	4,847.81	8,152.19	37.29
30 - OASDI	37,951.00	39,652.38	-1,701.38	104.48
35 - Medicare	8,876.00	9,273.95	-397.95	104.48
40 - Maine State Retirement (Town)	106,011.00	107,390.58	-1,379.58	101.30
05 - Service Fees	824.00	0.00	824.00	0.00
01 - Advertising	200.00	0.00	200.00	0.00
10 - Security/Alarm/Sprinkler	624.00	0.00	624.00	0.00
10 - Contracted Services	22,959.00	26,846.07	-3,887.07	116.93
14 - Contractual & Maintenance Cont	21,459.00	26,846.07	-5,387.07	125.10
26 - TESTING	1,500.00	0.00	1,500.00	0.00
15 - Utilities Expense	16,500.00	14,603.85	1,896.15	88.51
01 - Heating	5,000.00	3,149.73	1,850.27	62.99
02 - Electricity	6,300.00	6,788.44	-488.44	107.75
03 - Landline/Internet/Cable	4,950.00	4,519.08	430.92	91.29
04 - Water	250.00	146.60	103.40	58.64
20 - Supplies	27,725.00	22,847.74	4,877.26	82.41
05 - Postage	300.00	171.24	128.76	57.08
15 - Gasoline	18,000.00	13,259.30	4,740.70	73.66
40 - Office Supplies	5,000.00	5,113.66	-113.66	102.27
41 - Water (Drinking)	625.00	335.16	289.84	53.63
60 - Ammunition	3,800.00	3,968.38	-168.38	104.43
24 - Repairs & Maintenance	27,000.00	14,327.67	12,672.33	53.07
15 - Vehicle Repair & Maintenance	15,000.00	6,975.31	8,024.69	46.50
20 - Building Repair & Maintenance	5,000.00	4,578.36	421.64	91.57
30 - Computer Repair & Maintenance	4,500.00	562.75	3,937.25	12.51
40 - Radio Repair & Maintenance	2,500.00	2,211.25	288.75	88.45

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
10 - Public Safety CONT'D				
30 - Town Insurances	15,830.00	15,529.68	300.32	98.10
15 - Worker's Compensation Benefit	15,830.00	15,529.68	300.32	98.10
60 - Social Services	1,350.00	105.00	1,245.00	7.78
95 - VIPS	1,350.00	105.00	1,245.00	7.78
99 - Miscellaneous	0.00	365.00	-365.00	---
05 - Animal Control	0.00	365.00	-365.00	---
10 - Animal Control	10,223.00	10,851.58	-628.58	106.15
01 - Salaries	8,949.00	9,963.60	-1,014.60	111.34
60 - Animal Control Officer	8,949.00	9,963.60	-1,014.60	111.34
03 - Employee Expenses	965.00	762.12	202.88	78.98
01 - Dues	40.00	0.00	40.00	0.00
05 - Travel and Training	140.00	0.00	140.00	0.00
15 - Uniforms	100.00	0.00	100.00	0.00
30 - OASDI	555.00	617.81	-62.81	111.32
35 - Medicare	130.00	144.31	-14.31	111.01
20 - Supplies	200.00	0.00	200.00	0.00
40 - Office Supplies	200.00	0.00	200.00	0.00
30 - Town Insurances	109.00	125.86	-16.86	115.47
15 - Worker's Compensation Benefit	109.00	125.86	-16.86	115.47
15 - Harbor Master	16,144.00	12,216.69	3,927.31	75.67
01 - Salaries	9,252.00	8,995.00	257.00	97.22
55 - HarborMaster	9,252.00	8,995.00	257.00	97.22
03 - Employee Expenses	709.00	993.65	-284.65	140.15
05 - Travel and Training	0.00	305.45	-305.45	---
30 - OASDI	574.00	557.77	16.23	97.17
35 - Medicare	135.00	130.43	4.57	96.61
20 - Supplies	4,696.00	1,351.82	3,344.18	28.79
15 - Gasoline	400.00	0.00	400.00	0.00
20 - Oil	30.00	0.00	30.00	0.00
40 - Office Supplies	4,266.00	1,351.82	2,914.18	31.69
30 - Town Insurances	1,487.00	876.22	610.78	58.93
15 - Worker's Compensation Benefit	1,487.00	876.22	610.78	58.93
20 - Fire Hydrant Rental	81,493.00	81,492.60	0.40	100.00
10 - Contracted Services	81,493.00	81,492.60	0.40	100.00
04 - Fire Hydrants	81,493.00	81,492.60	0.40	100.00
30 - 24 Hour Answering Service	170,755.00	162,997.49	7,757.51	95.46
10 - Contracted Services	140,005.00	140,917.00	-912.00	100.65
07 - 24 Hour Answering Service	122,005.00	122,005.00	0.00	100.00
36 - PSAP	18,000.00	18,912.00	-912.00	105.07
15 - Utilities Expense	30,750.00	22,080.49	8,669.51	71.81
02 - Electricity	30,750.00	22,080.49	8,669.51	71.81
15 - Hearings & Elections	27,107.00	5,710.99	21,396.01	21.07
15 - Hearings & Elections	27,107.00	5,710.99	21,396.01	21.07
01 - Salaries	7,253.00	2,802.18	4,450.82	38.63
01 - Regular	7,253.00	2,802.18	4,450.82	38.63
03 - Employee Expenses	841.00	396.84	444.16	47.19
30 - OASDI	681.00	321.52	359.48	47.21
35 - Medicare	160.00	75.32	84.68	47.08
05 - Service Fees	5,525.00	979.72	4,545.28	17.73
01 - Advertising	1,300.00	0.00	1,300.00	0.00
26 - Ballots	4,225.00	979.72	3,245.28	23.19

Expense Summary Report
ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
15 - Hearings & Elections CONT'D				
10 - Contracted Services	4,900.00	0.00	4,900.00	0.00
30 - Equipment Leasing/Rental	4,900.00	0.00	4,900.00	0.00
20 - Supplies	2,988.00	422.25	2,565.75	14.13
05 - Postage	1,950.00	0.00	1,950.00	0.00
40 - Office Supplies	1,038.00	422.25	615.75	40.68
24 - Repairs & Maintenance	5,600.00	1,110.00	4,490.00	19.82
10 - Equipment Repair & Maintenance	5,600.00	1,110.00	4,490.00	19.82
20 - Public Works	1,816,136.00	1,361,210.92	454,925.08	74.95
01 - Highway Dept.	1,019,752.00	865,850.05	153,901.95	84.91
01 - Salaries	361,009.00	362,050.14	-1,041.14	100.29
01 - Regular	98,553.00	94,747.50	3,805.50	96.14
05 - Union	256,456.00	254,629.94	1,826.06	99.29
20 - Overtime	6,000.00	12,672.70	-6,672.70	211.21
03 - Employee Expenses	207,661.00	179,378.27	28,282.73	86.38
05 - Travel and Training	5,000.00	4,625.54	374.46	92.51
10 - Health Insurance	121,403.00	91,256.91	30,146.09	75.17
12 - Cell Phones	2,800.00	1,874.58	925.42	66.95
15 - Uniforms	8,500.00	10,420.92	-1,920.92	122.60
30 - OASDI	22,383.00	23,484.04	-1,101.04	104.92
35 - Medicare	5,235.00	5,492.64	-257.64	104.92
40 - Maine State Retirement (Town)	42,340.00	42,223.64	116.36	99.73
05 - Service Fees	8,100.00	1,353.50	6,746.50	16.71
01 - Advertising	600.00	1,233.50	-633.50	205.58
09 - Toilets	0.00	120.00	-120.00	----
35 - Consulting	7,500.00	0.00	7,500.00	0.00
10 - Contracted Services	0.00	6,295.00	-6,295.00	----
05 - GIS Mapping	0.00	6,295.00	-6,295.00	----
12 - P/W Contracted Services	92,500.00	59,219.01	33,280.99	64.02
32 - Striping	14,000.00	11,877.56	2,122.44	84.84
33 - Tree Clearing	15,000.00	8,625.00	6,375.00	57.50
37 - Catch Basin Repair & Maint.	3,500.00	0.00	3,500.00	0.00
38 - Catch Basin Cleaning	10,000.00	6,750.00	3,250.00	67.50
39 - Crushing	42,000.00	28,798.00	13,202.00	68.57
40 - Sweeping	8,000.00	3,168.45	4,831.55	39.61
15 - Utilities Expense	13,550.00	8,427.21	5,122.79	62.19
01 - Heating	5,800.00	3,414.58	2,385.42	58.87
02 - Electricity	3,200.00	239.84	2,960.16	7.50
03 - Landline/Internet/Cable	3,800.00	4,206.09	-406.09	110.69
04 - Water	750.00	566.70	183.30	75.56
20 - Supplies	45,600.00	40,829.37	4,770.63	89.54
05 - Postage	0.00	20.39	-20.39	----
10 - Diesel Fuel	36,000.00	30,496.80	5,503.20	84.71
15 - Gasoline	1,500.00	876.93	623.07	58.46
25 - Tools	5,000.00	3,333.43	1,666.57	66.67
40 - Office Supplies	3,100.00	6,101.82	-3,001.82	196.83
22 - Public Works Supplies	83,900.00	67,994.02	15,905.98	81.04
32 - Gravel Material	24,000.00	19,431.31	4,568.69	80.96
37 - Cold Patch	2,400.00	1,634.94	765.06	68.12
38 - Erosion Stone	4,500.00	2,270.32	2,229.68	50.45
46 - Topsoil Seed	8,000.00	4,372.55	3,627.45	54.66
65 - Drainage Material	35,000.00	40,284.90	-5,284.90	115.10
75 - Guardrail	10,000.00	0.00	10,000.00	0.00

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
20 - Public Works CONT'D				
24 - Repairs & Maintenance	180,200.00	117,094.45	63,105.55	64.98
05 - Supply & Materials	23,000.00	25,259.69	-2,259.69	109.82
10 - Equipment Repair & Maintenance	18,000.00	15,005.51	2,994.49	83.36
15 - Vehicle Repair & Maintenance	90,000.00	45,717.13	44,282.87	50.80
20 - Building Repair & Maintenance	9,000.00	9,122.78	-122.78	101.36
30 - Computer Repair & Maintenance	0.00	150.00	-150.00	----
56 - Sign Repair & Maintenance	5,200.00	3,025.09	2,174.91	58.17
78 - Vehicle Equipment Rep. & Maint	8,000.00	2,368.51	5,631.49	29.61
80 - Tires	6,000.00	6,725.74	-725.74	112.10
90 - Sandblasting & Painting	21,000.00	9,720.00	11,280.00	46.29
25 - Repairs & Maintenance	5,000.00	0.00	5,000.00	0.00
18 - Sidewalk Repairs	5,000.00	0.00	5,000.00	0.00
30 - Town Insurances	22,232.00	23,209.08	-977.08	104.39
15 - Worker's Compensation Benefit	22,232.00	23,209.08	-977.08	104.39
05 - Snow & Winter Maintenance	250,848.00	151,523.02	99,324.98	60.40
01 - Salaries	45,000.00	28,879.11	16,120.89	64.18
01 - Regular	0.00	3,726.73	-3,726.73	----
20 - Overtime	45,000.00	25,152.38	19,847.62	55.89
03 - Employee Expenses	8,393.00	2,229.21	6,163.79	26.56
30 - OASDI	2,790.00	1,806.67	983.33	64.76
35 - Medicare	653.00	422.54	230.46	64.71
40 - Maine State Retirement (Town)	4,950.00	0.00	4,950.00	0.00
06 - Public Works Service Fees	0.00	243.24	-243.24	----
50 - MSW Disposal Fees	0.00	243.24	-243.24	----
22 - Public Works Supplies	189,000.00	114,471.20	74,528.80	60.57
23 - Cutting Edge	7,500.00	11,468.00	-3,968.00	152.91
25 - Salt	180,000.00	102,793.20	77,206.80	57.11
30 - Winter Sand	1,500.00	210.00	1,290.00	14.00
30 - Town Insurances	8,455.00	5,700.26	2,754.74	67.42
15 - Worker's Compensation Benefit	8,455.00	5,700.26	2,754.74	67.42
10 - Summer Maintenance	78,240.00	57,219.02	21,020.98	73.13
01 - Salaries	35,800.00	28,286.18	7,513.82	79.01
01 - Regular	35,800.00	28,286.18	7,513.82	79.01
03 - Employee Expenses	2,740.00	2,144.80	595.20	78.28
30 - OASDI	2,220.00	1,738.19	481.81	78.30
35 - Medicare	520.00	406.61	113.39	78.19
05 - Service Fees	3,600.00	3,960.00	-360.00	110.00
09 - Toilets	3,600.00	3,960.00	-360.00	110.00
10 - Contracted Services	1,000.00	470.45	529.55	47.05
30 - Equipment Leasing/Rental	1,000.00	470.45	529.55	47.05
15 - Utilities Expense	1,800.00	1,204.01	595.99	66.89
02 - Electricity	1,300.00	819.40	480.60	63.03
04 - Water	500.00	384.61	115.39	76.92
20 - Supplies	3,500.00	2,233.28	1,266.72	63.81
15 - Gasoline	2,000.00	1,389.17	610.83	69.46
50 - Building Supply/Material	1,500.00	844.11	655.89	56.27
24 - Repairs & Maintenance	28,300.00	18,920.30	9,379.70	66.86
05 - Supply & Materials	6,300.00	2,854.79	3,445.21	45.31
10 - Equipment Repair & Maintenance	16,000.00	11,861.51	4,138.49	74.13
95 - Grounds Repairs & Maint.	6,000.00	4,204.00	1,796.00	70.07
45 - Town Parks & Maintenance	1,500.00	0.00	1,500.00	0.00
02 - Cemetary Expenses	1,500.00	0.00	1,500.00	0.00

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
20 - Public Works CONT'D				
15 - Road & Bridges	15,000.00	7,557.00	7,443.00	50.38
10 - Contracted Services	15,000.00	7,557.00	7,443.00	50.38
30 - Equipment Leasing/Rental	15,000.00	7,557.00	7,443.00	50.38
25 - Transfer Station	252,296.00	233,518.83	18,777.17	92.56
01 - Salaries	106,694.00	113,859.63	-7,165.63	106.72
01 - Regular	38,236.00	44,597.79	-6,361.79	116.64
05 - Union	68,458.00	69,031.26	-573.26	100.84
20 - Overtime	0.00	230.58	-230.58	---
03 - Employee Expenses	11,679.00	11,428.59	250.41	97.86
05 - Travel and Training	2,000.00	2,167.97	-167.97	108.40
15 - Uniforms	1,400.00	539.98	860.02	38.57
30 - OASDI	6,616.00	7,067.90	-451.90	106.83
35 - Medicare	1,663.00	1,652.74	10.26	99.38
06 - Public Works Service Fees	70,000.00	83,507.61	-13,507.61	119.30
50 - MSW Disposal Fees	30,000.00	36,014.50	-6,014.50	120.05
55 - Special Waste Disposal Fees	40,000.00	47,493.11	-7,493.11	118.73
12 - P/W Contracted Services	6,000.00	4,325.00	1,675.00	72.08
73 - Household Hazardous Waste	6,000.00	4,325.00	1,675.00	72.08
15 - Utilities Expense	6,450.00	2,689.53	3,760.47	41.70
01 - Heating	2,800.00	1,124.08	1,675.92	40.15
02 - Electricity	3,000.00	1,034.73	1,965.27	34.49
04 - Water	650.00	530.72	119.28	81.65
20 - Supplies	12,400.00	9,053.52	3,346.48	73.01
10 - Diesel Fuel	7,400.00	4,402.05	2,997.95	59.49
25 - Tools	3,000.00	3,000.00	0.00	100.00
40 - Office Supplies	2,000.00	1,651.47	348.53	82.57
24 - Repairs & Maintenance	35,700.00	6,157.69	29,542.31	17.25
10 - Equipment Repair & Maintenance	25,000.00	1,612.00	23,388.00	6.45
20 - Building Repair & Maintenance	8,500.00	4,145.69	4,354.31	48.77
40 - Radio Repair & Maintenance	0.00	100.00	-100.00	---
50 - Building Supply & Material	2,200.00	300.00	1,900.00	13.64
30 - Town Insurances	3,373.00	2,497.26	875.74	74.04
15 - Worker's Compensation Benefit	3,373.00	2,497.26	875.74	74.04
30 - Stormwater	200,000.00	45,543.00	154,457.00	22.77
05 - Service Fees	20,930.00	25,855.66	-4,925.66	123.53
35 - Consulting	20,930.00	25,855.66	-4,925.66	123.53
10 - Contracted Services	8,500.00	1,585.00	6,915.00	18.65
05 - GIS Mapping	8,500.00	1,585.00	6,915.00	18.65
12 - P/W Contracted Services	170,570.00	16,212.34	154,357.66	9.50
50 - Engineering/Permitting/Constr.	170,570.00	16,212.34	154,357.66	9.50
15 - Utilities Expense	0.00	1,890.00	-1,890.00	---
02 - Electricity	0.00	1,890.00	-1,890.00	---
30 - Community Service Dept.	113,298.00	118,519.31	-5,221.31	104.61
01 - General	112,798.00	118,392.47	-5,594.47	104.96
01 - Salaries	61,278.00	61,984.00	-706.00	101.15
01 - Regular	61,278.00	61,984.00	-706.00	101.15
03 - Employee Expenses	27,924.00	26,509.64	1,414.36	94.93
01 - Dues	230.00	305.00	-75.00	132.61
05 - Travel and Training	1,000.00	1,321.46	-321.46	132.15
06 - Mileage	200.00	0.00	200.00	0.00
10 - Health Insurance	12,855.00	12,596.36	258.64	97.99

Expense Summary Report

ALL Departments

ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
30 - Community Service Dept. CONT'D				
12 - Cell Phones	2,300.00	497.64	1,802.36	21.64
30 - OASDI	3,800.00	3,860.04	-60.04	101.58
35 - Medicare	889.00	902.65	-13.65	101.54
40 - Maine State Retirement (Town)	6,650.00	7,026.49	-376.49	105.66
05 - Service Fees	4,200.00	3,423.36	776.64	81.51
25 - Printing	4,200.00	3,423.36	776.64	81.51
10 - Contracted Services	2,975.00	4,617.28	-1,642.28	155.20
12 - Mobile Phones	0.00	2,560.25	-2,560.25	---
30 - Equipment Leasing/Rental	225.00	2,057.03	-1,832.03	914.24
45 - Office Lease	2,750.00	0.00	2,750.00	0.00
15 - Utilities Expense	2,000.00	1,807.87	192.13	90.39
03 - Landline/Internet/Cable	2,000.00	1,807.87	192.13	90.39
20 - Supplies	3,900.00	5,758.00	-1,858.00	147.64
05 - Postage	1,300.00	811.04	488.96	62.39
15 - Gasoline	0.00	1,427.80	-1,427.80	---
40 - Office Supplies	2,600.00	3,519.16	-919.16	135.35
24 - Repairs & Maintenance	8,500.00	8,458.99	41.01	99.52
15 - Vehicle Repair & Maintenance	1,500.00	78.99	1,421.01	5.27
30 - Computer Repair & Maintenance	7,000.00	8,380.00	-1,380.00	119.71
25 - Repairs & Maintenance	0.00	73.48	-73.48	---
15 - Vehicles	0.00	73.48	-73.48	---
30 - Town Insurances	2,021.00	5,759.85	-3,738.85	285.00
15 - Worker's Compensation Benefit	2,021.00	5,759.85	-3,738.85	285.00
20 - Town Parks	500.00	126.84	373.16	25.37
24 - Repairs & Maintenance	500.00	126.84	373.16	25.37
10 - Equipment Repair & Maintenance	500.00	126.84	373.16	25.37
50 - General Assistance	20,000.00	6,513.47	13,486.53	32.57
01 - General	20,000.00	6,513.47	13,486.53	32.57
15 - Utilities Expense	7,200.00	358.00	6,842.00	4.97
01 - Heating	4,500.00	239.00	4,261.00	5.31
02 - Electricity	2,000.00	119.00	1,881.00	5.95
04 - Water	700.00	0.00	700.00	0.00
99 - Miscellaneous	12,800.00	6,155.47	6,644.53	48.09
01 - Misc.	1,000.00	1,080.00	-80.00	108.00
55 - G/A Rent	3,300.00	4,820.00	-1,520.00	146.06
56 - G/A Food/HHS	1,000.00	255.47	744.53	25.55
57 - G/A EMERGENCY RENT	3,000.00	0.00	3,000.00	0.00
58 - G/A EMERGENCY ELECTRIC	1,500.00	0.00	1,500.00	0.00
59 - G/A EMERGENCY FUEL OIL	3,000.00	0.00	3,000.00	0.00
60 - School Department S.A.D. #35	10,010,904.00	10,010,903.22	0.78	100.00
01 - General	10,010,904.00	10,010,903.22	0.78	100.00
99 - Miscellaneous	10,010,904.00	10,010,903.22	0.78	100.00
30 - MSAD #35	10,010,904.00	10,010,903.22	0.78	100.00
62 - Fixed Assessments	1,100,335.00	956,572.69	143,762.31	86.93
01 - School Department S.A.D. #35	0.00	13,527.00	-13,527.00	---
03 - Employee Expenses	0.00	13,527.00	-13,527.00	---
10 - Health Insurance	0.00	13,527.00	-13,527.00	---
04 - TIF Expense	139,735.00	203,415.50	-63,680.50	145.57
01 - Salaries	52,213.00	52,213.00	0.00	100.00

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
62 - Fixed Assessments CONT'D				
01 - Regular	52,213.00	52,213.00	0.00	100.00
03 - Employee Expenses	17,522.00	3,995.00	13,527.00	22.80
10 - Health Insurance	13,527.00	0.00	13,527.00	0.00
30 - OASDI	3,237.00	3,237.00	0.00	100.00
35 - Medicare	758.00	758.00	0.00	100.00
10 - Contracted Services	70,000.00	48,189.88	21,810.12	68.84
02 - Legal Service	30,000.00	17,998.11	12,001.89	59.99
35 - Consulting	40,000.00	30,191.77	9,808.23	75.48
99 - Miscellaneous	0.00	99,017.62	-99,017.62	----
01 - Misc.	0.00	99,017.62	-99,017.62	----
05 - Operational Transfers	960,600.00	739,630.19	220,969.81	77.00
99 - Miscellaneous	960,600.00	739,630.19	220,969.81	77.00
01 - Misc.	960,600.00	739,630.19	220,969.81	77.00
65 - York County Tax	515,285.00	515,284.13	0.87	100.00
01 - General	515,285.00	515,284.13	0.87	100.00
99 - Miscellaneous	515,285.00	515,284.13	0.87	100.00
01 - Misc.	0.00	515,284.13	-515,284.13	---
15 - County Tax	515,285.00	0.00	515,285.00	0.00
70 - Sewer Dept.	34,930.00	309,603.37	-274,673.37	886.35
01 - General	34,930.00	269,526.19	-234,596.19	771.62
01 - Salaries	34,930.00	31,693.73	3,236.27	90.73
01 - Regular	34,930.00	31,693.73	3,236.27	90.73
03 - Employee Expenses	0.00	3,187.71	-3,187.71	---
10 - Health Insurance	0.00	791.42	-791.42	---
30 - OASDI	0.00	1,942.20	-1,942.20	---
35 - Medicare	0.00	454.09	-454.09	---
05 - Service Fees	0.00	203,837.94	-203,837.94	---
35 - Consulting	0.00	1,357.76	-1,357.76	---
60 - Kittery Sewer Fees	0.00	199,202.68	-199,202.68	---
70 - Sw/Meter Readings	0.00	3,277.50	-3,277.50	---
10 - Contracted Services	0.00	3,506.47	-3,506.47	---
35 - Consulting	0.00	3,506.47	-3,506.47	---
15 - Utilities Expense	0.00	4,870.57	-4,870.57	---
02 - Electricity	0.00	4,870.57	-4,870.57	---
20 - Supplies	0.00	1,899.18	-1,899.18	---
05 - Postage	0.00	1,041.44	-1,041.44	---
40 - Office Supplies	0.00	857.74	-857.74	---
25 - Repairs & Maintenance	0.00	20,530.59	-20,530.59	---
10 - Equip/Repair/Maint.	0.00	20,530.59	-20,530.59	---
05 - Pump Station #1 Main Street	0.00	14,350.69	-14,350.69	----
15 - Utilities Expense	0.00	2,660.97	-2,660.97	---
02 - Electricity	0.00	2,660.97	-2,660.97	---
25 - Repairs & Maintenance	0.00	11,689.72	-11,689.72	---
10 - Equip/Repair/Maint.	0.00	11,689.72	-11,689.72	---
10 - Pump Station #2 Dixon Avenue	0.00	13,883.50	-13,883.50	----
15 - Utilities Expense	0.00	2,642.33	-2,642.33	---
02 - Electricity	0.00	2,642.33	-2,642.33	---
25 - Repairs & Maintenance	0.00	11,241.17	-11,241.17	---
10 - Equip/Repair/Maint.	0.00	11,241.17	-11,241.17	---
15 - Pump Station #3 Main & Pleasan	0.00	11,842.99	-11,842.99	----

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
70 - Sewer Dept. CONT'D				
15 - Utilities Expense	0.00	284.69	-284.69	---
02 - Electricity	0.00	284.69	-284.69	---
25 - Repairs & Maintenance	0.00	11,558.30	-11,558.30	---
10 - Equip/Repair/Maint.	0.00	11,558.30	-11,558.30	---
81 - Community Service Dept.	157,477.00	135,271.77	22,205.23	85.90
01 - Adult Activities	750.00	951.58	-201.58	126.88
03 - Employee Expenses	250.00	951.58	-701.58	380.63
05 - Travel and Training	250.00	951.58	-701.58	380.63
20 - Supplies	500.00	0.00	500.00	0.00
40 - Office Supplies	500.00	0.00	500.00	0.00
02 - Adult Athletics	9,500.00	5,773.78	3,726.22	60.78
03 - Employee Expenses	9,000.00	5,773.78	3,226.22	64.15
05 - Travel and Training	9,000.00	1,906.49	7,093.51	21.18
40 - Maine State Retirement (Town)	0.00	3,867.29	-3,867.29	---
20 - Supplies	500.00	0.00	500.00	0.00
40 - Office Supplies	500.00	0.00	500.00	0.00
03 - Boat Basin	7,480.00	9,911.22	-2,431.22	132.50
01 - Salaries	6,960.00	6,401.40	558.60	91.97
01 - Regular	6,960.00	6,401.40	558.60	91.97
03 - Employee Expenses	520.00	3,509.82	-2,989.82	674.97
05 - Travel and Training	0.00	3,020.00	-3,020.00	---
30 - OASDI	420.00	396.96	23.04	94.51
35 - Medicare	100.00	92.86	7.14	92.86
05 - Senior Citizen	5,250.00	2,947.76	2,302.24	56.15
03 - Employee Expenses	4,500.00	2,947.76	1,552.24	65.51
05 - Travel and Training	4,500.00	2,947.76	1,552.24	65.51
20 - Supplies	750.00	0.00	750.00	0.00
40 - Office Supplies	750.00	0.00	750.00	0.00
09 - Youth Bound Programming	101,547.00	87,545.59	14,001.41	86.21
01 - Salaries	47,000.00	40,896.98	6,103.02	87.01
01 - Regular	47,000.00	39,784.10	7,215.90	84.65
20 - Overtime	0.00	1,112.88	-1,112.88	---
03 - Employee Expenses	49,147.00	46,648.61	2,498.39	94.92
05 - Travel and Training	15,000.00	17,986.15	-2,986.15	119.91
10 - Health Insurance	26,090.00	25,560.98	529.02	97.97
30 - OASDI	3,012.00	2,513.71	498.29	83.46
35 - Medicare	705.00	587.77	117.23	83.37
40 - Maine State Retirement (Town)	4,340.00	0.00	4,340.00	0.00
20 - Supplies	1,300.00	0.00	1,300.00	0.00
15 - Gasoline	500.00	0.00	500.00	0.00
40 - Office Supplies	800.00	0.00	800.00	0.00
30 - Town Insurances	4,100.00	0.00	4,100.00	0.00
15 - Worker's Compensation Benefit	4,100.00	0.00	4,100.00	0.00
11 - Youth Activities	4,750.00	13,477.32	-8,727.32	283.73
03 - Employee Expenses	4,500.00	13,477.32	-8,977.32	299.50
05 - Travel and Training	4,500.00	13,477.32	-8,977.32	299.50
20 - Supplies	250.00	0.00	250.00	0.00
40 - Office Supplies	250.00	0.00	250.00	0.00
12 - Youth Athletics	28,200.00	14,664.52	13,535.48	52.00
03 - Employee Expenses	27,200.00	14,664.52	12,535.48	53.91
05 - Travel and Training	24,000.00	14,664.52	9,335.48	61.10

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
81 - Community Service Dept. CONT'D				
15 - Uniforms	3,200.00	0.00	3,200.00	0.00
20 - Supplies	500.00	0.00	500.00	0.00
40 - Office Supplies	500.00	0.00	500.00	0.00
99 - Miscellaneous	500.00	0.00	500.00	0.00
10 - Awards & Ceremonies	500.00	0.00	500.00	0.00
82 - KidPlay	209,168.00	160,252.15	48,915.85	76.61
01 - Kids Play	130,719.00	78,745.41	51,973.59	60.24
01 - Salaries	93,470.00	42,898.35	50,571.65	45.90
01 - Regular	93,470.00	42,633.66	50,836.34	45.61
20 - Overtime	0.00	264.69	-264.69	---
03 - Employee Expenses	36,249.00	35,847.06	401.94	98.89
01 - Dues	200.00	0.00	200.00	0.00
05 - Travel and Training	5,000.00	13,334.08	-8,334.08	266.68
10 - Health Insurance	19,310.00	18,896.24	413.76	97.86
30 - OASDI	5,700.00	2,659.50	3,040.50	46.66
35 - Medicare	1,360.00	621.97	738.03	45.73
40 - Maine State Retirement (Town)	4,679.00	335.27	4,343.73	7.17
15 - Utilities Expense	400.00	0.00	400.00	0.00
03 - Landline/Internet/Cable	400.00	0.00	400.00	0.00
20 - Supplies	600.00	0.00	600.00	0.00
05 - Postage	100.00	0.00	100.00	0.00
40 - Office Supplies	500.00	0.00	500.00	0.00
02 - Summer Camp	78,449.00	81,506.74	-3,057.74	103.90
01 - Salaries	51,322.00	52,952.79	-1,630.79	103.18
01 - Regular	51,322.00	52,205.98	-883.98	101.72
20 - Overtime	0.00	746.81	-746.81	---
03 - Employee Expenses	25,927.00	28,553.95	-2,626.95	110.13
05 - Travel and Training	22,000.00	24,503.15	-2,503.15	111.38
30 - OASDI	3,182.00	3,282.97	-100.97	103.17
35 - Medicare	745.00	767.83	-22.83	103.06
05 - Service Fees	300.00	0.00	300.00	0.00
01 - Advertising	300.00	0.00	300.00	0.00
20 - Supplies	900.00	0.00	900.00	0.00
40 - Office Supplies	900.00	0.00	900.00	0.00
92 - Sewer Bond Project	0.00	8,110.39	-8,110.39	---
01 - Sewer Project Construction	0.00	8,110.39	-8,110.39	---
99 - Miscellaneous	0.00	8,110.39	-8,110.39	---
01 - Misc.	0.00	8,110.39	-8,110.39	---
93 - Special Revenue	38,000.00	24,749.25	13,250.75	65.13
03 - Sick Leave Reserve	7,500.00	0.00	7,500.00	0.00
99 - Miscellaneous	7,500.00	0.00	7,500.00	0.00
01 - Misc.	7,500.00	0.00	7,500.00	0.00
04 - Town Insurance	13,000.00	0.00	13,000.00	0.00
99 - Miscellaneous	13,000.00	0.00	13,000.00	0.00
01 - Misc.	13,000.00	0.00	13,000.00	0.00
06 - Legal Fee Reserve	10,000.00	148.00	9,852.00	1.48
99 - Miscellaneous	10,000.00	148.00	9,852.00	1.48
01 - Misc.	10,000.00	148.00	9,852.00	1.48
12 - Contingency Reserve	7,500.00	24,601.25	-17,101.25	328.02

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
93 - Special Revenue CONT'D				
99 - Miscellaneous	7,500.00	24,601.25	-17,101.25	328.02
01 - Misc.	7,500.00	24,601.25	-17,101.25	328.02
Final Totals	17,188,715.00	16,628,135.33	560,579.67	96.74

Revenue Summary Report

Department(s): ALL

ALL

Account	Budget Adjustments	Budget Net	----- Y T D -----		Net	Percent Collected
			Debits	Credits		
01 - General Government	0.00	16,836,743.00	38,755.43	17,004,508.71	16,965,753.28	-100.77
01 - Administration	0.00	16,831,943.00	38,605.43	16,997,007.71	16,958,402.28	-100.75
01 - Property Tax	0.00	14,377,808.00	0.00	14,403,696.51	14,403,696.51	-100.18
03 - Abatements	0.00	0.00	35,231.12	0.00	-35,231.12	---
04 - Excise Tax	0.00	1,415,000.00	3,184.31	1,229,633.95	1,226,449.64	-86.67
06 - Rapid Renewal Boat Excise	0.00	759.00	0.00	0.00	0.00	0.00
07 - Boat Excise	0.00	17,000.00	0.00	10,935.68	10,935.68	-64.33
08 - Rapid Renewal Excise/State	0.00	270,000.00	0.00	385,829.38	385,829.38	-142.90
10 - Interest on Taxes	0.00	28,000.00	0.00	28,823.52	28,823.52	-102.94
12 - Int./Checking & Investment	0.00	25,000.00	0.00	0.00	0.00	0.00
15 - Tax Liens	0.00	9,000.00	0.00	9,016.80	9,016.80	-100.19
20 - Clerk Fees	0.00	31,000.00	0.00	32,016.80	32,016.80	-103.28
27 - Dog Return Fee	0.00	700.00	0.00	424.00	424.00	-60.57
32 - 1st Impound Fee	0.00	0.00	0.00	50.00	50.00	---
35 - Plumbing Permit Fees	0.00	12,000.00	0.00	7,450.00	7,450.00	-62.08
36 - Subsurface Wastewater Sys. Fee	0.00	0.00	0.00	30.00	30.00	---
38 - Building Permit Fees	0.00	90,000.00	0.00	62,369.50	62,369.50	-69.30
40 - Electrical Permit Fees	0.00	7,500.00	190.00	5,245.00	5,055.00	-67.40
50 - Revenue Sharing	0.00	260,000.00	0.00	405,525.92	405,525.92	-155.97
55 - Tree Growth Reimbursement	0.00	0.00	0.00	2,280.15	2,280.15	---
60 - Veterans Reimbursement	0.00	0.00	0.00	9,169.00	9,169.00	---
62 - BETE Reimbursement	0.00	0.00	0.00	71,889.00	71,889.00	---
63 - TIF Administration	0.00	139,735.00	0.00	0.00	0.00	0.00
65 - Homestead Reimbursement	0.00	0.00	0.00	331,795.00	331,795.00	---
70 - Snowmobile Reimbursement	0.00	0.00	0.00	827.50	827.50	---
71 - Use of Streetlight Reserve	0.00	5,000.00	0.00	0.00	0.00	0.00
72 - Use of Police Cruiser Reserve	0.00	5,000.00	0.00	0.00	0.00	0.00
78 - Sewer Administration Revenue	0.00	34,930.00	0.00	0.00	0.00	0.00
84 - Use of C/S/D Building Reserve	0.00	5,000.00	0.00	0.00	0.00	0.00
90 - Use of Sewer User Fees	0.00	98,511.00	0.00	0.00	0.00	0.00
05 - Town Committees	0.00	4,800.00	150.00	7,501.00	7,351.00	-153.15
01 - Board of Appeals Reviews	0.00	300.00	150.00	1,374.00	1,224.00	-408.00
05 - Planning Board Reviews	0.00	4,500.00	0.00	6,127.00	6,127.00	-136.16
10 - Public Safety	0.00	59,866.00	14.00	45,961.34	45,947.34	-76.75
01 - Fire Dept.	0.00	296.00	0.00	314.00	314.00	-106.08
08 - Fire Dept.	0.00	296.00	0.00	314.00	314.00	-106.08
05 - Police Dept.	0.00	46,170.00	0.00	29,396.34	29,396.34	-63.67
01 - Police Outside Activity	0.00	20,000.00	0.00	15,469.84	15,469.84	-77.35
10 - Accident Reports	0.00	800.00	0.00	920.00	920.00	-115.00
15 - OUI Reimbursement	0.00	5,000.00	0.00	440.00	440.00	-8.80
25 - Weapons/Town	0.00	370.00	0.00	155.00	155.00	-41.89
30 - Police Dept. Grants	0.00	20,000.00	0.00	12,411.50	12,411.50	-62.06
10 - Animal Control	0.00	4,400.00	0.00	3,022.00	3,022.00	-68.68
10 - Dog Licensing Fees	0.00	4,400.00	0.00	3,022.00	3,022.00	-68.68
15 - Harbor Master	0.00	9,000.00	14.00	13,229.00	13,215.00	-146.83
05 - Mooring Fees	0.00	9,000.00	14.00	13,229.00	13,215.00	-146.83
20 - Public Works	0.00	165,650.00	28.00	100,043.25	100,015.25	-60.38
01 - Highway Dept.	0.00	34,800.00	0.00	35,820.00	35,820.00	-102.93
01 - D.O.T. Road Improvements	0.00	34,800.00	0.00	35,820.00	35,820.00	-102.93
25 - Transfer Station	0.00	130,850.00	28.00	64,223.25	64,195.25	-49.06
01 - Pay/Per Bag	0.00	62,000.00	0.00	20.00	20.00	-0.03

Revenue Summary Report

Department(s): ALL

ALL

Account	Budget Adjustments	Budget Net	Y T D		Percent Net Collected
			Debits	Credits	
20 - Public Works CONT'D					
02 - Aluminum Cans	0.00	2,400.00	0.00	849.60	849.60 -35.40
03 - Redemptions	0.00	14,000.00	0.00	16,801.64	16,801.64 -120.01
05 - Bulky Waste	0.00	18,800.00	0.00	15,116.00	15,116.00 -80.40
06 - TV's, Electronics, Computers	0.00	4,000.00	20.00	3,954.00	3,934.00 -98.35
07 - Wood Debris	0.00	10,000.00	0.00	13,680.00	13,680.00 -136.80
08 - AC Units/Refridgerators	0.00	1,600.00	0.00	2,949.00	2,949.00 -184.31
09 - Corrugated Cardboard	0.00	7,000.00	0.00	1,763.85	1,763.85 -25.20
10 - #1 Plastics	0.00	3,500.00	0.00	160.00	160.00 -4.57
11 - Light Steel	0.00	7,000.00	0.00	4,791.76	4,791.76 -68.45
14 - Tin Cans	0.00	0.00	0.00	800.07	800.07 ---
16 - Household Hazardous Waste	0.00	0.00	0.00	1,734.00	1,734.00 ---
17 - Other Recycling	0.00	450.00	8.00	1,483.33	1,475.33 -327.85
30 - Compost Bin/Turners	0.00	100.00	0.00	120.00	120.00 -120.00
30 - Community Service Dept.	0.00	11,500.00	0.00	0.00	0.00 0.00
01 - General	0.00	11,500.00	0.00	0.00	0.00 0.00
01 - Mentoring Program/York Hospita	0.00	11,500.00	0.00	0.00	0.00 0.00
50 - General Assistance	0.00	12,000.00	0.00	3,449.72	3,449.72 -28.75
01 - General	0.00	12,000.00	0.00	3,449.72	3,449.72 -28.75
01 - General Assistance Reimburseme	0.00	12,000.00	0.00	3,449.72	3,449.72 -28.75
70 - Sewer Dept.	0.00	0.00	6,366.50	598,947.08	592,580.58 ---
01 - General	0.00	0.00	6,366.50	598,947.08	592,580.58 ---
01 - Sewer Betterment Fees	0.00	0.00	0.00	1,000.00	1,000.00 ---
90 - Sewer User Fees	0.00	0.00	6,366.50	238,349.44	231,982.94 ---
91 - Sewer Supplemental	0.00	0.00	0.00	120.00	120.00 ---
92 - Sewer Abatement	0.00	0.00	0.00	323.59	323.59 ---
93 - Sewer Interest	0.00	0.00	0.00	2,732.69	2,732.69 ---
94 - Sewer Lien Interest	0.00	0.00	0.00	810.87	810.87 ---
95 - Sewer Costs	0.00	0.00	0.00	1,806.30	1,806.30 ---
98 - Sewer Flat Fees	0.00	0.00	0.00	254,695.20	254,695.20 ---
99 - Sewer Reserve Fee	0.00	0.00	0.00	99,108.99	99,108.99 ---
81 - Community Service Dept.	0.00	149,000.00	747.00	97,158.28	96,411.28 -64.71
01 - Adult Activities	0.00	0.00	0.00	91.53	91.53 ---
01 - Adult Activities	0.00	0.00	0.00	91.53	91.53 ---
02 - Adult Athletics	0.00	5,500.00	0.00	779.00	779.00 -14.16
02 - Adult Athletics	0.00	5,500.00	0.00	779.00	779.00 -14.16
03 - Boat Basin	0.00	24,000.00	40.00	24,310.00	24,270.00 -101.13
03 - Boat Basin	0.00	24,000.00	40.00	24,310.00	24,270.00 -101.13
04 - Town Parks	0.00	2,650.00	400.00	1,230.00	830.00 -31.32
04 - Town Parks	0.00	2,650.00	400.00	1,230.00	830.00 -31.32
05 - Senior Citizen	0.00	5,700.00	0.00	3,103.89	3,103.89 -54.45
05 - Senior Citizen	0.00	5,700.00	0.00	3,103.89	3,103.89 -54.45
06 - Sports Camp	0.00	13,750.00	0.00	0.00	0.00 0.00
06 - Sports Camp	0.00	13,750.00	0.00	0.00	0.00 0.00
08 - Special Events	0.00	450.00	0.00	143.66	143.66 -31.92
08 - Special Events	0.00	450.00	0.00	143.66	143.66 -31.92
09 - Youth Bound Programming	0.00	34,760.00	0.00	7,571.00	7,571.00 -21.78
09 - Youth Bound	0.00	34,760.00	0.00	7,571.00	7,571.00 -21.78

Revenue Summary Report

Department(s): ALL

ALL

Account	Budget Adjustments	Budget Net	----- Y T D -----		Percent Net Collected	
			Debits	Credits		
81 - Community Service Dept. CONT'D						
11 - Youth Activities	0.00	43,215.00	0.00	36,738.00	36,738.00	-85.01
11 - Youth Activities	0.00	43,215.00	0.00	36,738.00	36,738.00	-85.01
12 - Youth Athletics	0.00	18,500.00	307.00	21,891.20	21,584.20	-116.67
12 - Youth Athletics	0.00	18,500.00	307.00	21,891.20	21,584.20	-116.67
13 - Donations	0.00	450.00	0.00	40.00	40.00	-8.89
13 - Donations	0.00	450.00	0.00	40.00	40.00	-8.89
16 - Contracted Services(Marshwood)	0.00	25.00	0.00	1,260.00	1,260.00	-999.99
16 - Contracted Services(Marshwood)	0.00	25.00	0.00	1,260.00	1,260.00	-999.99
82 - KidPlay	0.00	245,000.00	351.00	164,128.63	163,777.63	-66.85
01 - Kids Play	0.00	134,750.00	351.00	124,697.12	124,346.12	-92.28
01 - Kids Play	0.00	134,750.00	351.00	124,697.12	124,346.12	-92.28
02 - Summer Camp	0.00	110,250.00	0.00	39,257.51	39,257.51	-35.61
02 - Summer Camp	0.00	110,250.00	0.00	39,257.51	39,257.51	-35.61
05 - Interest Income	0.00	0.00	0.00	174.00	174.00	----
05 - Interest Income	0.00	0.00	0.00	174.00	174.00	---
99 - Miscellaneous Accounts	0.00	9,000.00	53.04	3,334.45	3,281.41	-36.46
01 - Misc.	0.00	9,000.00	53.04	3,334.45	3,281.41	-36.46
99 - Miscellaneous	0.00	9,000.00	53.04	3,334.45	3,281.41	-36.46
Final Totals	0.00	17,488,759.00	46,314.97	18,017,531.46	17,971,216.49	-102.76



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
P.O. Box 9109
Augusta, Maine 04332-9109

Telephone No.

(207) 626-5583
(800) 590-5583 Maine Only
Fax No. (207) 626-0513

CORRESPONDENCE # I-1B
SELECTMEN'S MEETING

07-23-20

DATE: July 17, 2020

TO: Members of the Workers Compensation Fund and the Property & Casualty Pool

FROM: Michelle Pelletier, CPCU, AU
Director, Risk Management Services

RE: Dividend Payments

We are pleased to announce that the Board of Trustees of the **MMA Workers Compensation Fund** voted at its May 21, 2020 meeting to allow a total dividend of no more than \$650,000 to the members of the Fund who meet the established criteria. Continuing members whose 2019 contributions are greater than \$25,000 annually, whose 2019 loss ratio is less than 40% and whose three-year loss ratio is less than 75% will receive a 5.15% dividend. Continuing members whose 2019 contributions are less than \$25,000 annually and whose loss ratio is less than 50% for the three years ending December 31, 2019, will also receive a 5.15% dividend. All losses are valued as of June 30, 2020.

The Board of Directors of the **MMA Property & Casualty Pool** voted at its May 21, 2020 meeting to allow a dividend of no more than \$600,000 to current members of the Pool who meet the established criteria. To earn a dividend, a member must have a loss ratio of 50% or less for the qualifying year of July 1, 2018 to July 1, 2019, calculated and valued as of June 30, 2020. Continuing members whose participation began on July 1, 2014 or prior will earn a 5.2% dividend and members who joined after July 2, 2014 will receive a 4.52% dividend.

Cost savings are realized in providing services to members who participate in both the Property & Casualty Pool and the Workers Compensation Fund. In recognition of the savings, both boards voted to add 1% to the dividends for each program for members who qualify and earn a dividend. If you are among the members who participate in both the Workers Compensation Fund and the Property & Casualty Pool, and you earned a dividend for either or both programs, the additional 1% has been included in the calculation.

Your entity has played a big part of making the Workers Compensation Fund and the Property & Casualty Pool successful programs through good risk management and sound loss prevention. Each of the respective boards are pleased with the results of these programs and thanks you for your support and continued participation. The final dividend distribution for the Workers Compensation Fund and Property & Casualty Pool totals \$1,249,909.

We encourage you to use the enclosed press release to announce the results of your successful risk management activities and good loss experience to your community. If you have any questions about the dividend or any of the Risk Management Services programs, please call me at 1-800-590-5583.

PRESS RELEASE
For Immediate Release

Municipal officials are pleased to announce that the **Town of Eliot** has received a **\$3,885** dividend check from the Maine Municipal Association as a result of its good loss experience and loss prevention programs.

The Maine Municipal Association offers three self-funded pools for municipal and quasi-public entities in Maine: the Workers Compensation Fund formed in 1978, the Property & Casualty Pool formed in 1987 and the Unemployment Compensation Fund formed in 1978.

The programs are overseen by governing boards of elected and appointed municipal officials. At its May meeting, the board approved another dividend distribution. Actual allocation and eligibility is based on the individual member's own loss experience. Michelle Pelletier, Director of Risk Management Services for MMA, said more than 79 percent of program participants received a dividend this year for their good risk management practices and favorable loss experience.

This year the Workers Compensation Fund has distributed almost **\$650,000** in dividends to participants and the Property and Casualty Pool has paid dividends of nearly **\$600,000**, for total payments of just over \$1.2 million returned directly to MMA members.

Maine Municipal Association has been paying dividends since 1997, the two programs have returned over **\$24 million** to participating members. For more information about any of the MMA Risk Management Services programs, including online training programs and other services, check the offerings on their website at www.memun.org and click on the Risk Management Services link, or call 1-800-590-5583.

CORRESPONDENCE # I-1C
SELECTMEN'S MEETING
07-23-2020

OFFICIAL BALLOT – District 35

Maine Municipal Association's Legislative Policy Committee
July 1, 2020 – June 30, 2022

VOTE FOR TWO:

- Perry Ellsworth, Manager, Town of South Berwick
- Dana Lee, Manager, Town of Eliot
- _____ (name) _____ (position) _____ (municipality) (✍ write in)

Candidate Profiles Are On Reverse Side

MUNICIPALITY: _____ DATE: _____

✍ BY SELECTMEN/COUNCILORS:

_____	_____
signature	print name
_____	_____
signature	print name
_____	_____
signature	print name
_____	_____
signature	print name
_____	_____
signature	print name

Return by 5:00 p.m., August 27, 2020 to:

Laura Ellis, Maine Municipal Association
lellis@memun.org
Fax: 624-0129

LPC Senate District 35

Berwick (part)
Eliot

Kittery
Ogunquit

South Berwick
York

Candidate Profile:

Perry Ellsworth has served municipal government in a variety of capacities for 38 years. He has served the Town of South Berwick as Manager for 9 ½ years. Prior to that he was Manager in Rangeley for 6 ½ years, Selectman Chair in Strong for 7 years, served on Planning Board and School Boards including as Director and served on the Franklin County Budget Committee for 6 years. He has also served on the Maine Town, City and County Managers' Executive Board for 10 years, including Immediate Past President, and currently serves as Ambassador and representative to the Awards, Communications, and Nominations Committees. Mr. Ellsworth has enjoyed representing his District on the LPC over the past four terms and would like to continue his service because he is a vocal advocate for municipal issues, and has testified on several bills at the Legislature. He has the full support of his Council to continue his time and efforts in this regard and his Council has often testified along with him.

Dana Lee has served municipal government for the past 28 years, currently serving as manager in the Town of Eliot for the past six years. Prior to that he managed in the towns of Mechanic Falls, Poland and Buckfield. He has served on MMA's Executive Committee, including a term as President and has also served on the Legislative Policy Committee in the past, including a year as Chair, as well as on an infrastructure strategic planning subcommittee. He currently serves on the Maine Town, City and County Managers' Association's Communications Committee. Dana is also a past recipient of the "Town Manager of the Year" award. He has always had a passion for influencing public policy and would like to serve on the LPC once again.

QUESTION 3: PROPERTY TAX LEVY LIMIT (LD1)

Yes	829
No	926
Blank	242

QUESTION 4: REVENUES

Eliot Select Board and Eliot Budget Committee Recommend \$3,324,025	1,612
None of the above	266
Blank	119

QUESTION 5: ADMINISTRATION

Eliot Select Board Recommend \$1,281,703	759
Eliot Budget Committee Recommend \$1,279,397	825
None of the above	301
Blank	112

QUESTION 6: HEARINGS & ELECTIONS

Eliot Select Board and Eliot Budget Committee Recommend \$32,970	1,482
None of the above	390
Blank	125

QUESTION 7: FIRE DEPARTMENT

Eliot Select Board and Eliot Budget Committee Recommend \$189,988	1,674
None of the above	212
Blank	111

QUESTION 8: POLICE DEPARTMENT

Eliot Select Board and Eliot Budget Committee Recommend \$1,200,840	1,395
None of the above	485
Blank	117

QUESTION 9: PUBLIC SAFETY SERVICES

Eliot Select Board Recommend \$271,065	777
Eliot Budget Committee Recommend \$268,129	962
None of the above	151
Blank	107

QUESTION 10: PUBLIC WORKS DEPARTMENT

Eliot Select Board and Eliot Budget Committee Recommend \$942,485	1,668
None of the above	206
Blank	123

QUESTION 11: SNOW REMOVAL

Eliot Select Board and Eliot Budget Committee Recommend \$246,554	1,704
None of the above	175
Blank	118

QUESTION 12: SUMMER MAINTENANCE

Eliot Select Board and Eliot Budget Committee Recommend \$82,776	1,432
None of the above	447
Blank	118

QUESTION 13: ROADS & BRIDGES

Eliot Select Board and Eliot Budget Committee Recommend \$8,000	1,731
None of the above	155
Blank	111

QUESTION 14: SOLID WASTE TRANSFER STATION

Eliot Select Board and Eliot Budget Committee Recommend \$265,853	1,409
None of the above	474
Blank	114

QUESTION 15: FEDERAL STORM WATER MANAGEMENT PLAN

Eliot Select Board and Eliot Budget Committee Recommend \$129,430	1,674
None of the above	249
Blank	84

QUESTION 16: COMMUNITY SERVICE DEPARTMENT

Eliot Select Board and Eliot Budget Committee Recommend \$491,020	1,335
None of the above	573
Blank	89

QUESTION 17: GENERAL ASSISTANCE

Eliot Select Board and Eliot Budget Committee Recommend \$20,000	1,688
None of the above	214
Blank	95

QUESTION 18: CAPITAL IMPROVEMENTS

Eliot Select Board Recommend \$1,111,810	556
Eliot Budget Committee Recommend \$1,048,310	1,109
None of the above	254
Blank	78

QUESTION 19: RESERVE ACCOUNTS

Eliot Select Board and Eliot Budget Committee Recommend \$74,460	1,423
None of the above	475
Blank	99

QUESTION 20: TOWN STANDING COMMITTEES

Eliot Select Board Recommend \$34,170	589
Eliot Budget Committee Recommend \$28,470	1,125
None of the above	199
Blank	84

QUESTION 21: WILLIAM FOGG LIBRARY

Eliot Select Board Recommend \$200,600	911
Eliot Budget Committee Recommend \$190,000	704
None of the above	275
Blank	107

QUESTION 22: SOCIAL SERVICE AGENCIES

Eliot Select Board and Eliot Budget Committee Recommend \$10,720	1,745
None of the above	155
Blank	97

QUESTION 23: FIXED ASSESSMENTS FROM TIF ACCOUNT

Eliot Select Board and Eliot Budget Committee Recommend \$199,789	1,308
None of the above	562
Blank	127

QUESTION 24: DEBT SERVICE

Eliot Select Board and Eliot Budget Committee Recommend \$115,271	1,605
None of the above	267
Blank	125

QUESTION 25: COVID-19 EXPENSES – USE OF UNASSIGNED FUND BALANCE

Yes	1,552
No	343
Blank	102

QUESTION 26: 2020 CITIZEN'S OPTION & COVID-19 HEALTH CONCERNS

Yes	1,468
No	404
Blank	125

QUESTION 27: ORDINANCE: ANIMAL CONTROL

Yes	1,503
No	334
Blank	62

QUESTION 28: ORDINANCE: ELIOT SENIOR TAXPAYER ASSISTANCE

Yes	1,662
No	205
Blank	130

QUESTION 29: ORDINANCE: ELIOT SENIOR TAXPAYER ASSISTANCE

Yes	1,306
No	524
Blank	167

QUESTION 30: ORDINANCE AMENDMENT: CHAPTER 1, SECTION 1-2

Yes	1,448
No	371
Blank	178

QUESTION 31: ORDINANCE AMENDMENT: CHAPTER 33, SECTION 33-189

Yes	1,431
No	373
Blank	193

QUESTION 32: ORDINANCE AMENDMENT: CHAPTER 44, SECTION 44-34

Yes	1,427
No	381
Blank	189

QUESTION 33: ORDINANCE AMENDMENT: CHAPTER 45, SECTION 45-290

Yes	1,434
No	368
Blank	195

S/ Maryann Place, Moderator

S/ Wendy Rawski, Town Clerk

Dated this 14th day of July, 2020.

FY 20 – 21 Budget Impacts

CORRESPONDENCE # I-3
SELECTMEN'S MEETING
07-23-2020

The approved budgets followed the recommendations of the Budget Committee.

Four (4) articles were affected.

1. Administration: The 2.5% increase for the TM was not voted in, but we feel it can be made up elsewhere in that budget.
2. Public Safety: The BC did not support the money needed to pay our ACO pro-rated paid time off (a little less than \$3,000 was cut). This will be the biggest challenge to resolve for many reasons. I have a meeting scheduled to discuss how to best handle it.
3. Capital Improvement Plan: Three (3) Items were cut.
 - a. Ticket System \$20,000
 - b. Police Vehicle \$38,500
 - c. Police Station Interior \$5,000
4. Boards and Committees: Two (2) items were cut in that / those budgets.
 - a. The AIP was cut from \$6,000 to \$3,300
 - b. The Bicentennial Committee was cut from \$4,500 to \$1,500 (Fireworks out)



CORRESPONDENCE # I-4
SELECTMEN'S MEETING
07-23-2020

52 Canco Road
Portland, ME 04103
Ph:(207) 771-8307
Fax:(207) 879-9915

7/20/2020

Attn: Dana Lee, Eliot ME Town Manager
Re: Frost Tufts Park – Lighting Upgrade

Dana,

I am responding to your request for a cost estimate associated with the Frost Tufts Park lighting upgrade in Eliot ME. The project consists of the following:

- Installation of new 30' class 5 utility pole between the basketball court & parking lot.
- Removal of old pole between parking lot/basketball court
- Fixture removal at pole location & at tennis court.
- Installation of (6) – Lithonia RSXF4 LED P4 40K NFL Type F 431W flood lights at pole & tennis court.
 - * (2) flood lights on pole & (4) flood lights at tennis court.
 - * On Target to utilize existing metal poles at tennis court for new flood lights.
- Upgrade underground wiring from picnic area to tennis court, as well as around tennis court.
 - * New conduit and wiring; town to dig all trenches and backfill.
- Installation of new 365/7-day momentary 2 channel digital time clock.

Project	Cost
Frost Tufts Park – Lighting Upgrade	\$25,975.00

Contract terms & conditions:

- Town of Eliot ME to dig trenches and backfill trenches as needed, working with On Target.
- Adder of \$650 per hole, if ledge is encountered at pole location.
- Purchase order or signed contract is prior to work commencing.
- Pole location accessible by rubber tire digger truck.

If terms are acceptable and you wish to proceed, please sign and date the attached page.
Email to Adam Slivinsky at adamslivinsky@ontargetservices.com or send via mail to:

On Target Utility Services
52 Canco Rd, Portland, ME 04103
Attn: Adam Slivinsky

We appreciate you giving On Target this opportunity and look forward to working with you.
If you have any questions, please do not hesitate to call me @ (207) 771-8301 or (207) 252-5318.

Sincerely,

Adam Slivinsky
Project Manager
On Target Utility Services

Job Name	Frost Tufts Park – Lighting Upgrade
----------	-------------------------------------

Client: Town of Eliot ME

Name	
Title	
Signature	
Date	

USIC LLC, dba On Target Utility Services

Name	
Title	
Signature	
Date	

A / P Warrant

4:28 PM

Warrant 147

1-5A 07/01/2020
CORRESPONDENCE #
SELECTMEN'S MEETING
07-23-2020
Page 1

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00002 2WAY COMMUNICATIONS SERVICE, INC.						
0677	17330	06	june account activity		65550	
town hall			E 01-01-24-30		2,250.00	0.00
police dept			E 10-05-10-14		720.00	0.00
highway			E 20-01-24-30		150.00	0.00
Vendor Total-					3,120.00	
00071 BERGERON PROTECTIVE CLOTHING						
0677	17331	06	chem service for Staph Gu		222753	
chem service for staph gu			E 10-01-20-55		129.00	0.00
Vendor Total-					129.00	
00109 CENTRAL MAINE POWER						
0677	17332	06	CMP fire station		700000229473	
CMP fire station			E 10-01-15-02		15.72	0.00
Vendor Total-					15.72	
00121 Cintas Corporation #758						
0677	17333	06	uniforms		4052433391	
uniforms			E 20-01-03-15		126.50	0.00
Invoice Total-					126.50	
0677	17333	06	uniforms		4054308534	
uniforms			E 20-01-03-15		216.01	0.00
Invoice Total-					216.01	
0677	17333	06	uniforms		4053680298	
uniforms			E 20-01-03-15		126.50	0.00
Invoice Total-					126.50	
0677	17333	06	uniforms pub works		4053054442	
uniforms pub works			E 20-01-03-15		126.50	0.00
Invoice Total-					126.50	
Vendor Total-					595.51	
00287 INDUSTRIAL PROTECTION SERVICES, LLC						
0677	17334	06	SCBA maint		162398-00	
SCBA maint			E 10-01-11-16		561.10	0.00
Vendor Total-					561.10	
00330 KENNEBEC EQUIPMENT RENTAL						
0677	17335	06	equipment rental		319545-5	
equipment rental			E 20-10-10-30		44.45	0.00
Vendor Total-					44.45	
00340 KITTELY WATER DISTRICT						
0677	17336	06	water bill fire dept		06292020FD	
water bill fire dept			E 10-01-15-04		36.65	0.00
Vendor Total-					36.65	
00352 LAWSON PRODUCTS, INC.						
0677	17337	06	supplies/materials		9307659021	
supplies/materials			E 20-01-24-05		724.18	0.00
Vendor Total-					724.18	
00524 PISCATAQUA LANDSCAPING &						
0677	17338	06	irrigation startup		16121	
irrigation startup			E 01-01-20-05		132.00	0.00
Vendor Total-					132.00	
00562 JOYCE RASQUE						
0677	17339	06	csd refund		06302020	

Warrant 147

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
csd refund			R 81-12-12		100.00	0.00
Vendor Total-					100.00	
00570 York County Registry of Deeds						
0677	17340	06	13 lien discharges	06302020		
13 lien discharges			E 01-02-05-20		247.00	0.00
Vendor Total-					247.00	
00579 GENEST PRECAST						
0677	17341	06	drainage material	52523		
drainage material			E 20-01-22-65		178.00	0.00
Invoice Total-					178.00	
0677	17341	06	drainage material	52538		
drainage material			E 20-01-22-65		501.00	0.00
Invoice Total-					501.00	
Vendor Total-					679.00	
00603 JAMES ROY						
0677	17342	06	reimb for boots	06292020		
reimb for boots			E 20-01-03-15		199.99	0.00
Vendor Total-					199.99	
00617 SANEL NAPA						
0677	17343	06	vehicle rep/maint	062020		
vehicle rep/maint			E 20-01-24-15		371.42	0.00
Vendor Total-					371.42	
00648 SOUTHERN MAINE PLANNING						
0677	17344	06	stormwater	14984		
stormwater			E 20-30-05-35		4,571.37	0.00
Vendor Total-					4,571.37	
00764 VERIZON/WIRELESS						
0677	17345	06	cell phones pub works	9856968890		
cell phones pub works			E 20-01-03-12		72.41	0.00
Vendor Total-					72.41	
00817 PITNEY BOWES, INC.						
0677	17346	06	postage lease	3311571460		
Postage lease			E 01-01-10-30		124.41	0.00
Vendor Total-					124.41	
00885 ELDRIDGE LUMBER AND HARDWARE						
0677	17347	06	materials PD	190270		
materials PD			E 10-05-24-15		16.18	0.00
Invoice Total-					16.18	
0677	17347	06	fire dept	06152020		
fire dept			E 10-01-20-55		19.61	0.00
Invoice Total-					19.61	
0677	17347	06	Community service dept	190264		
community service dept			E 30-20-24-10		14.28	0.00
Invoice Total-					14.28	
0677	17347	06	community service dept	189800		
community service dept			E 30-20-24-10		22.12	0.00
Invoice Total-					22.12	
Vendor Total-					72.19	
00906 W.B. MASON COMPANY, INC.						
0677	17348	06	office supplies transfer	211352551		

Warrant 147

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Office supplies tran stat			E 20-25-20-40		151.86	0.00
Invoice Total-					151.86	
0677	17348	06	office supplies PD	211400817		
office supplies PD			E 10-05-20-40		82.51	0.00
Invoice Total-					82.51	
Vendor Total-					234.37	
01007 ELIOT SMALL ENGINE REPAIR, INC.						
0677	17349	06	supplies/materials	019941		
supplies/materials			E 20-01-24-05		32.48	0.00
Vendor Total-					32.48	
01051 WELLS FARGO FINANCIAL LEASING						
0677	17350	06	copier lease PD	5010758869		
copier lease PD			E 10-05-10-14		167.75	0.00
Vendor Total-					167.75	
01118 ATLANTIC FUELS, INC.						
0677	17351	06	dyed diesel	150325		
dyed diesel			E 20-01-20-10		1,319.73	0.00
Vendor Total-					1,319.73	
01263 ROCKINGHAM ELECTRICAL SUPPLY CO.						
0677	17352	06	CIP repeater Fire/PD	S3188994.001		
CIP repeater Fire/PD			E 62-05-99-01		242.04	0.00
Vendor Total-					242.04	
01267 VERIZON/WIRELESS						
0677	17353	06	cell phones PD	9857097770		
cell phones pd			E 10-05-10-14		160.04	0.00
Invoice Total-					160.04	
0677	17353	06	air cards fire dept	9855041630		
air cards fire dept			E 10-01-15-03		68.56	0.00
Invoice Total-					68.56	
Vendor Total-					228.60	
01337 CNC ELECTRIC						
0677	17354	06	electrical work	2861		
electrical work			E 20-01-24-20		300.00	0.00
Vendor Total-					300.00	
01368 VILLAGE MOTORS SERVICE CENTER						
0677	17355	06	vehicle rep/maint	49271		
vehicle rep/maint			E 10-05-24-15		285.06	0.00
Invoice Total-					285.06	
0677	17355	06	vehicle rep/maint	49293		
vehicle rep/maint			E 10-05-24-15		332.80	0.00
Invoice Total-					332.80	
Vendor Total-					617.86	
01513 Consolidated Communications						
0677	17356	06	consolidated comm PD	06182020PD		
consolidated comm PD			E 10-05-15-03		569.00	0.00
Invoice Total-					569.00	
0677	17356	06	consolidated comm FD	06182020FD		
consolidated comm FD			E 10-01-15-03		272.51	0.00
Invoice Total-					272.51	
Vendor Total-					841.51	

Warrant 147

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
01794 MAINE ASSOCIATION OF POLICE						
0677	17357	06	union dues PD	5491		
union dues PD			G 01-2235-00		405.00	0.00
Vendor Total-					405.00	
01877 Seacoast Power Equipment						
0677	17358	06	repair/maintenance	158118		
rep/maintenance			E 20-10-24-10		11.99	0.00
Vendor Total-					11.99	
02015 HEATWAVE OIL, LLC						
0677	17359	06	#2 fuel	7057		
#2 fuel			E 20-01-15-01		158.07	0.00
Vendor Total-					158.07	
02029 WEX Bank						
0677	17360	06	wex fuel bill FD	65777299		
Wex fuel bill Fire dept			E 10-01-20-15		106.11	0.00
Vendor Total-					106.11	
02515 Edison Press						
0677	17361	06	town report	109230		
town report			E 01-01-10-15		769.50	0.00
Vendor Total-					769.50	
02782 Rochelle Bishop						
0677	17362	06	mileage reimbursement	06302020		
mileage reimbursement			E 01-03-03-06		901.43	0.00
Vendor Total-					901.43	
Prepaid Total-					0.00	
Current Total-					18,132.84	
EFT Total-					0.00	
Warrant Total-					18,132.84	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER
Jordan Miles TO PAY THE INVOICES ON THIS WARRANT.

DocuSigned by:

Alex Crestis
ALEX CRESTIS
0923240642C84F0...

DocuSigned by:

Phil Lytle
PHIL LYTLE
5407F3B59C24C4...

DocuSigned by:

Robert McPherson
ROBERT MCPHERSON
E2684BC04D064F...

RICHARD DONHAUSER

Warrant 149

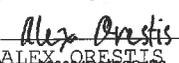
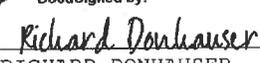
I-5B

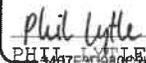
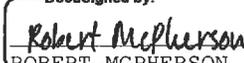
Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00035 AMERICAN SECURITY ALARM, INC.						
0681	17363	06	security system town gara	132220		
security system town gara	E 20-01-24-20				70.00	0.00
Vendor Total-					70.00	
00596 ROCHE LOCKSMITH SERVICE, INC.						
0681	17364	06	duplicate keys	130109		
duplicate keys	E 01-01-20-40				82.50	0.00
Vendor Total-					82.50	
00648 SOUTHERN MAINE PLANNING						
0681	17365	06	stormwater	14934		
stormwater consulting	E 20-30-15-02				1,890.00	0.00
Vendor Total-					1,890.00	
00725 TREASURER OF STATE						
0681	17366	06	bmv 0622-0630	0622-0630		
bmv 0622-0630	G 01-2040-00				45,195.00	0.00
Vendor Total-					45,195.00	
00824 TREASURER, STATE MAINE						
0681	17367	06	dogs june	062020		
dogs June	G 01-2010-00				31.00	0.00
Vendor Total-					31.00	
00885 ELDREDGE LUMBER AND HARDWARE						
0681	17368	06	bldg supplies	190396		
bldg supplies	E 20-25-24-20				126.56	0.00
Invoice Total-					126.56	
0681	17368	06	building repair	190334		
building repair	E 20-01-24-10				54.87	0.00
Invoice Total-					54.87	
0681	17368	06	building repair	190174		
building repair	E 20-01-24-10				159.82	0.00
Invoice Total-					159.82	
0681	17368	06	building rep	190472		
building rep	E 20-01-24-10				36.79	0.00
Invoice Total-					36.79	
0681	17368	06	building repair	190399		
building repair	E 20-01-24-10				8.09	0.00
Invoice Total-					8.09	
0681	17368	06	building rep/maint	190244		
building rep/maint	E 20-01-24-10				58.94	0.00
Invoice Total-					58.94	
0681	17368	06	equipment repair	190265		
equipment repair	E 20-01-24-10				33.97	0.00
Invoice Total-					33.97	
Vendor Total-					479.04	
00899 TREASURER OF STATE						
0681	17369	06	IF&W June	062020		
IF&W June	G 01-2030-00				28,571.46	0.00
Vendor Total-					28,571.46	
00906 W.B. MASON COMPANY, INC.						
0681	17370	06	office supplies	211006743		
office supplies	E 01-01-20-40				4.39	0.00

Warrant 149

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Invoice Total-					4.39	
0681	17370	06	office supplies		210965421	
office supplies			E 01-01-20-40		27.26	0.00
Invoice Total-					27.26	
0681	17370	06	office supplies		210540372	
office supplies			E 01-01-20-40		31.93	0.00
Invoice Total-					31.93	
Vendor Total-					63.58	
01051 WELLS FARGO FINANCIAL LEASING						
0681	17371	06	copier elem school		5010922313	
copier elem school			E 01-01-10-30		95.00	0.00
Vendor Total-					95.00	
01118 ATLANTIC FUELS, INC.						
0681	17372	06	dyed diesel		135189	
dyed diesel			E 20-01-20-10		839.80	0.00
Vendor Total-					839.80	
01337 CNC ELECTRIC						
0681	17373	06	BOAT BASIN CIP		2869	
BOAT BASIN CIP			E 62-05-99-01		250.00	0.00
Vendor Total-					250.00	
01667 Treasurer, State of Maine						
0681	17374	06	vitals 06302020		06302020	
Quarterly Vitals			G 01-2090-00		81.60	0.00
Vendor Total-					81.60	
02144 Teamsters Union Local 340						
0681	17375	06	union dues		072020	
union dues			G 01-2237-00		483.00	0.00
Vendor Total-					483.00	
Prepaid Total-					0.00	
Current Total-					78,131.98	
EFT Total-					0.00	
Warrant Total-					78,131.98	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER
 Jordan Miles TO PAY THE INVOICES ON THIS WARRANT.

DocuSigned by:

 ALEX ORESTIS
 092324D642C84F0...
 DocuSigned by:

 RICHARD DONHAUSER
 07E81FC8E2840E...

DocuSigned by:

 PHIL LYTLE
 346790580E24C...
 DocuSigned by:

 ROBERT MCPHERSON
 E2687BCD400046F...

07-23-2020

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00625 SEACOAST MEDIA GROUP						
0682	17191	06	advertising		06302020	
advertising			E 05-05-50-45		308.20	0.00
advertising			E 01-01-05-01		363.84	0.00
Vendor Total-					672.04	
00648 SOUTHERN MAINE PLANNING						
0682	17192	06	contracted planner		14990	
contracted planner			E 01-03-01-01		7,604.72	0.00
Vendor Total-					7,604.72	
01007 ELIOT SMALL ENGINE REPAIR, INC.						
0682	17193	06	equip. rep/maint		06302020	
equip rep/maint			E 20-10-24-10		120.25	0.00
Vendor Total-					120.25	
01307 AGGREGATE RECYCLING CORPORATION						
0682	17194	06	recycling fees		44526	
recycling fees			E 20-25-06-50		2,678.65	0.00
Vendor Total-					2,678.65	
01766 ECO MAINE (MSW)						
0682	17195	06	MSW contract		06302020	
MSW contract			E 20-25-06-50		2,532.37	0.00
Vendor Total-					2,532.37	
02083 Demoulas Supermarkets, Inc.						
0682	17196	06	GA Expense		878569	
GA Expense			E 50-01-99-56		100.00	0.00
Vendor Total-					100.00	
02333 EcoMaine (Bulky)						
0682	17197	06	recycling		06302020	
recycling			E 20-25-06-50		228.56	0.00
Invoice Total-					228.56	
0682	17197	06	bulky contract		06302020	
bulky contract			E 20-25-06-55		2,513.67	0.00
Invoice Total-					2,513.67	
Vendor Total-					2,742.23	
02671 JD's Drain Cleaning Inc.						
0682	17198	06	boat basin water lines		2381	
boat basin water lines			E 20-10-24-10		285.00	0.00
Vendor Total-					285.00	
02711 Seabreeze Property Management LLC						
0682	17199	06	street sweeper		11515	
street sweeper			E 20-01-12-40		1,552.50	0.00
Vendor Total-					1,552.50	

Warrant 150

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account		Proj	Amount	
			Prepaid Total-	0.00	
			Current Total-	18,287.76	
			EFT Total-	0.00	
			Warrant Total-	18,287.76	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER
Jordan Miles TO PAY THE INVOICES ON THIS WARRANT.

DocuSigned by:
Alex Orestis
ALEX ORESTIS

PHIL LYTTLE

DocuSigned by:
Richard Donhauser
RICHARD DONHAUSER

DocuSigned by:
Robert McPherson
ROBERT MCPHERSON

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00035 AMERICAN SECURITY ALARM, INC.						
0015	17376	07	security alarm	132616		
security alarm	E 01-01-05-10				624.00	0.00
Invoice Total-					624.00	
0015	17376	07	fire monitoring	132307		
fire monitoring	E 20-01-24-20				360.00	0.00
Invoice Total-					360.00	
0015	17376	07	security monitoring	132617		
security monitoring/fire	E 20-25-24-20				1,020.00	0.00
Invoice Total-					1,020.00	
Vendor Total-					2,004.00	
00077 BJ'S WHOLESALE CLUB, INC.						
0015	17377	07	membership heather	072020		
membership heather	E 30-01-03-01				55.00	0.00
Vendor Total-					55.00	
00109 CENTRAL MAINE POWER						
0015	17378	07	street lights	708000842418		
street lights	E 10-30-15-02				437.17	0.00
Vendor Total-					437.17	
00463 NEW ENGLAND STATE POLICE						
0015	17379	07	annual membership	INV202000536		
annual membership	E 10-05-03-01				100.00	0.00
Vendor Total-					100.00	
00464 NEW ENGLAND PARK ASSOCIATION						
0015	17380	07	agency membership	072020		
agency membership	E 30-01-03-01				175.00	0.00
Vendor Total-					175.00	
00677 SWAN ISLAND PRESS						
0015	17381	07	2020-21 statutes	2198		
2020-21 statutes	E 10-05-20-40				900.00	0.00
Vendor Total-					900.00	
01044 York Region Chamber of Commerce						
0015	17382	07	chamber membership	3-2765		
chamber membership	E 30-01-03-01				230.00	0.00
Vendor Total-					230.00	
01445 Allegiant Care						
0015	17383	07	August 2020	Aug 2020		
ee contributions	G 01-2230-00				1,805.44	0.00
er contributions	E 20-01-03-10				8,282.56	0.00
Vendor Total-					10,088.00	
01853 TOWN HALL STREAMS						
0015	17384	07	July 2020	10990		
July 2020	E 01-01-05-24				250.00	0.00
Vendor Total-					250.00	
01865 FASTENER WAREHOUSE						
0015	17385	07	equip rep/maint	124076		
equip rep/maint	E 20-01-24-10				211.00	0.00
Vendor Total-					211.00	
01970 TRITECH SOFTWARE SYSTEMS						
0015	17386	07	annual fees	279166		

Warrant 35

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
annual fees			E 10-05-10-14		7,548.75	0.00
			Vendor Total-		7,548.75	
01976 VISION GOVERNMENT SOLUTIONS, INC.						
0015	17387	07	web hosting	IN004255		
web hosting			E 01-03-10-11		2,411.00	0.00
			Invoice Total-		2,411.00	
0015	17387	07	CAMA maintenance	IN004565		
CAMA maintenance			E 01-03-10-11		4,396.00	0.00
			Invoice Total-		4,396.00	
0015	17387	07	V8 upgrade	IN004877		
v8 upgrade			E 01-03-10-11		3,183.00	0.00
			Invoice Total-		3,183.00	
			Vendor Total-		9,990.00	
02025 Organic Solutions, LLC						
0015	17388	07	compost/recycling	8612		
compost haulign			E 20-25-06-55		157.50	0.00
			Vendor Total-		157.50	
02290 Maine Local Government						
0015	17389	07	FY 21 membership	1000300338		
FY 21 membership			E 01-01-03-05		25.00	0.00
			Vendor Total-		25.00	
02441 Shipyard Waste Solutions, LLC						
0015	17390	07	dumpsters	110992		
dumpsters			E 20-25-06-55		180.00	0.00
			Vendor Total-		180.00	
02475 Leaf						
0015	17391	07	copier lease	10783952		
copier lease			E 01-01-10-30		690.00	0.00
			Vendor Total-		690.00	
02556 CAI Technologies						
0015	17392	07	tax map maintenance	9921		
tax map maintenance			E 01-01-10-11		1,500.00	0.00
			Invoice Total-		1,500.00	
0015	17392	07	GIS consulting	9952		
GIS consulting			E 20-30-10-05		1,288.75	0.00
			Invoice Total-		1,288.75	
			Vendor Total-		2,788.75	
02557 Interinsurance Exchange						
0015	17393	07	umbrella policy	MEU118262793		
MEU118262793			E 01-01-30-05		158.00	0.00
			Vendor Total-		158.00	

A / P Warrant

Warrant 35

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description	Account		Proj	Amount	
			Prepaid Total-	0.00	
			Current Total-	35,988.17	
			EFT Total-	0.00	
			Warrant Total-	35,988.17	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER
Jordan Miles TO PAY THE INVOICES ON THIS WARRANT.

DocuSigned by:
Alex Orestis
ALEX ORESTIS

DocuSigned by:
Phil Lytle
PHIL LYTLE

DocuSigned by:
Richard Donhauser
RICHARD DONHAUSER

DocuSigned by:
Robert McPherson
ROBERT MCPHERSON

Warrant 37

I-5E
07-23-2020

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00002 2WAY COMMUNICATIONS SERVICE, INC.						
0019	17394	07	account activity/datto ba	65549		
account activity/datto ba			E 10-05-10-14		283.50	0.00
Vendor Total-					283.50	
00109 CENTRAL MAINE POWER						
0019	17396	07	cmp police dept	700000235462		
cmp police dept			E 10-05-15-02		20.07	0.00
Invoice Total-					20.07	
0019	17396	07	cmp dixon ave	700000235467		
cmp dixon ave			E 70-15-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp Main St	700000235465		
cmp Main St			E 70-10-15-02		20.07	0.00
Invoice Total-					20.07	
0019	17396	07	cmp pleasant st	700000235464		
CMP pleasant st			E 70-05-15-02		20.07	0.00
Invoice Total-					20.07	
0019	17396	07	state/bolthill	700000235776		
state/bolthill rd			E 10-30-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	236-beech rd	700000235769		
236/beech rd			E 10-30-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp new kittery rd	700000235469		
cmp new kittery road			E 10-30-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp route 236	700000235470		
cmp route 236			E 10-30-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp route 236 RD	700000235468		
cmp route 235 rd			E 10-30-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp 468 H L dow hwy	700000235590		
cmp 468 H L dow hwy			E 20-10-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp OLD Rd	700000235780		
cmp Old rd			E 20-10-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp 11 dixon rd	700000235778		
cmp 11 dixon rd			E 20-10-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp H L Dow TRF	700000235775		
cmp H L dow trf			E 20-25-15-02		15.74	0.00
Invoice Total-					15.74	
0019	17396	07	cmp rte 236 garage	700000235695		
cmp rte 236 garage			E 20-01-15-02		15.72	0.00
Invoice Total-					15.72	
0019	17396	07	cmp HL Dow Highway	700000235697		
cmp HL Dow Highway			E 20-25-15-02		20.07	0.00
Invoice Total-					20.07	
0019	17396	07	cmp town office	700000235463		

Warrant 37

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
cmp town office			E 01-01-15-02		20.07	0.00
			Invoice Total-		20.07	
			Vendor Total-		273.47	
00265 HAYDEE'S PEST-FREE MANAGEMENT, INC.						
0019	17397	07	exterminator	159091		
rats/mice exterminator			E 20-25-24-20		50.00	0.00
			Vendor Total-		50.00	
00474 NORTHEAST HYDRAULICS, INC.						
0019	17398	07	vehicle rep/maint	76155		
vehicle rep/maint			E 20-01-24-15		12.11	0.00
			Vendor Total-		12.11	
00578 RICCI SUPPLY COMPANY, INC.						
0019	17399	07	2x12x10	44894		
2x12x10			E 20-01-20-10		57.65	0.00
			Invoice Total-		57.65	
0019	17399	07	2x12x10	45011		
2x12x10			E 20-01-20-10		26.37	0.00
			Invoice Total-		26.37	
			Vendor Total-		84.02	
00587 MAINE MUNICIPAL ASSOCIATION						
0019	17400	07	workers comp	INV00177729		
gen gov			E 01-01-30-15		919.86	0.00
pub works			E 20-01-30-15		2,934.26	0.00
harbormaster			E 10-15-30-15		163.01	0.00
transfer station			E 20-25-30-15		535.62	0.00
fire dept			E 10-01-30-15		1,257.54	0.00
police dept			E 10-05-30-15		3,341.79	0.00
csd			E 30-01-30-15		1,234.25	0.00
winter			E 20-05-30-15		1,222.61	0.00
ACO			E 10-10-30-15		34.96	0.00
			Vendor Total-		11,643.90	
00619 S.A.D. # 35						
0019	17401	07	school payment july	July 2020		
school payment July			E 60-01-99-30		850,377.98	0.00
			Vendor Total-		850,377.98	
00717 TOWN OF KITTEERY, MAINE						
0019	17402	07	fuel bill PD	06062020		
fuel bill PD			E 10-05-20-15		896.11	0.00
			Invoice Total-		896.11	
0019	17402	07	weekly station checks	128		
weekly station checks			E 70-05-25-10		283.33	0.00
weekly station checks			E 70-10-25-10		283.33	0.00
weekly station checks			E 70-15-25-10		283.34	0.00
			Invoice Total-		850.00	
			Vendor Total-		1,746.11	
00725 TREASURER OF STATE						
0019	17403	07	BMV 0630-0713	0630-0713		
bmv 0630-00713			G 01-2040-00		49,171.43	0.00
			Vendor Total-		49,171.43	
00816 IRVING OIL MARKETING, INC.						
0019	17404	07	fuel bill pd	33507685		

Warrant 37

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
fuel bill PD			E 10-05-20-15		33.43	0.00
			Invoice Total-		33.43	
0019	17404	07	fuel bill Pub works	33507691		
fuel bill pub wrks			E 20-10-20-15		91.98	0.00
			Invoice Total-		91.98	
			Vendor Total-		125.41	
00906 W.B. MASON COMPANY, INC.						
0019	17405	07	water PD	211691169		
water for PD			E 10-05-20-41		47.88	0.00
			Invoice Total-		47.88	
0019	17405	07	office supplies pd	211518915		
office supplies PD			E 10-05-20-40		63.76	0.00
			Invoice Total-		63.76	
0019	17405	07	office supplies admin	211696408		
office supplies admin			E 01-01-20-40		94.80	0.00
			Invoice Total-		94.80	
0019	17405	07	office supplies pub works	211729570		
office supplies pub works			E 20-01-20-40		29.99	0.00
			Invoice Total-		29.99	
			Vendor Total-		236.43	
01006 ME. MUNICIPAL EMPLOYEE HEALTH TRUST						
0019	17406	07	health insurance bill	JULY 20200		
admin			E 01-01-03-10		4,152.96	0.00
land use			E 01-03-03-10		3,225.39	0.00
clerks			E 01-02-03-10		3,330.96	0.00
pub works			E 20-01-03-10		1,146.21	0.00
police			E 10-05-03-10		12,764.68	0.00
csd			E 30-01-03-10		1,062.60	0.00
csd			E 82-01-03-10		1,592.19	0.00
csd			E 81-09-03-10		2,152.80	0.00
contributions			G 01-2230-00		6,705.73	0.00
			Vendor Total-		36,133.52	
01118 ATLANTIC FUELS, INC.						
0019	17407	07	dyed diesel	150837		
dyed diesel			E 20-01-20-10		519.52	0.00
			Vendor Total-		519.52	
01267 VERIZON/WIRELESS						
0019	17408	07	cell phones PD	9857255058		
cell Phones PD			E 10-05-03-12		311.99	0.00
			Vendor Total-		311.99	
01928 HUSSEY SEPTIC, INC.						
0019	17409	07	handicap rental frost tuf	P1977		
handicap rental			E 20-10-05-09		150.00	0.00
			Vendor Total-		150.00	
01931 BRENDA L. HARVEY						
0019	17410	07	election supplies reimb	07132020		
election supplies reimb			E 15-15-20-40		43.76	0.00
			Vendor Total-		43.76	
02302 Holloway Automotive Group						
0019	17411	07	vehicle rep/maint	6109876/1		
vehicle rep/maint			E 20-01-24-15		269.18	0.00

Warrant 37

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Vendor Total-					269.18	
02515 Edison Press						
0019	17412	07	receipts for TS	109254		
receipts for TS			E 20-25-20-40		203.60	0.00
Vendor Total-					203.60	
02641 Glenn Enterprises						
0019	17413	07	shelves @dead duck	422		
shelves @ dead duck			E 20-10-20-50		310.00	0.00
Vendor Total-					310.00	
02782 Michelle Khouri						
0019	17414	07	excise tax overpayment	07072020		
excise tax overpayment			R 01-01-04		23.31	0.00
Vendor Total-					23.31	
Prepaid Total-					0.00	
Current Total-					951,969.24	
EFT Total-					0.00	
Warrant Total-					951,969.24	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER Jordan Miles TO PAY THE INVOICES ON THIS WARRANT.

DocuSigned by: Alex Orestis
ALEX ORESTIS
E232406420B4P...

PHIL LYTLE

DocuSigned by: Richard Donhauser
RICHARD DONHAUSER
E281EFC6ECC486...

DocuSigned by: Robert McPherson
ROBERT MCPHERSON
E2681BCD4D00467...

**Capital Improvement Committee
By-Laws
DRAFT – June 23, 2020**

ARTICLE 1: PURPOSES

- a. The purpose of the Eliot Capital Improvement Committee (hereafter referred to as the Committee) is to promote and assist the Town in maintaining and improving buildings and other facilities through consulting on building improvement, facilities maintenance, equipment and vehicle upgrades and replacement.
- b. The Committee will also study and advise the Board on energy conservation, energy efficiency and local energy production throughout the Town of Eliot.
- c. Another purpose of the Capital Improvement Committee, is to serve in an advisory capacity to the Select Board on all matters associated with investigating office needs at the Town Office, including considerations for Community Service Department and Committee usage.
- c. The Eliot Select Board may choose to review the purpose of the Committee, with the option to retain the Committee, restate the Committee's purpose or disband the Committee.

ARTICLE 2: DUTIES

A: The Committee shall:

- Seek opportunities to conserve and improve the management of municipal capital assets by:
 - a. Exploring improvements and maintenance options for the Town's buildings, parks and other physical assets.
 - b. Assisting the Town members on projects as needed, to include any aspect from bid and specification documents through to completion of work.
 - c. Consulting and advising on capital investments as needed or requested by department heads.
 - d. Encouraging increased municipal energy conservation and improved usage of energy resources.
 - e. Establishing a procedure for and continuing to monitor (energy) use within municipal government
 - f. Encourage community participation and input on all projects as well as energy conservation and policies by: Posting information on the

- town website and at town hall including updates and evaluations of the project and financial estimates as well as funding options.
- g. Developing educational materials, events and programs.

- If funding is sought, a detailed budget request must be submitted to the Town Manager, no later than November 1 of each year.

B: With regard to the purpose of studying the adequacy of the Town Office facility and Community Service Department, the Committee shall:

- a. Examine the space needs and shortcomings of the Town Hall facility and the Community Service Department. The Committee is asked to think very long term (40-50 years).
- b. Examine past efforts, plans, minutes of meetings associated with past examinations of needed space.
- c. Examine the feasibility of ways to reduce the Town's space needs through available technologies, instead of enlarging buildings.
- d. Meet with staff as be advisable to better understand building(s) space needs now and in the future.
- e. Determine the location of any expanded or new building space along with the necessary civil engineering that would need to be undertaken to determine suitability of the land / wetlands, etc.
- f. Recommend to the Select Board specialists needed (architect / construction specialists) to determine options for additional space (expand to a second floor, etc.)
- g. Research what other Towns have done recently with regards to their municipal offices.
- f. Make one or more written proposals for review and action by the Select Board.
- g. If funding of the Committee is sought, a detailed budget request must be submitted to the Town Manager no later than November 1 of each year.

ARTICLE 3: MEMBERSHIP

3.1 Appointments and Terms

- a.) The Committee shall consist of no less than 3 but no more than 7 members appointed by the Select Board. A liaison from the Select Board may also be appointed but be non-voting.
- b.) All members of the Committee shall be residents of the Town of Eliot.
- c.) Members shall serve a term of 3 years and be eligible for reappointment.
- d.) Non-voting specialized consultants may advise the Committee as needed.
- e.) Resignation of a member must be submitted in writing to the Select Board, and becomes effective upon acceptance at a regularly scheduled Select Board meeting.

3.2 Staff Support

- a.) The Town Manager may provide staff support to the Committee.

ARTICLE 4: OFFICERS and ELECTIONS

4.1 Officers and Responsibilities

Annually, the Eliot Capital Improvement Committee shall elect a chairman and vice-chairman, and other officers as may be deemed necessary and required by their by-laws.

The officers of the Committee shall consist of the Chair, Vice Chair, and Secretary. The duties of the Committee officers shall be as follows:

- a. **Chair.** The Chair is the official spokesperson for the Committee and shall publicly express only those points of view that are reflective of and have been agreed upon by the Committee. The Chair shall preside at all meetings of the Committee; call special meetings when necessary; approve agendas drafted by staff; assign members to sub-committees; monitor conflict of interest in all of the Committee's activities; ensure adherence to local Ordinances, Town Charter and State Statutes; ensure proper training of the Committee's members; recruit new members when a Committee vacancy occurs; keep the Select Board apprised of the Committee's activities; and perform all other duties necessary or incidental to the office. The Chair shall decide all points of order and procedure during meetings and his/her decision shall be final unless overruled by a majority of the members present. The Chairperson is a voting member of the Committee.
- b. **Vice Chair.** In the absence of the Chair, or in the event of the Chair's inability to act, the Vice Chair shall perform the Chair's duties. In the event of the absence or inability to act of both the Chair and the Vice Chair, the remaining members shall appoint one of their members to act temporarily as Chair.
- c. **Secretary.** The Secretary shall record the minutes of the Committee meetings and be responsible for maintaining the Committee's records.

The Eliot Capital Improvement Committee is a project-focused group. Members are encouraged to take responsibility for ongoing projects and bring forward new projects for the Committee's consideration. Each member is expected to understand the administrative duties of the Committee and share in the following roles/duties:

- Act as a spokesperson for the Committee
- Monitor conflicts of interest in Committee activities
- Ensure adherence to local Ordinances, Town Charter and State Statutes

- Recruit new members when a Committee vacancy occurs
- Keep the Select Board apprised of the Committee's activities
- Decide on points of order and procedure during the meeting
- Maintain the Committee's records

At the beginning of the meeting, a member or staff will assume responsibility for recording the minutes of the meeting.

4.2 Removal from Committee

- a. Members are expected to attend scheduled meetings on a regular basis. Failure to attend at least 50% of all regular quarterly meetings over a one (1) year period shall constitute a basis for possible resignation that must be acted on or dismissed by a majority vote of the Select Board.
- b. Committee members may be removed by the Select Board for malfeasance in office.

ARTICLE 5: SUBCOMMITTEES

- a. The Chair shall appoint those sub-Committees that are necessary to accomplish the Committee's work, subject to the approval of a majority vote of the Committee.
- b. The Chair shall be an ex-officio member of every sub-Committee.

ARTICLE 6: MEETINGS

6.1 Regular Meetings

- a.) The Committee shall meet at Town Hall on the 2nd Wednesday of the month at 4:30 or at a place and time so designated by an agenda approved by the Chair,
- b.) Members may attend in person or via electronic means (video). Participation by video is limited to less than 50% of the membership by Charter.
- c.) Agendas shall be posted on the Eliot website and locations that the Select Board agendas are posted. Agendas of regular meetings shall be posted at least seven (7) days prior to the meeting.
- d.) All meetings shall be open to the public. Every agenda shall have a section that is specifically for people to offer public comment, though time restrictions for speaking may be adopted as deemed required.

6.2 Special Meetings & Emergency Meetings

- a. The Chair may call a special meeting of the Committee provided that the agenda is posted three (3) days prior to the meeting.

6.3 Executive Sessions

The Committee may call for an executive session only under the provisions and terms specified in the Maine State Statutes.

6.4 Quorum & Voting

- a. A quorum of the Committee shall consist of a majority of the membership.
- b. No official action or binding resolution shall be made by the Committee without a quorum of the membership.
- c. The Committee will take action pursuant to motions and seconds made by Committee members. A roll call vote count shall be maintained on any Committee vote. The action will be approved if a quorum is present at a meeting and a majority of those present at a meeting or attending via telecommunications, vote in favor of the action.
- d. Proxy voting shall not be allowed.

6.5 Presiding Rules

Parliamentary procedure in Committee meetings shall be governed by the Eliot Capital Improvement and Energy Committee Rules of Order.

ARTICLE 7: PERFORMANCE ISSUES

Committee members serve as official representatives of the Town of Eliot to the business community, to other governmental units, to the press, and to the public at large and therefore are expected to comport themselves accordingly. All members shall adhere to the Maine Freedom of Access Act Laws (1 MRS § 401 et seq.) and, where applicable, the Eliot Personnel Policies and Procedures Manual. The Town Manager is the FOAA Officer for the Town and all such requests to the Committee shall be immediately conveyed to the FOAA Officer.

ARTICLE 8: AMENDMENT OF THE BYLAWS

These by-laws may be amended, and recommended for amendment to the Select Board, by a 2/3 vote of the Committee after two (2) weeks advanced notice of the intent to change has been given in writing to each Committee member.

ARTICLE 9: EFFECTIVE DATE

These by-laws shall become effective upon a vote of the majority of Committee members in a regular meeting and a majority vote of Select Board.

Select Board Chair

Date

