

**Eliot Select Board Meeting**  
**Thursday, August 26, 2021 at 5:30 pm**  
**Meeting Room and Use of the Owl for Remote via Zoom**

- A. Call to Order:**
- B. Roll Call:**
- C. Public Comment / Requests:**
- D. Approval of Minutes of Previous Meeting(s): Regular Meeting Minutes of August 12, 2021**
- E. Department Head/Committee Report:**
  - 1. Public Works Dept- Liquidate Surplus Items/Purchase of Bucket Truck**
  - 2. Public Works Dept.- Road Salt Bids 2021-2022**
  - 3. Marijuana License Fees**
  - 4. Certification of Proposed Ordinance Amendments for Placement on the Warrant for November 2021 Referendum.**
  - 5. Town Manager Report**
  - 6. Citizen Petition for November 2, 2021 Referendum- Pending Certification from Town Clerk.**
- F. New Business:**
  - 1. Placement of the Time Capsule and the Number of Years**
  - 2. American Rescue Plan Act**
- G. Old Business:**
- H. Approval of Warrants:**
  - 1. A/P Warrant # 11 \$ 322,516.46**
  - 2. A/P Warrant # 13 \$ 1,048,490.45**
- I. Selectmen's Report:**
  - 1. Seeking Committee Members Listing**
- J. Executive Session:**
- K. Adjournment:**

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**To Join Live Zoom Meeting:**

**Go to Zoom. com**  
**Enter meeting ID Number: 829 0103 9242**  
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**Call into the meeting:**

**Call 1-646-558-8656**

**You can call into the meeting, enter the same ID and Passcode from above. Please stay muted, press \*9 to speak.**

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM**

1 **Quorum noted**

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

4  
5 Note: Meeting was delayed due to technical difficulties. Mr. Donhauser chaired the meeting as  
6 Mr. Orestis was unable to be heard via Zoom. Mr. Orestis re-joined the meeting as issues were  
7 resolved.

8  
9 **B. Roll Call:** Mr. Orestis, Mr. Donhauser, Mr. McPherson, Mr. Widi, and Ms. Dow.

10  
11 **C. Public Comment/Request:**

12  
13                   There was no public comment.

14  
15 **D. Approval of Minutes of Previous Meeting(s)**

16  
17 **5:34 PM**       Motion by Mr. Donhauser, second by Mr. McPherson, to approve the regular  
18 minutes of July 22, 2021, as written.

19  
20                   **Roll Call Vote:**

21  
22                   **Mr. Donhauser – Yes**

23                   **Mr. McPherson - Yes**

24                   **Mr. Widi – Yes**

25                   **Ms. Dow - Yes**

26  
27                   **Unanimous vote to approve motion.**

28  
29                   Motion by Mr. Donhauser, second by Mr. McPherson, to approve the special  
30 minutes of July 26, 2021, as written.

31  
32                   **Roll Call Vote:**

33  
34                   **Mr. Donhauser – Yes**

35                   **Mr. McPherson - Yes**

36                   **Mr. Widi – Yes**

37                   **Ms. Dow - Yes**

38  
39                   **Unanimous vote to approve motion.**

40  
41 **E. Employee Recognition**

42  
43 **5:36 PM**       Ms. Muzeroll-Roy said that the Fire Chief was nominated for the Maine Fire  
44 Chief Association Fire Chief of the Year Award. Unfortunately, he did not

**Draft SELECT BOARD MEETING**  
**August 12, 2021 5:30PM (continued)**

45 receive it this year. Not to say he won't receive it next year. However, Ms.  
46 Rawski and Ms. Albert and people from the Town still wanted to recognize you  
47 for your dedicated leadership and excellent service and care to the community.  
48 The criteria for this was to get several letters, so I will be reading the cover letter  
49 that went with this. I will say that I did not initiate this; that Ms. Rawski and Ms.  
50 Albert did a lot of this. There is a letter from Ms. Albert (Administrative  
51 Assistant), a letter from Chief Whitehouse (read by Garrett Morrow), a letter from  
52 Lieutenant Bisognani, a letter from Ms. Rawski (Town Clerk), a letter from Select  
53 Board Chair Orestis (read by Mr. Donhauser). All letters were read into the record  
54 and are attached.

55  
56 **5:50 PM** Ms. Muzeroll-Roy said that we also have a plaque with a timeclock on it, which  
57 says "Chief Muzeroll, 48 years of service. Thank you for your time and service  
58 for the Town of Eliot, Maine."

59  
60 There was an ovation for Chief Muzeroll.

61  
62 Chief Muzeroll thanked everyone very much for their kind words.

63  
64 **F. Department Head/Committee Reports**

65  
66 **5:52 PM 1) Bicentennial Committee Update – Rosanne Adams – in-person update**

67  
68 Mr. Donhauser said that we have Ms. Adams here to give us an update.

69  
70 Ms. Adams said that I brought with me the co-Chair of the committee, as I'm not  
71 the co-chair of anything. So, Ms. Cerebona is going to give an update.

72  
73 Ms. Cerebona said that I am very fortunate to be co-chair with Lydia Goodwin of  
74 the Bicentennial Committee that is never-ending and we are looking forward to  
75 ending it very shortly. There will be a community picnic that will happen on  
76 Saturday and we will have food, games and activities for the kids, posters of past  
77 Fabyan Drake recipients. From 10AM to 2PM before the picnic, we will be  
78 having tours of the elementary school; that the display case will display some  
79 things that we have for the time capsule and we are still looking for things to be  
80 put in the time capsule. I have decided to put a toothbrush in the time capsule,  
81 with a picture of a cemetery stone, explaining that we were all looking for things  
82 to do during COVID and Ms. Adams suggested we clean cemeteries around  
83 Town. She also said that we should use toothbrushes and I didn't realize she  
84 meant a toothbrush-like material. I have learned that a toothbrush is very good for  
85 cleaning out the letters but makes for a very long process with the rest of the stone  
86 (smiling). Anyway, a lot of people have done a lot of things out in the community  
87 and that was one of the things. Because Ms. Adams is the person she is, and the  
88 knowledgeable things she has, she started putting out brochures and tours around

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

89 Eliot of historical structures of old markets, schools, old houses and the history of  
90 the structures. One of our goals is to archive all this information because it's an  
91 incredible amount of research and knowledge about our Town. Another goal is to  
92 complete the timeline at the high school with Ambush Rock information, the only  
93 piece missing from the timeline. Regarding the time capsule, it will be sealed on  
94 Eliot Festival Day, as that will be our actual end-of-year event. The State is  
95 sealing theirs in December; that local people have been involved and excited and  
96 helpful but they are done. We would like to see this end up in a place where  
97 people can see it and remember it. The SB has some options, which can't be made  
98 by us. The time capsule can be sealed and put on display or it can be buried with a  
99 plaque on top of where it's buried. The State is going to open theirs in 100 years  
100 but we could have ours opened in, say, 50 years or 100 years, but that has to come  
101 from the SB. If we bury it, our suggestion would be Hammond Park. As an aside,  
102 we have heard that other time capsules have been buried but we have no  
103 documentation.  
104

105 **6:00 PM**

Ms. Adams said that the Committee has looked at a bronze plaque that says when  
it should be opened. It can be put on a rock or a stone if we decide we want it  
buried. Otherwise, we would put something on the outside of it if you wanted to  
display it until it would be opened. It really is a decision that needs to come from  
the SB as to what the disposition is. I talked with the Town Manager and there are  
towns that have a ceremony later on where they will actually bury it, which we  
could do if you want to do that. We aren't planning to bury anything on Eliot  
Festival Day, especially with the talk of the expansion of the Town Hall. If that  
happens, it would not be a good choice and that's why we thought of Hammond  
Park because it doesn't look like much can happen with that.

115  
116 Ms. Dow asked about what has been included so far.  
117

118 Ms. Cerebona said a book from 8<sup>th</sup> graders, a beanie baby turtle and turtle mask,  
119 the high school play, writings from 3<sup>rd</sup> graders about what they liked about Eliot,  
120 a picture of Fire Chief Muzeroll and Police Chief Moya going down the water  
121 slide at the kids' event.  
122

123 Ms. Adams added that we added the Historical Society newsletters through 2020,  
124 which talk about all the different things that were happening – the farm events,  
125 mask-making, traveling birthday parties, and things like that.  
126

127 **6:04 PM**

Ms. Cerebona said that we added the bicentennial hat and pin. One of the mask-  
makers is going to make a hanging from the different materials used in mask-  
making.

130  
131 Ms. Adams said that the 2020 Town Book will go in it. We are asking people who  
132 donate items for the time capsule to write why they think it should be put in the

**Draft SELECT BOARD MEETING**  
**August 12, 2021 5:30PM (continued)**

133 time capsule. Just something to represent what you want people to know or that  
134 happened 100 years ago, or 50 years ago, and that's something you need to decide  
135 so the plaque can be made.

136  
137 **6:06 PM** Mr. Donhauser asked when they wanted a decision.

138  
139 Ms. Cerebona said that we would like to be able to prepare the ground before  
140 winter if it's going to be buried. Also, Wreathes Across America will be at the  
141 elementary school in December.

142  
143 Ms. Adams said that it would nice to know by Eliot Festival Day whether it will  
144 be displayed or buried, when it will be opened, and a ceremony date so the public  
145 can know.

146  
147 Ms. Cerebona said that we have the funds to do this but we need to know what  
148 you want done so we can get it ready and pay for it.

149  
150 Mr. Widi said that I would personally like to have it buried; that it wouldn't have  
151 as much meaning over time on display as it would digging it up.

152  
153 Mr. McPherson agreed it would be great to bury it and at Hammond Park, with a  
154 plaque and a date when it should be opened.

155  
156 Ms. Cerebona suggested that the elementary kids could line the street during the  
157 ceremony.

158  
159 Mr. Donhauser said that we can ask the Town Manager to put it on our agenda for  
160 the next meeting and we'll make some decisions.

161  
162 Ms. Cerebona added that the Town needs to be decorated in red, white, and blue  
163 by Saturday.

164  
165 Ms. Rawski said that it would probably be Monday, unfortunately.

166  
167 **6:10 PM** Ms. Cerebona said that this has been a very difficult year. The thing is we are  
168 lucky because we have a lot of special things happening and it's a good time to  
169 have the decorations up for that. If you look at all the things that have happened  
170 and that people are taking real pride in the community. Don't forget that we have  
171 the Open House on Friday from 3PM to 6PM at the Baha'i, the Fogg House, the  
172 Library, the Schoolhouse, and the American Legion. A lot of things happened,  
173 like people walking, being outdoors more, things that have been positive even  
174 though we couldn't do things exactly as we planned. I'm glad I've been a part of  
175 it but it has been difficult, especially how to communicate with people and get the  
176 information out so they know what's going on.

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

177  
178 Note: At this time, Mr. Orestis was able to join the meeting via Zoom and took  
179 over chairing the meeting.  
180

181 Mr. Orestis thanked Mr. Donhauser and added that he appreciated everyone's  
182 patience in dealing with new technology.  
183

184 **6:15 PM 2) Town Manager Report**  
185

186 Ms. Granfield said that there was a conditional offer made to Michael Sullivan for  
187 **Town Manager** and we should have the final background, etc. next week.  
188 Pending that, we will have a new Town Manager November 1<sup>st</sup>. The Search  
189 Committee performed a great job with their selection and recommendations to the  
190 SB for interviews. Regarding the **MMA Worker's Compensation Fund**, we did  
191 receive a \$4,343 dividend check, which is for a good performance and loss  
192 prevention. Regarding our **hybrid meetings**, the first meeting was with our  
193 Planning Board and that went very well. The Budget Committee adopted a policy  
194 last night so they will be able to do it and, of course, the SB. So, any boards that  
195 want to do it, they just need to adopt a policy. I provided information about a  
196 **Local Option Vote Determination for sale of beer, wine, and spirits**; that  
197 initially it was thought we would need to take more action and it was explained  
198 that we don't have to. Regarding the **audit (6/30/2020)**, I did speak with them,  
199 and they were supposed to have something this week, but we haven't received the  
200 draft or a final report. Both Mr. Miles and I have been concerned with the  
201 timeliness. It's a small firm and they have limited people now so we will get the  
202 report to you as soon as we receive it. The Town opted to be in a contract with  
203 them that I believe would have extended another two years and both Mr. Miles  
204 and I would like to go out to bid, again, to get a firm that could meet our  
205 requirements. I believe the owner of the firm indicated that she really didn't want  
206 to continue doing a lot of municipal ones, such as ours. We are still expecting to  
207 get the report. We still have the current year's report to get. Regarding the  
208 American Rescue Plan Act, we are working with departments and, at the next  
209 meeting, I am hoping to give you just a listing of ones we may want to utilize with  
210 the funds. We will receive \$688,714; that they have delayed it another month but  
211 we would like to have some projects. It's over a 2-year period so we will provide  
212 that to you and have it as an agenda item at the next meeting. Regarding **agenda**  
213 **packets**, most communities have the information online so the public can see it  
214 and I was advised that that wasn't the case in Town. We have started doing that so  
215 that people can review the information; that I think it's helpful to the public and,  
216 needless to say, anything confidential wouldn't be listed on there. I think anything  
217 that is public is part of transparency and we want the public to know what you're  
218 working on. Regarding **COVID-19**, we continue to monitor that because, as you  
219 have probably read and I've probably updated you, it's ever-changing. The Fire  
220 Chief, who is also emergency management, and I have been talking about whether

**Draft SELECT BOARD MEETING**  
**August 12, 2021 5:30PM (continued)**

221 we should implement masks again. Some communities had a couple weeks ago  
222 because the State had indicated that, for 'substantial' areas where it was  
223 spreading, it was being recommended. Since that time, it changed from being  
224 'substantial' to not as substantial so we're monitoring that. So, just to let you  
225 know that we may implement it if it goes up again. That would require employees  
226 as well as the public when they come in to the Town Office. At this point, we  
227 haven't implemented that. The last thing to mention, both Mr. Miles and I met  
228 with the **Budget Committee** last night; that they had wanted an overview for  
229 projections for the next 3 to 5 years. I basically indicated that we can't really  
230 project an amount because it changes because COVID changed everything in the  
231 past year; that you can't be held to a specific percentage of increases per year,  
232 such as 2%/year. But we did give them kind of an overview of some key items  
233 that will be forthcoming, ranging perhaps from the Fire Department needing a  
234 full-time Fire Chief down the road, some personnel changes; that we have a study  
235 going on and there may be some staffing additions, the Town Office, the Town  
236 Hall building. We're working with Port City, now, for the feasibility study and  
237 something like that would be bonded, but again, to give them some projections. I  
238 also indicated that the budget process will be similar to what it has been in the  
239 past and, last year, Mr. Miles did a great job meeting with everyone and  
240 explaining. I think in the coming discussion, and the new Town Manager will be  
241 onboard for those, that the Town Manager will be meeting with Mr. Miles and the  
242 departments because I think that a new set of eyes can look at things and question  
243 some things, perhaps, that have automatically been put in and, perhaps, modify  
244 some and add some new things that might be important. I am anticipating, too,  
245 that there will be a joint meeting of the SB and Budget Committee whereby the  
246 Town Manager can present, initially, an overall budget highlighting key elements  
247 in each department; that there would then be follow-up with work sessions and  
248 having departments available. So that's some of what we're looking at.

249  
250 **6:25 PM**

Mr. Donhauser said, regarding the audit, that I'm concerned, knowing that the  
audit has been delayed, that it's going to affect the bonding we will try to get for  
the TIF. We can't issue bonds without having a current audit, so, I think it's  
imperative that we put a lot of pressure on this auditor. I don't think it was our  
staff that was delaying it; that I think it was actually the auditing firm that was  
delaying the audit.

256  
257 Ms. Granfield said that that is correct. We don't anticipate, at this point, that we'll  
258 have problems down the road with bonding but it could well affect it.

259  
260 **6:30 PM**

**3) Appointment of the Local Health Officer – Laverne Burridge**

261 Ms. Granfield said that, in the past, it had changed whereby it was added another  
262 element to the Town Manager position and, in reality, for health services such as  
263 that you really need someone...I was looking to see if there was someone who  
264

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

265 had that health background that could help. I did talk with emergency  
266 management to see if they knew of any. Ultimately, I did have discussion with  
267 Ms. Burridge, who had previously, several years ago, been the health officer. She  
268 is a registered nurse, works as a school nurse, and has the background, and she  
269 said she would be willing to do that. I explained to her that we have a new  
270 manager coming onboard and I thought that would be one less thing that they  
271 would have to deal with. Right now, I think they changed that there was no  
272 stipend and not paying anything so she's volunteering. But, that may well, if it  
273 wants to continue, have a small stipend for that service. So, she has an excellent  
274 background and I think would be very helpful to the Town to appoint her as the  
275 health officer.  
276

277 **6:32 PM** Mr. Orestis thanked Ms. Granfield. I would entertain a motion to appoint Laverne  
278 Burridge as the Health Officer for 2021/2022.

279  
280 **Mr. Donhauser moved, second by Mr. McPherson, that the Select Board**  
281 **appoint Laverne Burridge as our local Health Officer for the 2021/2022 fiscal**  
282 **year.**  
283

284 **Roll Call Vote:**

285  
286 **Mr. Orestis – Yes**  
287 **Mr. Donhauser – Yes**  
288 **Mr. McPherson – Yes**  
289 **Mr. Widi – Yes**  
290 **Ms. Dow – Yes**  
291

292 **Unanimous vote to approve motion.**  
293

294 **6:34 PM** **4) Public Works Dept. – Sewer Allocation, 205 Bolt Hill Road**

295  
296 Mr. Orestis said that, as we've seen a lot more of these coming in, I assume there  
297 is still plenty of allotment available.  
298

299 **Mr. Orestis moved, second by Mr. Donhauser, that the Select Board approve**  
300 **120 gallons per day sewer allocation to 205 Bolt Hill Road.**  
301

302 **Roll Call Vote:**

303  
304 **Mr. Orestis – Yes**  
305 **Mr. Donhauser – Yes**  
306 **Mr. McPherson – Yes**  
307 **Mr. Widi – Yes**  
308 **Ms. Dow – Yes**



**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

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**Unanimous vote to approve motion.**

**6:36 PM      5) Aging-in-Place Committee Resignation – Katherine Holmes**

Mr. Orestis said that her letter looks like there are some family obligations. We need a motion to accept the resignation, asking Ms. Granfield to send a letter of appreciation.

**Mr. Orestis moved, second by Mr. Widi, that the Select Board accept the resignation of the Aging-in-Place Committee of Katherine Holmes.**

**Roll Call Vote:**

- Mr. Orestis – Yes**
- Mr. Donhauser – Yes**
- Mr. McPherson – Yes**
- Mr. Widi – Yes**
- Ms. Dow – Yes**

**Unanimous vote to approve motion.**

**6:38 PM      6) Conservation Commission Resignation – Alice Lynch**

Mr. Orestis said that this is a similar situation looking at her letter, asking Ms. Granfield to send her a letter of appreciation.

**Mr. Orestis moved, second by Mr. Widi, that the Select Board accept the resignation from the Eliot Conservation Commission of Alice Lynch.**

**Roll Call Vote:**

- Mr. Orestis – Yes**
- Mr. Donhauser – Yes**
- Mr. McPherson – Yes**
- Mr. Widi – Yes**
- Ms. Dow – Yes**

**Unanimous vote to approve motion.**

**G.      New Business:**

**6:41 PM      1) Spinney Creek Tide Schedule**

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

353 Ms. Granfield said that I think this was an oversight as far as the SB having to  
354 approve the schedule during the transition. Basically, this is an annual thing; that  
355 the schedule comes out and the SB typically approves it.  
356

357 Mr. Orestis asked, out of curiosity, do we know what happens if we don't approve  
358 the schedule. Just for logistical purposes, because we are already through a bunch  
359 of the dates.  
360

361 Ms. Granfield said that we would have to contact them because it has been in  
362 progress and open, as such. So, if there was a problem, we would have to stop it,  
363 notify them, and revamp the schedule.  
364

365 **Mr. Orestis moved, second by Mr. McPherson, that the Select Board approve**  
366 **the 2021 proposed Spinney Creek Tide Gate Schedule, as suggested by**  
367 **Spinney Creek Shellfish Company.**  
368

369 **Roll Call Vote:**  
370

371 **Mr. Orestis – Yes**  
372 **Mr. Donhauser – Yes**  
373 **Mr. McPherson – Yes**  
374 **Mr. Widi – Yes**  
375 **Ms. Dow – Yes**  
376

377 **Unanimous vote to approve motion.**  
378

379 Mr. Orestis asked if these dates are posted anywhere.  
380

381 Ms. Granfield said that they are posted on the website and have been sent to folks.  
382

383 **6:43 PM 2) Online Permitting Quotes**  
384

385 Mr. Orestis said that I know we have the packet and notes but could you just give  
386 us a little insight on this for the public.  
387

388 Ms. Granfield said that we had Ms. Bishop (CEO) on initially but she dropped off  
389 when it wasn't coming through; that this is in her operation. The Online  
390 Permitting Software will be administering all the [permitting], which will be a  
391 help to that operation because it will submit all the permits and complaints, to the  
392 Code Enforcement Department. Funds have been budgeted and we obtained three  
393 quotes for this service. We have the backup data included to support the  
394 recommendation to go with IWorQ. The fiscal impact would be \$12,000 the first  
395 year and a \$7,500 annual subscription. Once it's up and running it will be a huge  
396 help to Code Enforcement to keep things organized. We recommend you approve

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397 that; that the CEO has reviewed all of the quotes and this is her recommendation,  
398 and I concur with that.

399  
400 Mr. Donhauser said that, presumably, the permit fees will cover the cost of this.

401  
402 Ms. Granfield said yes, that I would anticipate that.

403  
404 **6:45 PM** Mr. Widi asked, if for some reason we are dissatisfied and we want to switch to a  
405 different provider, do we lose all of our information.

406  
407 Ms. Granfield said that I think, as with any software package, if you go to a  
408 different vendor, there would be a transition over. Usually, you can transform  
409 them to a different package but we don't anticipate having to do that.

410  
411 Mr. Orestis said that, in looking through, it gives parties the ability to give a 60-day  
412 notice so there is no penalty or anything like that.

413  
414 Ms. Granfield agreed.

415  
416 Mr. Orestis said that I would entertain a motion.

417  
418 **Mr. McPherson moved, second by Mr. Widi, that the Select Board award the**  
419 **service agreement for online permitting to the low quote to IWorQ for**  
420 **\$12,000 year one with an annual subscription fee of \$7,500 each year after.**

421  
422 DISCUSSION

423  
424 Mr. Donhauser asked what budget line this comes out of. How are we paying for  
425 this.

426  
427 **6:47 PM** Ms. Granfield said that I would have to look at the budget book, which I don't  
428 have with me. It was approved in the budget for the permitting.

429  
430 Mr. Orestis said that I can remember this coming up in budget discussions last  
431 year as being needed but I can't remember exactly where the line item is.

432  
433 Ms. Granfield agreed and that's why we went forth with the quotes, etc.

434  
435 DISCUSSION ENDED

436  
437 **Roll Call Vote:**

438  
439 **Mr. Orestis – Yes**

440 **Mr. Donhauser – Yes**

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

441           **Mr. McPherson – Yes**  
442           **Mr. Widi – Yes**  
443           **Ms. Dow – Yes**

444  
445           **Unanimous vote to approve motion.**

446  
447   **H.     Old Business:**

448  
449           There was no old business.

450  
451   **I.     Approval of Warrant(s):**

452  
453   **6:49 PM     Mr. Donhauser moved, second by Mr. Orestis, that the Select Board approve**  
454           **A/P Warrant #141 in the amount of \$35,733.56, dated July 14, 2021; A/P**  
455           **Warrant #142 in the amount of \$5,814.59, dated July 22, 2021; A/P Warrant**  
456           **#5 in the amount of \$1,029,780.50, dated July 14, 2021; A/P Warrant #7 in**  
457           **the amount of \$132,243.16, dated July 22, 2021.**

458  
459           **Roll Call Vote:**

460  
461           **Mr. Orestis – Yes**  
462           **Mr. Donhauser – Yes**  
463           **Mr. McPherson - Yes**  
464           **Mr. Widi – Yes**  
465           **Ms. Dow - Yes**

466  
467           **Unanimous vote to approve motion.**

468  
469   **J.     Selectmen’s Report:**

470  
471   **6:50 PM     1) Seeking Committee Members**

472  
473           Mr. Orestis said that, as always, we are seeking committee members. We’ve had a  
474           couple of resignations and I know there are a couple of alternate spots on the PB.  
475           Also, a regular member for Aging-in-Place, alternate members in Conservation  
476           Commission, the Capital Improvement Committee is seeking several regular  
477           members. Anyone who is listening and wants to participate, please reach out to  
478           the Town Hall, here.

479  
480           There were no other Selectmen’s reports tonight.

481  
482   **K.     Executive Session**

483  
484           There was no executive session.

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

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**L. Adjourn**

**Mr. McPherson moved, second by Mr. Donhauser, that the Select Board adjourn.**

**Roll Call Vote:**

**Mr. Orestis – Yes  
Mr. Donhauser – Yes  
Mr. McPherson - Yes  
Mr. Widi – Yes  
Ms. Dow - Yes**

**Unanimous vote to approve motion.**

The meeting adjourned at 6:51 PM.

**Respectfully submitted,**

**Ellen Lemire, Recording Secretary**

\_\_\_\_\_  
**Mr. Bob McPherson, Secretary**

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

**Letters of nomination for Fire Chief Muzeroll follow:**

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

Maine Fire Chief's Association  
60 Community Drive  
Augusta, ME 04330

June 16, 2021

Dear Maine Fire Chief's Board of Directors and Selection Committee,

I am writing this letter on behalf of the Town of Elliot in regards to the 2020 Maine Chief of the Year Award. We are recommending the Town of Elliot's Fire Chief, Jay Muzeroll, to be named State of Maine Fire Chief of the Year. As you will read with the included letters, Chief Muzeroll is a well-respected, hard-working, sincere, and caring Fire Chief. He always goes above and beyond his role as Fire Chief while committed to serving both his community and the members of the Department. We feel very strongly and passionately that he is deserving of this honor.

I write this letter not only as the Town of Elliot's Recreation Director, but as Chief Muzeroll's daughter as well. There are so many things to say about his role as Fire Chief and what he has brought to the Town of Elliot and I feel extremely privileged and fortunate to work alongside him on a regular basis. Whether it be for our annual Christmas Tree Lightings, our Easter Bunny Parade, volunteering to cook for our Seniors at our annual Clambake or providing assistance for our many other activities or events, he is the first one I call upon. Not just because he is my Dad, but because he loves providing for the community.

He joined the fire service the year I was born. I have watched and learned from him both personally and professionally. I have learned to carry myself with pride and dignity, but to not ever let someone get the best of you as well. I have learned what hard work is and what it takes to succeed. Needless to say, I am very blessed to be able to work alongside him and more importantly have the father/daughter relationship that we do.

When it was asked of others to write a letter of recommendation, it was done so without hesitation. It was their opportunity to give back to him, like he does for so many. We were not, however, successful in finding any hints of awards or certifications for this process. Knowing my father, the way I do, he would not want those to be included in this nomination. He would state that he is just a small part of a whole Department, and personal accolades do not matter to him.

As you will read from others, he is truly is a one-of-a-kind Fire Chief. He is respected on both the fire grounds and in the community and this is a wonderful opportunity for him to be recognized. We appreciate your time and sincerely hope that he is considered for this selection.

Respectfully,

  
Heather Muzeroll-Roy, Community Service Department Director  
and daughter of Jay Muzeroll

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

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Navy Region Mid-Atlantic Fire & Emergency Services Fire District 8  
Portsmouth Naval Shipyard (N30) Code 840 Building 29 Sicard Street  
Kittery, ME 03904

N30  
15 JUNE 2021

To whom it may concern,

I am writing this letter to support the nomination of Fire Chief Jay Muzeroll as the Maine Fire Chief of the Year. Chief Muzeroll leads an innovative and progressive fire department for the Town of Eliot, Maine. Chief Muzeroll cares deeply for the community he protects and serves as well the firefighters who serve under him.

As a mutual aid partner, when Portsmouth Naval Shipyard Fire & Emergency Services (PNSY F&ES) calls upon Eliot Fire Department for assistance, we receive a highly motivated group of firefighters ready to work to get the job done. This is a direct reflection of Chief Muzeroll's leadership and dedication to his department and support of mutual aid partners throughout the Seacoast area.

I have had the pleasure of working with Chief Muzeroll prior to his retirement from PNSY F&ES as a captain. One thing I learned from him, he never stops learning, constantly looks for ways to make the fire service more efficient and more importantly safer for firefighters in the firehouse and on the fire scene.

Chief Muzeroll is great example of what line officers should strive for in becoming a chief officer.

District 8 Fire Chief  
Glen Whitehouse

\*\*\*\*\*

To whom this may concern,

Chief Muzeroll joined the Eliot Fire Department in 1973 and has served the Department as Firefighter, Lieutenant, Deputy Chief and Fire Chief. In 1995, when I joined the Eliot Fire Department as Junior Firefighter, I met then Deputy Chief Jay Muzeroll. I did not have any family members in the Department, but did have a couple of close friends who had Dads and Uncles in the Department. At a young age I thought to myself, what's better than being a part of a Fire Department. With the passion for the Department and drive for the importance of training, Deputy Chief Muzeroll showed me quickly that this was something that I was very interested in and felt I needed to be a part of.

Fast forward 26 years and only a few things have changed, Deputy Chief Muzeroll is now Chief Muzeroll, going on 20 years as Fire Chief, and I am a Lieutenant. His drive for fire ground safety, training, caring about the community we serve, and most importantly putting your loved ones and family at home first has not changed.

Let me take a few minutes and explain some of these qualities. For many years, Chief balanced being a Fire Chief in Eliot and a full time Captain at the Portsmouth Naval Shipyard. Once retired he did not sit

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

581 back and enjoy his extra free time, however. Instead, he filled the void by making improvements where  
582 he saw the most attention was needed for both the Department and the town of Eliot. And with that, he  
583 took on the added administrative duties for the growing town we have, as well.  
584

585 Chief Muzeroll puts in hours upon hours that go unnoticed by others. Whether it be a phone call from  
586 dispatch about a concerned neighbor, a business that needs assistance or an elderly citizen in town that  
587 just needs help changing batteries in their smoke detectors, he is always willing to help. His  
588 expectations are very simple, however, very important; show up, put in 100% effort, make sure the  
589 person that called 911 is in a better spot when we leave then when we arrived, ensure the equipment  
590 and trucks are ready for the next call, and like I stated earlier ensure everyone goes back home to their  
591 families safe and sound. Chief Muzeroll is the first one to pick up the phone or stop by your house after  
592 a tough call. Whether he was at the call or away with his wife camping he always calls. I have been on  
593 the receiving end of many of these calls unfortunately, and every time I am glad to hear his voice;  
594 whether the conversation starts with a joke or a wise comment, he always makes sure you are good and  
595 asks how your family is holding up.  
596

597 Chief Muzeroll has raised his 2 daughters in the town he serves and his grandkids are now growing up in  
598 the town he serves; his love for the town of Eliot is unmatched. His love for the Eliot Fire Department is  
599 also unmatched; the only thing he loves more is the men and women that serve underneath him. I have  
600 mentioned in this letter a few times the word family and that is not by mistake. Chief Muzeroll  
601 understands that without his family he would not be successful and without the families of the men and  
602 women on his Department, he would not be successful. As a call firefighter you never know when the  
603 alarm will sound and he, like all of us, have got up from birthday parties, Christmas mornings, Easter  
604 dinners, a good night sleep or a night where you just want to get some sleep. He has spent many a night  
605 with us in the station on a storm coverage call and no matter the weather he is the first one in the door  
606 and the last one out the door, sometimes sending us home for some rest as he continues to drive  
607 around and make sure the town is in a safe condition. That is the quality of a true leader. He puts the  
608 men and women of the Eliot Fire Department, the citizens of the town and even someone passing  
609 through the town that needs emergency services, before himself every single time.  
610

611 When we have our annual holiday gatherings the first thing he does when he addresses the audience is  
612 thank his wife, and then the families of the firefighters. He just says thank you, sometimes it is that  
613 simple. Chief Muzeroll has stood in front of the town government body and fought for what is right for  
614 the town and what is right for the Department repeatedly, and he does it with respect and he does it  
615 with fact.  
616

617 Most recently, he worked through many hurdles to get the communications system upgraded in our  
618 town and this seemed at times like a battle he was never going to win. I can recall stopping in his office  
619 on a Monday night and asking 'how's it going Chief?' I would get that look we all know too well and he  
620 would state 'it's slow' or sometimes 'no progress at all.' This battle went on for months, which turned,  
621 into years. He was relentless in finding old minutes from previous town meetings that had company  
622 agreements on them stating their commitment to add an antenna on the already designated cell tower.  
623 He did his homework. He was passionate that this was a step in the right direction by having safer  
624 communications for our town. After what seemed like an eternity for him, he got it done. Not only did  
625 this benefit the Fire Department it helped our counterparts in the Police department as well.  
626

627 He always challenges us to make decisions that will benefit us, not only now, but also in the future. He  
628 challenges us to be better, he invites the new firefighters into our family and is constantly thinking of  
629 ways we can retain them. He, in my opinion, is what a Fire Chief should be and I do not stand alone in  
630 this thought. He has a Fire Department and a town behind him that thinks and feels the same thing.  
631 In conclusion, it is very simply stated. Chief Muzeroll cares about his town, he cares about the town's  
632 Fire Department, and more importantly he cares about the people that serve on the Department. I have  
633 come to know Chief Muzeroll and his family both professionally and personally, I cannot think of anyone more  
634 deserving of this honor.  
635

636 Respectfully,



**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

637  
638 Todd Bisognani  
639 Lieutenant Eliot Fire Department

640  
641 \*\*\*\*\*  
642

643  
644  
645 Maine Fire Chiefs Association  
646 60 Community Drive  
647 Augusta, ME 04330

648  
649 June 14, 2021

650  
651 Dear Maine Fire Chiefs' Board of Directors,

652  
653 I would like to nominate Eliot Fire Chief, Jay Muzeroll for Fire Chief of the year award. There are  
654 number of reasons why Eliot's Fire Chief deserves this award, Chief Muzeroll started in the  
655 department in 1973, to date he has been a member of the department for 48 years, the last 20 years  
656 as Chief.

657  
658 I have been with the town of Eliot, almost 9 years, over the years, Chief has been my go-to person  
659 whenever I have an issue.

660  
661 For some examples:  
662 We had an abundance of rain one year, the slab flooring in the meeting room was just soaked with  
663 water. Myself, and 2 other staff members said, call Chief, he will know what to do. He stopped what  
664 he was doing and supplied us with 3 Industrial fans, shop vacuum, and helped move all the furniture  
665 out of the meeting room to remedy the situation for a meeting that was happening later that night,  
666 in that room.

667  
668 He supplied the town office with hand sanitizer stations, years prior to Covid-19, to help keep the  
669 employees and guest visiting the town office, yield the spread of germs during cold and flu seasons.  
670 Chief was instrumental factor for the town office to receive an Automated External Defibrillator  
671 (AED) and provided training to all staff in the use of this Instrument.

672  
673 Prior to the town office Installing an on-demand generator, whenever we lost power and had issues  
674 with the town system, the Chief is always there figuring out the problem and resolving it.  
675 During Covid-19, he was instrumental with setting up the check stations, and supplying staff and  
676 residents with PPE.

677  
678 He has received a number of grants to help the department to minimize budget impacts to the  
679 department.

680  
681 I have witnessed the Fire Chief when he has received a call in regards to a major fire, he remains  
682 calm, collective, like it's just another day at the office, his demeanor never changes, he knows the  
683 roll and what needs to be done, it's like clockwork, it amazes me, but his staff leads the same way.  
684 The Chief, goes *above* and beyond for the residents, he checks on the elderly in town, he knows  
685 struggle, to make sure they are okay, especially during the summer and winter seasons with  
686 temperature changes.

687

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

688 As the EMA Director, he makes sure all are aware of the locations of the warming stations whether  
689 it's on the website, social media or door-to door for some. He communicates with other  
690 departments in regards to weather updates when receiving a major storm. He's always concerned  
691 about staff driving in bad weather.  
692 He maintains the Eliot Fire Department/ EMA Face book page, residents love it, he makes It funny  
693 and informative.  
694  
695 He checks in with residents after an incident happens at their home to make sure all is okay or if  
696 they need further assistance.  
697  
698 Chief is very well respected in the town; people listen to him and appreciate his knowledge and  
699 honesty.  
700 During the pandemic the Chief and his staff wanted to have some socialization with residents so  
701 they created a drive through pick-up- and egg sandwich event. Something fun for families in town to  
702 get out the house but safely.  
703  
704 Honestly, these are just a few that come to mind. I know there is way more to mention, I wanted to  
705 hit on the highlights as his role as Chief and beyond.  
706 Besides all the things the Chief does professionally, he also, is a great co-worker and friend. I lost  
707 my dad a couple of years ago, he was always there with an open ear to listen to me, not to really  
708 give me advice but, to just listen. He would check in with me by phone calls and texts just to make  
709 sure I was okay during my grieving process. On top, of his own very busy professional position and  
710 his personal life. And yes, I feel that we have a special bond, but he does this with almost everyone!  
711 Always making sure people are happy whether it's his family, his fellow firefighters, co-workers or  
712 town residents.  
713  
714 I cannot tell you how many times, I have been upset, just having a bad day, the Chief walks into my  
715 office and instantly knows something is wrong, he will listen, and give advice when needed.  
716  
717 He has filled the 'dad' role for me, I will always cherish our friendship and connection we have made  
718 over the years.  
719  
720 In closing, Chief Muzeroll deserves this is award because he is a great Fire Chief, but also as a  
721 great humanitarian.  
722  
723 Thank you, for your consideration,  
724 *Melissa Albert*  
725 Administrative Assistant/Welfare Director  
726 Town of Eliot  
727  
728 \*\*\*\*\*  
729  
730 Office of the Town Clerk~ 1333 State Road Eliot. ME 03903 ~ Phone (207) 439-1813  
731  
732 Maine Fire Chiefs' Association  
733 60 Community Drive  
734 Augusta, Maine 04330  
735  
736 June 16, 2021  
737

**Draft SELECT BOARD MEETING**  
**August 12, 2021 5:30PM (continued)**

738 Dear Fire Chief of the Year Selection Committee,

739

740 It is my honor and privilege to nominate Chief Jay Muzeroll of the Eliot Fire Department  
741 as the 2020 Maine Fire Chief of the year.

742

743 Chief Muzeroll has been a member of the Eliot Fire Department for forty-eight years,  
744 having joined in 1973. Over the years he moved through the ranks of the department  
745 holding various titles until becoming Chief in 2001. During his twenty years as Fire Chief,  
746 Jay has demonstrated an outstanding work ethic and unwavering dedication to the  
747 department, his fellow firefighters and the citizens of Eliot.

748

749 The Chiefs leadership, knowledge, professionalism, caring and fun personality are  
750 exceptional and make it easy to look to him as a leader within our community. He is very  
751 well respected by the membership of his department, the administrative leadership and  
752 staff of all town departments as well as the citizens and business men and women of our  
753 town. As a kid who grew up in Eliot and now an employee of the town for the past thirty-three  
754 years, I have witnessed these qualities and the level of respect he has from the  
755 community as a whole first-hand.

756

757 Chief Muzeroll' s dedication to his role as the Eliot Fire Chief is evident in the work that  
758 he does every day. His work is always in a forward motion to improve upon the operation  
759 of the department, the safety of his firefighters and the overall safety and betterment of  
760 Eliot. His work does not end at the Fire Department, he works cohesively with all of the  
761 Town Departments, playing a large role in the safety protocol of our municipal buildings  
762 to ensure the safety of the employees and the residents. He is almost always the first  
763 person that I and many other staff within the town reach out to whenever there is an issue  
764 to be dealt with and most times he is there to help even before he is asked. The Chief  
765 has been there to help and troubleshoot through many operational challenges over the  
766 years, a few that stand out are; an internal flooding situation in the Town Office after heavy  
767 rains, blizzards, power outages and COVID-19. He always provides a solution to the  
768 situation and does it a way that brings a stressful situation to a positive outcome.

769

770 Having known and worked with Jay for too many years to count, I have always looked to  
771 him as a mentor. He has always been there not only as a co-worker but as a good friend  
772 to listen and give honest advice or feedback to help me through situations both good and  
773 bad, a personality trait that makes his role as a leader that much better. Jay is that person  
774 that checks in on people to make sure they are doing ok whether it's a resident that's just  
775 been through a life changing event or a coworker that is just having a bad day, He cares  
776 and does whatever he can to make the situation or person feel better. Like many people  
777 in Eliot, I have witnessed first-hand his care for people as he is most often one of the very  
778 first to respond to a medical call within our town. I have first-hand experience with this as  
779 my family needed to seek emergency medical assistance for my dad as his health failed  
780 over the last two years of his life. If Jay was in town and able to respond he was there,  
781 providing a comforting familiar presence not only for my dad but for all of us in such a  
782 trying time.

783

784 There is really so much more that could be said to attest to his outstanding service to the  
785 Town of Eliot that makes me and many others truly believe that Chief Muzeroll is very  
786 deserving of this high honor.

787

**Draft SELECT BOARD MEETING  
August 12, 2021 5:30PM (continued)**

788 Thank you for the opportunity to nominate our Chief for this award.

789

790 Sincerely,

791

792 Wendy Rawski

793 Town Clerk

794 Town of Eliot, Maine

795

796

\*\*\*\*\*

797

798 To the Maine Fire Chief's Association,

799

800 As the Chair of the Eliot Select Board, I, Alex Orestis, would like to nominate Chief  
801 Muzeroll as the Fire Chief of the year on behalf of the entire Select Board. During the last three  
802 years, I have seen an exceptional level of professionalism and leadership from our Fire Chief.  
803 While I can't speak to his daily demeanor in the Fire station, he continually attends Town  
804 meetings well prepared and with a smile on his face no matter the discussion at hand, When it  
805 comes to community involvement, he goes above and beyond to ensure those in Eliot have  
806 what they need. I can recall a recent occurrence where he took time out of his day to check up  
807 on a resident on multiple occasions after a house call. Lastly, while it may not be too important  
808 to many in the town, Chief Muzeroll always presents a well-prepared budget and sticks to it,  
809 showing an exceptional level of foresight and leadership. We believe Chief Muzeroll has  
810 earned Chief of the year for all of the reasons listed and many more.

811

812 Best regards,

813 Alex Orestis

## Surplus Equipment/Purchase of Bucket Truck

### Staff Report

August 18, 2021

Background: Equipment no longer used or needed needs to be disposed of and sold as surplus equipment. Additionally, the Bucket Truck has been condemned and needs to be replaced. The Public Works department is proceeding with selling surplus equipment through the best possible means as discussed with the Interim Town Manager.

Issue: To authorize the purchase of a Bucket Truck for a cost not to exceed \$15,000.

Discussion: Presently there is \$7500.00 in the Reserve CIP account. To replace our bucket truck, it will cost around \$15,000.00. The bucket truck has failed numerous safety inspections and has been condemned by the certified company that performs the yearly inspection.

Fiscal Impact: Budgeted funds will be utilized from the Reserve CIP account along with funds received from the sale of surplus equipment.

Recommendation: It is recommended the Select Board authorize the purchase of a bucket truck with funds as list.

Sample Motion: "Motion to authorize the purchase of a bucket truck for a cost of up to \$15,000, which will be paid for with funds received from the sale of surplus equipment and the Reserve CIP account."

Prepared by: Steve Robinson, Director, Public Works

Town Manager Recommendation: I concur with the recommendation

Carol M. Granfield

Carol M. Granfield, ICMA-CM

Interim Town Manager

August 18, 2021

To: Carol Granfield, Interim Town Manager  
From: Steve Robinson, Director, Public Works  
Re: Liquidate Surplus Items

The Public Works Department has 4 surplus items that are no longer used. They are:

- 38 ft Bucket Truck
- Cummins 480v/240v Generator
- 2 Utility Trailers
- 1 Road Side Sickle Bar

I am requesting to move forward to liquidate these items by bid with a reserve set for each item or post them for sale with a reserve to dispose of them.

I am also requesting that the money that would be collected from these, be put into the Equipment Reserve Account to purchase a replacement bucket truck. The reason for this is the present bucket truck that we have failed the annual safety inspection.

I look forward to discussing this with you.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Steve Robinson". The signature is written in a cursive, flowing style.

Steve Robinson  
Director, Public Works

Road Salt Bids

Staff Report

August 26, 2021

- Background: Road Salt is always put out to bid to insure the best possible price for the best product.
- Issue: To accept the Public Works Directors Recommendation.
- Discussion: For safer roads & the best maintained roads in southern Maine, annually the Town goes out to bid to obtain the best price for the best product to be utilized. The Town has had positive experience in the past with the product received from Eastern Salt.

The Town sent out bid requests for salt to several vendors. The following two bids were received:

Morton Salt, Newington, NH	\$71.80 per ton
Eastern Salt, Portsmouth, NH	\$68.23 per ton

- Fiscal Impact: Funds have been approved for this in the budget.
- Recommendation: To award the bid to Eastern Salt at \$68.23 per ton delivered.

Sample Motion: **"To award the bid for Road Salt to Eastern Salt of Portsmouth, NH at a cost of \$68.23 per ton delivered"**.

Prepared by: Steve Robinson, Director, Public Works

Town Manager Recommendation: I concur with the recommendation.

Carol M. Granfield  
Carol M. Granfield, ICMA-CM  
Interim Town Manager

August 17, 2021

To: Carol Granfield, Interim Town Manager  
From: Steve Robinson, Director, Public Works  
Re: Road Salt Bids, 2021-2022 Winter Season

On July 13, 2021 I reached out to three vendors for sealed bid pricing for road salt. The results are as follows:

- Eastern Salt (Granite State Minerals) of Portsmouth, NH - \$68.23 ton delivered.
- Morton Salt of Newington, NH - \$71.80 per ton delivered.
- SMPDC of Portland, Maine – No Bid

After reviewing these, my recommendation is to award the bid to Eastern Salt of Portsmouth, NH for the amount of \$68.23 per ton delivered.

I look forward to discussing this with you.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Steve Robinson". The signature is fluid and cursive, written in a professional style.

Steve Robinson Director, Public Works



**Staff Report**

**Marijuana Establishment Application and License Fees**

**August 26, 2021**

**Background:** At a recent meeting, the Select Board requested more information about what the Town's fees are for marijuana establishments. This agenda item lists those fees along with the fees of a sample of other Maine communities.

**Issue:** Receive information on marijuana establishment fees.

**Discussion:** The attached table shows Elliot's fees along with a sample of eight other Maine communities. These communities were selected primarily because they have opted in to all or most types of adult use and medical marijuana establishments; however, it is not necessarily an exhaustive list.

**Fiscal Impact:** None for this agenda item (information only).

**Recommendation:** Receive information

**Prepared by:** Jeff Brubaker, Town Planner

**Town Manager Recommendation:** Currently the Town's fees are higher than other communities except for Lebanon. Recommend this be reviewed again in 6 months to 1 year and reevaluate if there is a need to modify the fee structure.

*Carol M. Granfield*

---

Carol M. Granfield, ICMA-CM  
Interim Town Manager



## Staff Report

### Proposed Ordinance Amendments for the November Town Election

*August 26, 2021*

**Background:** The Select Board is asked to review and make recommendations on the attached draft ordinance amendments proposed for the November 2021 Special Municipal Referendum.

**Issue:** To make recommendations on proposed ordinance amendments per the Town Charter.

**Discussion:** Six ordinance amendments are attached for the Board's review. Five of these relate to land use and have been reviewed, or are under review, by the Planning Board, per the Town Code and Town Charter. The amendments listed by topic are:

- **Firewood sales** – Planning Board recommends 3-0 (August 17)
- **Shoreland zoning site photos** – Planning Board recommends 3-0 (August 17)
- **Stormwater** – Planning Board recommends 3-0 (August 17)
- **Definition of public facility relative to marijuana sensitive uses** – Planning Board to hold public hearing and make recommendation August 24
- **Demolition delay ordinance for historically/architecturally significant resources** – Planning Board to hold public hearing and make recommendation August 24
- **Rooster noise** – Revision of Sec. 7-8 – Animal Noise; no change to land use regulations

**Fiscal Impact:** The Stormwater ordinance amendment is expected to have a positive fiscal impact in that fees are adjusted toward cost recovery of staff time for reviewing annual certifications and inspection reports and any necessary Town/third-party consultant inspections. The demolition delay ordinance may add 10-15 hours of staff time for each applicable demolition permit, in order to coordinate with historic preservation stakeholders, prepare Planning Board public hearing materials and notices, and work with all parties to explore alternatives to demolition. (The permit applicant would have to pay the \$175 Planning Board public hearing fee.) The rooster noise ordinance may add a small number of staff hours for enforcement. However, in the current situation staff hours have been spent responding to resident concerns and talking with rooster owners. The amendment seeks to make the basis of enforcement clearer under Chapter 7.

**Recommendation:** For each ordinance amendment:

The Select Board recommends approval of the [proposed ordinance amendment], to be placed on the November 2021 ballot.

*[if necessary]* with the following changes:

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Town staff may make changes to the "Background and Rationale" text to update it so that it summarizes the latest draft, and may adapt that text as needed for the format of the ballot question.

**Prepared by:** Jeff Brubaker, Town Planner

**Town Manager Recommendation:**

*Carol M. Granfield*

Carol M. Granfield, ICMA-CM  
Interim Town Manager

Proposed Town Code Amendments of Chapter 7 – Animal Control, Related to Rooster Noise

**Proposed Town Code Amendments of Chapter 7 – Animal Control, Related to Rooster Noise**

*Draft for Select Board review – August 26, 2021*

**ARTICLE #**   : Shall an Ordinance entitled “Proposed Town Code Amendments of Chapter 7 – Animal Control, Related to Rooster Noise” be enacted?

**Background and rationale**

Modifies Section 7-8 to authorize the Town to address frequent or persistent, loud, and unreasonable rooster noise that causes disturbance on other properties, unless such regulation is preempted by state statute. Adds a definition of “rooster” to Section 1-2.

**New text in bold underline**

~~Deleted text in strikethrough~~

**Sec. 7-2. – Definitions**

*[Add a new definition]* **Rooster shall mean an adult male domestic chicken.**

**Sec. 7-8. - Animal noise.**

**(a)** Owning, possessing or harboring any domestic animal that frequently or for the continued duration makes loud and unreasonable sounds that creates a disturbance on other properties shall be prohibited. For purposes of this chapter, a dog that barks, bays, howls, cries or makes any other noise continuously and/or incessantly for a period of ten minutes or barks intermittently for one-half hour or more to the disturbance of any person at any time of day or night, regardless of whether the dog is physically situated in or upon private property is considered a public nuisance. However, this shall not include a dog if, at the time the dog is barking or making any other noise, a person is trespassing or threatening to trespass upon private property in or upon which the dog is situated, or for any other legitimate cause which teased or provoked the dog.

**(b) Owning, possessing or harboring a rooster that frequently or for the continued duration makes loud and unreasonable sounds that creates a disturbance on other properties shall be prohibited, except that nothing in this paragraph shall be interpreted to supersede the Maine Agriculture Protection Act (7 MRSA 151 et seq) or any other applicable state statute.**

Proposed Town Code Amendments of Chapter 7 – Animal Control, Related to Rooster Noise

**Municipal Officers’ Certification of Official Text of a Proposed Ordinance**

To the Town Clerk of the Town of Eliot, Maine:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of an ordinance entitled “Proposed Town Code Amendments of Chapter 7 – Animal Control, Related to Rooster Noise”, which is to be presented to the voters for their consideration on November 2, 2021.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Dated: \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Alexandros Orestis, Chairman

\_\_\_\_\_  
Richard Donhauser, Vice Chairman

\_\_\_\_\_  
Robert McPherson, Secretary

\_\_\_\_\_  
William Widi

\_\_\_\_\_  
Lauren Dow

**Select Board  
Town of Eliot, Maine**

Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

**Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees**

*August 3, 2021 – Initial Planning Board review*

*August 11, 2021 – Legal review*

*August 17, 2021 – Planning Board public hearing; Planning Board recommends (3-0)*

*Draft for August 26, 2021 Select Board review*

**ARTICLE #**     : Shall an Ordinance entitled “Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees” be enacted?

**Background and rationale**

This amendment extends post-construction stormwater management requirements in Chapter 35 of the Town Code from the Urbanized Area only to town-wide. For developments subject to Chapter 35 that install stormwater management facilities, property owners (or other responsible entities, such as homeowners’ associations) are responsible for maintaining the facilities so they continue to function properly. Chapter 35 applies to development or redevelopment that disturbs one acre or more of land, or development that disturbs less than one acre if the development is part of a larger common plan of development or sale – but only for development in the Urbanized Area, which is a U.S. Census-based designation that only covers a part of the town. These amendments would change Section 35-3 so that all parts of town would be covered. The general “one acre or more of disturbed area” threshold would stay the same. While the Town of Eliot and nearby communities are subject to state stormwater rules that only apply to Urbanized Areas, many of these nearby communities have a town-wide scope for their post-construction stormwater management requirements.

This amendment also changes the current stormwater management facility annual inspection fee toward recovering Town staff costs related to post-construction stormwater management agreements. Estimated staff time per site per year to send annual certification reminder letters and log, review, and follow up on annual inspections done by property owners is five (5) hours. This would be covered by a “base fee”. The amendment also establishes fees for Town staff or third-party stormwater consultant inspections, as needed. These inspections may be needed if the stormwater facilities are reported to be not working properly, if the annual certification and inspection report has deficiencies, or for other reasons. The current fee is \$100. The amendment establishes a base fee of \$250, with additional per-inspection cost recovery fees if Town staff or third-party consultant inspection is needed: \$300 for a Town staff inspection; \$900 for a third-



Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

party consultant inspection. Finally, this amendment modifies Appendices 1 and 2 of Ch. 35 to add requirements that the annual certification be accompanied by the inspection report.

Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

**(New text underlined in bold)**

~~Deleted text in strikethrough~~

Sec. 1-25. - Fee schedule.

<b>PUBLIC WORKS/ROAD COMMISSIONER</b>	
<b>PURPOSE</b>	<b>FEE</b>
<b><u>Stormwater management facilities – review of annual certifications and inspection reports for properties entered into a maintenance agreement with the Town (Sec. 35-4(b)(6))</u></b>	<b><u>\$250.00 – annual base fee</u></b>
Stormwater management facilities - <del>annual-Town</del> inspection <b><u>(as needed)</u></b> of properties entered into a maintenance agreement with the Town (Sec. 35-4(b)(6); <b><u>Sec. 35-5(b)</u></b> )	\$100.00 – annual inspection fee  <b><u>\$300.00 per Town staff inspection</u></b>  <b><u>\$900.00 per Town-contracted third-party consultant inspection</u></b>
Excavation permit - for excavation of town ways (Sec. 37-55)	\$100.00
Driveway construction permit	\$50.00

Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

Sec. 35-3. - Applicability.

(a) *In general.* This chapter applies to:

- (1) Development or redevelopment that disturbs one acre or more of land within the ~~Urbanized Area~~ **municipality**; and
- (2) Development that disturbs less than one acre if the development is part of a larger common plan of development or sale within the ~~Urbanized Area~~ **municipality**.

Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

APPENDIX 1

**Maintenance Agreement for  
Stormwater Management Facilities**

This Maintenance Agreement is made this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ by and between \_\_\_\_\_ and the Town of Eliot, Maine.

The project name is \_\_\_\_\_.

The location is: \_\_\_\_\_, Eliot, Maine.

The project's Tax Map and Lot Numbers are Tax Map Lot \_\_\_\_\_

The project is shown on a plan entitled " \_\_\_\_\_ " dated \_\_\_\_\_ and most recently revised on \_\_\_\_\_, approved by the \_\_\_\_\_ [Municipal Permitting Board] on \_\_\_\_\_ and recorded in the \_\_\_\_\_ County Registry of Deeds in Plan Book \_\_\_\_\_ Page \_\_\_\_\_ (the "Project").

WHEREAS, the approval of the Project includes Stormwater Management Facilities which requires periodic maintenance; and

WHEREAS, in consideration of the approval of the Project the Town of Eliot requires that periodic maintenance be performed on the Stormwater Management Facilities;

NOW, THEREFORE, in consideration of the mutual benefits accruing from the approval of the Project by the Town and the agreement of \_\_\_\_\_ to maintain the Stormwater Management Facilities, the parties hereby agree as follows:

1. \_\_\_\_\_, for itself, and its successors and assigns, agrees to the following:
  - (a) To use a Qualified Post-Construction Storm Water Inspector to inspect the Stormwater Management Facilities; and to clean, maintain, and repair the Stormwater Management Facilities, which includes, to the extent they exist, parking areas, catch basins, detention basins or ponds, drainage swales, pipes and related structures, at least annually, to prevent the build up and storage of sediment and debris in the system as described in the Post-Construction Maintenance Plan for the facilities;
  - (b) To provide a certification of inspection to the Town by July 1 each year. **The Qualified Post-Construction Storm Water Inspector's inspection report must be provided along with the certification.**
  - (c) To repair any deficiencies in the Stormwater Management Facilities noted during the annual inspection and provide notice to the Town of the repairs within 60 days of identification or within a schedule approved by the Code Enforcement Officer; and
  - (d) For subdivisions, to create a homeowners' association for the purpose of maintaining the Stormwater Management Facilities.

Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

2. For subdivisions, upon creation of the homeowners' association, the homeowners' association shall become responsible for compliance with the terms of this Agreement.
3. This Agreement shall constitute a covenant running with the land, and \_\_\_\_\_ shall reference this Agreement in all deeds to lots and/or units within the Project.

  _____ Witness	By: _____ Its:  TOWN OF ELIOT, MAINE
_____ Witness	By: _____ Its:
STATE OF MAINE _____, ss.	_____, 20__

Personally appeared the above-named \_\_\_\_\_, the \_\_\_\_\_ of \_\_\_\_\_, and acknowledged the foregoing Agreement to be said person's free act and deed in said capacity.

	Before me, _____ Notary Public/Attorney at Law
Print Name:	_____
STATE OF MAINE _____, ss.	_____, 20__



Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

**APPENDIX 2**

**Inspection Certification for  
Stormwater Management Facilities**

I, \_\_\_\_\_ (print or type name), certify the following:

1. I am making this Annual Stormwater Management Facilities Certification for the following property: \_\_\_\_\_  
(print or type name of subdivision, condominium or other development) located at \_\_\_\_\_  
(print or type address), (the "Property");

2. The owner, operator, tenant, lessee or homeowners' association of the Property is: \_\_\_\_\_  
(names of owner, operator, tenant, lessee, homeowners' association or other party having control over the Property);

3. I am (circle one):

a. a Qualified Post-Construction Stormwater Inspector hired by the person or party specified in #2, and have reviewed the approved Stormwater Management Plan for the facility and have inspected the Stormwater Management Facilities;

or,

b. the person (or a duly authorized representative of the party) specified in #2, and I have hired a Qualified Post-Construction Stormwater Inspector and received and reviewed a copy of their inspection report;

4. On \_\_\_\_\_, 20\_\_\_\_, the Stormwater Management Facilities were inspected, including but not limited to parking areas, catch basins, drainage swales, detention basins and ponds, pipes and related structures required by the approved Stormwater Management Plan for the Property;

5. At the time of the inspection (check one and complete any required information):

a. \_\_\_\_ The Stormwater Management Facilities were adequately maintained and functioning as intended, or

b. \_\_\_\_ The Stormwater Management Facilities required maintenance, which was completed within the required 60-day time period, and were functioning as intended after maintenance was completed, or

c. \_\_\_\_ The Stormwater Management Facilities required maintenance which was not completed within the required 60-day time period. (Attach additional

Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

sheets as necessary to describe the maintenance required, proposed schedule for completion, and an appropriate contact person. The Code Enforcement Officer will contact them to confirm or adjust the schedule to complete the maintenance and any needed further course of action.)

Date: \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_ (Signature)

( Print Name\_

Personally appeared the above-named \_\_\_\_\_, the \_\_\_\_\_ of \_\_\_\_\_, and acknowledged the foregoing Agreement to be said person's free act and deed in said capacity.

	Before me, _____ Notary Public/Attorney at Law
Print Name:	_____
STATE OF MAINE _____, ss.	_____, 20__

The Town of Eliot requires this form, **along with the associated inspection report**, to be sent to the Code Enforcement Officer by July 1 each year.



Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees

**Municipal Officers’ Certification of Official Text of a Proposed Ordinance**

To the Town Clerk of the Town of Eliot, Maine:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of an ordinance entitled “Proposed Town Code Amendments of Chapter 1 – General Provisions and Chapter 35 – Post-Construction Stormwater Management, Related to Post-Construction Stormwater Management Applicability and Fees”, which is to be presented to the voters for their consideration on November 2, 2021.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Dated: \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Alexandros Orestis, Chairman

\_\_\_\_\_  
Richard Donhauser, Vice Chairman

\_\_\_\_\_  
Robert McPherson, Secretary

\_\_\_\_\_  
William Widi

\_\_\_\_\_  
Lauren Dow

**Select Board  
Town of Eliot, Maine**

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

**Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales**

*August 3, 2021 – Initial Planning Board review*

*August 9, 2021 – Legal review*

*August 17, 2021 – Planning Board public hearing; Planning Board recommends (3-0)*

*Draft for August 26, 2021 Select Board review*

**ARTICLE #**     : Shall an Ordinance entitled “Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales” be enacted?

**Background and rationale**

This amendment adds firewood sales as an allowed use in the Commercial-Industrial (C/I) zoning district. This creates consistency since firewood sales are allowable in other zoning districts, and the C/I district’s purpose (Section 45-289) includes encouraging commercial uses.

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

**(New text underlined in bold)**

~~Deleted text in strikethrough~~

*[Note: This ordinance amendment uses Town Code sections that predated updates approved in June 2021. While the Town has submitted those amendments to MuniCode, they have not yet been incorporated into the MuniCode online code. The intention is to have this proposed amendment revise the current (post-June-2021) code.]*

Sec. 45-290. - Table of permitted and prohibited uses. *[prior to June 2021-approved changes]*

The following table of land uses designates permitted uses by a yes and prohibited uses by a no. Any use not listed is a prohibited use. The letters CEO, SPR, and SD are explained in section 45-402.

*Table of Land Uses*

Land uses	R	S	V	C/I
Accessory dwelling unit	CEO	CEO	CEO	CEO
Agriculture, except animal breeding and care	yes	yes	yes	no
Animal breeding	yes <sup>1</sup>	12	SPR <sup>1&amp;8</sup>	no
Animal husbandry	yes <sup>1</sup>	yes <sup>1</sup>	yes <sup>1</sup>	no
Apartment house, see multiple-family dwelling	—	—	—	—
Apartment, see single-family dwellings	—	—	—	—
Aquaculture	13	13	SPR <sup>8</sup>	no
Assisted living facility	no	SPR/SD	SPR/SD	SPR/SD
Auto graveyards	SPR	no	no	no
Auto junkyard	no	no	no	no
Auto recycling business	9	9	no	SPR
Auto recycling operation	9	no	no	SPR

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

Auto recycling operation, limited	9	9	no	SPR
Auto repair garages	14	14	SPR <sup>8</sup>	SPR
Auto service stations	no	9	no	SPR
Banks	no	no	SPR	SPR
Bathhouse	11	11	no	no
Bathing beach	yes	yes	yes	no
Bed and breakfasts	14	14	SPR <sup>8</sup>	SPR
Boarding homes, see lodging businesses	—	—	—	—
Boarding kennel	no	no	no	SPR
Bulk oil fuel tanks	no	no	no	SPR <sup>2</sup>
Business office	14	14	SPR <sup>8</sup>	SPR
Campgrounds	SPR	no	no	no
Cemeteries	SPR	SPR	SPR	no
Clearing	yes	yes	yes	yes
Clinics	no	no	no	SPR
Clustered housing	SPR	no	no	no
Commercial adult enterprise	no	no	no	SPR
Commercial establishment, 2 or more where allowed	-	9	no	SPR
Day nurseries	SPR	16	SPR <sup>8</sup>	SPR
Earth material removal, less than 100 cubic yards	yes	yes	yes	yes
100 cubic yards or greater	SPR	SPR	SPR	SPR
Elderly housing	no	SPR/SD	SPR/SD	SPR/SD

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

Emergency operations	yes	yes	yes	yes
Equipment storage, trucks, 3 or more	no	no	no	yes
Essential services	yes	yes	yes	yes
Expansion of an existing telecommunication structure or collocation of antenna on a existing telecommunication structure or alternate tower structure	CEO	CEO	CEO	CEO
Farm equipment stores	SPR	10	no	SPR
Fences	yes <sup>5</sup>	yes <sup>5</sup>	yes <sup>5</sup>	yes <sup>5</sup>
Firewood sales	yes	13	SPR <sup>8</sup>	<del>no</del> <u>yes</u>
Fireworks sales	no <sup>20</sup>	no <sup>20</sup>	no <sup>20</sup>	no <sup>20</sup>
Forest management, except timber harvesting	yes	yes	yes	yes
Funeral establishment	no	no	SPR	SPR
Gambling casino	no	no	no	no
Gardening	yes	yes	yes	yes
Gasoline stations	no	9	no	SPR
Governmental buildings or uses	SPR	SPR	SPR	SPR
Grain or feed stores	SPR	10	no	SPR
Harvesting wild crops	yes	yes	yes	yes
Home business	SPR <sup>8</sup>	SPR <sup>8</sup>	SPR <sup>8</sup>	no
Home occupations	10	10	no	no
Home office	CEO	CEO	CEO	CEO
Hospitals	no	no	no	SPR

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

Indoor commercial, recreational and amusement facilities	no	no	no	SPR
Industrial and business research laboratory	no	no	no	SPR
Industrial establishments and uses	no	no	no	SPR
Institutional buildings and uses, indoor	no	9	no	no
Junkyards	no	no	no	no
Landfill, dump	no	no	no	no
Libraries	SPR	SPR	SPR	SPR
Life care facility	no	SPR/SD	SPR/SD	SPR/SD
Lodging businesses, including bed and breakfasts, boarding homes or houses, hotels, inns, lodginghouses, rooming homes, and the like	14	14	SPR <sup>8</sup>	SPR
Manufacturing	SPR <sup>8</sup>	SPR <sup>8</sup>	SPR <sup>8</sup>	SPR
Marijuana establishment*	no	no	no	SPR <sup>21</sup>
Mobile home parks	SPR/SD <sup>7</sup>	SPR/SD <sup>7</sup>	SPR/SD <sup>7</sup>	no
Motel	no	no	no	SPR
Multiple-family dwelling	no	SPR	SPR	no
Museums	SPR	SPR	SPR	SPR
New construction of telecommunication structure 70 feet and higher	9	9	no	SPR
New construction of telecommunication structure less than 70 feet high	CEO	CEO	CEO	CEO
Nonprofit medical marijuana dispensary	no	no	no	SPR <sup>19</sup>

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

Nurseries, plants	CEO	17	SPR <sup>8</sup>	no
Nursing facility	no	SPR	SPR	SPR
Off-site parking	no	no	no	no
Parks	SPR	SPR	SPR	no
Places of worship	SPR	SPR	SPR	SPR
Playgrounds	SPR	SPR	SPR	no
Printing plant	14	14	SPR <sup>8</sup>	SPR
Produce and plants raised locally, seasonal sales	yes	yes	yes	no
Professional offices	14	14	SPR <sup>8</sup>	SPR
Public utility facilities	SPR	SPR	SPR	SPR
Recreational facilities, nonintensive	SPR	SPR	SPR	no
Recreational use not requiring structures	SPR	yes	yes	no
Restaurant	9	9	SPR <sup>8</sup>	SPR
Restaurant, takeout	no	no	no	SPR
Retail stores, local, other	18	18	SPR <sup>8</sup>	SPR
Road construction	CEO	CEO	CEO	SPR
Schools	SPR	SPR	SPR	SPR
Sewage disposal systems, private	CEO	CEO	CEO	CEO
Signs, 6 square feet	CEO	CEO	CEO	CEO
Signs, other	CEO	CEO	CEO	CEO
Single-family dwellings	CEO	CEO	CEO	no <sup>6</sup>
Small wind energy system	SPR	SPR	SPR	SPR

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

Solar energy system	CEO	CEO	CEO	CEO
Surveying and resource analysis	yes	yes	yes	yes
Timber harvesting	yes	yes	yes	yes
Truck terminals and storage	no	no	no	SPR
Two-family dwellings	CEO	CEO	CEO	no <sup>6</sup>
Veterinary hospital	15	15	No	SPR
Warehouse	no	no	no	SPR
Waste containers	CEO <sup>3</sup>	CEO <sup>3</sup>	CEO <sup>3</sup>	CEO <sup>3</sup>
Wholesale	no	no	no	SPR
Wholesale business facilities	no	no	no	SPR
Uses similar to allowed uses	CEO	CEO	CEO	CEO
Uses similar to uses requiring a CEO permit	CEO	CEO	CEO	CEO
Uses similar to uses requiring a planning board permit	SPR	SPR	SPR	SPR

\*Marijuana establishment is defined in section 11-3 of this Code.

*Notes:*

1. Buildings housing animals shall be no less than 100 feet from property lines.
2. Each bulk oil fuel tank shall not exceed 50,000 gallons in size and use shall be limited to local use only.
3. Only as an accessory to an allowed principal use on the lot. Must conform to the requirements of 45-422, Waste containers.
4. Individual stores shall not have more than 2,500 square feet of gross floor area, except stores located on Route 236 may have up to 5,000 square feet. Customer sales areas shall be confined to one floor.



Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

5. Must conform to the requirements of section 45-423.
6. See section 45-192(b) for an exception on accessory uses and structures.
7. See division 2 of article V of chapter 41 of this Code for specific areas where mobile home parks are allowed.
8. Must conform to the requirements of section 45-456.1 Home business.
9. Use is prohibited unless property abuts Route 236. If property abuts Route 236, use is "SPR" and must be visually screened from abutting (same street side) non-commercial properties.
10. Use is prohibited unless property abuts Route 236. If property abuts Route 236, use is "SPR" and must be visually screened from abutting (same street side) non-commercial properties.
11. Use is prohibited unless property abuts Route 236. If property abuts Route 236, use is "CEO" and must be visually screened from abutting (same street side) non-commercial properties.
12. Use is "SPR 1 & 8" unless property abuts Route 236. If property abuts Route 236, use is "SPR 1" and must be visually screened from abutting (same street side) non-commercial properties.
13. Use is "SPR 8" unless property abuts Route 236. If property abuts Route 236, use is "yes" and must be visually screened from abutting (same street side) non-commercial properties.
14. Use is "SPR 8" unless property abuts Route 236. If property abuts Route 236, use is "SPR" and must be visually screened from abutting (same street side) non-commercial properties.
15. Use is prohibited unless property abuts Route 236. If property abuts Route 236, use is "SPR" and must be visually screened from abutting (same street side) non-commercial properties in accordance with Sec. 33-175(a). Overnight boarding and outdoor kenneling of animals is prohibited in the rural and suburban zoning districts.
16. Use is "SPR 8" unless property abuts Route 236. If property abuts Route 236, use is "SPR" and must be visually screened from abutting (same street side) noncommercial properties.
17. Use is "SPR 8" unless property abuts Route 236. If property abuts Route 236, use is "CEO" and must be visually screened from abutting (same street side) noncommercial properties.
18. Use is "SPR 8" unless property abuts Route 236. If property abuts Route 236, use is "SPR 4" and must be visually screened from abutting (same street side) noncommercial properties.
19. Must conform to the requirements of section 33-189.
20. See chapter 12 for additional regulations pertaining to the sale and use of fireworks.
21. Must conform to the requirements of section 33-190.

(T.M. of 11-2-82; T.M. of 6-26-85; T.M. of 11-23-85; T.M. of 11-4-86; T.M. of 4-21-87; T.M. of 3-19-88; T.M. of 12-20-89, (§ 207); T.M. of 12-15-93; Amend. of 3-25-95; T.M. of 3-27-99(1), § 5; Ord. of 3-25-00(1); T.M. of 3-16-02, (art. 3), (art. 4); T.M. of 6-19-01, (art. 6), (art. 7); T.M. of 11-5-02; T.M. of 11-4-03; T.M. of 11-4-03; T.M. of 3-20-04; T.M. of 6-14-08; T.M. of 6-12-2010(3); T.M. of 6-18-2011(6); T.M. of 11-8-2011; T.M. of 6-16-2012(1); T.M. of 6-16-2012(2); T.M. of 11-5-2019(5); T.M. of [7-14-2020\(5\)](#))

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

**Cross reference**— Review procedures and standards for site review requirements in the zoning table of uses, § 33-56 et seq.

Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales

**Municipal Officers’ Certification of Official Text of a Proposed Ordinance**

To the Town Clerk of the Town of Eliot, Maine:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of an ordinance entitled “Proposed Town Code Amendments of Chapter 45 – Zoning, Related to Firewood Sales”, which is to be presented to the voters for their consideration on November 2, 2021.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Dated: \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Alexandros Orestis, Chairman

\_\_\_\_\_  
Richard Donhauser, Vice Chairman

\_\_\_\_\_  
Robert McPherson, Secretary

\_\_\_\_\_  
William Widi

\_\_\_\_\_  
Lauren Dow

**Select Board  
Town of Eliot, Maine**

Proposed Town Code Amendments of Chapter 44 – Shoreland Zoning, Related to Shoreline Vegetation and Development Site Photographs

**Proposed Town Code Amendments of Chapter 44 – Shoreland Zoning, Related to Shoreline Vegetation and Development Site Photographs**

*July 29 and August 10, 2021 – DEP preliminary reviews/preliminary approval*

*August 3, 2021 – Initial Planning Board review*

*August 9, 2021 – Legal review*

*August 17, 2021 – Planning Board public hearing; Planning Board recommends (3-0)*

*Draft for August 26, 2021 Select Board review*

**ARTICLE #**     : Shall an Ordinance entitled “Proposed Town Code Amendments of Chapter 44 – Shoreland Zoning, Related to Shoreline Vegetation and Development Site Photographs” be enacted?

**Background and rationale**

In accordance with state law – 38 MRSA §439-A(10) – this amendment adds a requirement to Chapter 44 – Shoreland Zoning requiring that an applicant for a shoreland zoning permit provide preconstruction photos and, no later than 20 days after completion of the development, postconstruction photos of the shoreline vegetation and the development site. The post-construction photo requirement would be a standard condition of approval of any shoreland zoning permit.

Proposed Town Code Amendments of Chapter 44 – Shoreland Zoning, Related to Shoreline Vegetation and Development Site Photographs

**(New text underlined in bold)**

~~Deleted text in strikethrough~~

Sec. 44-43. - Permit application.

- (a) Every applicant for a permit shall submit a written application, including a scaled site plan, on a form provided by the municipality, to the appropriate official as indicated in section 44-34. A fee in the amount established by the fee schedule in section 1-25 shall be submitted with the application.
- (b) All applications shall be signed by an owner or individual who can show evidence of right, title or interest in the property or by an agent, representative, tenant, or contractor of the owner with authorization from the owner to apply for a permit hereunder, certifying that the information in the application is complete and correct.
- (c) All applications shall be dated, and the code enforcement officer or planning board, as appropriate, shall note upon each application the date and time of its receipt.
- (d) If the property is not served by a public sewer, a valid plumbing permit or a completed application for a plumbing permit, including the site evaluation approved by the plumbing inspector, shall be submitted whenever the nature of the proposed structure would require the installation of a subsurface sewage disposal system.
- (e) When an excavation contractor will perform an activity that requires or results in more than one cubic yard of soil disturbance, the person responsible for management of erosion and sedimentation control practices at the site must be certified in erosion control practices by the Maine Department of Environmental Protection. This person must be present at the site each day earthmoving activity occurs for a duration that is sufficient to ensure that proper erosion and sedimentation control practices are followed. This is required until erosion and sedimentation control measures have been installed, which will either stay in place permanently or stay in place until the area is sufficiently covered with vegetation necessary to prevent soil erosion. The name and certification number of the person who will oversee the activity causing or resulting in soil disturbance shall be included on the permit application. This requirement does not apply to a person or firm engaged in agriculture or timber harvesting if best management practices for erosion and sedimentation control are used; and municipal, state and federal employees engaged in projects associated with that employment.
- (f) **All applications shall include preconstruction photographs clearly showing shoreline vegetation on the property and the site(s) of any proposed development. If the Planning Board or Code Enforcement Officer, as appropriate, approves an application, they shall include a condition of approval requiring that, no later than 20 days after completion of the development, the applicant provide postconstruction photographs of the same shoreline vegetation and developed site(s).**

**Municipal Officers' Certification of Official Text of a Proposed Ordinance**

Proposed Town Code Amendments of Chapter 44 – Shoreland Zoning, Related to Shoreline Vegetation and Development Site Photographs

To the Town Clerk of the Town of Eliot, Maine:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of an ordinance entitled “Proposed Town Code Amendments of Chapter 44 – Shoreland Zoning, Related to Shoreline Vegetation and Development Site Photographs”, which is to be presented to the voters for their consideration on November 2, 2021.

Pursuant to 30-A M.R.S.A. § 3002(2), you will retain this copy of the complete text of the ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the town meeting/polling places on the day of the vote.

Dated: \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Alexandros Orestis, Chairman

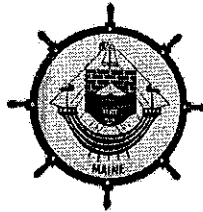
\_\_\_\_\_  
Richard Donhauser, Vice Chairman

\_\_\_\_\_  
Robert McPherson, Secretary

\_\_\_\_\_  
William Widi

\_\_\_\_\_  
Lauren Dow

**Select Board  
Town of Eliot, Maine**



CORRESPONDENCE # E-5  
SELECTMEN'S MEETING  
8/26/2021

## TOWN MANAGER'S REPORT

Select Board Meeting August 26, 2021

**Feasibility Study – Town Office** – Port City Architecture has interviewed all appropriate staff and have also had all of the various engineers come to the Town Office and evaluate the current facility. They will be meeting with the CIP Committee-Building Committee to discuss their findings at this point. I will update the Board on the outcome of the meeting at the Select Board meeting.

**American Recovery Plan Act (ARPA)** – There is an agenda item to discuss some potential uses for the funds the Town is scheduled to receive. We are still working to gather more information on this item and will further update you at the meeting.

**Budget** – The Budget Committee requested that the Town Manager and Treasurer meet with them to discuss some projections for the next few years. At the meeting we advised that we could not project specific percentage increases, however had a good discussion regarding some upcoming needs that will be forthcoming over time, to include some additional staffing, Town Office expansion, changes in the Fire Department eventually that will involve some full-time staff, to mention a few items. The budget schedule will be coming up and Departments will be providing budgets to the Town Manager by November 22. The new Town Manager will be able to then be involved and will meet with Departments with the Treasurer. The Town Manager's Budget will be presented to both the Select Board and Budget Committee with an Overview of the Budget and each department. Subsequent to the presentation, the Select Board will then proceed with Budget Workshops as in the past, whereby department heads will be present to answer any questions.

**Union Contracts** – The MAP police contract is nearing completion with possibly one or two more meetings. The Teamster public works contract is in the process of scheduling its first negotiation meeting once a final date is agreed to by everyone.

**Status of Covid – Masks** - We continue to monitor the status of Covid in our area, for the safety and well-being of our employees as well as the public. The Fire Chief and I monitor this on a regular basis and at this time, Masks are not mandatory, however, we encourage the public to wear masks coming into the Town Office if they have not been vaccinated, and Town employees who have not been vaccinated should wear masks when in public areas and dealing with the public if out of their office and are also encouraged to be vaccinated.

**More Updates** – More updates will be provided at the meeting as a result of additional information received during the week.

Respectfully submitted,

*Carol*

CORRESPONDENCE #  
SELECTMEN'S MEETING  
8/26/2021

E-6

Placement Holder for material

material will be available at a later date



## Placement of Time Capsule/Number of Years

### Staff Report

August 26, 2021

Background: The Bicentennial Committee recently presented an update of Committee activities throughout the year, and the placement of a time capsule is one of the activities.

Issue: To approve the placement location of the Time Capsule along with the number of years it shall be buried before it is retrieved.

Discussion: There was extensive discussion between the Bicentennial Committee and the Select Board at a recent meeting regarding possible locations to bury or place the Time Capsule. In addition to locations, the timeframe when the capsule should be reopened was also discussed, ranging from 50 to 100 years. It was also discussed that a plaque or marker would indicate where the Time Capsule is located.

One location discussed was at a location where the Town Office is located, however, with the possible expansion of this facility, surround area of the Town Office could ultimately be under construction, which could hamper anything that might be buried in the surrounding area.

Time Capsules are normally buried and not just placed on display. When buried they should be appropriately sealed so water or other items could not enter into the actual Time Capsule contents.

The Bicentennial Committee requested that the Select Board make a decision regarding location, length of time and date for the burial.

Fiscal Impact: Any associated costs are funded by the Bicentennial Committee.

Town Manager Recommendation: It is recommended the Select Board name the date, location of burial of the Time Capsule and length of time.

Sample Motion: **"Motion to authorize the Bicentennial Committee to bury the Time Capsule on September 25, 2021 at a suitable location at Hammond Park, and that it be opened in 50 years."** (Note: The Board should modify the areas underlined based on their final preference.)

*Carol M. Granfield*

Carol M. Granfield, ICMA-CM  
Interim Town Manager

CORRESPONDENCE #  
SELECTMEN'S MEETING  
8/26/2021

F-2

Placement holder for material

material will be available at a later date.

## A / P Warrant

CORRESPONDENCE #  
SELECTMEN'S MEETINGH-1  
08/09/2021

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## Warrant 11

8/26/2021

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00002 2WAY COMMUNICATIONS SERVICE, INC.</b>						
0062	19312	08	datto backups		69649	
datto backups			E 10-05-10-14		291.75	0.00
<b>Invoice Total-</b>					<b>291.75</b>	
0062	19312	08	July account activity		69922	
town office			E 01-01-24-30		1,750.00	0.00
police dept			E 10-05-10-14		740.00	0.00
public works			E 20-01-20-40		250.00	0.00
<b>Invoice Total-</b>					<b>2,740.00</b>	
<b>Vendor Total-</b>					<b>3,031.75</b>	
<b>00109 CENTRAL MAINE POWER</b>						
0062	19313	08	cmp fire dept		700000335605	
cmp fire dept			E 10-01-15-02		16.35	0.00
<b>Vendor Total-</b>					<b>16.35</b>	
<b>00131 COMCAST</b>						
0062	19314	08	comcast bill csd		07112021	
comcast bill csd			E 30-01-15-03		342.23	0.00
<b>Invoice Total-</b>					<b>342.23</b>	
0062	19314	08	comcast bill pub works		07132021	
comcast bill pub works			E 20-01-15-03		118.54	0.00
<b>Invoice Total-</b>					<b>118.54</b>	
<b>Vendor Total-</b>					<b>460.77</b>	
<b>00147 CUMMINS NORTHEAST, LLC</b>						
0062	19315	08	generator maintenance		V6-53668	
generator maint			E 10-05-24-20		21.52	0.00
<b>Vendor Total-</b>					<b>21.52</b>	
<b>00194 ELIOT FESTIVAL DAY COMMITTEE</b>						
0062	19316	08	eliot festival day funds		08072021	
Eliot Festival day funds			E 06-10-50-30		1,500.00	0.00
<b>Vendor Total-</b>					<b>1,500.00</b>	
<b>00570 York County Registry of Deeds</b>						
0062	19317	08	lien discharges		08052021	
lien discharges			E 01-02-05-20		247.00	0.00
<b>Vendor Total-</b>					<b>247.00</b>	
<b>00617 SANEL NAPA</b>						
0062	19318	08	vehicle rep/maint		072021	
vehicle rep/maint			E 20-01-24-15		323.78	0.00
<b>Vendor Total-</b>					<b>323.78</b>	
<b>00648 SOUTHERN MAINE PLANNING</b>						
0062	19319	08	stormwater 072021		15602	
Stormwater 072021			E 20-30-15-02		2,455.00	0.00
<b>Vendor Total-</b>					<b>2,455.00</b>	
<b>00717 TOWN OF KITTELY, MAINE</b>						
0062	19320	08	sewer bill		128137	
sewer bill			E 70-01-05-60		52,608.29	0.00
<b>Vendor Total-</b>					<b>52,608.29</b>	
<b>00725 TREASURER OF STATE</b>						
0062	19321	08	BMV 0722-0802		0722-0802	
BMV 0722-0802			G 01-2040-00		27,924.45	0.00
<b>Vendor Total-</b>					<b>27,924.45</b>	

## Warrant 11

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00824 TREASURER, STATE MAINE</b>						
0062	19322	08	dogs July	072021		
Dogs July 2021			G 01-2010-00		16.00	0.00
<b>Vendor Total-</b>					<b>16.00</b>	
<b>00827 TREASURER OF STATE</b>						
0062	19323	08	Weapons	weapons 072021		
weapons 07/2021			G 01-2050-00		70.00	0.00
<b>Vendor Total-</b>					<b>70.00</b>	
<b>00830 HYGRADE BUSINESS GROUP, INC.</b>						
0062	19324	08	3rd qrtr sewer billing	715787		
3rd qrtr sewer billing			E 70-01-20-40		234.28	0.00
<b>Vendor Total-</b>					<b>234.28</b>	
<b>00899 TREASURER OF STATE</b>						
0062	19325	08	IF&W July	072021		
IF&W July			G 01-2030-00		13,387.07	0.00
<b>Vendor Total-</b>					<b>13,387.07</b>	
<b>00906 W.B. MASON COMPANY, INC.</b>						
0062	19326	08	office supplies	221916204		
Office Supplies			E 01-01-20-40		308.41	0.00
<b>Vendor Total-</b>					<b>308.41</b>	
<b>00908 Galls, LLC.</b>						
0062	19327	08	uniforms pd	018802142		
uniforms pd			E 10-05-03-15		79.76	0.00
<b>Invoice Total-</b>					<b>79.76</b>	
0062	19327	08	uniforms pd	018944348		
uniforms pd			E 10-05-03-15		167.99	0.00
<b>Invoice Total-</b>					<b>167.99</b>	
<b>Vendor Total-</b>					<b>247.75</b>	
<b>01051 WELLS FARGO FINANCIAL LEASING</b>						
0062	19328	08	copier lease	5015725918		
copier lease			E 30-01-10-30		95.00	0.00
<b>Vendor Total-</b>					<b>95.00</b>	
<b>01219 KUSSMAUL ELECTRONICS CO., INC.</b>						
0062	19329	08	fire truck repair	194190		
fire truck repair			E 10-01-24-85		59.85	0.00
<b>Vendor Total-</b>					<b>59.85</b>	
<b>01260 SPRINT</b>						
0062	19330	08	cell phones Fire Dept	072021		
cell phones fire dept			E 10-01-03-12		263.10	0.00
<b>Vendor Total-</b>					<b>263.10</b>	
<b>01267 VERIZON/WIRELESS</b>						
0062	19331	08	air cards fire dept	9884547642		
air cards fire dept			E 10-01-15-03		68.56	0.00
<b>Vendor Total-</b>					<b>68.56</b>	
<b>01335 STEVEN R. ROBINSON</b>						
0062	19332	08	cell phone reimb	072021		
cell phone reimb			E 20-01-03-12		20.00	0.00
<b>Vendor Total-</b>					<b>20.00</b>	
<b>01337 CNC ELECTRIC</b>						

## Warrant 11

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0062	19333	08	2 new lights	3050		
2 new lights			E 20-01-24-20		400.00	0.00
<b>Vendor Total-</b>					<b>400.00</b>	
<b>01418 SPRINT</b>						
0062	19334	08	cell phones	072021		
cell phones			E 30-01-03-12		401.69	0.00
<b>Vendor Total-</b>					<b>401.69</b>	
<b>01467 LIBBY-SCOTT, INC.</b>						
0062	19335	08	RIVER ROAD PAVING CIP	521004		
RIVER ROAD PAVING CIP			E 62-05-99-01		190,591.07	0.00
<b>Vendor Total-</b>					<b>190,591.07</b>	
<b>01513 Consolidated Communications</b>						
0062	19336	08	consolidated comm fire de	454576036		
consolidated comm fire de			E 10-01-15-03		299.64	0.00
<b>Invoice Total-</b>					<b>299.64</b>	
0062	19336	08	consolidated comm PWD	454542015		
consolidated comm PWD			E 20-01-15-03		357.34	0.00
<b>Invoice Total-</b>					<b>357.34</b>	
<b>Vendor Total-</b>					<b>656.98</b>	
<b>01659 ATLANTIC RECYCLING EQUIPMENT, LLC</b>						
0062	19337	08	Atlantic recycling equipm	66563		
service call			E 20-25-24-10		405.00	0.00
<b>Vendor Total-</b>					<b>405.00</b>	
<b>01757 PIKE INDUSTRIES, INC.</b>						
0062	19338	08	3/4 crushed stone base	1141764		
3/4 crushed stone base			E 20-01-22-32		3,517.12	0.00
<b>Vendor Total-</b>					<b>3,517.12</b>	
<b>01794 MAINE ASSOCIATION OF POLICE</b>						
0062	19339	08	union dues PD	6052		
union dues PD			G 01-2235-00		240.00	0.00
<b>Vendor Total-</b>					<b>240.00</b>	
<b>01853 TOWN HALL STREAMS</b>						
0062	19340	08	monthly town streams	13327		
monthly town streams			E 01-01-05-24		275.00	0.00
<b>Vendor Total-</b>					<b>275.00</b>	
<b>01914 KIMBALL MIDWEST</b>						
0062	19341	08	vehicle rep/maint	9045676		
vehicle rep/maint			E 20-01-24-15		332.38	0.00
<b>Vendor Total-</b>					<b>332.38</b>	
<b>01931 BRENDA L. HARVEY</b>						
0062	19342	08	mileage reimbursement	07302021		
mileage reimbursement			E 01-02-03-05		24.30	0.00
<b>Vendor Total-</b>					<b>24.30</b>	
<b>01976 VISION GOVERNMENT SOLUTIONS, INC.</b>						
0062	19343	08	V8 Upgrade	IN007485		
V8 upgrade			E 01-03-10-11		3,278.00	0.00
<b>Vendor Total-</b>					<b>3,278.00</b>	
<b>02015 HEATWAVE OIL, LLC</b>						
0062	19344	08	fuel bill pub works	07302021		
heating fuel			E 20-01-15-01		149.55	0.00

## Warrant 11

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
diesel fuel			E 20-01-20-10		1,916.42	0.00
			<b>Vendor Total-</b>		<b>2,065.97</b>	
<b>02021 SANFORD POLICE DEPARTMENT</b>						
0062	19345	08	firearms range use	2021-164		
firearms range use			E 10-05-01-45		100.00	0.00
			<b>Vendor Total-</b>		<b>100.00</b>	
<b>02029 WEX Bank</b>						
0062	19346	08	fuel bill fire dept	72577102		
fuel bill fire dept			E 10-01-20-15		545.02	0.00
			<b>Vendor Total-</b>		<b>545.02</b>	
<b>02144 Teamsters Union Local 340</b>						
0062	19347	08	union dues pub works	082021		
union dues pub works			G 01-2237-00		575.00	0.00
			<b>Vendor Total-</b>		<b>575.00</b>	
<b>02170 Blast Party Rental, LLC.</b>						
0062	19348	08	slip n slide summer camp	08022021		
slip n slide summer camp			E 30-11-03-05		475.00	0.00
			<b>Vendor Total-</b>		<b>475.00</b>	
<b>02183 ULINE</b>						
0062	19349	08	boat basin suppliies	135998742		
boat basin supplies			E 30-04-03-05		425.30	0.00
			<b>Invoice Total-</b>		<b>425.30</b>	
0062	19349	08	boat basin supplies	136018413		
boat basin supplies			E 30-04-03-05		425.40	0.00
			<b>Invoice Total-</b>		<b>425.40</b>	
			<b>Vendor Total-</b>		<b>850.70</b>	
<b>02209 Hussey Excavation, Inc.</b>						
0062	19350	08	install culvert 1 russell	3023		
install culvert @1 russel			E 20-01-22-65		2,300.00	0.00
			<b>Invoice Total-</b>		<b>2,300.00</b>	
0062	19350	08	Kloda culvert portion	3022		
Kloda portion of Culvert			R 99-01-99		4,700.00	0.00
			<b>Invoice Total-</b>		<b>4,700.00</b>	
			<b>Vendor Total-</b>		<b>7,000.00</b>	
<b>02556 CAI Technologies</b>						
0062	19351	08	webgis support	12398		
webgis support			E 01-01-10-11		2,400.00	0.00
			<b>Vendor Total-</b>		<b>2,400.00</b>	
<b>02592 W. D. Perkins</b>						
0062	19352	08	annual water pump svc	1389		
annual water pump svc			E 10-01-24-85		385.00	0.00
			<b>Vendor Total-</b>		<b>385.00</b>	
<b>02674 Cintas Fire 636525</b>						
0062	19353	08	reset dry system	0F95031896		
reset dry system			E 10-01-24-20		411.00	0.00
			<b>Vendor Total-</b>		<b>411.00</b>	
<b>02679 Cravens Inspection Services L.L.C.</b>						
0062	19354	08	backflow testing	190200		
backflow testing			E 10-01-24-20		50.00	0.00
			<b>Vendor Total-</b>		<b>50.00</b>	

Warrant 11

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>02731 Donovan Spring Company, Inc.</b>						
0062	19355	08	vehicle rep/maint		401943	
vehicle rep/maint			E 20-01-24-15		2,129.18	0.00
<b>Vendor Total-</b>					<b>2,129.18</b>	
<b>02774 Quadient Finance USA, Inc</b>						
0062	19356	08	postage		11465188	
postage			E 01-01-20-05		2,000.00	0.00
<b>Vendor Total-</b>					<b>2,000.00</b>	
<b>02780 Sara Castellez</b>						
0062	19357	08	mileage/phone		072021	
mileage			E 20-01-03-05		29.12	0.00
cell phone reimb			E 20-01-03-12		20.00	0.00
<b>Vendor Total-</b>					<b>49.12</b>	
<b>Prepaid Total-</b>					<b>0.00</b>	
<b>Current Total-</b>					<b>322,516.46</b>	
<b>EFT Total-</b>					<b>0.00</b>	
<b>Warrant Total-</b>					<b>322,516.46</b>	

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

\_\_\_\_\_  
ALEX ORESTIS

\_\_\_\_\_  
RICHARD DONHAUSER  
\_\_\_\_\_  
WILLIAM WOOD

DocuSigned by:  
*Lauren Dow*  
\_\_\_\_\_  
Lauren Dow

DocuSigned by:  
*Robert McPherson*  
\_\_\_\_\_  
ROBERT MCEMPERSON

1:39 PM

## Warrant 13

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00002 2WAY COMMUNICATIONS SERVICE, INC.</b>						
0072	19358	08	July account activity		69921	
July activity			E 10-05-10-14		285.57	0.00
July activity			E 10-05-24-30		1,497.50	0.00
<b>Vendor Total-</b>					<b>1,783.07</b>	
<b>00069 BEN'S UNIFORMS, INC.</b>						
0072	19359	08	uniforms PD		097858	
uniforms PD			E 10-05-03-15		118.20	0.00
<b>Vendor Total-</b>					<b>118.20</b>	
<b>00109 CENTRAL MAINE POWER</b>						
0072	19360	08	CMP police dept		700000344215	
CMP police dept			E 10-05-15-02		20.83	0.00
<b>Invoice Total-</b>					<b>20.83</b>	
0072	19360	08	cmp town office		700000344216	
cmp town office			E 01-01-15-02		20.83	0.00
<b>Invoice Total-</b>					<b>20.83</b>	
<b>Vendor Total-</b>					<b>41.66</b>	
<b>00121 Cintas Corporation #758</b>						
0072	19361	08	uniforms pub works		08112021	
uniforms pub works			E 20-01-03-15		789.00	0.00
<b>Vendor Total-</b>					<b>789.00</b>	
<b>00463 NEW ENGLAND STATE POLICE</b>						
0072	19362	08	annual membership fee		202100537	
annual membership fee			E 10-05-03-01		100.00	0.00
<b>Vendor Total-</b>					<b>100.00</b>	
<b>00579 GENEST PRECAST</b>						
0072	19363	08	drainage materials		56754	
drainage materials			E 20-01-22-65		335.00	0.00
<b>Invoice Total-</b>					<b>335.00</b>	
0072	19363	08	drainage materials		56732	
drainage materials			E 20-01-22-65		335.00	0.00
<b>Invoice Total-</b>					<b>335.00</b>	
0072	19363	08	drainage materials		56682	
drainage materials			E 20-01-22-65		1,767.00	0.00
<b>Invoice Total-</b>					<b>1,767.00</b>	
0072	19363	08	drainage materials		56675	
drainage materials			E 20-01-22-65		360.00	0.00
<b>Invoice Total-</b>					<b>360.00</b>	
<b>Vendor Total-</b>					<b>2,797.00</b>	
<b>00619 S.A.D. # 35</b>						
0072	19364	08	school payment august		082021	
school payment augst			E 60-01-99-30		876,559.93	0.00
<b>Vendor Total-</b>					<b>876,559.93</b>	
<b>00650 SOUTHWORTH-MILTON, INC.</b>						
0072	19365	08	vehicle rep/maint		2335566	
vehicle rep/maint			E 20-10-24-15		223.33	0.00
<b>Vendor Total-</b>					<b>223.33</b>	
<b>00684 THERMO DYNAMICS, INC.</b>						
0072	19366	08	HVAC repair		21-569	
HVAC repair			E 01-01-24-20		2,097.00	0.00



## Warrant 13

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				<b>Vendor Total-</b>	<b>2,097.00</b>	
<b>00717 TOWN OF KITTEERY, MAINE</b>						
0072	19367	08	weekly station checks	812021		
pump station 1			E 70-05-25-10		333.33	0.00
pump station 2			E 70-10-25-10		333.33	0.00
pump station 3			E 70-15-25-10		333.34	0.00
				<b>Invoice Total-</b>	<b>1,000.00</b>	
0072	19367	08	fuel bill police dept	08042021		
fuel bill police dept			E 10-05-20-15		1,002.02	0.00
				<b>Invoice Total-</b>	<b>1,002.02</b>	
				<b>Vendor Total-</b>	<b>2,002.02</b>	
<b>00725 TREASURER OF STATE</b>						
0072	19368	08	bmw 0802-0809	0802-0809		
bmw 0802-0809			G 01-2040-00		45,743.47	0.00
				<b>Vendor Total-</b>	<b>45,743.47</b>	
<b>00764 VERIZON/WIRELESS</b>						
0072	19369	08	cell phones highway	9884426584		
cell phones highway			E 20-01-03-12		73.70	0.00
				<b>Vendor Total-</b>	<b>73.70</b>	
<b>00782 WHITE SIGN</b>						
0072	19370	08	sign materials	IVC117537		
sign materials			E 20-10-24-05		42.82	0.00
				<b>Vendor Total-</b>	<b>42.82</b>	
<b>00796 YORK COUNTY COMMUNITY ACTION</b>						
0072	19371	08	outside agency	07022021		
outside agency			E 06-10-60-75		1,600.00	0.00
				<b>Vendor Total-</b>	<b>1,600.00</b>	
<b>00816 IRVING OIL MARKETING, INC.</b>						
0072	19372	08	fuel bill pd	34078993		
fuel bill pd			E 10-05-20-15		53.34	0.00
				<b>Invoice Total-</b>	<b>53.34</b>	
0072	19372	08	fuel bill pub works summ	34078997		
fuel bill pub works summ			E 20-10-20-15		179.02	0.00
				<b>Invoice Total-</b>	<b>179.02</b>	
				<b>Vendor Total-</b>	<b>232.36</b>	
<b>00906 W.B. MASON COMPANY, INC.</b>						
0072	19373	08	office supplies	07212021		
office supplies Highway			E 20-01-20-40		337.59	0.00
				<b>Invoice Total-</b>	<b>337.59</b>	
0072	19373	08	office supplies	222132089		
office supplies			E 10-05-20-40		63.76	0.00
				<b>Invoice Total-</b>	<b>63.76</b>	
				<b>Vendor Total-</b>	<b>401.35</b>	
<b>01006 ME. MUNICIPAL EMPLOYEE HEALTH TRUST</b>						
0072	19374	08	health insurance august	082021		
admin			E 01-01-03-10		2,119.62	0.00
land use			E 01-03-03-10		8,756.62	0.00
clerks			E 01-02-03-10		2,169.62	0.00
pub works			E 20-01-03-10		1,093.76	0.00
police			E 10-05-03-10		13,006.98	0.00
csd			E 30-01-03-10		4,810.88	0.00

## Warrant 13

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
contributions			G 01-2230-00		6,386.18	0.00
				<b>Vendor Total-</b>	<b>38,343.66</b>	
<b>01007 ELIOT SMALL ENGINE REPAIR, INC.</b>						
0072	19375	08	equipment rep/maint	07312021		
equipment rep/maint			E 20-01-24-10		516.83	0.00
				<b>Vendor Total-</b>	<b>516.83</b>	
<b>01368 VILLAGE MOTORS SERVICE CENTER</b>						
0072	19376	08	vehicle rep/maint	53593		
vehicle rep/maint			E 10-05-24-15		379.81	0.00
				<b>Vendor Total-</b>	<b>379.81</b>	
<b>01684 VIKING-CIVES OF MAINE</b>						
0072	19377	08	CIP F350 Replacement	4508067		
CIP F350 Ford Replacement			E 62-05-99-01		6,160.00	0.00
				<b>Vendor Total-</b>	<b>6,160.00</b>	
<b>01757 PIKE INDUSTRIES, INC.</b>						
0072	19378	08	3/4 crushed stone base	1143147		
3/4 crushed stone base			E 20-01-22-32		1,521.17	0.00
				<b>Invoice Total-</b>	<b>1,521.17</b>	
0072	19378	08	3/4 crushed stone base	1143876		
3/4 crushed stone base			E 20-01-22-32		1,458.06	0.00
				<b>Invoice Total-</b>	<b>1,458.06</b>	
				<b>Vendor Total-</b>	<b>2,979.23</b>	
<b>01766 ECO MAINE (MSW)</b>						
0072	19379	08	MSW contract	07312021		
MSW contract			E 20-25-06-50		1,875.70	0.00
				<b>Vendor Total-</b>	<b>1,875.70</b>	
<b>01770 UNDERWOOD ENGINEERS</b>						
0072	19380	08	236 sewer and water	17002		
236 sewer and water			E 62-04-10-35		24,603.48	0.00
				<b>Vendor Total-</b>	<b>24,603.48</b>	
<b>01877 Seacoast Power Equipment</b>						
0072	19381	08	equipment rep/maint	177912		
equipment rep/maint			E 20-10-24-10		924.60	0.00
				<b>Vendor Total-</b>	<b>924.60</b>	
<b>02015 HEATWAVE OIL, LLC</b>						
0072	19382	08	fuel bill pub works	08112021		
fuel bill pub works			E 20-01-20-10		1,504.01	0.00
				<b>Vendor Total-</b>	<b>1,504.01</b>	
<b>02044 Liberty International Trucks</b>						
0072	19383	08	vehicle rep/maint	X702002774:01		
vehicle rep/maint			E 20-01-24-15		471.32	0.00
				<b>Vendor Total-</b>	<b>471.32</b>	
<b>02117 Melissa Albert</b>						
0072	19384	08	mileage reimb	08092021		
mileage reimb			E 01-01-03-06		212.80	0.00
				<b>Vendor Total-</b>	<b>212.80</b>	
<b>02155 John Caverly</b>						
0072	19385	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		300.00	0.00
				<b>Vendor Total-</b>	<b>300.00</b>	

## Warrant 13

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>02159 Dave Cultrera</b>						
0072	19386	08	wing t coach stipends	08022021		
wing t coach stipends			E 30-09-03-05		225.00	0.00
<b>Vendor Total-</b>					<b>225.00</b>	
<b>02162 Alex Rotsko</b>						
0072	19387	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		710.00	0.00
<b>Vendor Total-</b>					<b>710.00</b>	
<b>02209 Hussey Excavation, Inc.</b>						
0072	19388	08	loam sales	3024		
loam sales			E 20-01-22-46		1,820.00	0.00
<b>Vendor Total-</b>					<b>1,820.00</b>	
<b>02302 Holloway Automotive Group</b>						
0072	19389	08	vehicle rep/maint	5042129		
vehicle rep/maint			E 20-01-24-15		187.14	0.00
<b>Vendor Total-</b>					<b>187.14</b>	
<b>02333 EcoMaine (Bulky)</b>						
0072	19390	08	bulky contract	07312021		
bulky contract			E 20-25-06-55		2,300.13	0.00
<b>Vendor Total-</b>					<b>2,300.13</b>	
<b>02350 New England Kenworth</b>						
0072	19391	08	vehicle rep/maint	07-31-21ME		<b>*** SEPARATE ***</b>
vehicle rep/maint			E 20-01-24-15		291.05	0.00
<b>Invoice Total-</b>					<b>291.05</b>	
0072	19392	08	vehicle rep/maint	07-31-2021NH		
vehicle rep/maint			E 20-01-24-15		1,268.11	0.00
<b>Invoice Total-</b>					<b>1,268.11</b>	
<b>Vendor Total-</b>					<b>1,559.16</b>	
<b>02367 Gavin Monagle</b>						
0072	19393	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		150.00	0.00
<b>Vendor Total-</b>					<b>150.00</b>	
<b>02470 Andrew Elwell</b>						
0072	19394	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		225.00	0.00
<b>Vendor Total-</b>					<b>225.00</b>	
<b>02472 Lou Orlando</b>						
0072	19395	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		300.00	0.00
<b>Vendor Total-</b>					<b>300.00</b>	
<b>02485 Guardian Uniforma and Supply</b>						
0072	19396	08	uniforms pd	835309		
uniforms pd			E 10-05-03-15		228.44	0.00
<b>Vendor Total-</b>					<b>228.44</b>	
<b>02562 Jonathan Jimenez</b>						
0072	19397	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		150.00	0.00
<b>Vendor Total-</b>					<b>150.00</b>	
<b>02563 Stan Pavuk</b>						

Warrant 13

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0072	19398	08	wint t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		150.00	0.00
<b>Vendor Total-</b>					<b>150.00</b>	
<b>02566 Jay Wood</b>						
0072	19399	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		600.00	0.00
<b>Vendor Total-</b>					<b>600.00</b>	
<b>02597 Key Ford of York</b>						
0072	19400	08	vehicle rep/maint	36820		
vehicle rep/maint			E 10-05-24-15		654.10	0.00
<b>Vendor Total-</b>					<b>654.10</b>	
<b>02601 Zip's AW Direct</b>						
0072	19401	08	equipment rep/maint	896396		
equipment rep/maint			E 20-01-24-10		431.97	0.00
<b>Vendor Total-</b>					<b>431.97</b>	
<b>02670 Innovative Credit Solutions</b>						
0072	19402	08	annual membership	202107505		
annual membership			E 10-05-03-01		75.00	0.00
<b>Vendor Total-</b>					<b>75.00</b>	
<b>02689 Ryan Durant</b>						
0072	19403	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		200.00	0.00
<b>Vendor Total-</b>					<b>200.00</b>	
<b>02776 Boxes and Bags Unlimited</b>						
0072	19404	08	payt bags	86187		
payt bags			E 20-25-22-58		14,881.50	0.00
<b>Vendor Total-</b>					<b>14,881.50</b>	
<b>02789 Rochelle Bishop</b>						
0072	19405	08	mileage reimb	072021		
mileage reimb			E 01-03-03-06		132.78	0.00
<b>Vendor Total-</b>					<b>132.78</b>	
<b>02863 Municipal Resources, Inc.</b>						
0072	19406	08	Town manager	22324		
town manager services			E 01-01-01-01		9,600.00	0.00
<b>Vendor Total-</b>					<b>9,600.00</b>	
<b>02888 AT&amp;T Mobility</b>						
0072	19407	08	cell phones pd	07282021		
cell phones pd			E 10-05-03-12		633.88	0.00
<b>Vendor Total-</b>					<b>633.88</b>	
<b>02892 Cullen Casey</b>						
0072	19408	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		200.00	0.00
<b>Vendor Total-</b>					<b>200.00</b>	
<b>02893 Connor Caverly</b>						
0072	19409	08	wing t coach stipend	08022021		
wing t coach stipend			E 30-09-03-05		200.00	0.00
<b>Vendor Total-</b>					<b>200.00</b>	

Warrant 13

Jrnl	Check	Month	Invoice Description	Reference	
Description			Account	Proj	Amount
					Encumbrance
				Prepaid Total-	0.00
				Current Total-	1,048,490.45
				EFT Total-	0.00
				Warrant Total-	1,048,490.45

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

\_\_\_\_\_  
ALEX ORESTIS

DocuSigned by:

*Richard Donhauser*

\_\_\_\_\_  
RICHARD

DocuSigned by:  
RICHARD ORESTIS

*William Wiles*

\_\_\_\_\_  
WILLIAM

DocuSigned by:  
WILLIAM WILES

DocuSigned by:

*Lauren Dow*

\_\_\_\_\_  
Lauren Dow

DocuSigned by:

*Robert McPherson*

\_\_\_\_\_  
ROBERT MC

DocuSigned by:  
ROBERT MCPHERSON

**Eliot Board, Committee, and Commission Positions Available (Posted 08/17/2021)**

Board, Committee or Commission	Regular/Alternate Member	# of Positions	Term Expiration
Aging-In-Place	Regular Member	1	June 2023
Capital Improvement Committee	Regular Member	1	June 2022
	Regular Member	1	June 2023
	Regular Member	1	June 2024
Conservation Commission	Regular Member	1	June 2022
	Alternate Member	1	June 2022
	Alternate Member	1	June 2024
Planning Board	Alternate Member	1	June 2022
	Alternate Member	1	June 2025

If you would like information about the Boards, Committees, and Commissions, contact Carol Granfield, Interim Town Manager at the Town Office by phone 207-439-1813 ext. 107 or by email [townmanager@eliotme.org](mailto:townmanager@eliotme.org)