

Eliot Select Board
Monday November 15, 2021 5:30PM Town Hall
Meeting Room and use of the OWL for Remote via ZOOM

Call to order

A. Roll Call:

B. PUBLIC HEARING:

1. Public Hearing, Arcana; Tier 3 Manufacturing License Renewal

C. Public Comment

D. Approval of Minutes:

E. Department Head/Committee Report:

1. Planning Director Report(s)
2. James Latter Capital Improvement Committee
3. Town Manager Report

F. New Business:

1. American Rescue Plan Act Grant Discussion
2. Walk And Bike Draft Report- Town Planner
3. Agriculture Committee Discussion

G. Old Business:

H. Approval of Warrants:

1. A/P Warrant #36 \$380,811.44
2. A/P Warrant #38 \$126,758.82

I. Selectmen's Report:

1. Seeking Committee Members Listing

J. Executive Session (not called for)

K. Adjournment:

Join Zoom Meeting

<https://us06web.zoom.us/j/89145172024?pwd=dDdOSXFZbEtQQU11YzZhdFVTbEV5UT09>

Meeting ID: 891 4517 2024

Passcode: 820718

One tap mobile

+16465588656,,89145172024#,,,,*820718# US (New York)

+13017158592,,89145172024#,,,,*820718# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

Meeting ID: 891 4517 2024

Passcode: 820718

Find your local number: <https://us06web.zoom.us/j/kbuNnFfD9e>

Staff Report

Arcanna LLC; Adult Use Marijuana Manufacturing Facility

Monday, November 15, 2021 Select Board Meeting

Background: In accordance with Town Code Ordinance, Chapter 11, section 11-8(b), public hearing on a completed application must occur before the Select Board within 30 days. Arcanna LLC, completed their application on November 03, 2021.

Issue: During the public hearing on the local marijuana license application, the Select Board shall take testimony from an interested member of the public. Board will then vote to approve or deny application.

Discussion: In full review of the application, Arcanna, LLC., has met all the requirements per the ordinance for the license.

Arcanna, LLC. have paid all their fees in the amount of \$14,000, public hearing notice was posted at the town office, on the website and in the Portsmouth Herald on November 4th, 2021, 10 days prior to the public hearing date. All abutters within 500 feet have been notified of the hearing by certified mail. Arcanna, LLC. provided a copy of their license's from the Office of Marijuana Policy for Manufacturing Facility and Cultivation Facility, TIER III, letters from Fire and Police Chief stating no issues and certificate of occupancy from the code office.

Fiscal Impact: None

Recommendation: It is recommended the Board approve the renewal license for one year.

"Motion to approve the renewal license application for a Marijuana Manufacturing Facility and Marijuana Cultivation Facility, TIER III license for Arcanna, LLC. located at 291 Harold L. Dow Highway, Eliot, ME 03903, Map 37, Lot 2. "

Prepared By: Melissa Albert, Administrative Assistant

I concur with Melissa's recommendation

Michael Sullivan

Town Manager

Application Received Date: 10/27/21 Application Complete Date: 11/03/2021

Application Number: _____ (Office Use)

TOWN OF ELIOT
Adult Use Marijuana Stores, Cultivation Facilities, Manufacturing Facilities,
and Testing Facilities Application

Check the Classification of the Adult Use Marijuana Business:

- Marijuana Store Cultivation Facility Manufacturing Facility Testing Facility

Check the Classification of the Medical Marijuana Business:

- Marijuana Store Cultivation Facility Manufacturing Facility Testing Facility

REGULAR APPLICATION FEE: \$1,500 **EXCHANGE/CONVERSION APPLICATION FEE: \$750**

Note: If constructing a new building, contact the Code Enforcement Office.

Note: Marijuana Stores, Cultivation Facilities, Manufacturing Facilities, and Testing facilities are restricted to certain areas under the Table of Uses in the Town's Zoning Ordinance and are subject to specific setbacks in the Town's Adult Use and Medical Marijuana Stores, Cultivation Facilities, Manufacturing Facilities, and Testing Facilities Ordinance. You must check with the Town's Planning Office for this information before filing an application for a permit/license.

Note: Each Marijuana License issued shall be effective for one year from the date of Issuance

Note: Renewal applications must be submitted at least 30 days prior to the date of expiration of the annual Local Marijuana License. An application for the renewal of an expired License shall be treated as a new License application.

Map and Lot of Subject Property: Map 37 Lot 02 Zone: 1

Physical Address of Subject Property: 291 Harold Lane Hwy

- Corporation Partnership Limited Liability Company

Name of Business (For additional individual(s), attach sheet listing name(s) with the following information):

Arcanna LLC

Mailing Address: 291 Harold Lane Hwy Eliot ME 03903

Telephone: (207) 431-8120 Email Address: dana@ellcannabis.com

Federal Tax Identification Number: 84-2532442

Attach a photo copy of a recent Passport, Drivers License or State ID for all applicant(s)

Has the applicant or any officer, partner, director, stockholder, or member of the applicant ever been convicted of a felony in a federal, State, or other court? Yes No If Yes, please provide the following:

Name and Location of Court	Charge Convicted of	Sentence	Date of Sentencing	Last Date of Incarceration/Parole/Probation

Has the applicant been denied an application for an adult use or a medical marijuana license by another jurisdiction?
 Yes No If yes, explain on a separate sheet.

Has the applicant had an adult use or a medical marijuana license suspended or revoked by another jurisdiction?
 Yes No If yes, explain on a separate sheet.

Has any establishment in which an applicant has had an influential interest in the last five years been subject to either of the following (please check if either apply and include a statement):
 Been declared by a court of law to be a nuisance
 Been subject to a court order of closure

Applicant (s) Full Legal Name: (Attach notarized statement designating agent(s) if applicable)

Dana H Brearley

Mailing Address: *Kittery ME 03904*

Physical Address: "

Telephone: *207* Email Address: "

State Maine Driver's License: Verified Applicant is at least 21 year of age

Date of Birth: Social Security Number:

Name of Property Owner (If different than applicant): *Peter Paul*

Mailing Address: *291 Harold Ross Hwy Eliot 03903*

Telephone: *207 439 6800* Email Address: *info@*

Attach copy of lease of subject property

Property Owner Signature: *[Signature]* Property Owner Printed Name: *Peter Paul* Date: *10/27/21*

Do swear/affirm under penalty of law that you are the designated agent and have permission to execute this application.

Agents Signature: *[Signature]*

State of Maine, County of York

Name of Notary: *Sara Callanan*

Notary Public State of Maine

Signature of Notary: *[Signature]* My Commission Expires: *3/5/23*

Attach copy of all current State Marijuana License(s) if any.

If a State of Maine application for a Medical Marijuana Business and/or Adult Use Marijuana Business has been filed, but has not yet been granted, attach complete copies. Date(s) filed: _____

Is the applicant proposing to surrender their Medical Marijuana Business license and entirely convert to an Adult Use Marijuana Business on their currently licensed premises? Yes No

If Yes, attach proof of surrendered license. *We don't have a medical license*

NOTE: That Adult Use and Medical Marijuana businesses cannot be co-located in the same store. Co-location with cultivation and manufacturing facilities is allowed with restrictions per 28-B M.R.S. §501.

If not included in the Applicant's state License Application please attach the following: *All included in State Application.*

Attested copies of the articles of incorporation and bylaws if the Applicant is a corporation, operating agreement if the Applicant is a limited liability company, evidence of partnership if the Applicant is a partnership, or articles of association and bylaws if the Applicant is an association.

An affidavit that identifies all owners, officers, members, managers, or partners of the Applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years.

A release authorized by 16 M.R.S.A. §620 (6), as may be amended, with the application for each Applicant and for each officer, owner, member, manager, or partner of the Applicant seeking a Local License.

Is there currently a Medical Marijuana Business on the subject property that began operating before the enactment of 28-B M.R.S. c. 1? Yes No

If Yes, attach evidence that a Medical Marijuana Business had commenced on the property prior to December 31, 2016.

Is the proposed Adult Use Marijuana Business is within 1,000 feet of a public or preexisting private school, and/or within 500 feet of a college, daycare, hospital, religious institution, designated recreation area for children up to 18 years in age, or municipal "safe zone" per 30-A M.R.S. §3253? Yes No

Attach a Description of Plan for developing and operating an Adult Use Marijuana Store, Cultivation Facility, Manufacturing Facility, or Testing Facility.

Anticipated date for project commencement: *Revised* Anticipated date for project completion: *Revised*

Attach a sketch showing the subject premises, including building footprint, interior layout with floor space to be occupied by the business, and parking plan. The sketch must be drawn to scale with marked dimensions.

Attach a copy of a Town Tax Map depicting the subject's property lines and any structures containing existing Marijuana Businesses within 1,000 feet of the subject property; the property lines of any public or preexisting private school within 1,000 of the subject's property lines; and the property lines of any established college, daycare, hospital, religious institution, designated recreational area for children up to 18 years, or municipal "safe zone" per 30-A M.R.S. §3253 within 500 feet of the subject's property lines.

State the estimated average number of vehicles per day anticipated on or using the site: (Include owner(s), employee(s), landlord(s), contractor(s), and staff). *213*

State the number of parking spaces planned for the site: *35*

Note: The nominal parking dimension is 9'x18'. For more information regarding accessible parking standards, contact the Town's Planning Dept. at 439-1813.

Describe method of sewage disposal for proposed site: Septic

Describe method of water supply to proposed site: well

Are there additional federal, State or local permits or approvals required? Yes No
If yes, please list:

State the hours and days of operation: (Note: Maximum open hours are between 9 AM to 9 PM)

Sun 9-7 Mon 9-7 Tues 9-7 Wed 9-7 Thu 9-7 Fri 9-7 Sat 9-7

List below the names and addresses of the owners of abutting property and those with property on the opposite side of the street or public way. (Attach a separate sheet if necessary)

Name	Address	Map/Lot
XXXXXX DJR Rail Estate	220 Hurd Dr	37-2-0
Marie Moriarty	4 Brook dr	37-2-2
Natural Rocks	299 Hurd dr	37-3-1
c/o oracle industries	28 Brook dr.	37-2-3

FOR MARIJUANA STORES ONLY:

Describe how you will ensure that the Marijuana Store will not sell, give, distribute, or deliver marijuana or marijuana products to persons who are under the age of twenty-one (21), or to persons who appear to be under the influence of an alcohol, inhalants, or other controlled substance: (Please check if additional sheets are attached)

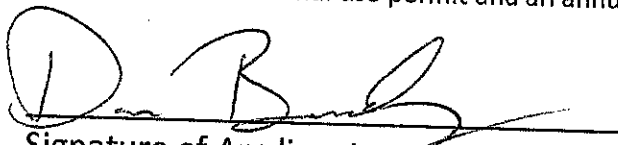
Describe how marijuana and marijuana products at the Marijuana Store will be displayed and sold: (Please check if additional sheets are attached)

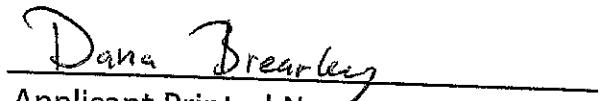
Attach samples of the logo and labeling that will be used in the store, and the sign to be attached to the store. (NO Sig)

Attach the Security Plan for this location. (Include location of Knox Box)

employees, clients or customers for a violation of any state or federal law, rule or regulations related to marijuana, or from forced closure of the licensed premises because the Maine Adult Use Marijuana Legalization Act M.R.S.A. Title 28-B is found to be invalid under any applicable law, including but not limited to Federal law. As part of the conditional use permit application and the Town of Eliot Adult Use Marijuana municipal license application for an adult use marijuana facility in the Town of Eliot, an applicant shall sign and submit a waiver that states the following:

1. By applying for and accepting a Conditional Use Permit issued by the Eliot Planning Board, and an annual Town of Eliot Adult Use Marijuana municipal license issued by the Municipal Officers, the permit holder waives and releases the Town of Eliot, its officers, elected and appointed officials, employees, attorneys and agents from any liability for injuries, damages or liabilities of any kind that result from any arrest or prosecution of business owners, operators, employees, clients or customers for a violation of state or federal laws, rules or regulations.
2. By applying for and accepting a Conditional Use Permit, and an annual Town of Eliot Adult Use Marijuana municipal license all permit holders, jointly and severally if more than one agree to indemnify, defend, and hold harmless the Town of Eliot, its officers, elected and appointed officials, employees, attorneys and agents against all liability, claims and demands on account of any injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever arising out of or in any manner connected with the operation of the adult use marijuana business that is subject of the conditional use permit and an annual Town of Eliot adult use marijuana municipal license.


Signature of Applicant


Applicant Printed Name

Must be approved/signed by the majority of the Select Board for approval

- Richard Donhauser, Select Board Member
- Alexandros Orestis, Select Board Member
- Robert McPherson, Select Board Member
- William Widi, Select Board Member
- Lauren Dow, Select Board Member

Staff Use Only:
Select Board Approval Date: _____ Public Hearing Date: _____
Fee Paid \$ _____ Date Fee Paid: _____
NOTES:

- Marijuana Store: \$7,500
- Marijuana Cultivation:
 - Tier I Cultivation: Up to 30 mature plants \$1,500
 - Tier II Cultivation: 501-2,000 SF of mature plant canopy: \$3,500
 - Tier III Cultivation: 2,001-7,000 SF of mature plant canopy: \$7,500
 - Tier IV Cultivation: 7,001-20,000 SF of mature plant canopy: \$15,000
 - Nursery Cultivation: Cultivation of not more than 1,000 SF of plant canopy per 28-B M.R.S. §501.3 \$2,000
- Marijuana Manufacturing Facility: \$5,000
- Marijuana Testing Facility: \$500

Note: The cost of advertising public hearing notices and the cost of postage for notifying abutters is included in the application fee.

Only sign next to the following statement if you are applying for a Marijuana Store, a Marijuana Cultivation Facility, or a Marijuana Products Manufacturing Facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a Marijuana Testing Facility license.

 Applicant Signature	<u>Dana Brearley</u> Applicant Printed Name	<u>10/20/21</u> Date
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Only sign the following statement if you are applying for a Marijuana Testing Facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a Marijuana Store, a Marijuana Cultivation Facility, or a Marijuana Manufacturing Facility.

Applicant Signature	Applicant Printed Name	Date
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By operating an adult use marijuana business pursuant to a conditional use permit issued by the Eliot Planning Board, and an annual Town of Eliot Adult Use Marijuana municipal license issued by the Municipal Officers, a permit holder releases the Town of Eliot, its officers, elected and appointed officials, employees, attorneys and agents from any liability for injuries, damages, or liabilities of any kind that result from any arrest or prosecution of the licensee or permit holder, its owners, operators,

Attach the Odor Control Plan for this location.

The Planning Office shall notify the following Department Heads for input including but not limited to adequate traffic safety and emergency vehicle access (please include internal comment sheet):

- Fire Rescue Chief
- Police Chief
- Director of Public Works

The Planning Office shall notify the Town Manager for their review and any recommendations.

The Planning Officer, in conjunction with the Code Enforcement Office, shall submit a letter regarding whether the applicant is in violation of any Town land use ordinance on the subject parcel. They shall also notify all abutting property owners through certified mail (please include list of names and certified mailing tracking numbers)

Evidence of all land use approvals conditional land use approvals or other local approvals required to operate a marijuana establishment pursuant to Eliot's code of Ordinance, including, but not limited to the following, please check all which are attached:

- Approved Building Permit *N/A*
- Special exception approval *N/A*
- Planning Board Notice of Decision *(last year) Happy to resubmit if needed!!*
- Certificate of Occupancy *(awaiting Moya/Shelly)*
- Food License
- Other _____

Notes reserved for office staff only:

Upon Planning Board approval, the application shall be forwarded to the Select Board for a Public Hearing for consideration of approval of a permit/license. All advertising fees for the public hearing will be invoiced to the applicant.

Annual Permit/License Fees (Payable annually upon Board of Selectmen permit/license issuance):

Staff Report

Consideration of a Moratorium on Distributed Commercial Energy Facilities

November 15, 2021

Background: On October 14, the Select Board heard a public comment referencing Planning Board review and disapproval of a proposed utility-scale, ground-mounted solar array and proposing a six-month moratorium on distributed commercial energy facilities. The Select Board asked for the discussion of a such a moratorium to be placed on a future agenda.

Issue: Whether to place a moratorium on distributed commercial energy facilities (generally) or commercial solar energy facilities (specifically), or similar, on the June 2022 ballot

Discussion: State law (30-A MRSA §4356) enables municipalities to adopt a development moratorium for the following purposes:

1. To prevent a shortage or an overburden of public facilities that would otherwise occur during the effective period of the moratorium or that is reasonably foreseeable as a result of any proposed or anticipated development; or
2. Because the application of existing comprehensive plans, land use ordinances or regulations or other applicable laws, if any, is inadequate to prevent serious public harm from residential, commercial or industrial development in the affected geographic area.

The moratorium must initially be a maximum of 180 days and adopted by voters in a Town Election, but it can be extended another 180 days by the Select Board (after notice and hearing) if the problem giving rise to the need for the moratorium still exists and reasonable progress is being made to alleviate the problem giving rise to the need for the moratorium.

An example of a moratorium placed on commercial solar energy facilities by the Town of South Berwick, in September of this year, is attached. That moratorium was established for 180 days and generally cited the reasons for needing the moratorium as a lack of specific regulation and inadequacy of the existing ordinances to prevent the potential for serious public harm.

State law defines a "distributed generation resource" as "an electric generating facility with a nameplate capacity of less than 5 megawatts that uses a renewable fuel or technology under section 3210, subsection 2, paragraph B-3 and is located in the service territory of a transmission and distribution utility in the State."

Town legal counsel has advised against any attempt to apply a moratorium retroactively.

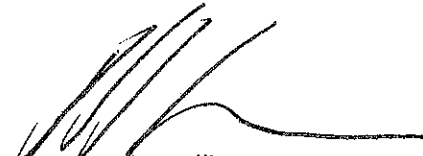
The Town Planner is ready to work with the Planning Board to develop draft performance standards for utility-scale (larger) solar arrays for the Select Board's review for placing on the June 2022 ballot.

Fiscal Impact: 20-30 hours of staff time to prepare moratorium language and facilitate review by the Planning Board, Conservation Commission, and Select Board, and an estimated 5-10 hours of legal review.

Recommendation: Provide guidance to staff on whether to develop non-retroactive moratorium language for the Select Board's review and potential inclusion on the June 2022 warrant. Alternatively, land use regulations for large-scale solar arrays could be developed via the usual ordinance amendment process between now and March 2022, when public hearings would occur and the Planning Board and Select Board could make their recommendations for the June warrant.

Prepared by: Jeff Brubaker, Town Planner

Town Manager Recommendation: Accept Planner Jeff Burbaker's recommendation to develop appropriate large scale solar land use ordinances through the common public process as described and present a draft of said warrant for consideration by the Planning and Selectboard at a suitable time.



Michael J. Sullivan
Town Manager



1333 State Road Eliot, ME 03903 Phone (207) 439-1817 Fax (207) 439-1415

Memo

To: Carol Granfield, Interim Town Manager

From: Jeff Brubaker, Town Planner

Cc: Jordan Miles, Treasurer
Melissa Albert, Administrative Assistant, Welfare Director
Wendy Rawski, Town Clerk
Steve Robinson, Public Works Director
Sara Castellez, Public Works Administrative Assistant

Subject: American Rescue Plan Act (ARPA) Funding Request – Beech/State Infrastructure Improvements and Lower-Income Housing Wastewater Assistance Funds

Date: October 20, 2021

The purpose of this memo is to request between \$75,000 and \$100,000 in American Rescue Plan Act (ARPA) formula funding for wastewater and active transportation infrastructure improvements. Specifically, this funding would cover:

- An alternatives analysis for domestic sewer service in the Sewer Basin 7 (SB-7) planning area (as shown in Underwood Engineers' 2012 Value Engineering & Preliminary Design Report).
- Preliminary Engineering, including a Preliminary Design Report (PDR) and Preliminary Plan, for active transportation (walking and bicycling) improvements along Beech Rd. from Route 236 to State Rd., and along State Rd. from Moses Gerrish Farmer Rd. (Route 103) and Bolt Hill Rd.
- A mini-grant program for assistance to lower-income housing communities with improvements to private wastewater systems

This is not entirely new information, but a follow-up to my August 12 email and our August 26 informational report to the Select Board. This responds to Select Board input by incorporating equity elements and response to a noted ARPA priority: water/wastewater infrastructure.

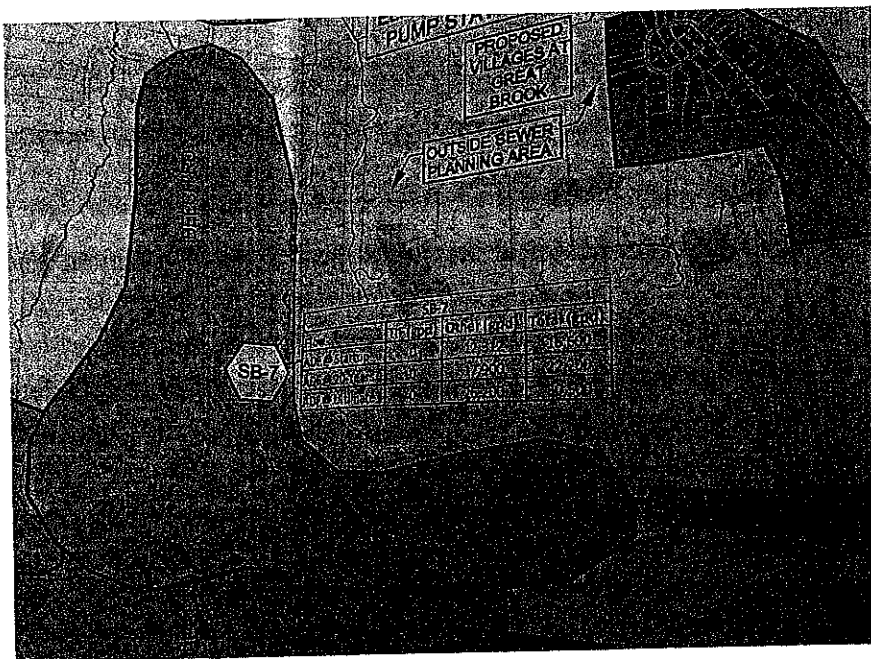
Alternatives analysis for SB-7 domestic sewer service

As shown in the photo below, SB-7 covers Beech Rd. between Route 236 and State Rd., State Rd. from Mount Pleasant/Brooks Cemeteries (where the existing gravity sewer line ends) to the Town Offices, and a short stretch of Moses Gerrish Farmer Rd. to about Stonewall Way. The 2012 Underwood report identifies this as a mid-term priority for future sewer service, initially processing over 16,000 gallons per day in sewerage, reducing the need for septic fields in this area that has extensive wetlands nearby. Extending domestic sewer to this area would afford a number of different users the opportunity to tie in to sewer service:

- A lower-income housing community
- Beech Rd., State Rd., and Moses Gerrish Farmer Rd. abutters
- Several businesses
- Eliot Elementary School
- The Town Offices, including the potential location of a new Town Hall being conceptually reviewed right now by the CIP Committee

The first step in this process would be an alternatives analysis memo.

Estimated cost: \$5,000 to \$10,000



Active transportation preliminary engineering

State Rd. and Beech Rd. have emerged as top candidates with the highest demand for active transportation improvements in the Town's current prioritization process, as they were 2 of the 3 public comment getters in terms of corridors. The draft report, "Improving Conditions for People to Walk and Bike in Eliot", identifies a sidewalk and paved shoulders on State Rd., from Moses Gerrish Farmer Rd. to Bolt Hill Rd., and Beech Rd., from Route 236 to State Rd., as "immediate" term improvements, with design to start as soon as possible. Existing unallocated ARPA funds would be key to that effort.

This would fund Preliminary Engineering, including a Preliminary Design Report (PDR) and Preliminary Plan, consistent with MaineDOT's typical design procedure. This would kickstart the design process to hone in on ideal locations for sidewalks, paved shoulders, and potential crosswalks, evaluating potential challenges "on paper". The idea would be an expedited design process where, should funding be received, these improvements could be coordinated with the Route 236 Water-Sewer Project's force main installation on these same segments, for project efficiency and leveraging the fact that they will be "under construction" anyway for the force main improvements.

Estimated cost: \$65,000 to \$75,000

Lower-income assistance for private wastewater systems

This aspect is still under development, but the general idea is that the Town could use ARPA funds for a mini-grant program to assist in funding qualified improvements to wastewater systems for lower-income developments/communities in Eliot. This would have both equity and environmental benefits. Other existing programs offering similar assistance could be studied for reference and to consider eligibility, e.g. the Low Income Household Water Assistance Program (LIHWAP).

Estimated cost: \$10,000 to \$15,000

Staff Report

Capital Improvement Committee Member Appointment

Select Board Meeting: November 15, 2021

Background: Appointment of board, committee, & commission membership per Section 4.1 Appointments of the Town Charter.

Issue: Review applications received and select membership and term for vacancies on the Capital Improvement Committee.

Discussion: Below is a listing that defines the current positions available and the applicants that have applied.

Capital Improvement Committee

Three Year Term to June 2024

One (1) Regular Member

Two Year Term to June 2023

One (1) Regular Member

One Year Term to June 2022

One (1) Regular Member

Applications Received:

- James Latter

Fiscal Impact: None

Recommendation: Suggested motion for appointment to fill the position available with the most longevity:

Capital Improvement Committee

“Motion to appoint James Latter as a Regular Member of the Capital Improvement Committee for a term to expire June 2024.”

Prepared by: Wendy Rawski, Town Clerk

Town Manager Recommendation:

Michael Sullivan, Town Manager

James Latter
1986 State Rd.
Elliot ME 03903
jlmatter@outlook.com

Recd
10/29/2021


Dear Honorable Board of Selectmen,

I would like to open by thanking you for the opportunity to serve our town, most recently on the Town Manager Selection Committee (I'm happy to welcome Mr. Sullivan aboard!), and Planning Board. The service with these committee colleagues has taught me much of the character of our community in a short period of time. Elliot is truly fortunate to have such dedicated citizens willing to serve!

Today I submit my letter applying to serve on the Town of Elliot Capital Improvement Committee. I previously shared that I served as an elected City Councillor in Beverly MA, but I think some of my experience in capital projects suits me particularly to this position.

I served the City of Beverly on the School Board for 4 years, and the City Council for 10 years. In that time, we endeavored a school rebuilding project that upgraded and built a High School and Middle school, a Regional Airport terminal, and most recently led to the opening of a state-of-the-art municipal Police Station. We accomplished these projects over a 15-year time frame, dedicating over \$200 million dollars of construction work w various funding sources, including state aid, federal aid/grants, and local tax dollars. We were able to accomplish this within the confines of Ma Prop 2½ (total tax levy can only be raised 2.5% plus new growth year over year) without asking the taxpayers for an override (a tax hike beyond what is allowed by Prop 2½). Understanding how to prioritize and schedule projects, while choosing the appropriate owner project managers, contractors, and other construction professionals allowed us to accomplish all these projects on time and under budget.

I put myself forward if the Honorable Board would think having someone with my municipal experience and understanding of municipal capital projects would benefit the community. I believe I could bring a learned perspective to the process. Thank you for your time and consideration,
Respectfully,

James Latter



Office of the Select Board ~ 1333 State Road Eliot, ME 03903 ~ Phone (207) 439-1813

To: James Latter

The undersigned Municipal Officers of the Town of Eliot do in accordance with the provisions of the Charter of the Town of Eliot, Maine, Article 4, Section 4.1, hereby appoint you as a Regular Member of the Capital Improvement Committee within and for the Municipality of Eliot for a term to June 2024.

Given under our hands on this 15th day of November 2021.

Alexandros Orestis, Chairman

Richard Donhauser, Vice Chairman

Robert McPherson, Secretary

William Widi

Lauren Dow
Select Board, Town of Eliot

~Oath of Office~

_____, 20_____

I, _____, do solemnly swear (or affirm), that I will support the Constitutions and will obey the laws of the United States and of the State of Maine; that I will in all respects observe the provisions of the Charter and Ordinances of the Town of Eliot, and will faithfully discharge the duties as a member of the Capital Improvement Committee.

Signature

Subscribed and sworn to before me on this _____ day of _____, 20_____

Signature and Title

Report to Eliot Select Board

November 10, 2021

Town Manager Michael J. Sullivan

Please accept this report as an abridged account of activities and projects I and the dedicated town employees have been actively engaged in over my first two weeks.

Getting Settled; I would like to thank the hard-working municipal staff which I have the honor to work with during my initial days. I have found them to be a proficient and loyal group of professionals who care deeply about the Town of Eliot, dedicated to providing the best service possible to the citizens of this community.

The transition has been great, the Interim Town Manager did a thorough job briefing and leaving me with some great cheat sheets. The support staff has been wonderful in trying to get me to a place where I am a plus to the process, I thank them for their abundance of patience.

From an organizational perspective my first order of business is to peel back some layers of work which has been lacquered on to various employee's workloads over an extended period of time while the Town Manager position has been in flux. These tasks have caused undue strain and stress on the loyal staff who accepted those additional tasks. I will do my best to accept as many of those assigned duties and bring them back to the Town Manager desk as I can reasonably manage.

FY 22 Budget; Eliot Treasurer Jordan Miles has been extremely helpful in introducing me to the budget and the related processes. It has become apparent the FY 22 budget will be affected by external and internal demands for additional financial resources. Fuel, insurance and nearly every supply need has risen significantly.

The Consumer Price Index which is a key indicator of inflation has risen by 5.4% over the past twelve months according to the US Bureau of Labor Statistics with the category of meat/poultry/fish/eggs up over 10%. This has clearly placed another burden of worry and economic hardship on municipal staff. Continuing to retain and attract qualified staff there will need to be a substantial investment in personnel.

The compensation issue has reached a critical juncture and the time for studies, promises, pontification and ignorance need to culminate with a unified commitment to address the organization imbalance. The cost of not addressing this and in some case acerbating the problem has been way too expensive for Eliot taxpayers.

It does no one any service to invest in buildings, trucks, phone systems, roads, sidewalks or parks, if a town or business makes little or no investment in qualified staff to operate, preserve and manage those investments. I look forward to discussing some ideas with the Select Board as this process goes forward.

Regional Relationships; At the suggestion of Gene Wypyski, others and something I wholeheartedly agree with, I have begun working towards building some regional relationships. I am hopeful these relationships will greatly benefit Eliot in growing an appropriate commercial base and making sure we are included in any regional best practices.

I will be meeting with Holly Robinson from the York County Chamber of Commerce later today and Paul Schumacher from Southern Maine Planning and Development to discuss opportunities. Planner Brubaker will be a major part of the SMPD meeting, as Jeff has already been involved with the regional organization on several projects.

Superintendent John Caverly from MSAD 35 took the time to stop in on my first day which is greatly appreciated. I certainly hope we can strengthen an already great relationship with Marshwood. I also received a call from Kittery Town Manager Kendra Amaral (also an ex-pat from Massachusetts) offering me assistance and welcoming me to the State of Maine. These associations hopefully will serve Eliot well in times of need and when necessary and we will reciprocate when possible and prudent. We are in this together!

Also, I reached out to Traci St. Clair who was gracious enough to meet with me first thing Monday morning. She is the business agent for the Teamsters, as the municipality has numerous contracts with that group it is fiscally practical to build strong relationships with labor representation. Ms. St Clair was very knowledgeable and willing to forge a working rapport to benefit both parties.

These first weeks I met with the Select Board members to review their hopes, ideas and strategies for Eliot, I really appreciate the frankness and experience each brought to the table. I am truly blessed to be working for and with such a dedicated, caring, respectful and cohesive group of municipal leaders.

Besides all the great people I get to work with, I also got to talk with some of the most important people, the citizens who make it happen and know the history of the community, people like Orlin McPherson, Cabot Trott and Harold Place externally and internally people like Judy Smith from the PD and Tina Buckley (ACO). I also got to experience my first fire call siren, which did not cause even the least bit of stir in Town Hall. Again, I am very lucky to work with this caliber of people, it is not always that way in some towns!

Route 236 Paving Project; DPW Director Steve Robinson, Planner Jeff Brubaker and I will be meeting with LaRay Hamilton from MaineDOT and Cole Melendy to discuss coordination of that project with several other projects along 236 on Monday. The state expects to send the project out to bid on March 9, 2022.

It will include 24 crossings, several raised islands and some improvements to middle turn lanes. The state is well aware of the growth potential for Eliot along 236 and will be building that into their planning process. The project will go from Kittery to South Berwick, so the entirety of 236

through Eliot with be repaved. This is a "hot-in-place" recycled material project and we all appreciate that environmentally safe approach to this needed improvement.

Town Hall Building Study; I had the pleasure of meeting with Lita Semrau from Port City Architecture who is helping guide the project as well as the needs assessment prior to my "official" arrival. Since arriving I have met with members of the Capital committee including Ed Henningsen who supplied me with some helpful background about the project.

It is refreshing to see that the Town of Eliot has taken a measured and well thought out approach to the important building project and investigating multiple solutions. It is that sort of diligence which will allow every resident ample opportunity to bring forth ideas and possible solutions. I look forward to attending a meeting of the committee and listening to the ideas and concerns in the near future possibly sometime the week of November 29th.

Respectfully submitted,

Michael J. Sullivan

Town Manager, Eliot

American Rescue Plan Act

Town of Eliot was allocated amount; \$729,594 with \$364,797 already received. The balance of the funds is scheduled to be released May of 2022. The municipality has until May of 2024. The Select Board has sole authority to assign the funds

I copied the following guidelines from the government accounting site.

Eligible uses of these funds include:

- *Revenue replacement for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, relative to revenues collected in the most recent fiscal year prior to the emergency,*
- *COVID-19 expenditures or negative economic impacts of COVID-19, including assistance to small businesses, households, and hard-hit industries, and economic recovery,*
- *Premium pay for essential workers,*
- *Investments in water, sewer, roads and broadband infrastructure.*

Restrictions on the uses of these funds include:

- *Funds allocated to states cannot be used to directly or indirectly to offset tax reductions or delay a tax or tax increase;*
- *Funds cannot be deposited into any pension fund.*

We have gotten a few suggestions as to how the Select Board some, such as “offset tax reductions” is not allowed. I have copied Planner Jeff Brubaker’s request for \$175,000 for two separate design projects; bike/walk improvements along State and Beech Roads, and a preliminary design for sanitary sewer for Sewer Basin 7

The suggested spending is strongly directed towards projects which benefit the community, particularly any portion of the population which have realized economic hardship prior or due to the pandemic. Infrastructure like sidewalks, park improvements and roads would meet the need.

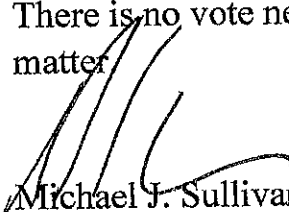
Other ideas may be an income qualified home rehab program, ride companion program, or funds to cover design costs associated with any community space for Age in Place, Community Services, library or other entities which may likely serve

the most economically challenged parts of the community through their programing.

The Select Board may also consider investing a portion of the ARPA funds to increase access to on-line services, security and capacity at Town Hall, as it is a building which is meant to serve the entire municipality.

Although you have a few years to expend the funds, I would strongly suggest you designate the programs or projects you want to focus allocations of the grant to impact. Such an assignment should be in place by then end of this calendar year.

There is no vote necessary at this time. Thank you for discussing this important matter


Michael J. Sullivan

11/9/21

Town Manager, Eliot

Staff Report

Improving Conditions for People to Walk and Bike in Eliot: Draft Report

November 15, 2021

Background: Town staff have produced the draft report, *Improving Conditions for People to Walk and Bike in Eliot*. The Select Board is asked to review the report, including the prioritization of projects; offer comments; and make a motion to release the draft report (with any desired changes) for a final public comment period. A final draft would then be presented to the Board at an upcoming meeting for consideration of approval.

Issue: Improving conditions for walking and bicycling (i.e. active transportation) in Eliot

Discussion: Eliot currently only has one sidewalk – on State Rd./Old Rd. from the Library to just short of Beech Rd. Following Board guidance at your 4/8/21 meeting, in May, the Town published a news release seeking input from residents on walking and bicycling improvements, receiving over 60 comments with preferred locations and types of improvements. This strong public interest in active transportation was consistent with the findings of a recent Aging-In-Place Committee community assessment, which found that safe streets and walking and bicycling infrastructure were top priorities. This summer, Town staff walked four of the top public-input corridors to assess field conditions and gather additional property owner input. We sought input from advisory committees including the AIP Committee, Planning Board, and Budget Committee. We held a Public Informational Meeting on September 28 to collect input on walking-bicycling priorities as well as the draft Route 236 Study (previewed for the Board at your 9/23/21 meeting). We also sought input from partner agencies SMPDC and MaineDOT.

These activities inform the draft report now before you. The main purpose of this report is to develop a prioritized list of active transportation projects in town based on community input and supported by the Select Board. That would then allow staff to move forward with project development for the immediate- and short-term projects.

Fiscal Impact: No fiscal impact for this specific agenda item. ~5-10 hours of staff time to seek one more round of public input and before bringing the report back to the Board for approval. Funding will need to be identified for the prioritized projects. Staff anticipate relying on external grant funding as much as possible, though many funding sources require a local match. The report identifies potential funding sources.

Recommendation: Review the report, including the prioritization of projects; offer comments; and make a motion to release the draft report (with any desired changes) for a final public comment period.

Prepared by: Jeff Brubaker, Town Planner

Town Manager Recommendation:

I concur with the Planner's recommendation

Michael Sullivan

Town Manager

Warrant 36

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00002 2WAY COMMUNICATIONS SERVICE, INC.						
0191	19681	10	sept account activity dat	70629		
sept account activity/dat	E 10-05-10-14				1,089.95	0.00
			Invoice Total-		1,089.95	
0191	19681	10	chiefs car	70677		
chiefs car	E 62-05-99-01				3,273.00	0.00
			Invoice Total-		3,273.00	
0191	19681	10	vehicle rep/maint	70709		
vehicle rep/maint	E 10-05-24-40				400.00	0.00
			Invoice Total-		400.00	
0191	19681	10	replace fixed antenna rep	70705		
replace fixed antenna rep	E 93-12-03-05				5,943.34	0.00
			Invoice Total-		5,943.34	
			Vendor Total-		10,706.29	
00072 BERNSTEIN, SHUR, SAWYER & NELSON						
0191	19682	10	general labor advice	3682520		
general labor advice	E 01-01-10-02				2,090.00	0.00
			Invoice Total-		2,090.00	
0191	19682	10	legal fees	10212021		
planning	E 05-05-50-45				27.50	0.00
code enforcement	E 01-01-10-02				660.00	0.00
Harman	E 01-01-10-02				3,955.00	0.00
Maritimes Northeast Prop	E 01-01-10-02				2,212.00	0.00
general	E 01-01-10-02				27.50	0.00
			Invoice Total-		6,882.00	
			Vendor Total-		8,972.00	
00109 CENTRAL MAINE POWER						
0191	19683	10	cmp fire dept	700000363921		
cmp fire dept	E 10-05-15-02				21.47	0.00
			Invoice Total-		21.47	
0191	19683	10	cmp repeater	709001225674		
cmp repeater	E 10-30-15-02				119.92	0.00
			Invoice Total-		119.92	
			Vendor Total-		141.39	
00131 COMCAST						
0191	19684	10	comcast bill Pub works	10132021		
comcast bill pub works	E 20-01-15-03				236.06	0.00
			Vendor Total-		236.06	
00343 L.W. MORGRIDGE & SON, INC.						
0191	19685	10	pump tank transfer st	148098		
pump tank transfer st	E 20-25-24-20				620.00	0.00
			Invoice Total-		620.00	
0191	19685	10	pumping tank highway dept	148075		
pumping tank highway dept	E 20-01-24-20				380.00	0.00
			Invoice Total-		380.00	
0191	19685	10	pumping tank boat basin	148091		
pumping tank boat basin	E 20-10-24-10				365.00	0.00
			Invoice Total-		365.00	
			Vendor Total-		1,365.00	
00384 MAINE MUNICIPAL ASSOCIATION						
0191	19686	10	legal update on marijuana	1000411948		

Warrant 36

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
legal update on marijuana	E 01-01-03-05				35.00	0.00
Vendor Total-					35.00	
00508 J.S. PELKEY FUNERAL HOME						
0191	19687	10	GA burial	102721		
GA burial	E 50-01-99-01				770.00	0.00
Vendor Total-					770.00	
00559 RAITT'S SIGNS & DESIGNS						
0191	19688	10	road signs	5069		
signs	E 20-01-24-56				94.50	0.00
Vendor Total-					94.50	
00586 ROLAND H. RIPLEY & SON, INC.						
0191	19689	10	equipment rep/maint	3688		
equipment rep/maint	E 20-01-24-10				64.80	0.00
Vendor Total-					64.80	
00617 SANEL NAPA						
0191	19690	10	vehicle rep/maint	092021		
vehcile rep/maint	E 20-01-24-15				73.08	0.00
vehicle rep/maint	E 30-01-24-15				28.85	0.00
Vendor Total-					101.93	
00648 SOUTHERN MAINE PLANNING						
0191	19691	10	stormwater	15729		
stormwater	E 20-30-15-02				2,795.00	0.00
Vendor Total-					2,795.00	
00650 SOUTHWORTH-MILTON, INC.						
0191	19692	10	equipment rep/maint	2397512		
equipment rep/maint	E 20-01-24-10				129.01	0.00
Vendor Total-					129.01	
00717 TOWN OF KITTEERY, MAINE						
0191	19693	10	Oct-Jul	1600200		
Pleasant st pump station	E 70-01-05-60				53,712.91	0.00
Vendor Total-					53,712.91	
00725 TREASURER OF STATE						
0191	19694	10	BMV 1014-1021	1014-1021		*** SEPARATE ***
BMV 1014-1021	G 01-2040-00				48,989.71	0.00
Invoice Total-					48,989.71	
0191	19695	10	bmv 0930-1014	0930-1014		*** SEPARATE ***
bmv 0930-1014	G 01-2040-00				52,522.31	0.00
Invoice Total-					52,522.31	
Vendor Total-					101,512.02	
00816 IRVING OIL MARKETING, INC.						
0191	19696	10	fuel bill pub works	34167552		
fuel bill pub works	E 20-10-20-15				215.59	0.00
Invoice Total-					215.59	
0191	19696	10	fuel bill pd	34167548		
fuel bill pd	E 10-05-20-15				48.66	0.00
Invoice Total-					48.66	
Vendor Total-					264.25	
00885 ELDREDGE LUMBER AND HARDWARE						
0191	19697	10	building supplies	10152021		
building supply	E 20-01-24-20				77.53	0.00

Warrant 36

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Vendor Total-					77.53	
00906 W.B. MASON COMPANY, INC.						
0191	19698	10	supplies pub works	40757855		
supplies pub works			E 20-01-20-40		204.43	0.00
Invoice Total-					204.43	
0191	19698	10	office supplies	C1102528		
office supplies			E 01-01-20-40		575.90	0.00
Invoice Total-					575.90	
Vendor Total-					780.33	
01050 COHEN STEEL SUPPLY, INC.						
0191	19699	10	equipment rep/maint	I200238		
equipment rep/maint			E 20-01-24-10		75.00	0.00
Vendor Total-					75.00	
01127 ELIOT HISTORICAL SOCIETY						
0191	19700	10	Historical Society	10192021		
Historical Society			E 06-10-50-65		2,500.00	0.00
Vendor Total-					2,500.00	
01335 STEVEN R. ROBINSON						
0191	19701	10	cell phone steve	102021		
cell phone stipend			E 20-01-03-12		20.00	0.00
Vendor Total-					20.00	
01368 VILLAGE MOTORS SERVICE CENTER						
0191	19702	10	vehicle rep/maint	54489		
vehicle rep/maint			E 10-05-24-15		22.00	0.00
Invoice Total-					22.00	
0191	19702	10	vehicle rep/maint	54379		
vehicle rep/maint			E 10-05-24-15		466.56	0.00
Invoice Total-					466.56	
0191	19702	10	vehicle rep/maint	54478		
vehicle rep/maint			E 10-05-24-15		124.07	0.00
Invoice Total-					124.07	
Vendor Total-					612.63	
01445 Allegiant Care						
0191	19703	10	November/December	Nov/Dec		
land use			E 01-03-03-10		9,236.64	0.00
clerks			E 01-02-03-10		4,586.96	0.00
pub works			E 20-01-03-10		14,533.44	0.00
ee contributions			G 01-2230-00		6,000.96	0.00
Vendor Total-					34,358.00	
01467 LIBBY-SCOTT, INC.						
0191	19704	10	Misc. patching	5210013		
misc. patching			E 62-05-99-01		1,505.14	0.00
Invoice Total-					1,505.14	
0191	19704	10	paving Clark RD	5210012		
paving Clark RD			E 62-05-99-01		25,086.29	0.00
Invoice Total-					25,086.29	
0191	19704	10	paving Ridgewood Lane	5210011		
paving Ridgewood Lane			E 62-05-99-01		30,548.25	0.00
Invoice Total-					30,548.25	
Vendor Total-					57,139.68	
01513 Consolidated Communications						

Warrant 36

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0191	19705	10	cons comm Town office		458164060	
cons comm town office			E 01-01-15-03		425.28	0.00
Vendor Total-					425.28	
01794 MAINE ASSOCIATION OF POLICE						
0191	19706	10	union dues		6169	
union dues			G 01-2235-00		240.00	0.00
Vendor Total-					240.00	
01967 YORK COUNTY CHIEFS ASSOCIATION						
0191	19707	10	3 courses		622021	
thorpe/cullenx2			E 10-01-03-05		225.00	0.00
Vendor Total-					225.00	
02029 WEX Bank						
0191	19708	10	fuel bill		74702283	
fuel bill			E 10-01-20-15		730.05	0.00
Vendor Total-					730.05	
02034 Election Systems & Software						
0191	19709	10	tabulator programming		CD2010780	
tabulator programming			E 15-15-24-10		1,143.52	0.00
Vendor Total-					1,143.52	
02464 Power Point						
0191	19710	10	maintenance agreement		25940	
maintenance agreement			E 10-01-11-17		550.00	0.00
Vendor Total-					550.00	
02475 Leaf						
0191	19711	10	copier lease		12408588	
copier lease			E 01-01-10-30		754.66	0.00
Vendor Total-					754.66	
02482 Lucas & Eaton Funeral Home						
0191	19712	10	GA Cremation		10/5/2021	
GA Cremation			E 50-01-99-01		1,025.00	0.00
Vendor Total-					1,025.00	
02523 Creative Digital Services						
0191	19713	10	oct sewer bills postage		98346	
Oct Sewer bills postage			E 70-01-20-05		291.05	0.00
Invoice Total-					291.05	
0191	19713	10	postage for tax bills		98556	
postage for tax bills			E 01-01-20-05		1,406.48	0.00
Invoice Total-					1,406.48	
0191	19713	10	tax bill printing		2022 tax billin	
tax billing			E 01-01-05-25		1,294.02	0.00
Invoice Total-					1,294.02	
Vendor Total-					2,991.55	
02556 CAI Technologies						
0191	19714	10	PWIM GIS		12448	
PWIM GIS			E 20-30-10-05		191.25	0.00
Invoice Total-					191.25	
0191	19714	10	GIS consulting		12447	
GIS consulting			E 01-01-10-11		923.75	0.00
Invoice Total-					923.75	
Vendor Total-					1,115.00	

Warrant 36

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
02598 Wayne Chaloux's Signs & Graphix						
0191	19715	10	vehicle rep/maint	RO#8539		
vehicle rep/maint			E 10-05-24-15		780.00	0.00
Vendor Total-					780.00	
02607 Schwaab Inc.						
0191	19716	10	office supplies	6460720		
office supplies			E 01-01-20-40		74.24	0.00
Vendor Total-					74.24	
02717 Shredding on Site						
0191	19717	10	shredding fees	71722		
shredding fees			E 20-25-06-55		50.00	0.00
Vendor Total-					50.00	
02773 Quadiant Leasing USA, Inc.						
0191	19718	10	lease payment	10152021		
lease payment			E 01-01-10-11		432.81	0.00
Vendor Total-					432.81	
02904 Milton Rents Inc.						
0191	19719	10	equipment rep/maint	11067		
equipment rep/maint			E 20-10-24-10		175.00	0.00
Vendor Total-					175.00	
02911 Great Bay Stewards						
0191	19720	10	youth activity	10262021		
youth activities			E 30-08-03-05		50.00	0.00
Vendor Total-					50.00	
02912 Freightliner of Maine, Inc.						
0191	19721	10	CIP Truck Public Works	02S1709		
2022 Western Star			E 62-05-99-01		93,286.00	0.00
Vendor Total-					93,286.00	
02913 Pease Golf Course						
0191	19722	10	youth activities	1112021		
youth activities			E 30-08-03-05		300.00	0.00
Vendor Total-					300.00	
Prepaid Total-					0.00	
Current Total-					380,811.44	
EFT Total-					0.00	
Warrant Total-					380,811.44	

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

DocuSigned by: Alexandros Orestis
ALEX ORESTIS 082021D642CB4F0...

LAUREN DOW

DocuSigned by: William W. Wheeler
WILLIAM WHEELER 082821CFFFF404C8...

DocuSigned by: Robert McPherson
ROBERT MCPHERSON 082821B04D0046F...

Warrant 38

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00002 2WAY COMMUNICATIONS SERVICE, INC.						
0218	19723	11	equipment rep/maint	70803		
equipment rep/maint			E 20-01-24-10		297.00	0.00
Invoice Total-					297.00	
0218	19723	11	sept account activity	70628		
sept account activity			E 30-01-24-30		125.00	0.00
Invoice Total-					125.00	
0218	19723	11	october account activity	70953		
town office			E 01-01-24-30		2,197.00	0.00
Police dept			E 10-05-10-14		740.00	0.00
Highway dept			E 20-01-20-40		250.00	0.00
Invoice Total-					3,187.00	
Vendor Total-					3,609.00	
00388 MainePERS						
0218	102021	11	MainePERS October	October 2021		
admin			E 01-01-03-40		1,871.73	0.00
clerks			E 01-02-03-40		1,700.41	0.00
land use			E 01-03-03-40		1,319.53	0.00
Police			E 10-05-03-40		6,720.05	0.00
Public Works			E 20-01-03-40		1,924.32	0.00
CSD			E 30-01-20-40		1,214.27	0.00
contributions			G 01-2215-00		9,757.59	0.00
Vendor Total-					24,507.90	
00460 NEW ENGLAND MARINE AND						
0218	19724	11	supplies/materials	246761		
supplies/materials			E 20-01-24-05		9.73	0.00
Vendor Total-					9.73	
00524 PISCATAQUA LANDSCAPING &						
0218	19725	11	winterize irrigation	31177		
winterize irrigation			E 01-01-24-20		90.00	0.00
Vendor Total-					90.00	
00537 PORTSMOUTH FORD, INC.						
0218	19726	11	vehicle rep/maint	328258		
vehicle rep/maint			E 30-01-24-15		15.09	0.00
Vendor Total-					15.09	
00617 SANEL NAPA						
0218	19727	11	vehicle rep/maint	313667		
vehicle rep/maint			E 30-01-24-15		28.85	0.00
Vendor Total-					28.85	
00626 SEACOAST BUSINESS MACHINES						
0218	19728	11	printer charges	IN92641		
printer charges			E 30-01-10-30		107.14	0.00
Vendor Total-					107.14	
00717 TOWN OF KITTEERY, MAINE						
0218	19729	11	weekly station checks	1112021		
PS1			E 70-05-25-10		333.33	0.00
PS2			E 70-10-25-10		333.33	0.00
PS3			E 70-15-25-10		333.34	0.00
Vendor Total-					1,000.00	
00764 VERIZON/WIRELESS						
0218	19730	11	cell phones pub works	9890967749		

Warrant 38

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
cell phones pub works			E 20-01-03-12		73.31	0.00
Vendor Total-					73.31	
00782 WHITE SIGN						
0218	19731	11	sign materials	IVC119083		
sign materials			E 20-01-24-56		46.38	0.00
Vendor Total-					46.38	
00816 IRVING OIL MARKETING, INC.						
0218	19732	11	fuel bill	34167512		
fuel bill			E 30-08-03-05		111.50	0.00
Vendor Total-					111.50	
00824 TREASURER, STATE MAINE						
0218	19733	11	Dogs October	102021		
dogs october			G 01-2010-00		182.00	0.00
Vendor Total-					182.00	
00830 HYGRADE BUSINESS GROUP, INC.						
0218	19734	11	tax bill outsourcing	726657		
tax bill outsourcing			E 01-01-05-25		1,440.94	0.00
Invoice Total-					1,440.94	
0218	19734	11	4th qrtr sewer billing	726646		
4th qrtr sewer billing			E 70-01-20-05		238.12	0.00
Invoice Total-					238.12	
Vendor Total-					1,679.06	
00899 TREASURER OF STATE						
0218	19735	11	IF&W October	IF&W October		
IF&W October			G 01-2030-00		486.50	0.00
Vendor Total-					486.50	
00964 Eliot Lions Club						
0218	19736	11	Project Share	11/1/2021		
project share			E 06-10-60-40		1,000.00	0.00
Vendor Total-					1,000.00	
01006 ME. MUNICIPAL EMPLOYEE HEALTH TRUST						
0218	19737	11	Health insurance Nov.	112021		
admin			E 01-01-03-10		2,141.29	0.00
clerks			E 01-02-03-10		1,077.00	0.00
land use			E 01-03-03-10		1,053.51	0.00
pub works			E 20-01-03-10		61.66	0.00
police			E 10-05-03-10		14,477.29	0.00
CSD			E 30-01-03-10		6,516.02	0.00
EE contributions			G 01-2230-00		4,731.28	0.00
Vendor Total-					30,058.05	
01337 CNC ELECTRIC						
0218	19738	11	electrical work	3087		
electrical work			E 20-10-24-10		1,100.00	0.00
Vendor Total-					1,100.00	
01418 SPRINT						
0218	19739	11	cell phones csd	557872025-233		
cell phones csd			E 30-01-03-12		482.20	0.00
Vendor Total-					482.20	
01513 Consolidated Communications						
0218	19740	11	cons comm. pub works	458165863		

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
cons comm. pub works			E 20-01-15-03		705.29	0.00
Vendor Total-					705.29	
01578 PIONEER MANUFACTURING CO.						
0218	19741	11	youth athletics	809267		
youth athletics			E 30-08-03-05		146.30	0.00
Vendor Total-					146.30	
01770 UNDERWOOD ENGINEERS						
0218	19742	11	236 sewer/water ext	17387		
236 sewer/water ext			E 62-04-10-35		33,471.48	0.00
Vendor Total-					33,471.48	
01853 TOWN HALL STREAMS						
0218	19743	11	monthly town streams	13546		
monthly town streams			E 01-01-05-24		250.00	0.00
Vendor Total-					250.00	
01931 BRENDA L. HARVEY						
0218	19744	11	election reimb	1122021		
election reimb			E 15-15-20-40		16.14	0.00
Vendor Total-					16.14	
02025 Organic Solutions, LLC						
0218	19745	11	recycling fees	11133		
recycling fees			E 20-25-06-55		252.00	0.00
Vendor Total-					252.00	
02108 ReVision Energy, LLC.						
0218	19746	11	revision fees	97		
police			E 10-05-15-02		1,343.65	0.00
sewer			E 70-01-15-02		2,015.47	0.00
town office			E 01-01-15-02		671.82	0.00
fire dept			E 10-01-15-02		575.85	0.00
pub safety			E 10-30-15-02		191.96	0.00
Vendor Total-					4,798.75	
02144 Teamsters Union Local 340						
0218	19747	11	union dues pub works	112021		
union dues pub works			G 01-2237-00		532.00	0.00
Vendor Total-					532.00	
02181 Environmental Projects, Inc.						
0218	19748	11	HHW set up	17468		
HHW set up			E 20-25-12-73		2,240.00	0.00
Vendor Total-					2,240.00	
02350 New England Kenworth						
0218	19749	11	vehicle rep/maint	PR24793		
vehicle rep/maint			E 20-01-24-15		711.74	0.00
Invoice Total-					711.74	
0218	19750	11	vehicle rep/maint	10-31-2021		
vehicle rep/maint			E 20-01-24-15		368.91	0.00
Invoice Total-					368.91	
Vendor Total-					1,080.65	
02512 Center for Wildlife						
0218	19751	11	youth activity	10272021		
youth activity			E 30-08-03-05		1,500.00	0.00
Vendor Total-					1,500.00	

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
02591 Affinity LED Light LLC						
0218	19752	11	streetlight repair	SVC042746		
streetlight repair			E 10-30-15-02		350.00	0.00
Vendor Total-					350.00	
02616 Smith&Associates						
0218	19753	11	presentation to selectboa	10272021		
presentation to SB			E 01-01-10-01		375.00	0.00
Invoice Total-					375.00	
0218	19753	11	final billing FYE 20 Audi	10122021		
final billing FYE 20			E 01-01-10-01		8,685.00	0.00
Invoice Total-					8,685.00	
Vendor Total-					9,060.00	
02694 Haps Cleaning						
0218	19754	11	cleaning boat basin	218		
cleaning boat basin			E 30-04-03-05		60.00	0.00
Vendor Total-					60.00	
02780 Sara Ouimet						
0218	19755	11	cell phone/mileage	102021		
cell phone			E 20-01-03-12		20.00	0.00
mileage			E 20-01-03-05		23.74	0.00
Vendor Total-					43.74	
02846 Advanced Workplace Strategies, Inc.						
0218	19756	11	DOT drug tests	497093		
DOT drug tests			E 20-01-03-05		180.00	0.00
Vendor Total-					180.00	
02850 White Cap LP						
0218	19757	11	equipment rep/maint	50017166700		
equipment rep/maint			E 20-10-24-05		129.76	0.00
Vendor Total-					129.76	
02863 Municipal Resources, Inc.						
0218	19758	11	background check	22513		
background check			E 01-01-03-05		1,500.00	0.00
Vendor Total-					1,500.00	
02901 Fort City Architecture						
0218	19759	11	town hall study	21402-3		
town hall study			E 02-02-99-01		5,856.00	0.00
Vendor Total-					5,856.00	

Eliot

A / P Warrant

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Warrant 38

Jrnl	Check	Month	Invoice Description	Reference	
Description	Account		Proj	Amount	Encumbrance
			Prepaid Total-	24,507.90	
			Current Total-	102,250.92	
			EFT Total-	0.00	
			Warrant Total-	126,758.82	

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

DocuSigned by:

Alex Orestis

ALEX ORESTIS 04C9118AB179438...

DocuSigned by:

Lauren Dow

LAUREN DOW 04C9118AB179438...

DocuSigned by:

Richard Donkauer

RICHARD DONKAUER 04C9118AB179438...

DocuSigned by:

William H. H. H.

WILLIAM H. H. H. 04C9118AB179438...

ROBERT MCPHERSON

Eliot Board, Committee, and Commission Positions Available (Posted 10/20/2021)

Board, Committee or Commission	Regular/Alternate Member	# of Positions	Term Expiration
Aging-In-Place	Alternate 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