

**Eliot Select Board Agenda**  
**Thursday January 11, 2024, 5:30PM Town Hall**  
**Meeting Room and use of the OWL for Remote via ZOOM**

**Call to order**

**Roll Call**

- A. Pledge of Allegiance**
- B. Public Comments**
- C. Approval of Minutes.** March 9, 2023, April 27, 2023, May 25, 2023, June 22, 2023, July 27, 2023, August 24, 2023
- D. Public Hearings**
  - 1. Renewal of an Adult Use Cannabis Manufacturing License (AMF1160) Green Blossom LLC located at 155 Harold L. Dow Highway Unit #2 (map 29 parcel 25)
  - 2. Application for an Adult Use Cannabis Retail License (AMS 1439) for OG LLC located at 18 American Way (map 37, lot 9)
- E. Reports; Town Manager Report**
- F. Appointments/Resignations**
  - 1. Ed Henningsen resignation from York River Stewardship Committee
- G. New Business**
  - 1. Allow AARP Grant Funding of \$15,000 (previously approved). Fire Department Training Room improvements.
  - 2. Request to change Community Service Department title to Eliot Recreation Department.
- H. Old Business**
  - 1. Amend Conservation Easement for 5 Brixham Road (Murphy Estate)
- I. Public Approval of Warrants**
  - Payroll Warrants**

#53 \$50,112.70	
#55 \$49,606.34	#58 \$50,608.31
	#61 \$51,726.84
  - Accounts Payable Warrants**

#54 \$1,500,604.23	
#56 \$3,000.00	#59 \$41,481.39
#57 \$161,232.75	#60 \$6,560.29
Special Warrant GA166 \$134.87	#62 \$1,115,244.37

**J. Motion to Adjourn**

Town of Eliot is inviting you to a scheduled Zoom meeting.  
Topic: Eliot Select Board  
Time: Jan 11, 2024 05:30 PM Eastern Time (US and Canada)  
Join Zoom Meeting  
<https://us06web.zoom.us/j/83569691974?pwd=8pvlmyCv8YHly181myv5l3itoNiBRh.1>  
Meeting ID: 835 6969 1974  
Passcode: 878095  
One tap mobile  
+13092053325,,83569691974#,,,,\*878095# US  
Dial by your location  
• +1 309 205 3325 US  
• +1 646 558 8656 US (New York)  
Meeting ID: 835 6969 1974  
Passcode: 878095  
Find your local number: <https://us06web.zoom.us/j/83569691974>

**Draft SELECT BOARD MEETING**  
**March 9, 2023 5:30PM**  
**Town Hall/Hybrid**

1 **Quorum noted**

2  
3 **5:30 PM:** Meeting called to order by Vice Chair Widi.

4  
5  
6 **A. Roll Call:** Mr. Widi, Mr. McPherson, Ms. Dow, and Mr. Shapleigh.

7  
8 **Absent:** Mr. Donhauser (excused)

9  
10 Mr. Widi said that, unfortunately, we have to start tonight on more of a somber note. We want to  
11 remember Steve Robinson. Just an all-round, great guy. As many of you know, small towns are  
12 really just big families. Everybody knows everybody and has known them forever. Mr.  
13 McPherson, I know you have served with Steve and he was always very helpful. He served 43  
14 years between the Fire Department and Public Works and I don't know that you're going to be  
15 seeing that for a long, long time. He was well-liked and respected and I want to give him a  
16 moment of silence for him. He will be missed. He will not be forgotten and we will find an  
17 appropriate way to remember him.

18  
19 A moment of silence was held for Steve Robinson.

20  
21 **B. Pledge of Allegiance recited**

22  
23 **C. Public Comment:**

24  
25 **5:34 PM** Ms. (Donna) Murphy, Hanscom Road, speaking as a citizen said that I was  
26 wondering, with what happened Saturday, if we have access to a mental health  
27 counselor for our Police Force and what the Town did for all the people that Mr.  
28 Robinson worked with and supervised. Was there a crisis team that was brought  
29 in on Saturday to meet with the employees who worked with him and the Fire  
30 Department and the Fire Department who worked with him so they could process  
31 what happened.

32  
33 Mr. Sullivan said that we did bring a crisis team in on Saturday. We did inform  
34 each employee about access to the Employee Assistance Program. And we met  
35 with them on Monday, and several more times, to encourage them to use those  
36 services. I will be meeting each one individually starting next week. I appreciate  
37 the sentiment. We, too, are grieving and hope Steve Stanley, in particular, knows  
38 how much he is appreciated.

39  
40 **D. Approval of Minutes of Previous Meeting(s):** No items

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

44 **E. Public Hearing:**

45  
46 **5:36 PM 207 Tavern All-alcohol Restaurant License (Renewal) and Renewal of**  
47 **Special Amusement and Dancing License.**

48  
49 Public Hearing was opened for an annual license approval for All-Alcohol On-  
50 Premise License for the 207 Tavern at 811 Harold L. Dow Highway and a  
51 separate Dancing and Entertainment License.

52  
53 There was no public comment.

54  
55 **5:37 PM** Public Hearing closed.

56  
57 **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board approve an**  
58 **annual renewal application for an All-Alcohol License and a separate**  
59 **Dancing and Entertainment License for the 207 Tavern at 811 Harold L.**  
60 **Dow Highway, to be held by Manager Scott Deheire and to expire March 29,**  
61 **2024.**

62  
63 **Roll Call Vote:**

64  
65 **Mr. McPherson - Yes**  
66 **Mr. Widi – Yes**  
67 **Ms. Dow – Yes**  
68 **Mr. Shapleigh - Yes**

69  
70 **Unanimous vote to approve motion.**

71  
72 **F. Department Head/Committee Reports**

73  
74 **5:38 PM 1. Town Manager's Report**

75  
76 Report is included in the packet and posted on the website.

77  
78 Mr. Sullivan said an additional update is that this Wednesday the Planner helped  
79 to assemble the first pre-construction conference meeting for the Route 236/Beech  
80 Road/State Road area sewer and water extension for the first phase. There will be  
81 some preliminary work starting and a public meeting is coming up.

82  
83 Mr. Brubaker added that, tentatively, a public meeting may happen April 6<sup>th</sup>.

84

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

85 **Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board accept**  
86 **the Town Manager’s Report, as presented, and ask that it be posted to the**  
87 **Town website.**

88  
89 **Roll Call Vote:**

90  
91 **Mr. McPherson - Yes**  
92 **Mr. Widi – Yes**  
93 **Ms. Dow – Yes**  
94 **Mr. Shapleigh - Yes**

95  
96 **Unanimous vote to approve motion.**

97  
98 **G. Board and Committee Appointments.**

99  
100 **5:41 PM 1. Paul Shiner Planning Board Member (Alternate, term ending June 2027)**

101  
102 **Mr. Widi moved, second by Mr. McPherson, that the Eliot Select Board**  
103 **appoint Paul Shiner to the Eliot Planning Board as an ‘alternate’, term to**  
104 **end June 2027.**

105  
106 **Roll Call Vote:**

107  
108 **Mr. McPherson - Yes**  
109 **Mr. Widi – Yes**  
110 **Ms. Dow – Yes**  
111 **Mr. Shapleigh - Yes**

112  
113 **Unanimous vote to approve motion.**

114  
115 **H. New Business:**

116  
117 **5:43 PM 1. Mainspring Concept Presentation (Emily Flinkstrom, Megan Ross-**  
118 **Shapiro)**

119  
120 Ms. Ross-Shapiro (Director, Footprints Food Pantry) introduced herself and Ms.  
121 Flinkstrom (Director, Fair Tide).

122  
123 Ms. Flinkstrom explained that we provide affordable housing and supportive  
124 services to people experiencing homelessness here in the Seacoast, including  
125 Eliot. We are headquartered in Kittery. We have been around for 25 years and  
126 were founded by a group of people who saw the need, establishing five housing  
127 units in Kittery. We ran that as transitional housing for 15 years but looked at our

**Draft SELECT BOARD MEETING**  
**March 9, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

128 model about 6 years ago and needs in the community. As a result, we changed the  
129 transitional housing to permanent housing. Our current model provides permanent  
130 housing and case management supports. We have a program to engage landlords  
131 by providing incentives to landlords to work with us and rent to the people we  
132 work with. We are also working to bring new affordable housing units to our  
133 communities. After several years laying the groundwork, we have two additional  
134 projects in the pipeline: one is 6 units of housing that will be on the same site as  
135 the Mainspring Project we're launching and another is through a partnership with  
136 the Town of Kittery to acquire some property from them. We hope to build  
137 similar, smaller projects in the communities throughout the coming years.  
138

139 **5:46 PM** Ms. Ross-Shapiro said Footprints was founded in 1952 by community members  
140 from Kittery and Eliot and located in Kittery, with our mission to eradicate food  
141 insecurity in those communities, while supporting those people around housing,  
142 mental health, medical health, and getting them to the right resources. Still  
143 operating on the Covid model, one would get a menu like Hannaford-to-Go and  
144 we also have a huge farmer's market and operate on an abundance mentality  
145 where people can shop for all they want and it has worked very well. We have  
146 many programs: we are at Baran Place, home deliveries, shopping, pet food  
147 pantry, spice shelf program, new neighborhood food program. We have a  
148 community support fund founded by Representative Myer for those things that  
149 put people over the threshold edge. It can be hard to believe when driving through  
150 Eliot or Kittery that there is poverty and it's different than it once looked like.  
151 We've seen many who are living on the threshold; that at Footprints alone, 782  
152 people are served on a weekly basis, 364 households served at least once a month,  
153 138 new households joined Footprints in 2022 that had never sought assistance  
154 before, and 32 re-opened their status at Footprints; a 52% increase between 2021  
155 and 2022. That's the biggest increase in demographics we've ever seen, with  
156 older residents being at the highest rate and are struggling to stay in their homes.  
157 We are seeing individuals who are in a much higher income bracket looking for  
158 food and other support.  
159

160 **5:51 PM** Ms. Flinkstrom said that the cost of everything is increasing, as well as housing  
161 for a long time. Specifically in Eliot, the median house price has increased 120%  
162 and wages only 79%. In the last year, rental rates have gone up 10%. In addition,  
163 we now have inflation and folks are spending a lot of their income on housing  
164 costs, which leaves little room for other expenses. It is somewhat of an invisible  
165 issue. It is not in your face on the corner like in a city. However, there's a lot of  
166 people doubled up, families, friends, or are living in cars because they can't find  
167 affordable housing. And all that financial struggle ties into other issues, such as  
168 mental health and substance abuse issues.  
169

**Draft SELECT BOARD MEETING**  
**March 9, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

170 **5:53 PM** Ms. Ross-Shapiro said that navigating the system as an individual seeking support  
171 is difficult and is not individual-focused nor made easy. There is still a stigma,  
172 many barriers, and many restrictions in asking for support; that that has been part  
173 of our societal culture for years. We don't ask at Footprints, but I would predict  
174 that 95% of individuals seeking services from us are working full time, if not two  
175 jobs, and still trying to navigate the system that is not readily available. It is  
176 almost impossible and almost a full-time job to navigate the system as it is in  
177 these silos. As non-profits, we spend hours a week on the phone with each other,  
178 and night times and weekends supporting individuals. There are four of us  
179 working with one person right now and it's been going on for almost two weeks.  
180 We feel we are missing people; that they are falling through the cracks. And it  
181 isn't that we want to solve the problems for them but we want to help them  
182 navigate that path out of poverty so that we can shorten the line at Fair Tide and  
183 Footprints, along with the other services. That's our goal.  
184

185 **5:56 PM** Ms. Flinkstrom said we have a lot of amazing agencies and programs in our  
186 community. We work well together but it's not efficient. Six or seven years ago,  
187 we all got together as a group of social services, and asked what we could do  
188 better and the vision that came out of that was all of us being under one roof, to  
189 work collaboratively together in one building to provide wrap-around,  
190 comprehensive services for all the individuals and families that we work with. We  
191 eventually had some money that became available through the American Resue  
192 Plan Act (ARPA), which came through help from the York County  
193 Commissioners. We got \$750,000 (ARPA funding) and purchased a property in  
194 Kittery at 22 Shapleigh Road. We have been working with a great team to bring  
195 this vision to life.  
196

197 **5:58 PM** Ms. Ross-Shapiro said that we are not merging as agencies but remaining our own  
198 agencies; that we will all be located in the same building. Its name will be  
199 Mainspring, the name is defined as 'the most powerful agent or cause'. She listed  
200 the agencies and support services that would reside there and shared some cases  
201 with the SB.  
202

203 Ms. Flinkstrom said that there are obvious benefits to the client that there is one  
204 place to go where all the services and programs they might need would be  
205 available. It's a really visible and a centralized location. There are also benefits  
206 for the agencies that will be there. Efficiencies and shared costs/services.  
207 Footprints and Fair Tide are going to co-own the building so our agencies will  
208 have increased stability, the ability to offer no rent or reduced rent to some of our  
209 partner agencies, allow dollars to be more efficiently utilized, as examples. We  
210 really do believe a community is only as strong as its most vulnerable member  
211 and, so, the idea behind Mainspring is that we are supporting those folks who are  
212 really struggling and lifting up the entire community in the process.

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

213  
214 **6:02 PM** Ms. Ross-Shapiro discussed seeing kids in her classroom that had no food and  
215 families struggling to juggle jobs and getting food and other services while taking  
216 care of their families. To Ms. Flinkstrom’s point, if people feel right, they usually  
217 act right. So, we’re really hoping to support individuals to make this process  
218 easier, with trust that 98% of individuals that are coming to any of our services  
219 would much rather be sitting in this room talking about how to administer these  
220 services rather than receive them. One thing I didn’t mention is that Footprints is  
221 moving to a full grocery store model, with a lot of that for the children’s benefit.  
222 We will have a commissary kitchen because, across the State, the #1 request is  
223 prepared meals. That is also a great way to use rescue food from the grocery store.  
224  
225 **6:03 PM** Ms. Flinkstrom said that we have a fairly aggressive timeline; that we are hoping  
226 to have our doors open by August 2024, anticipating construction to begin this  
227 fall. Our capital campaign goal is around \$5.2 million to \$5.4 million and we’ve  
228 raised \$1.17 million. We have a great team of people who are great ambassadors  
229 for this project; that we are excited to explore some donor options we have and  
230 continue outreach to everyone about what we are doing. We are at the tail end of  
231 the Planning Board process in Kittery and, after that, we plan to have an open  
232 house in late April.  
233  
234 The SB thanked them for the presentation and all their efforts.  
235  
236 **6:06 PM** **2. Cruiser Equipment Purchase (ARPA)**  
237  
238 Mr. Sullivan said that this was a request to use some of the previously-allocated  
239 ARPA funds, up to \$20,000, to outfit the recently purchased cruiser with  
240 specialized equipment, that a request to waive the three-bid rule is also being  
241 asked for because of the specialized nature of the equipment needed.  
242  
243 **Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board allow**  
244 **the purchase of equipment, as presented, to equip the recently purchased**  
245 **cruiser, and further to allow the use of previously-allocated ARPA funds for**  
246 **the Police Department to address these needs, not to exceed \$20,000; further,**  
247 **to waive the three-bid rule.-**  
248  
249 **Roll Call Vote:**  
250  
251 **Mr. McPherson - Yes**  
252 **Mr. Widi – Yes**  
253 **Ms. Dow – Yes**  
254 **Mr. Shapleigh - Yes**  
255

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

256 **Unanimous vote to approve motion.**

257

258 **I. Old Business:**

259

260 **6:08 PM 1. FY24 Budget Review, Citizen’s Option Warrant (March 27 Eliot**  
261 **Elementary School)**

262

263 Mr. Sullivan updated changes to the budget and Citizen’s Option Warrant from  
264 original (Posted on the Town website):

265 ➤ The allocation to the reserve account proposal was put up February 23<sup>rd</sup>, with  
266 minor adjustments to that allocation, and both an explanation from the County  
267 on where the money came from and to what accounts it’s being proposed to  
268 go to.

269 ➤ Regarding Citizen’s Option Meeting, revisions were made today:

270 ○ Article #3 – Levy Limit adjusted to \$4,216,222 (advisory only #)

271 ○ Article #4 – recommendation for \$4,803,223, adjusted to reflect increase  
272 in State revenue sharing

273 ○ Article #5 – scrivener error on amount last fiscal year; actual is \$1,545,639  
274 to include money allocated at STM

275 ○ Article #11 – scrivener error – 2 in front of 19 was missing; should be  
276 \$219,548 not \$19,548. Snow removal recommendation is \$222,000

277 ○ Article #16 – scrivener error with the numbers 3 and 4 transposed -  
278 \$439,348 from last fiscal year

279 ○ Article #22 – added Eastern Trail, which was in the budget projections but  
280 zeroed out, which was for \$3,500. Total request recommended is \$80,115,  
281 including \$12,000 for Footprints & \$50,000 for Mainspring

282 There are no other proposed changes in the warrant article for Citizen’s Option  
283 Meeting.

284

285 **Estimated Revenues**

286 **6:14 PM Mr. Widi moved, second by Mr. McPherson, that the Eliot Select Board**  
287 **recommend \$4,803,223 on Article #4.**

288

289 **Roll Call Vote:**

290

291 **Mr. McPherson - Yes**

292 **Mr. Widi – Yes**

293 **Ms. Dow – Yes**

294 **Mr. Shapleigh - Yes**

295

296 **Unanimous vote to approve motion.**

297

298



**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

299                   **Administration**  
300                   **Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board**  
301                   **recommend \$2,363,074 for Article #5.**

302  
303                   **Roll Call Vote:**

304  
305                   **Mr. McPherson - Yes**  
306                   **Mr. Widi – Yes**  
307                   **Ms. Dow – Yes**  
308                   **Mr. Shapleigh - Yes**

309  
310                   **Unanimous vote to approve motion.**

311  
312                   **Hearings & Elections**

313                   **6:19 PM Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
314                   **\$23,600 for Article #6.**

315  
316                   **Roll Call Vote:**

317  
318                   **Mr. McPherson - Yes**  
319                   **Mr. Widi – Yes**  
320                   **Ms. Dow – Yes**  
321                   **Mr. Shapleigh - Yes**

322  
323                   **Unanimous vote to approve motion.**

324  
325                   **Fire**

326                   **Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board**  
327                   **recommend \$315,079 for Article #7.**

328  
329                   **Roll Call Vote:**

330  
331                   **Mr. McPherson - Yes**  
332                   **Mr. Widi – Yes**  
333                   **Ms. Dow – Yes**  
334                   **Mr. Shapleigh - Yes**

335  
336                   **Unanimous vote to approve motion.**

337  
338                   **Police**

339                   **Mr. Widi moved, second by Mr. McPherson, that the Eliot Select Board**  
340                   **recommend \$1,157,777 for Article #8.**

341

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

342 **Roll Call Vote:**

343

344 **Mr. McPherson - Yes**

345 **Mr. Widi – Yes**

346 **Ms. Dow – Yes**

347 **Mr. Shapleigh - Yes**

348

349 **Unanimous vote to approve motion.**

350

351 **Public Safety**

352 **6:21 PM Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
353 **\$366,647 for Article #9.**

354

355 **Roll Call Vote:**

356

357 **Mr. McPherson – Yes**

358 **Mr. Widi – Yes**

359 **Ms. Dow – Yes**

360 **Mr. Shapleigh – Yes**

361

362 **Unanimous vote to approve motion.**

363

364 **Public Works**

365 **6:27 PM Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board**  
366 **recommend \$1,845,591 for Article #10.**

367

368 **Substantial increase in paving.**

369

370 **Roll Call Vote:**

371

372 **Mr. McPherson - Yes**

373 **Mr. Widi – Yes**

374 **Ms. Dow – Yes**

375 **Mr. Shapleigh - Yes**

376

377 **Unanimous vote to approve motion.**

378

379 **Snow**

380 **6:37 PM Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
381 **\$222,000 for Article #11.**

382

383 **Roll Call Vote:**

384

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

385 **Mr. McPherson - Yes**  
386 **Mr. Widi – Yes**  
387 **Ms. Dow – Yes**  
388 **Mr. Shapleigh - Yes**

389  
390 **Unanimous vote to approve motion.**

391  
392 **Summer Maintenance**

393 **6:40 PM Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
394 **\$21,000 for Article #12.**

395  
396 **Roll Call Vote:**

397  
398 **Mr. McPherson - Yes**  
399 **Mr. Widi – Yes**  
400 **Ms. Dow – Yes**  
401 **Mr. Shapleigh - Yes**

402  
403 **Unanimous vote to approve motion.**

404  
405 **Roads & Bridges**

406 **6:41 PM Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board**  
407 **recommend \$2,000 for Article #13.**

408  
409 **Roll Call Vote:**

410  
411 **Mr. McPherson - Yes**  
412 **Mr. Widi – Yes**  
413 **Ms. Dow – Yes**  
414 **Mr. Shapleigh - Yes**

415  
416 **Unanimous vote to approve motion.**

417  
418 **Transfer Station**

419 **6:42 PM Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
420 **\$293,112 for Article #14.**

421  
422 **Roll Call Vote:**

423  
424 **Mr. McPherson - Yes**  
425 **Mr. Widi – Yes**  
426 **Ms. Dow – Yes**  
427 **Mr. Shapleigh - Yes**

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

428  
429                   **Unanimous vote to approve motion.**  
430  
431                   **Stormwater**  
432   **6:44 PM**       **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
433                   **\$124,000 for Article #15.**  
434  
435                   **Roll Call Vote:**  
436  
437                   **Mr. McPherson - Yes**  
438                   **Mr. Widi – Yes**  
439                   **Ms. Dow – Yes**  
440                   **Mr. Shapleigh - Yes**  
441  
442                   **Unanimous vote to approve motion.**  
443  
444                   **Community Services**  
445   **6:46 PM**       **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
446                   **\$438,565 for Article #16.**  
447  
448                   **Roll Call Vote:**  
449  
450                   **Mr. McPherson - Yes**  
451                   **Mr. Widi – Yes**  
452                   **Ms. Dow – Yes**  
453                   **Mr. Shapleigh - Yes**  
454  
455                   **Unanimous vote to approve motion.**  
456  
457                   **General Assistance**  
458   **6:48 PM**       **Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board**  
459                   **recommend \$25,900 for Article #17.**  
460  
461                   **Roll Call Vote:**  
462  
463                   **Mr. McPherson - Yes**  
464                   **Mr. Widi – Yes**  
465                   **Ms. Dow – Yes**  
466                   **Mr. Shapleigh - Yes**  
467  
468                   **Unanimous vote to approve motion.**  
469  
470

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

471  
472                   **Capital Improvement**  
473   **6:50 PM**       **Mr. Widi moved, second by Mr. Shapleigh, that the Eliot Select Board**  
474                   **recommend \$1,474,783 for Article #18.**  
475  
476                   **Roll Call Vote:**  
477  
478                   **Mr. McPherson - Yes**  
479                   **Mr. Widi – Yes**  
480                   **Ms. Dow – Yes**  
481                   **Mr. Shapleigh - Yes**  
482  
483                   **Unanimous vote to approve motion.**  
484  
485                   **Reserve Accounts**  
486   **6:55 PM**       **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
487                   **\$163,193 for Article #19.**  
488  
489                   **Roll Call Vote:**  
490  
491                   **Mr. McPherson - Yes**  
492                   **Mr. Widi – Yes**  
493                   **Ms. Dow – Yes**  
494                   **Mr. Shapleigh - Yes**  
495  
496                   **Unanimous vote to approve motion.**  
497  
498                   **Standing Committees**  
499   **6:59 PM**       **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
500                   **\$38,300 for Article #20.**  
501  
502                   **Roll Call Vote:**  
503  
504                   **Mr. McPherson - Yes**  
505                   **Mr. Widi – Yes**  
506                   **Ms. Dow – Yes**  
507                   **Mr. Shapleigh - Yes**  
508  
509                   **Unanimous vote to approve motion.**  
510  
511                   **Fogg Library**  
512   **7:01 PM**       **Mr. Widi moved, second by Ms. Shapleigh, that the Eliot Select Board**  
513                   **recommend \$238,661 for Article #21.**

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

514  
515 Budget Committee recommended \$238,661, due to one quarter without Fogg  
516 Library Director. The SB agreed to that number.  
517

**Roll Call Vote:**

518  
519  
520 **Mr. McPherson - Yes**  
521 **Mr. Widi – Yes**  
522 **Ms. Dow – Yes**  
523 **Mr. Shapleigh - Yes**  
524

525 **Unanimous vote to approve motion.**  
526

**Social Service Agencies**

527  
528 **7:05 PM Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
529 **\$80,115 for Article #22.**  
530

**Roll Call Vote:**

531  
532  
533 **Mr. McPherson - Yes**  
534 **Mr. Widi – Yes**  
535 **Ms. Dow – Yes**  
536 **Mr. Shapleigh - Yes**  
537

538 **Unanimous vote to approve motion.**  
539

**Fixed Assets**

540  
541 **7:08 PM Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
542 **\$515,000 for Article #23.**  
543

544 Informed only county tax to be in this account. All other items, including  
545 borrowing costs, to be put in new account (Article #24)  
546

**Roll Call Vote:**

547  
548  
549 **Mr. McPherson - Yes**  
550 **Mr. Widi – Yes**  
551 **Ms. Dow – Yes**  
552 **Mr. Shapleigh - Yes**  
553

554 **Unanimous vote to approve motion.**  
555  
556

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

557  
558                   **Debt Service**  
559    **7:10 PM**       **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board recommend**  
560                   **\$592,271 for Article #24.**  
561  
562                   **Roll Call Vote:**  
563  
564                   **Mr. McPherson - Yes**  
565                   **Mr. Widi – Yes**  
566                   **Ms. Dow – Yes**  
567                   **Mr. Shapleigh - Yes**  
568  
569                   **Unanimous vote to approve motion.**  
570  
571    **7:14 PM**       **Mr. Widi moved, second by Mr. McPherson, that the Eliot Select Board**  
572                   **approve the Citizen’s Option Warrant, as presented and amended, and**  
573                   **authorize public posting pending the Eliot Budget Committee’s**  
574                   **recommendations for each article.**  
575  
576                   **Roll Call Vote:**  
577  
578                   **Mr. McPherson - Yes**  
579                   **Mr. Widi – Yes**  
580                   **Ms. Dow – Yes**  
581                   **Mr. Shapleigh - Yes**  
582  
583                   **Unanimous vote to approve motion.**  
584  
585    **7:16 PM**       **2. Update on Third Party Evaluation for Village at Great Brook (if**  
586                   **completed)**  
587  
588                   Mr. Widi summarized: Report from John Turner Consulting (posted).  
589                   Discrepancies in amounts. Town Manager recommended to continue negotiating  
590                   with the Villages at Great Brook. The J. Turner report said it will be almost  
591                   double and would be a big liability for the Town if we don’t do it right.  
592  
593                   Mr. Sullivan: Villages at Great Brook offered a \$250,000 performance bond that  
594                   seems, based on the Turner Report, to be quite insufficient.  
595  
596                   **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board table to a**  
597                   **future meeting the “Performance Guarantee” and instruct the Town**  
598                   **Manager to coordinate with the Planning Director to reach an appropriate**  
599                   **amount for the bond relative to the Torner Report.**

**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**Roll Call Vote:**

**Mr. McPherson - Yes  
Mr. Widi – Yes  
Ms. Dow – Yes  
Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

**J. Approval of Warrant(s):**

**7:20 PM Mr. Widi moved, second by Mr. Shapleigh, that the Select Board approve Payroll Warrant #78 in the amount of \$47,457.70, dated February 22, 2023; Payroll Warrant #80 in the amount of \$56,868.27, dated March 1, 2023.**

**Roll Call Vote:**

**Mr. McPherson - Yes  
Mr. Widi – Yes  
Ms. Dow – Yes  
Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

**7:21 PM Mr. Widi moved, second by Ms. Dow, that the Select Board approve A/P Warrant #79 in the amount of \$103,221.40, dated February 22, 2023; A/P Warrant #81 in the amount of \$80,455.25, dated March 2, 2023.**

**Roll Call Vote:**

**Mr. McPherson - Yes  
Mr. Widi – Yes  
Ms. Dow – Yes  
Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

**K. Adjourn**

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

**Roll Call Vote:**



**Draft SELECT BOARD MEETING  
March 9, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**Mr. McPherson - Yes**  
**Mr. Widi – Yes**  
**Ms. Dow – Yes**  
**Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

The meeting adjourned at 7:22 PM.

**Respectfully submitted,**

**Ellen Lemire, Recording Secretary**

---

**Lauren Dow, Secretary**

**Date approved:**

---

**Draft SELECT BOARD MEETING**  
**April 27, 2023 5:30PM**  
**Town Hall/Hybrid**

1 **Quorum noted**

2

3 **5:30 PM:** Meeting called to order by Vice Chair Widi.

4

5 **A. Roll Call:** Mr. Widi, Mr. McPherson, Ms. Dow, and Mr. Shapleigh.

6

7 **Absent:** Mr. Donhauser (excused).

8

9 **B. Pledge of Allegiance recited (led by Catie Towers)**

10

11 **Earth Day Proclamation for Girl Scout Troop #1411**

12

13 **5:31 PM** Mr. Widi said that I have been here three years and I think that's the best Pledge  
14 of Allegiance we've ever done, thanking Ms. Towers for leading. I have a  
15 proclamation to present to Girl Scout Troop #1411, which he read (available at  
16 Town Hall). The Girl Scout Troop cleaned up the Boat Basin in support of the  
17 Eliot Community. Mr. Widi thanked them for their efforts in leading by example.

18

19 Ms. Dow passed out the badge they earned for this effort to each Girl Scout.

20

21 Ms. (Kari) Moore, Eliot Conservation Commission, also read a proclamation to  
22 Girl Scout Troop #1411 thanking them for the inspiration for the Conservation  
23 Commission to hold a Town-wide Clean-Up event this Sunday.

24

25 **C. Public Comment:** No public comment.

26

27 **D. Approval of Minutes of Previous Meeting(s):** No minutes tonight.

28

29 **5:36 PM** **Motion by Mr. Widi, second by Mr. Shapleigh, to approve the minutes of**  
30 **December 15, 2022, as written.**

31

32 **Roll Call Vote:**

33

34 **Mr. McPherson - Yes**

35 **Mr. Widi – Yes**

36 **Ms. Dow – Yes**

37 **Mr. Shapleigh - Yes**

38

39 **Unanimous vote to approve motion.**

40

41

42

43

**Draft SELECT BOARD MEETING  
April 27, 2023 5:30PM (continued)  
Town Hall/Hybrid**

44 **E. Public Hearing:**  
45  
46 **5:37 PM 1. Organic Goods, LLC, 276 Harold L. Dow Highway, Medical Cannabis**  
47 **License (New)**  
48  
49 There were no public comments.  
50  
51 **5:38 PM Public Hearing closed.**  
52  
53 Mr. Widi asked if this application is complete to the best of your knowledge and  
54 adheres to all the ordinances and laws.  
55  
56 Mr. Sullivan said yes; that the application fee has been delivered, as well.  
57  
58 **Ms. Dow moved, second by Mr. Widi, that the Eliot Select Board approve a**  
59 **Medical Marijuana Retail License for Organic Goods, LLC at 276 Harold L.**  
60 **Dow Highway under an “Individual Caregiver” license to be held by William**  
61 **R. Dunphey, with a renewal date of April 27, 2024.**  
62  
63 **Roll Call Vote:**  
64  
65 **Mr. McPherson - Yes**  
66 **Mr. Widi – Yes**  
67 **Ms. Dow – Yes**  
68 **Mr. Shapleigh - Yes**  
69  
70 **Unanimous vote to approve motion.**  
71  
72 **5:39 PM 2. ARCANNA, LLC, 291 Harold L. Dow Highway, Adult Use Cannabis**  
73 **Renewal**  
74  
75 There were no comments.  
76  
77 **5:40 PM Public Hearing closed.**  
78  
79 Mr. Widi asked if this application is complete to the best of your knowledge and  
80 adheres to all the ordinances and laws.  
81  
82 Mr. Sullivan said yes; that the application fee has been delivered, as well.  
83  
84 **Ms. Dow moved, second by Mr. Widi, that the Eliot Select Board approve a**  
85 **renewal of an Adult Use Cannabis Retail License (#AMS276) for ARCANNA**

**Draft SELECT BOARD MEETING  
April 27, 2023 5:30PM (continued)  
Town Hall/Hybrid**

86           **Retail, LLC at 290 Harold L. Dow Highway, with a renewal date of April 27,**  
87           **2024.**

88  
89           **Roll Call Vote:**

90  
91           **Mr. McPherson - Yes**  
92           **Mr. Widi – Yes**  
93           **Ms. Dow – Yes**  
94           **Mr. Shapleigh - Yes**

95  
96           **Unanimous vote to approve motion.**

97  
98   **5:41 PM       3. Judley, LLC, 495 Harold L. Dow Highway, Medical Cannabis License**  
99           **(new)**

100  
101           There were no comments.

102  
103   **5:42 PM       Public Hearing closed.**

104  
105           Mr. Widi asked if this application is complete to the best of your knowledge and  
106           adheres to all the ordinances and laws.

107  
108           Mr. Sullivan said yes; that the application fee has been delivered, as well.

109  
110           **Ms. Dow moved, second by Mr. Widi, that the Eliot Select Board approve a**  
111           **Medical Marijuana Retail License for Judley, LLC at 495 Harold L. Dow**  
112           **Highway under an “Individual Caregiver” license to be held by Hughes**  
113           **Pope, with a renewal date of April 27, 2024.**

114  
115           **Roll Call Vote:**

116  
117           **Mr. McPherson - Yes**  
118           **Mr. Widi – Yes**  
119           **Ms. Dow – Yes**  
120           **Mr. Shapleigh - Yes**

121  
122           **Unanimous vote to approve motion.**

123  
124   **G.       Department Head/Committee Reports**

125  
126   **5:43 PM       Mr. Sullivan said we have made progress installing the new phone system. Our**  
127           **new Assessor, Don Ferrara, starts Monday, May 1<sup>st</sup>. Brian Holt will be starting at**  
128           **Public Works.**

**Draft SELECT BOARD MEETING  
April 27, 2023 5:30PM (continued)  
Town Hall/Hybrid**

129 **H. Board and Committee Appointments/Resignations:**

130

131 **5:44 PM 1. Suzanne O'Connor, application for appointment as Full Member Planning**  
132 **Board**

133

134 Suzanne O'Connor was present.

135

136 **Mr. Widi moved, second by Mr. McPherson, that the Eliot Select Board**  
137 **appoint Suzanne O'Connor as a full member to the Eliot Planning Board, for**  
138 **a term to end June 2024.**

139

140 **Roll Call Vote:**

141

142 **Mr. McPherson - Yes**

143 **Mr. Widi - Yes**

144 **Ms. Dow - Yes**

145 **Mr. Shapleigh - Yes**

146

147 **Unanimous vote to approve motion.**

148

149 **5:45 PM 2. Suzanne O'Connor, resignation as Alternate Planning Board Member**

150

151 **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board accept the**  
152 **resignation of Suzanne O'Connor from the Eliot Planning Board as an**  
153 **alternate member.**

154

155 **Roll Call Vote:**

156

157 **Mr. McPherson - Yes**

158 **Mr. Widi - Yes**

159 **Ms. Dow - Yes**

160 **Mr. Shapleigh - Yes**

161

162 **Unanimous vote to approve motion.**

163

164 **5:46 PM 3. June Hamel application for appointment to Aging-in-Place Committee**

165

166 June Hamel was present.

167

168 Mr. Sullivan said that we were informed today that presently there is not an  
169 opening. The committee is hopeful that Ms. Hamel will attend meetings and act as  
170 an advocate on that committee. We appreciate your interest and hope you

**Draft SELECT BOARD MEETING**  
**April 27, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

171 participate. As directed by the SB, I will make sure you receive the packet  
172 regularly with all the members while you wait for an opening.

173  
174 Ms. Hamel said of course. I will be a support in any way I an.  
175

176 **H. New Business:**

177  
178 **5:48 PM 1. Water & Sewer Project Update (OPM Tighe & Bond, Project Engineer**  
179 **Underwood)**

180  
181 OPM Tighe & Bond Project Engineer Kyle Coolidge and Cole Melendy,  
182 Underwood Engineers Senior Project Manager, were present for this update.  
183

184 Mr. Coolidge, Wastewater Engineer, said that the easiest way to think of us is as  
185 an extension of your staff, that we are here to help manage the project. We meet  
186 weekly with the Town Manager to go over running action items to make sure the  
187 project stays on schedule and budget. We also plan to invite Chief Moya and  
188 Chief Muzeroll to some weekly meetings to coordinate emergency access. We are  
189 monitoring the funding for the project and compliance with Maine DEP Clean  
190 Water SRF Program. Communication is important; looking at 2-week look-aheads  
191 of construction up on the announcement page and setting up a specific telephone  
192 for the project.  
193

194 Mr. Sullivan said an email is set up for interested parties wanting to be kept in the  
195 loop. Also, a phone line in our new phone system people can leave a message on  
196 and answered at the construction trailer located off of Route 236. We had a well-  
197 attended public meeting a couple weeks ago and we continue to get information  
198 out as we go along.  
199

200 **6:04 PM** Mr. Melendy said that this is Contract #1, work between Julie Lane on Route 236  
201 plus the force main on Beech Road and State Road. He showed slides of where  
202 the work is going to happen. Drilling for the force main has been happening, with  
203 some ledge work. In the next few weeks, we will start work on Route 236  
204 (DeFilice is the contractor for this). He described the work locations, adding that  
205 some of it will be night work. This is April through June. In summer (June-  
206 through August) work will focus on installing low-pressure sewer east of  
207 Levesque to Bolt Hill Road, mostly day work. Some road closures/detours on  
208 Beech and State to get the force main in, coordinated with Maine DOT. Then,  
209 water installation from Passamaquoddy Lane to Julie Lane. Beyond that, we'll be  
210 doing the services, putting in the mains on the side of the road. Some spots on  
211 major intersections done at night, the ones that have to cross traffic. There will be  
212 some blasting. Sewer structures will be put in on Beech and State and some  
213 ancillary work there. The blasting will identify how much ledge, pre-blast surveys

**Draft SELECT BOARD MEETING**  
**April 27, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

214 to monitor the houses, vibration monitoring during blasting. Regarding traffic  
215 impacts, some work will direct around work areas daily then open up to normal  
216 traffic patterns at the end of the day. Night work was discussed, then summer road  
217 closures on Beech and State Roads. He discussed traffic patterns for closures. We  
218 are beginning work. Future contracts include the pumping stations and  
219 connections, building the infrastructure. He discussed the process for future water  
220 connections with Kittery Water.  
221

222 **6:07 PM** Mr. (Tyler) Stanley, Project Engineer with Underwood, discussed the weekly  
223 coordination meetings, information regarding construction on the Town website  
224 with bi-weekly updates, construction field office, impacts to the community,  
225 contact information. He handed out a copy of a progress report much as is posted  
226 on the website to the SB, asking for feedback.  
227

228 Mr. Melendy said that the field construction trailer is up but not completely  
229 serviced, yet, and located at the corner of Beech Road and Route 236. Resident  
230 Field Rep is Bob Daigle.  
231

232 **6:09 PM** Mr. Widi asked how long Beech Road would be closed.  
233

234 Mr. Melendy said that we should shortly have more information about the  
235 production schedule but it will really be defined by how much ledge slows them  
236 down, which they are working to define now.  
237

238 Mr. Stanley added that they would update the website as information comes to us.  
239

240 Mr. Sullivan discussed working with Public Safety as Beech Road is a key route.  
241

242 Mr. Widi urged all residents on Beech and State be signed up, not just 25 who  
243 have done that, so they all have the information. Communication is very  
244 important.  
245

246 Mr. Sullivan discussed the ways he is working to connect with affected residents  
247 to keep them informed.  
248

249 Mr. Melendy let everyone know that people were welcome to stop by the field  
250 construction office, as well. Once construction ramps up, it will be better to  
251 schedule stop-by times. He discussed protocols in place to reach all impacted  
252 residents, adding that I think it would be good to do some leg work with  
253 doorhangers and talking with people. The email list will be the main  
254 communication as schedules change depending on field work progress.  
255

**Draft SELECT BOARD MEETING**  
**April 27, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

256 **6:17 PM** Mr. Sullivan discussed availability of sewer and water to areas near project in  
257 Town; that there is additional capacity built in but we'll have to consider the  
258 process for how expansion happens. He also briefly discussed private sewer  
259 systems possibly tying in.

260  
261 Mr. Melendy said that the Town plans for private sewer systems to tie in at some  
262 point in the future but that is not part of this contract plan.

263  
264 **6:23 PM** Chief Muzeroll discussed having an up-to-date timeline so emergency services  
265 could create alternative plans, to include engineering firms, the construction side,  
266 and flaggers.

267  
268 Contract work hours are Monday through Friday, 7AM to 5PM. Blasting done  
269 only during the day.

270  
271 **6:32 PM** **2. Rochelle Bishop appointment Local Health Officer confirmation**

272  
273 **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board confirm the**  
274 **appointment of Rochelle Bishop as the Local Health Officer for the Town of**  
275 **Eliot.**

276  
277 **Roll Call Vote:**

278  
279 **Mr. McPherson - Yes**

280 **Mr. Widi – Yes**

281 **Ms. Dow – Yes**

282 **Mr. Shapleigh - Yes**

283

284 **Unanimous vote to approve motion.**

285

286 **I. Old Business:**

287

288 **6:34 PM** **1. Boston Post Cane Policy Update**

289

290 **Mr. Widi moved, second by Mr. McPherson, that the Eliot Select Board**  
291 **accept the policy for the Boston Post Cane, as presented, and proclaim May**  
292 **as Older American's Month in the Town of Eliot.**

293

294 **Roll Call Vote:**

295

296 **Mr. Donhauser – Yes**

297 **Mr. McPherson - Yes**

298 **Mr. Widi – Yes**



**Draft SELECT BOARD MEETING  
April 27, 2023 5:30PM (continued)  
Town Hall/Hybrid**

299 **Ms. Dow – Yes**  
300 **Mr. Shapleigh**

301  
302 **Unanimous vote to approve motion.**  
303

304 Mr. Sullivan wanted to make sure that the Aging-in-Place Committee knew we  
305 are displaying the proclamation at Town Hall and that Eliot will be celebrating its  
306 “Older” citizens for their contribution at Hammond Park on Saturday, May 20  
307 beginning at 1PM. Additionally, regarding the “Purple Heart” signage, the  
308 Eliot/Kittery Post will have an installation May 10 at 7PM at their facility on  
309 Main Street to install the new Commander, Donald Hand. They will hold a  
310 ceremony at the cemetery on Memorial Day at 11AM, with the public invited to  
311 attend.  
312

313 **J. Approval of Warrant(s):**  
314

315 **6:41 PM Mr. Widi moved, second by Ms. Dow, that the Select Board approve Payroll**  
316 **Warrant #95 in the amount of \$49,467.50, dated April 12, 2023; Payroll**  
317 **Warrant #99 in the amount of \$47,695.15, dated April 20 2023.**  
318

319 **Roll Call Vote:**  
320

321 **Mr. McPherson - Yes**  
322 **Mr. Widi – Yes**  
323 **Ms. Dow – Yes**  
324 **Mr. Shapleigh - Yes**  
325

326 **Unanimous vote to approve motion.**  
327

328 **6:42 PM Mr. Widi moved, second by Ms. Dow, that the Select Board approve A/P**  
329 **Warrant #96 in the amount of \$980,842.63, dated April 12, 2023; A/P**  
330 **Warrant #97 in the amount of \$3,388.16, dated April 13, 2023; A/P Warrant**  
331 **#98 in the amount of \$50,515.14, dated April 19 2023.**  
332

333 **Roll Call Vote:**  
334

335 **Mr. McPherson - Yes**  
336 **Mr. Widi – Yes**  
337 **Ms. Dow – Yes**  
338 **Mr. Shapleigh - Yes**  
339

340 **Unanimous vote to approve motion.**  
341

**Draft SELECT BOARD MEETING  
April 27, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**6:43 PM** Ms. Dow said that I got some concerns from residents regarding the Community Service Kid’s Play Summer Camp Program. There were a very limited number of spots available this year. I believe there were at least 40 people waiting to sign up; there was a small window of time to sign up if not a current user of the system. It was completely full before anyone came, It was a disappointment for many Eliot families that we can’t utilize our Community Service Department for summer camps. I know it’s supposedly a staffing issue. I’m not sure of the answer but maybe there is something we can work towards to resolve the lack of service that actually is being provided for families for the summer.

Mr. Sullivan said that I will work with the Director to see what we can do.

**K. Adjourn**

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

**Roll Call Vote:**

- Mr. McPherson - Yes**
- Mr. Widi – Yes**
- Ms. Dow – Yes**
- Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

The meeting adjourned at 6:47 PM.

**Respectfully submitted,  
Ellen Lemire, Recording Secretary**

\_\_\_\_\_  
**Lauren Dow, Secretary**

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

**Draft SELECT BOARD MEETING**  
**May 25, 2023 5:30PM**  
**Town Hall/Hybrid**

1 **Quorum noted**

2

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

4

5 **A. Roll Call:** Mr. Donhauser, Mr. Widi, Ms. Dow, and Mr. Shapleigh.

6

7 **Absent:** Mr. McPherson (excused)

8

9 **B. Pledge of Allegiance recited**

10

11 **C. Public Comment:**

12

13 **5:31 PM** Mr. (Jim) Tessier, Johnson Lane, said I typically look online for the SB packet and  
14 in that packet, the Town Manager Report isn't typically there. I was wondering if  
15 there is someplace where we can have access to that.

16

17 Mr. Sullivan said that it should be in the packets. It is also in the Town Manager's  
18 Report page on the website. The packet online is the same packet at meetings.  
19 There have been a couple times where that report is late but not for this packet. I  
20 appreciate the comments and I will check the Town website to verify all are there.

21

22 Mr. Tessier said that he wished Mr. McPherson was here because he wanted to  
23 thank Mr. McPherson; that his tour of duty is coming close to an end and I know  
24 he's done a great job.

25

26 **D. Introduction of Employees: Kim Tackett, Land Use Administrative Assistant;**  
27 **Lauren Albert, Assistant Town Clerk; Don Ferrara, Town Assessor.**

28

29 **5:34 PM** Mr. Donhauser said that it was a pleasure to introduce new and recently hired  
30 employees. There is Ms. (Kim) Tackett - Land Use Administrative Assistant; Ms.  
31 (Lauren) Albert – Assistant Town Clerk; Don Ferrara – Town Assessor; Mr.  
32 (Bryan) Holt – Public Works.

33

34 Mr. Sullivan added that all four staff have been a wonderful addition to the Town  
35 of Eliot.

36

37 **D. Approval of Minutes of Previous Meeting(s):** There were none.

38

39

40 **E. Public Hearing:**

41

42 **5:38 PM** 1. Adult Use Marijuana Renewal of Testing Facility License, CATLAB, LLC,  
43 Unit #3 19 Levesque Drive, Guy Sylvester (#MTF368)

**Draft SELECT BOARD MEETING  
May 25, 2023 5:30PM (continued)  
Town Hall/Hybrid**

44                   There were no comments.  
45  
46   **5:39 PM**       **Public Hearing closed.**  
47  
48                   **Mr. Donhauser moved, second by Mr. Shapleigh, that the Eliot Select Board**  
49                   **approve a renewal of an Adult Use Testing Facility License (#MTF368) for**  
50                   **CATLAB, LLC at 19 Levesque Drive, Unit #3, with a renewal date of May**  
51                   **25, 2024.**  
52  
53                   **Roll Call Vote:**  
54  
55                   **Mr. Donhauser – Yes**  
56                   **Mr. Widi – Yes**  
57                   **Ms. Dow – Yes**  
58                   **Mr. Shapleigh - Yes**  
59  
60                   **Unanimous vote to approve motion.**  
61  
62   **5:40 PM**       **2. Adult Use Marijuana Renewal of a Tier II Cultivation Facility for**  
63                   **Blackbeard Farms, LLC, 276 Harold L. Dow Highway (M37/L9)**  
64                   **(#ACB1121)**  
65  
66                   Attorney Melina Dumos spoke briefly regarding this standard renewal.  
67  
68   **5:41 PM**       **Public Hearing closed.**  
69  
70                   **Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board**  
71                   **approve a renewal of an Adult Use Tier II Cultivation Facility (#ACB1121)**  
72                   **for Blackbeard Farms, LLC, 276 Harold L. Dow Highway, with a renewal**  
73                   **date of May 25, 2024.**  
74  
75  
76                   **Roll Call Vote:**  
77  
78                   **Mr. Donhauser – Yes**  
79                   **Mr. Widi – Yes**  
80                   **Ms. Dow – Yes**  
81                   **Mr. Shapleigh - Yes**  
82  
83                   **Unanimous vote to approve motion.**  
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86   **G.       Department Head/Committee Reports**

**Draft SELECT BOARD MEETING  
May 25, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**5:42 PM 1. Town Manager’s Report**

Mr. Sullivan said that, since filing that report, the only thing is that I would like to apologize in advance because the traffic pattern in Eliot will be disrupted considerably in the upcoming weeks and months by the Route 236 Water and Sewer Expansion Project. We are spending a great deal of time on this but the project is moving along. We, like many other projects in the region, are running into problems with having enough safety flaggers or people to direct traffic. A second crew is supposed to start next week and several regional police departments are helping, as well.

**Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board accept the Town Manager’s Report, as presented, and ask it to be published on the Town website.**

**Roll Call Vote:**

- Mr. Donhauser – Yes**
- Mr. Widi – Yes**
- Ms. Dow – Yes**
- Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

**H. Boards and Committee Appointments:** There were none.

**I. New Business:**

**5:46 PM 1. CivicPlus Website Rebuild (Ryan Anderson, Megan Underwood)**

Mr. Anderson summarized some of the things we talked with the staff about in terms of improving the Town website:

- Current platform is D7; described as tired; application is being sunset.
- Need to move onto a more robust & user-friendly platform
- Priorities have been outlined
  - Updated look and feel
  - Self-service
  - Intuitive modern design
  - Ease of access for information
  - News and announcements
  - Ease of communication to alert residents effectively

We also discussed the ability to grow in terms of integrated solutions:

**Draft SELECT BOARD MEETING**  
**May 25, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

- 130           ➤ Mass communication system also connects with the website with these
- 131           pieces working together
- 132           ➤ Bring everything in under one umbrella: multiple different ‘department
- 133           heads’ with their own look and feel of website but under one umbrella –
- 134           police, fire, community services, public works.
- 135           ➤ Website is a window to the community
- 136           ➤ Bridge the gap between the citizen and the staff
- 137           ○ Residents access information easily to get day-to-day information
- 138           they need
- 139           ○ Staff has very easy-to-use system to do their day-to-day activity
- 140           without being bogged down with cumbersome software
- 141           ➤ Consolidation of services linked across the platform for ease of use by
- 142           citizens and staff

143  
144 **5:58 PM**       Ms. Underwood said that a key reason to partner with CivicPlus is our award-  
145                   winning support, also the dedicated customer service. A key value add is the  
146                   recurring website redesign we have included in your proposal. That ensures you  
147                   have a new, updated design every four years. No down time when we launch that  
148                   new website design. No disruption in service to residents or staff. Most  
149                   importantly, it keeps your website ADA compliant, mobile responsive, and  
150                   looking the best to represent your community. Consolidating all your websites  
151                   into one means that all the departments Mr. Anderson talked about, all of their  
152                   websites, are included in the scope of that recurring website redesign. If you have  
153                   any questions or concerns, please let us know. We are here to help.

154  
155 **6:00 PM**       Mr. Sullivan said that our ADA is not compliant now. In addition, it is very hard  
156                   in its present form to put up new information and refresh pages to post  
157                   information. With this change, it would become much easier; that departments,  
158                   boards, etc. would have some ability to manage their own page. If you could  
159                   touch on those areas, I would appreciate it.

160  
161                   Mr. Anderson said that the ADA compliance issue is a huge priority in terms of  
162                   what we discussed. We have a partnership with AudioEye, which daily scans the  
163                   site and autocorrects for anything that would put the site out of compliance. In  
164                   addition, they have a legal partnership. So, if anyone were to bring an ADA  
165                   compliance suit against the town, they have a perfect record; that there has never  
166                   been a successful suit brought against a city that had an AudioEye partnership.

167  
168                   Ms. Underwood said that the value of their certification that your website is  
169                   highly compliant with the most up-to-date standards is absolutely the best. It  
170                   requires no staff time or effort to maintain compliance; that even if someone leys  
171                   you know they have had a hard time accessing something, that request will be  
172                   sent on to AudioEye to resolve. They are dedicated to streamlining the staff

**Draft SELECT BOARD MEETING**  
**May 25, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

173 experience so you can focus more on your day-to-day items in your community  
174 and ensuring that staff doesn't get spread too thin across a multitude of tasks.  
175

176 **6:07 PM**

177 Mr. Widi asked if there is going to be any difference in the new search feature.

178 Ms. Underwood said that our search is able to be a lot more specific. There is a  
179 key word site search optimization we can help you set up. It is an entirely  
180 different type of site search than your current search feature and we also offer an  
181 advanced site search in the platform we are proposing.  
182

183 Mr. Sullivan said that you have also talked about some Portland sites using  
184 chatbot.  
185

186 Mr. Anderson said that chatbot is the next level but is not scoped in this proposal.  
187 He showed the search/advanced search feature from one of the Portland websites  
188 they have as a client as an example of how it works. He also showed the chatbot  
189 feature, even though it isn't included in the proposal, so that the SB could look at  
190 it. It uses AI to autoscan the site and respond back in a conversational way. My  
191 suggestion is that, because the search engine that comes with this platform is so  
192 much more robust than what you have currently, to just roll with that for a while  
193 to see how much improvement that has.  
194

195 Ms. Underwood agreed, saying that there are many options, including analytics,  
196 that create an easier search for residents and staff.  
197

198 **6:17 PM**

199 Mr. Sullivan said that a great point made is that, with this new platform, these  
200 types of advanced technology upgrades would be available to add on. With our  
201 present platform, we can't really add anything onto it.

202 Mr. Anderson said that we have a 'facilities and reservation' that's included in  
203 this platform but then we have a more robust stand-alone 'parks and rec' solution  
204 that also integrates with this. In terms of the vision moving forward, this is our  
205 integrated platform where all of our stand-alone solutions work with this  
206 particular platform. This is a flagship product, if you would. So, we want to make  
207 sure everything works with this, first.  
208

209 Ms. Underwood said that this platform we are proposing, we made it. We built it.  
210 We designed it for local government needs and we keep it updated. We have over  
211 7,000 local governments using this solution. It is not like an i-phone that will go  
212 out-of-date after a couple years. We are constantly enhancing it and the only thing  
213 that will get outdated is the design because design styles change.  
214

**Draft SELECT BOARD MEETING**  
**May 25, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

215 **6:20 PM** Mr. Donhauser said that you talk about security. Is there a way to block somebody  
216 who is constantly doing something wrong. Can you prevent somebody from  
217 getting on this website.

218  
219 Mr. Anderson said that I'm not sure if we can block access to the site.

220  
221 Ms. Underwood said yes, that is absolutely possible. It's a quick request to our  
222 hosting and security team. In fact, in a number of situations, typically traffic may  
223 come to your website from what's called an IP address. That's actually how  
224 websites get hacked and taken down. If we notice suspicious activity, we will  
225 block that address from being able to access the site preemptively so that there is  
226 not any trouble. Now, if it is a citizen who maybe posts some inappropriate  
227 language often on a site, that is also something we often block. We have a filter  
228 that blocks a lot of inappropriate words, words that might spark a less than ideal  
229 debate, so that can be blocked as well.

230  
231 **6:22 PM** Mr. Donhauser asked what the acronym 'high performance SAN' meant. There  
232 are quite a few.

233  
234 Ms. Underwood said that we have a great pdf that describes all of those. I think  
235 others are RTO, Recovery Time Objective, etc.

236  
237 Mr. Donhauser said that you have a threshold and you have an asterisk at the  
238 bottom that says that at a certain level of activity you either stop the system or you  
239 stop that individual or website or something that stops our entry into the system.

240  
241 Ms. Underwood said that those are industry-level standards. WE reach out to you  
242 and ask what's going on. Do you have a big election happening. Did something a  
243 bit abnormal happen that's driving a ton of traffic to your website. Our hosting  
244 and security team will actually contact your customer service representative.  
245 When we can't reach you, we simply call the police or city hall. We get in touch.  
246 Additionally, SAN is Storage Area Network.

247  
248 **6:24 PM** Mr. Donhauser asked if you have experienced [DDOS] attacks on any websites,  
249 across your whole spectrum of clients.

250  
251 Ms. Underwood says yes, and we defend them. Our websites don't go down  
252 because we have a tried and tested security team. They have worked directly with  
253 the FBI to help shield our local governments from attackers, then works with the  
254 FBI to resolve and improve.

255  
256 Mr. Donhauser asked if there was basic security coverage and advanced security  
257 coverage.



**Draft SELECT BOARD MEETING**  
**May 25, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

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**6:28 PM**

Ms. Underwood said yes, explaining the different levels of coverage.

Mr. Sullivan said that I think this is something that is important for us to move forward on as quickly as possible

Mr. Donhauser asked about the timeline from start to implementation.

Mr. Anderson said that it is typically about 4 to 8 months.

The SB thanked them for their presentation. To create a plan to rebuild the town of Eliot website

**Mr. Donhauser moved, second by Mr. Widi, that the Eliot Select Board direct the Town Manager to continue to work with staff and CivicPlus to create a plan to rebuild the Town of Eliot website, including a financial plan.**

**Roll Call Vote:**

**Mr. Donhauser – Yes**

**Mr. Widi – Yes**

**Ms. Dow – Yes**

**Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

**6:30 PM**

**2. Planning Board By-law Correction**

**Mr. Donhauser, moved, second by Ms. Dow, that the Eliot Select Board accept and approve the by-law changes as proposed and approved by the Planning Board.**

**Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board**

**Roll Call Vote:**

**Mr. Donhauser – Yes**

**Mr. Widi – Yes**

**Ms. Dow – Yes**

**Mr. Shapleigh - Yes**

**Unanimous vote to approve motion.**

**Draft SELECT BOARD MEETING  
May 25, 2023 5:30PM (continued)  
Town Hall/Hybrid**

301 **J. Old Business:** There was none.  
302

303 **K. Approval of Warrant(s):**  
304

305 **6:31 PM Mr. Donhauser moved, second by Ms. Dow, that the Select Board approve**  
306 **Payroll Warrant #105 in the amount of \$51,815.40, dated May 10, 2023;**  
307 **Payroll Warrant #108 in the amount of \$48,720.80, dated May 18, 2023.**  
308

309 **Roll Call Vote:**  
310

311 **Mr. Donhauser – Yes**

312 **Mr. Widi – Yes**

313 **Ms. Dow – Yes**

314 **Mr. Shapleigh - Yes**  
315

316 **Unanimous vote to approve motion.**  
317

318 **6:32 PM Mr. Donhauser moved, second by Ms. Dow, that the Select Board approve**  
319 **A/P Warrant #106 in the amount of \$1,039,476.25, dated May 10, 2023; A/P**  
320 **Warrant #107 in the amount of \$3,713.07, dated May 16, 2023; A/P Warrant**  
321 **#109 in the amount of \$225,174.88, dated May 17, 2023.**  
322

323 **Roll Call Vote:**  
324

325 **Mr. Donhauser – Yes**

326 **Mr. Widi – Yes**

327 **Ms. Dow – Yes**

328 **Mr. Shapleigh - Yes**  
329

330 **Unanimous vote to approve motion.**  
331

332 **L. Adjourn**  
333

334 **Mr. Donhauser moved, second by Mr. Dow, that the Select Board adjourn.**  
335

336 **Roll Call Vote:**  
337

338 **Mr. Donhauser – Yes**

339 **Mr. Widi – Yes**

340 **Ms. Dow – Yes**

341 **Mr. Shapleigh - Yes**  
342

343 **Unanimous vote to approve motion.**

**Draft SELECT BOARD MEETING  
May 25, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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The meeting adjourned at 6:33 PM.

**Respectfully submitted,**

**Ellen Lemire, Recording Secretary**

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**Lauren Dow, Secretary**

**Date approved:**

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**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM  
Town Hall/Hybrid**

1 **Quorum noted**

2

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

4

5 **A. Roll Call:** Mr. Donhauser, Mr. Widi, Ms. Dow, Mr. Shapleigh, and Mr. Trott.

6

7 **B. Pledge of Allegiance recited**

8

9 **C. Reorganization of Eliot Select Board:**

10

11 **5:31PM Mr. Donhauser opened up nominations for Chair of the Select Board.**

12

13 Mr. Widi nominated Mr. Donhauser.

14

15 There were no other nominations.

16

17 **Mr. Donhauser closed nominations.**

18

19 **Roll Call Vote:**

20

21 **Mr. Donhauser – Yes**

22

23 **Mr. Widi – Yes**

24

25 **Ms. Dow – Yes**

26

27 **Mr. Shapleigh – Yes**

28

29 **Mr. Trott - Yes**

30

31 **Unanimous vote to approve nomination.**

32

33 Mr. Donhauser is elected Chair.

34

35 **5:32 PM Mr. Donhauser opened nominations for Vice Chair**

36

37 Ms. Dow nominated Mr. Widi for Vice Chair.

38

39 There were no other nominations.

40

41 **Mr. Donhauser closed nominations.**

42

43 **Roll Call Vote:**

44

45 **Mr. Donhauser – Yes**

46

47 **Mr. Widi – Yes**

48

49 **Ms. Dow – Yes**

**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**Mr. Shapleigh – Yes**

**Mr. Trott - Yes**

**Unanimous vote to approve nomination.**

Mr. Widi is elected Vice Chair.

**5:33 PM**      **Mr. Donhauser opened nominations for Secretary (Clerk of the Select Board).**

Mr. Shapleigh nominated Ms. Dow.

There were no other nominations.

**Mr. Donhauser closed nominations.**

**Roll Call Vote:**

**Mr. Donhauser – Yes**

**Mr. Widi – Yes**

**Ms. Dow – Yes**

**Mr. Shapleigh – Yes**

**Mr. Trott - Yes**

**Unanimous vote to approve nomination.**

Ms. Dow is elected Secretary (Clerk of the Select Board).

**D.      AARP Award: “Eliot Age-Friendly Community” (Ellen Ceppetelli)**

**5:34 PM**      Mr. Donhauser said that there was an after-the-action report given on Aging-in-Place. I think it’s appropriate to read a few paragraphs from the report that gives some perspective: “In late 2017, the Eliot Select Board created the Eliot Aging-in-Place Committee (AIP) as an advisory group to recommend strategies, services, programs, and regulations to better enable residents to remain here as they age. Its duties were to identify existing resources, key obstacles, and potential solutions. Seeking input from residents of all ages./The mission is to provide advocacy for changes in Eliot’s physical, economic, and social environments that enable residents, especially older residents, to live in their homes as long as possible and that foster the creation of services and programs geared to keeping all residents engaged and active in the community. And the final paragraph I thought was remarkable is that, because of their feedback of the AIP community and the AIP Committee and through collaboration with Eliot Planning, there was a revision to

**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM (continued)  
Town Hall/Hybrid**

87 the Accessory Dwelling Unit (ADU) ordinance. There is much more in this report  
88 and I encourage all to read it. (Available on the Town website). It is my pleasure  
89 to award the AIP Committee the "Eliot Age-friendly Community Award" to Ms.  
90 Cepetelli and her members, recognizing them for their leadership, achievements,  
91 and continuing commitment in 2023.

92  
93 **E. Public Comment:**

94  
95 **5:37 PM** Mr. (Gene) Wypyski, Creek Crossing, said that the AIP Committee sets the gold  
96 standard for committees in this Town. He also reminded everyone about the Eliot  
97 Festival on September 30; that 8:30 AM begins the road race.

98  
99 **F. Approval of Minutes of Previous Meeting(s)** There were none.

100  
101 **G. Public Hearing:** There were none.

102  
103 **H. Department Head/Committee Reports**

104  
105 **5:39 PM 1. Town Manager's Report**

106 Mr. Sullivan said there was paving done by the State this week on State Road  
107 from Dow to Old Road and Goodwin Road all the way to Kittery. Starting  
108 tomorrow and into next week, Moses Gerrish, Main, to the Kittery line. He  
109 discussed traffic issues and the additions of traffic control crews. I have rarely  
110 witnessed this level of construction in a small community and people have been  
111 great. Regarding the temporary patches, particularly along Route 236, for the  
112 laterals and apron cuts, they are going to re-pave those and that should be done  
113 within 48 hours.

114  
115 **Mr. Donhauser moved, second by Mr. Shapleigh, that the Eliot Select Board**  
116 **accept the Town Manager's Report, as presented, and ask it be published on**  
117 **the Town website.**

118  
119  
120 **Roll Call Vote:**

121  
122 **Mr. Donhauser – Yes**

123 **Mr. Widi – Yes**

124 **Ms. Dow – Yes**

125 **Mr. Shapleigh – Yes**

126 **Mr. Trott - Yes**

127  
128 **Unanimous vote to approve motion.**

129

**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM (continued)  
Town Hall/Hybrid**

- 130 **I. Board and Committee Appointments/Resignations:** There were none.  
131  
132 **J. New Business:**  
133  
134 **5:47 PM 1. Ratification of Town Manager's Annual Appointments**  
135  
136 Mr. Sullivan read the names of the annual appointments (available at Town Hall).  
137 He noted that the Tax Collector (Brenda Harvey) is retiring at the end of July.  
138  
139 **Ms. Dow moved, second by Mr. Shapleigh, that the Eliot Select Board accept**  
140 **and ratify the appointments, as presented, for FY24.**  
141  
142 **Roll Call Vote:**  
143  
144 **Mr. Donhauser – Yes**  
145 **Mr. Widi – Yes**  
146 **Ms. Dow – Yes**  
147 **Mr. Shapleigh – Yes**  
148 **Mr. Trott - Yes**  
149  
150 **Unanimous vote to approve motion.**  
151  
152 **5:50 PM 2. Central Maine Power, Pole Hearing**  
153  
154 Mr. Donhauser opened a public hearing with respect to the moving of Pole #34  
155 northerly. He asked what road that is.  
156  
157 Mr. Sullivan said River Road.  
158  
159 There were no public comments.  
160  
161 **The public hearing was closed.**  
162  
163 **Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board**  
164 **approve the request from Central Maine Power to move pole #34 70 feet in a**  
165 **northerly direction and as presented.**  
166  
167 **Roll Call Vote:**  
168  
169 **Mr. Donhauser – Yes**  
170 **Mr. Widi – Yes**  
171 **Ms. Dow – Yes**  
172 **Mr. Shapleigh – Yes**

**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**Mr. Trott - Yes**

**Unanimous vote to approve motion.**

**K. Old Business:**

**5:52 PM 1. LD2003**

Ms. Bennett gave an overview of LD2003 around affordable housing:

- To some degree, it pre-empts some local control in relationship to certain types of housing
- Will require some changes to our land use ordinance
- First snap shot of a series of State legislation around trying to induce more housing defined by the State
- Law designed to remove unnecessary regulatory barriers to housing production in Maine/preserving local ability to create land use plans and protect sensitive natural resources
- PB exploring other ideas/changes to address
- PB discussions have been addressing how to address the lack of affordable housing in our community for several years.
- National crisis of housing supply – low supply of housing units/highly increasing price for housing
- Cost of 1,000-square-foot-home was \$165,000 - \$200,000 in 2012; same home is \$365,000 - \$435,000 in 2023
- Contractors not building modestly-sized homes
- First-time homebuyers/empty nesters can't find suitable single-family homes
- Rentals are very scarce
- State mandates incentivize construction of rental units
- Remove barriers to construction of additional dwelling units
- Contains 5 sections with varying effective dates
- Where you allow single-family residences, required to have up to four dwelling units/lot needs to meet dimensional standards
- Regarding Accessory Dwelling Units (ADUs), all requirements in LD2003 were brought into compliance by the Town vote in June
- First explicit right for municipal regulation of short-term rentals
- "LD2003 is an express pre-emption of municipal home rule authority. Therefore, any ordinance or regulation that is not consistent with the law may be challenged as invalid."
  - Context: Maine large state – many municipalities have little or no zoning, zoning created in the early 1970's, may have shoreland and subdivision ordinances



**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM (continued)  
Town Hall/Hybrid**

- 215                   ➤ Creates ‘by-right’ allowance for ADU’s, increased density in all  
216                   residential zones, affordable housing developments w/density bonus  
217                   ○ Allowed ADUs since 2003, modified to meet community  
218                   desires by increasing max size to 1,000 square feet & lowered  
219                   minimum size to 190 square feet, no additional parking  
220                   requirement  
221                   ○ Increased density in all residential zones we already allow;  
222                   need to put clarification into ordinance for easier navigation of  
223                   by-right allowance  
224                   ○ ‘by-right’ is an explicit, legal right that landowners have  
225                   Deep concern was expressed by SB member w/no additional ADU parking  
226                   requirement/not work in Eliot/Town already struggling with parking issues.  
227

228                   Ms. Bennett said that the PB would welcome any input/perspective how to  
229                   navigate these final changes needed to be put forward. I’m a firm believer that, if  
230                   we put our heads together, we can find solutions that can suit our Town and not  
231                   fall prey to a cookie-cutter.  
232

233                   **6:06 PM**                   Mr. Widi said that another one that might need to be update, and might be easy to  
234                   miss, would be the back lot ordinance. Right now, it says that you can only serve  
235                   two dwellings if you are a back lot. Based on the way it’s written, if we have to on  
236                   any vacant lot allow up to four, then the back lot ordinance may need to be  
237                   updated. Concerned with someone challenging it if we don’t do something about  
238                   it.  
239

240                   Ms. Bennett said that that would definitely be something to take up for  
241                   consideration. My concern has been, for over a year, that I don’t want our Town  
242                   to be challenged, which is why we have spent so much time keeping up-to-date on  
243                   this legislation. She discussed, using graphics, what the density impact might look  
244                   like with the ‘up to four dwelling units’ requirement. Frontage and setbacks need  
245                   to be met. There will be a need to clarify this requirement so that everyone can  
246                   understand what they can and cannot do within this. The State wants to get away  
247                   from just single-family homes and encourage more density.  
248

249                   Mr. Trott, concerned about more density, said we have a sewer system that can’t  
250                   handle what’s there. Who is paying for the upgrades with all this density.  
251

252                   Mr. Wypyski discussed the realities of meeting required codes because it’s not  
253                   like putting up a shack (ADU) and calling it a day. To do this right is a big deal  
254                   when you come up against reality. This is all right theoretically but there are  
255                   realities in Eliot, particularly the environment, the way people want it, what  
256                   people can do.  
257

**Draft SELECT BOARD MEETING**  
**June 22, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

- 258 **6:10 PM** Ms. Bennett said that you aren't wrong; that that is another comment we've been  
259 discussing for a while. That doesn't mean we can't do other things in our  
260 community outside of LD2003 to effect what we want as far as increasing  
261 housing opportunities for everyone. Regarding affordable housing development,  
262 they are multi-family units that have income eligibility criteria; that the statute  
263 says that they are allowed in zones where multi-family units are permitted. She  
264 had a map on-screen that showed the areas (Suburban/Village) of Eliot where  
265 multi-family units are allowed. We allow no housing in our C/I Zone. The statute  
266 added an area 'in a designated growth area', 'served by public water & sewer' or  
267 'serviced by a special water system or a special sewer district system (Bolt Hill  
268 sewer line is a special sewer district)' or 'location with centrally-managed water  
269 supply and a comparable sewer system'. Comparable sewer system = engineered  
270 (congregate) septic system, which we would need to add provisions for to our  
271 wastewater ordinance. We've had affordable housing defined in our ordinance for  
272 many years but it has seldom been used; that it will need to be modified, as well.  
273 Median income eligibility was discussed, as well as restricted covenants with 30-  
274 year minimum designation of the units (over 50% of units), maximum of 8 units  
275 per building, and 35-foot height restriction on buildings. Graphics were shown to  
276 depict what the density bonus might look like. Discussed was a laundry list of  
277 things needed to be put into our ordinance, making note of the need for third-party  
278 enforcement of the restricted covenant. Also discussed were some discretionary  
279 changes the PB could develop, such as allowing an accessory structure be  
280 converted to an ADU, structure design criteria, a diversity of unit sizes with a  
281 majority of all the unit sizes to be affordable, and lower lot sizes that have sewer  
282 & water.  
283
- 284 **6:29 PM** There was a discussion regarding concerns of capacity for current sewer and how  
285 to resolve that and deal with the additional density from this legislation.  
286  
287 Ms. Bennett also discussed ongoing discussions and possible changes coming  
288 from the State legislature. AS an example, TIF amendment to create Pine Tree  
289 Zones. Over the past year+, the PB has discussed local solutions, such as cottage  
290 clusters (small homes/shared utilities), allow more mixed use in certain districts  
291 (e.g. Housing in C/T), with running into a hard stop with EPA possibly requiring  
292 advanced septic systems w/impact fees for conventional w/ possible funding to  
293 upgrade conventional to protect the river, adaptive use of old structures & vacant  
294 properties.  
295
- 296 **6:39 PM** Mr. Donhauser asked how the State law get around deed restrictions or  
297 conservation easements.  
298  
299 Ms. Bennett said that it does not pre-empt private deed restriction or conservation  
300 easements.

**Draft SELECT BOARD MEETING**  
**June 22, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

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Mr. Donhauser asked what the SB's role is in this. How do we become proactive.

Ms. Bennett said that this presentation is the reason and rationale for LD2003, that there is a housing crisis, this is a State mandate seen as one way of addressing the housing crisis. I see you in the role of public education, along with the PB, with educating our community about this. Having dialogues like we just had. Regarding the PB timeline, we want to put changes on the November ballot that we will be deliberating for the next three meetings and holding a public hearing.

**6:42 PM**

Ms. Braun said that, from my perspective, I would like to see us have citizen information meetings to explain to residents what will happen, get their feedback before the public hearing, and I'd like to have your blessings and backing to do those meetings. Hopefully, you would attend and show support for these changes. We have no choice in this. We have already tackled ADUs. My biggest concern is the affordable housing piece and helping residents to understand exactly what that means; that we just have to make it affordable for all folks and structures would have to go with the design of the Town. With your blessing, that's what I would like to do, and with your backing.

Ms. Bennett said to say that we are going to hold public hearing information sessions unless you prohibit us from doing that. We would love for you to participate in them to at least be able to hear our community, how they feel. WE wouldn't necessarily expect you to answer the questions but it would also provide an opportunity to educate yourselves, ourselves, about the temperature and feelings of the community, to learn specifically what these changes are. We want to do at least a couple of them before the November election. The larger picture is that we would really like to put our best foot forward to get these changes enacted on the November ballot because, by recent LD2003 amendments, we have until July 1, 2024, and we could go on the June warrant next year. The Comprehensive Plan update, we would like to put that on the ballot in June 2024 and, if we can keep working as efficiently and effectively as we have been working, we would like to deliberate and work to update our zoning map. It hasn't been updated in a very long time and we would like to put that on the November 2024 warrant.

**6:48 PM**

Mr. Shapleigh commented that there seem to be a lot of sticks in this but the only carrot seems to be the TIF.

Ms. Bennett agreed, adding that I think there are some creative ways outside of LD2003 that we can think about this. We have some Town-acquired properties that we might be able to lease out, control whatever housing units were created. The TIF legislation, called an Evergreen Zone, is designed specifically for towns

**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM (continued)  
Town Hall/Hybrid**

343 to have an active role in creating affordable housing that is designed and created  
344 by their community and work force needs.  
345

346 **L. Approval of Warrant(s):**  
347

348 **6:50 PM Mr. Donhauser moved, second by Ms. Dow, that the Select Board approve**  
349 **Payroll Warrant #115 in the amount of \$61,332.46, dated June 6, 2023;**  
350 **Payroll Warrant #117 in the amount of \$54,520.73, dated June 14, 2023;**  
351 **Payroll Warrant #118 in the amount of \$129.45, dated June 14, 2023.**  
352

353 **Roll Call Vote:**  
354

355 **Mr. Donhauser – Yes**  
356 **Mr. Widi – Yes**  
357 **Ms. Dow – Yes**  
358 **Mr. Shapleigh – Yes**  
359 **Mr. Trott - Yes**  
360

361 **Unanimous vote to approve motion.**  
362

363 **6:51 PM Mr. Donhauser moved, second by Ms. Dow, that the Select Board approve**  
364 **A/P Warrant #116 in the amount of \$84,186.32, dated June 8, 2023; A/P**  
365 **Warrant #119 in the amount of \$991,140.76, dated June 14, 2023.**  
366

367 **Roll Call Vote:**  
368

369 **Mr. Donhauser – Yes**  
370 **Mr. Widi – Yes**  
371 **Ms. Dow – Yes**  
372 **Mr. Shapleigh – Yes**  
373 **Mr. Trott - Yes**  
374

375 **Unanimous vote to approve motion.**  
376  
377

378 Mr. Sullivan wanted to remind people that, if they are interested in applying for  
379 positions on boards or committees, the application process is online.  
380

381 Mr. Donhauser welcomed Mr. Trott to the SB.  
382  
383  
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385

**Draft SELECT BOARD MEETING  
June 22, 2023 5:30PM (continued)  
Town Hall/Hybrid**

386 **M. Adjourn**

387 **Mr. Donhauser moved, second by Ms. Dow, that the Select Board adjourn.**

388  
389 **Roll Call Vote:**

390  
391 **Mr. Donhauser – Yes**

392 **Mr. Widi – Yes**

393 **Ms. Dow – Yes**

394 **Mr. Shapleigh – Yes**

395 **Mr. Trott - Yes**

396  
397 **Unanimous vote to approve motion.**

398  
399 **The meeting adjourned at 6:53 PM.**

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403 **Respectfully submitted,**

404  
405 **Ellen Lemire, Recording Secretary**

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409 **\_\_\_\_\_  
Lauren Dow, Secretary**

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411 **Date approved:**  
412 **\_\_\_\_\_**

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**Draft SELECT BOARD MEETING  
July 27, 2023 5:30PM  
Town Hall/Hybrid**

1 **Quorum noted**  
2

3 **5:30 PM:** Meeting called to order by Chairperson Donhauser.  
4

5 **Roll Call:** Mr. Donhauser, Mr. Widi, Ms. Dow, Mr. Shapleigh, and Mr. Trott.  
6

7 **A. Pledge of Allegiance recited**  
8

9 **B. Public Comment:** There was none.  
10

11 **C. Approval of Minutes of Previous Meeting(s)** There were none.  
12

13 **D. Public Hearing:** There were none.  
14

15 **E. Department Head/Committee Reports**  
16

17 **5:31 PM 1. Town Manager's Report**  
18

19 Mr. Sullivan said that I talked a little about the Route 236 Water/Sewer Project.  
20 We acknowledge continued concerns about the apron; that the paving there is  
21 very uneven and we have been pressing the contractor to make sure those areas  
22 are smoothed out. This is not the final coat. They are working well with local  
23 businesses and traffic control was excellent. I also talk about the website update,  
24 saying that lots of training is happening amongst staff. Phone systems are working  
25 correctly but billing is not. I have let them know I expect the pricing to be  
26 reflective of what we agreed to back in 2016. Regarding PEG access, we talk with  
27 one more consultant and hoping to bring a proposal from one of them in August  
28 to the SB to be our liaison.  
29

30 Mr. Widi said that you were going to tour Mainspring and asked how that went.  
31

32 **5:40 PM**

33 Mr. Sullivan said that I, the Planner, and the General Assistance Administrator  
34 went to the facility yesterday. They are going to have 6 units of permanent  
35 housing adjacent to the facility. They will be offering wrap-around services to the  
36 community, such as job training, food security, housing access, general  
37 assistance, etc. They wanted to thank the SB and citizens of Eliot to committing to  
38 \$50,000 this year for the project. Additionally, Senator Collins just secured \$1  
39 million for the project. It is a very worthwhile project and I think, long term, it is  
40 going to be a great investment for Eliot.

41 **Mr. Donhauser moved, second by Mr. Trott, that the Eliot Select Board**  
42 **accept the Town Manager's Report, as presented, and ask that it be**  
43 **published on the Town website.**

**Draft SELECT BOARD MEETING  
July 27 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**Roll Call Vote:**

- Mr. Donhauser – Yes**
- Mr. Widi – Yes**
- Ms. Dow – Yes**
- Mr. Shapleigh – Yes**
- Mr. Trott – Yes**

**Unanimous vote to approve motion.**

**F. Board and Committee Appointments/Resignations: Cabot Trott/BOA**

**5:42 PM Mr. Donhauser moved, second by Mr. Widi, that the Eliot Select Board accept the resignation of Cabot Trott from the Eliot Board of Appeals and thank him for his service.**

**Roll Call Vote:**

- Mr. Donhauser – Yes**
- Mr. Widi – Yes**
- Ms. Dow – Yes**
- Mr. Shapleigh – Yes**
- Mr. Trott – Yes**

**Unanimous vote to approve motion.**

**G. New Business:**

**5:43 PM 1. Personnel Policy Update.**

Mr. Donhauser said that this is the first review and we don't anticipate any action tonight.

Mr. Sullivan summarized highlights from the update; that we are trying to simplify and adjust to the workplace that we're faced with now:

- Adjust probationary periods
- Update nepotism language, to include three-member panel review
- Mental health evaluations when hiring
- Attendance/punctuality language updated
- Remote work (sick leave adjustment considerations)
- Health/dental insurance (unions at 82.5%/Town at 85%/may recommend 80%)

**Draft SELECT BOARD MEETING**  
**July 27 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

- Sick leave adjustments in language
- Minor adjustments for probationary employees (ex: physical move for their job)
- Grievance policy

I wanted to bring this in and let you know we're working on it. Hopefully, it will be ready for the fall and you will be ready to vote on and ratify the document. The original was written in 2006 and updated in 2014. It is on the website. There is no whistler-blower policy but I can add that to what we should be looking at.

**H. Old Business:**

**6:02 PM 1. Project(s) Update**

Mr. Sullivan said that I covered this under Town Manager Report. If anything comes to mind for either the SB or the public, please reach out to me.

**6:03 PM 2. Town Manager Contract**

November is the start of the last year of the Town Manager's three-year contract.

Mr. Donhauser said that I think it appropriate for the SB to begin some discussion among ourselves, or in public, or perhaps, even in executive session, with respect to compensation, what our expectations are, whether they've been met or not. In my personal view, they have been met.

Mr. Sullivan said that I want to make clear that I'm not seeking a raise or additional compensation. I didn't reach out to the SB to do this but I think it's important, both for the SB and public, to know where you are at. Your Charter requires you, for me to look at staff on an annual basis, to do the same for the Town Manager. I want to address this globally, not as Mike Sullivan. I think that the SB realizes but I think the public has to realize that this is a very complicated job. Here at Eliot, we don't have the staff or depth to take up a lot of issues; that a Town Manager might not be involved in a Route 236 project or be the go-to person to create a PEG access. I really enjoy it and appreciate the support you've given me, and I want to do a good job in those areas. But Mike Sullivan is not going to be here forever and I think it's important for you to know where you are in the market. Presently, my contract calls for \$108,000. You don't have to go very far; that you can go to South Berwick that is above \$130,000, Kittery is about \$150,000. These are all different communities and they all have different identities. So, with detractors, I would say that you get what you pay for and, if you put more money into the Town budget, you get a better Town Manager. You have to think ahead regarding what you have in your organization. Are there people in your organization that should be encouraged to work towards it. What's



**Draft SELECT BOARD MEETING  
July 27 2023 5:30PM (continued)  
Town Hall/Hybrid**

130 the going rate for drawing a properly experienced Town Manager from the  
131 outside of your organization. Then, having the Board and citizens having that  
132 discussion over the next year and a half will unveil what kind of role I could play.  
133 Do I stay for another year and act as a mentor. Do you have me participate in the  
134 search. Do I stay for another period of time and you tell me to mind my own  
135 business. Whatever the SB ultimately does, I want you to know that I'll support it.  
136 If you said tomorrow that you want to look for a new Town Manager, I would do  
137 whatever I could to help you.  
138

139 **6:07 PM**

140 Mr. Donhauser added that I think we're only fooling ourselves if we don't think  
141 that appropriate compensation is appropriate; that you can't fault somebody for  
142 moving to another job for more compensation. And, as Mr. Sullivan said, you get  
143 what you pay for. If you're getting more than what they are being paid, that  
144 person is going to leave. The other thing is what do we have within our own  
145 organization. Can we train somebody or would there be someone in our  
146 organization that might potentially be town manager-quality. I don't have a  
147 judgement on that, at the moment, but it doesn't hurt to look at that. I think we  
148 should look at compensation for all. If you look only at the Police Department,  
149 they are giving sign-up bonuses just by applying; that you get a \$15,000 if you  
150 sign up and transfer. Just in our local area, I would venture to say that other town  
151 managers are making more than our Town Manager. It's appropriate that we start  
152 looking and have a discussion with Mr. Sullivan; that we want to make sure that  
153 you are happy. The other thing I think is important is employee morale. There is  
154 no question in my mind that, since you've been here, the employee morale has  
155 been very good. So, I think you are doing a fine job. The question is that we want  
156 you to continue being happy and to be compensated.

157 **6:10 PM**

158 Mr. Sullivan said that I appreciate that. I do think you find yourself in a unique  
159 position because I'm not climbing up the ladder of a career. I'm not likely to go to  
160 another community. But, if I look at my 42-year-old self, and I had the same kind  
161 of experience and I was performing well in Eliot and you felt it, it would be a  
162 threat to lose me to another community. You look around and the former Town  
163 Manager in South Berwick is still the Town Manager farther up in Maine at a  
164 higher rate, as I understand, than you are paying here at a much longer time.  
165 When I leave Eliot, I'm done with this. I thought I was done at the last place. But,  
166 I do really enjoy it and I want to make sure that people sincerely know that I love  
167 working with this Board. I love working with this Town. I know I ruffle feathers  
168 once in a while. I take stands that people don't like and I'm apt to tell you no  
169 when I think it should be no. So, I appreciate that it's not always easy supporting  
170 someone who is going to look at things differently than other people. Honestly, I  
171 just try to do the best I can for Eliot.

**Draft SELECT BOARD MEETING**  
**July 27 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

172 **6:12 PM**

173 Mr. Widi said, regarding the Town Manager/Select Board itself, that the passing  
174 of Steve Robinson should teach us something. If something unexpected happen,  
175 God forbid, and we said "Hey, new town manager prospect, salary is \$108,000.",  
176 we'd get laughed out of the room. So, we wouldn't have a town manager and that  
177 would result in us going back to paying way more than a Town Manager would  
178 be, just setting Mr. Sullivan aside. I also don't like calling it a lame-duck year.  
179 My preference would be a 2-year contract and, if he chose to leave early, so be it.  
180 So, my preference would be to raise his salary, add a year, and if he wanted to  
181 leave early at some point or figure something out, I think that would be my  
182 preferred course of action. I don't know how that hits you, Mr. Sullivan.

183 Mr. Sullivan said that I think that's a worthy conversation. I've seen boards where  
184 they've worked with their town managers, that they name the Chair and Vice  
185 Chair to have more in-depth conversations with other staff, talk to other town  
186 managers. There is a kind of issue where you're not seen in the same light of  
187 authority as much. Your directives, or the direction you're bringing the  
188 community is less affective in your final days. I can't reiterate enough that I am  
189 not looking for more money, necessarily, but I do think the Town and Board has  
190 to think about what it wants to pay for this position in the future.

191 **6:15 PM**

192 Mr. Trott said that I have a unique view of Mr. Sullivan and the Town Manager's  
193 position from the Selection Committee. When we went through the process and  
194 with what we were advertising for income, it limited the number of applicants.  
195 We had people who managed tire stores putting in to manage the Town of Eliot.  
196 Mr. Sullivan knows that we wasn't my first choice but he came through the door  
197 and sat down for the meeting. One thing that struck me about Mr. Sullivan was  
198 one of three that actually looked at the personnel in this Town and pointed out  
199 people that he believed could come up from watching a series of meetings, people  
200 that he thought could come up and would like to have the ability to get training  
201 and move in-house. He saw Route 236 and couldn't understand why nothing had  
202 been done out there. And he has lived up to every aspect that he talked to us about  
203 in that meeting, But it is a big point that he makes. You want a better town  
204 manager, pay for one. We lot several applicants when they found that there was  
205 not going to be a chance. Mr. Sullivan almost volunteered to work for free but not  
206 quite. Last minute, we had a couple that pulled their applications, one of which  
207 was sent forward to see the Board for interviews, but when he saw that he would  
208 lose money, that was it. So that is a consideration that we need to think about,  
209 whether Mr. Sullivan wants to take it or not. That was one of the reasons I ran, as  
210 I was watching Town employees leaving for elsewhere for anywhere from \$10 to  
211 \$15 an hour more. As a local businessman, I can tell you right now that, since last  
212 December I've gone through six employees. The shipyard and post office were  
213 hiring and they were all tradespeople who just want that extra money.

214

**Draft SELECT BOARD MEETING**  
**July 27 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

215 **6:17 PM**

216 Mr. Sullivan said that I think Mr. Cabot really sees how expensive it is to replace  
217 help. It's incredibly expensive. Regarding the clerk's office, in the last six months  
218 that office has had a 100% staff change. That's unbelievable. Luckily, we have a  
219 very competent Town Clerk who has been able to, with grace, train people, to  
220 draw really talented people, and I think that the department is going to be  
221 stronger. But I've been asked by members of the Budget Committee, and other  
222 committees, about adding staff, and I have honestly said to them that I can't really  
223 tell you whether we need staff because I never had a full complement of staff  
224 here. I don't know what our true capacity is. We're getting much closer and that's  
225 exciting. But, I think Board members in the private industry can say how  
226 complicated it is to train people in those industries. With every job, you try to  
227 train them fully then lose those employees after you train them, it's so expensive.  
228 How do we stop doing that. I think we're making progress and this Board has  
229 been incredibly generous in understanding all that.

230 **6:19 PM**

231 Mr. Donhauser said that, regarding one thing about your management style, when  
232 I think about management style I always think is the analogy of a string. If you  
233 push a string, it doesn't go anywhere. It just folds up in front of you. If you are  
234 out in front of the sting, or pulling the string, or leading people forward, they're  
235 going to follow you anywhere. That's what I've seen happen over the past year-  
236 and-a-half that Mr. Sullivan has been here. It's a very complicated job and you  
237 have so many people that think they are your boss, and rightfully so. The  
238 constituents of the Town believe you work for them. We believe you work for us.  
239 And the Town employees think that you work for them, also. So, I believe you are  
240 out there pulling the string.

241 Mr. Sullivan added that I think I work for all those constituencies, and that makes  
242 it that much more complex.

244 **6:21 PM**

245 Mr. Donhauser said that I think this is a good jump-off into going forward, talk  
246 again with Mr. Sullivan individually and among our Board.

247 Mr. Sullivan said that the Chair and I had discussed whether this should be in  
248 executive session and agreed we had nothing to hide. He was very willing to talk  
249 about it in the open. It's important for the public to understand. I'm pleased that,  
250 looking back at the history of Eliot, there's never been a time with things are more  
251 transparent.

253 **6:23 PM**

254 Mr. Widi said that we had some turn-over at the farm and the time to train people  
255 is the #1 expense. It's not the actual dollars. The, you have to start that person  
256 slow to set them up for success. That position is less productive for months while  
257 you set them up for success. It draws management's time to deal with that. It is  
expedientially more to lose people than it is to just pay people appropriately. And

**Draft SELECT BOARD MEETING  
July 27 2023 5:30PM (continued)  
Town Hall/Hybrid**

258 that's for every position here. You can't compare the same title between towns or  
259 different responsibilities; that if somebody applies for a position, they may not  
260 fully grasp how much work is in that position. I know you've put out a lot of fires  
261 of stuff that didn't get handled prior to your arrival here and I know I appreciate  
262 you putting out a lot of that stuff. I think, with a little bit more time, it would  
263 really set us up for the next person. When we were doing the Zoom search  
264 meetings, it was asked what we were looking for, and I said somebody on the up-  
265 swing, not somebody at the end of their career, and I was wrong on that. There is  
266 a certain amount of maturity to understanding the job. If we have somebody who  
267 is willing to help us find the next person, you better than anybody knows what the  
268 next town manager should be like because you are in the day-to-day and we come  
269 in here for an hour or two every two weeks.  
270

271 **6:25 PM**

272 Mr. Sullivan said that one other point that you touched on was something that  
273 sometimes can be hard to understand is retaining talent within your organization  
274 but still allowing people to move up in the organization. With a real small  
275 organization, like the Town of Eliot, it is very difficult. We recently had someone  
276 who wanted to have a different experience, was really successful in one  
277 component part of the Town and that person's manager was really concerned  
278 about the move that person was making from one department to another until I  
279 explained that the organization is retaining that talent so, in an emergency, we can  
280 bring that person back to fill in where we need it. Over the course of this training  
281 period, we've done that probably ten times in three months. Hopefully, that turns  
282 out to be a long-term success story. Again, I appreciate it. I don't know if the  
283 Chair, Vice Chair wants to appoint somebody to meet and talk more about some  
284 of these ideas.

285 **6:27 PM**

286 Mr. Donhauser said that, perhaps, if it's alright with the Board Mr. Widi and I  
287 could sit down and chat with you over different issues and then bring them back  
288 to the Board and the public for more discussion. There is no pressure at the  
289 moment and would be a good time to do it.

290 It was the **consensus of the SB** to let Mr. Donhauser and Mr. Widi have  
291 conversations with the Town Manager and bring that back to the full Board.  
292

293 **I. Approval of Warrant(s):**

294 **6:28 PM**

295 **Mr. Donhauser moved, second by Ms. Dow, that the Select Board approve**  
296 **Payroll Warrant #03 in the amount of \$113,796.50, dated July 13, 2023;**  
297 **Payroll Warrant #05 in the amount of \$57,130.27, dated July 19, 2023.**

298 **Roll Call Vote:**  
299  
300

**Draft SELECT BOARD MEETING  
July 27 2023 5:30PM (continued)  
Town Hall/Hybrid**

301 **Mr. Donhauser – Yes**  
302 **Mr. Widi – Yes**  
303 **Ms. Dow – Yes**  
304 **Mr. Shapleigh – Yes**  
305 **Mr. Trott - Yes**

306  
307 **Unanimous vote to approve motion.**

308  
309 **6:29 PM Mr. Donhauser moved, second by Mr. Trott, that the Select Board approve**  
310 **A/P Warrant #02 in the amount of \$193,406.16, dated July 6, 2023; A/P**  
311 **Warrant #04 in the amount of \$1,003,351.51, dated July 13, 2023; A/P**  
312 **Warrant #06 in the amount of \$42,762.40, dated July 20, 2023; A/P Warrant**  
313 **#07 in the amount of \$850,357.46, dated July 20, 2023.**

314  
315 **Roll Call Vote:**

316  
317 **Mr. Donhauser – Yes**  
318 **Mr. Widi – Yes**  
319 **Ms. Dow – Yes**  
320 **Mr. Shapleigh – Yes**  
321 **Mr. Trott - Yes**

322  
323 **Unanimous vote to approve motion.**

324  
325 **J. Adjourn**

326 **Mr. Donhauser moved, second by Ms. Dow, that the Select Board adjourn.**

327  
328  
329 **Roll Call Vote:**

330  
331 **Mr. Donhauser – Yes**  
332 **Mr. Widi – Yes**  
333 **Ms. Dow – Yes**  
334 **Mr. Shapleigh – Yes**  
335 **Mr. Trott - Yes**

336  
337 **Unanimous vote to approve motion.**

338  
339 **The meeting adjourned at 6:30 PM.**

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**Draft SELECT BOARD MEETING  
July 27 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**Respectfully submitted,  
Ellen Lemire, Recording Secretary**

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**Lauren Dow, Secretary**

**Date approved:**

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**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM  
Town Hall/Hybrid**

1 **Quorum noted**

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

4  
5 **Roll Call:** Mr. Donhauser, Mr. Widi, Ms. Dow, Mr. Shapleigh, and Mr. Trott.

6  
7 **A. Pledge of Allegiance recited**

8  
9 **B. Public Comment:** There was none.

10  
11 **C. Approval of Minutes of Previous Meeting(s)**

12  
13 **5:31 PM Motion by Mr. Widi second by Trott, to approve the minutes of August 10,**  
14 **2023, as written.**

15  
16 **Roll Call Vote:**

17  
18 **Mr. Donhauser – Yes**

19 **Mr. Widi – Yes**

20 **Ms. Dow – Abstained (not present)**

21 **Mr. Shapleigh – Yes**

22 **Mr. Trott - Yes**

23  
24 **Vote 4-0-1 to approve motion.**

25  
26 **D. Public Hearing:**

27  
28 **5:32 PM 1. Sweet Dirt #AMF1166 License Renewal (Manufacturing)**

29  
30 This is for a renewal of a Tier IV Marijuana Manufacturing License (#AMF1166)  
31 for Sweet Dirt 2, LLC, located at 505 Harold L. Dow Highway. Notice has been  
32 published and delivered to abutters.

33  
34 Mr. Sullivan said that everything was submitted properly. We have all  
35 documentation and all fees have been collected.

36  
37 There were no public comments.

38  
39 **5:33 Public Hearing closed.**

40  
41 **Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board**  
42 **approve a Tier IV Marijuana Manufacturing License renewal (\$AMF1166)**

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

43           **for Sweet Dirt 2, LLC located at 505 Harold L. Dow Highway, with a**  
44           **renewal date of August 24, 2024.**

45  
46           **Roll Call Vote:**

47  
48           **Mr. Donhauser – Yes**

49           **Mr. Widi – Yes**

50           **Ms. Dow – Yes**

51           **Mr. Shapleigh – Yes**

52           **Mr. Trott - Yes**

53  
54           **Unanimous vote to approve motion.**

55  
56   **E.        Department Head/Committee Reports**

57  
58   **5:34 PM     1. Town Manager’s Report**

59  
60           Mr. Sullivan said that he was out for a couple of days and was unable to get my  
61           report in writing. Schools open next week so we ask that people be careful on the  
62           roads. We have made the schools aware of the road construction in Eliot. Good  
63           news that the major pipe installation along Route 236 will be finished next week.  
64           They will be working through the night. Work on Beech Road will continue  
65           during the day. Paving is scheduled to be complete by October 15<sup>th</sup>. In my report  
66           will be positive discussion of our FY22 audit. We’ve had outreach with the ME  
67           DEP, who is going to be working with farmers in Eliot on some issues around  
68           PFAS and how to access funds necessary to address those issues.

69  
70           Mr. Donhauser said that we will approve the report next meeting, once it is  
71           received in writing.

72  
73   **F.        Board and Committee Appointments/Resignation:**

74  
75   **5:38 PM     1. June Hamel to Aging-in-Place (Term ending June 30, 2024).**

76  
77           **Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board**  
78           **appoint June Hamel to the Eliot Aging-in-Place Committee, for a term**  
79           **ending June 30, 2024.**

80  
81           **Roll Call Vote:**

82  
83           **Mr. Donhauser – Yes**

84           **Mr. Widi – Yes**

85           **Ms. Dow – Yes**



**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

86 **Mr. Shapleigh – Yes**

87 **Mr. Trott - Yes**

88

89 **Unanimous vote to approve motion.**

90

91 Mr. Sullivan reminded the SB that she did interview with you back in May.

92

93 **G. New Business:**

94

95 **5:39 PM 1. Tax Collector Settlement/Recommitment**

96

97 Ms. (Brenda) Harvey is retiring as the tax collector and this action is to remove all  
98 responsibility for outstanding taxes for the last five years (\$17,729.19) and make  
99 it the responsibility of the new tax collector – Wendy Rawski.

100

101 **Mr. Widi moved, second by Mr. Trott, that the Eliot Select Board release**  
102 **Brenda Harvey of all responsibility as Tax Collector for the Town of Eliot**  
103 **and commit to the present Tax Collector, Wendy Rawski, the oversight and**  
104 **responsibility of the Town of Eliot Tax Commitment of uncollected taxes for**  
105 **the estates and persons of the Town of Eliot as of this date in the amount of**  
106 **\$17,729.19.**

107

108 **Roll Call Vote:**

109

110 **Mr. Donhauser – Yes**

111 **Mr. Widi – Yes**

112 **Ms. Dow – Yes**

113 **Mr. Shapleigh – Yes**

114 **Mr. Cabot - Yes**

115

116 **Unanimous vote to approve motion.**

117

118 **5:41 PM 2. Wm. Fogg Library Request to adjust ARPA Grant (\$25,000)**

119

120 This is to adjust a previous issue discussed by the SB for the ARPA Grant funds  
121 to William Fogg Library for roof repairs. It was initially for the building fund so  
122 somewhat related.

123

124 **Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board**  
125 **approve \$25,000 of ARPA Grant funds, previously granted to William Fogg**  
126 **Library, for the purpose of roof repairs and/or replacement. These funds will**  
127 **be released to the recipient once all grant requirements are met.**

128

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**5:44 PM**

**Roll Call Vote:**

**Mr. Donhauser – Yes  
Mr. Widi – Yes  
Ms. Dow – Yes  
Mr. Shapleigh – Yes  
Mr. Trott - Yes**

**Unanimous vote to approve motion.**

**3. Acceptance of Annual Sewer Budget**

This is new. It is a sewer enterprise budget recommended by our auditor and an annual sewer budget has been formulated.

Mr. (Gene) Wypyski, Creek Crossing, speaking as a citizen, said that we voted on this in June. This was an item that the Budget Committee reviewed as part of the package.

Mr. Sullivan explained that one of the complications is that the sewer budget is not really Town budget, it is an enterprise budget. The rate payers are a different class than the taxpayers. Because you don't have a sewer commission in Town, the default sewer commission is the SB. The auditors have asked that the SB vote on that annual budget.

Mr. Wypyski asked if this enterprise budget is not appropriate for the Budget Committee to weigh in on and make a recommendation to the voter.

Mr. Sullivan clarified that the Budget Committee only has responsibility for the general fund budget. This isn't part of the general fund budget. It's a sewer enterprise budget for the rate payers, not the taxpayers, which is the body of citizens the Budget Committee represents. Town attorneys reviewed and did not see any problems.

**Mr. Donhauser moved, second by Mr. Trott, that the Eliot Select Board accept the annual Sewer Enterprise Budget, as presented.**

**Roll Call Vote:**

**Mr. Donhauser – Yes  
Mr. Widi – Yes  
Ms. Dow – Yes  
Mr. Shapleigh – Yes**

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

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**Mr. Trott - Yes**

**Unanimous vote to approve motion.**

**H. Old Business:**

**5:48 PM 1. Fire Department Engine #4 request, \$50,000 from FD Reserve**

**Mr. Donhauser, moved, second by Mr. Widi, that the Eliot Select Board approve expenditure of \$50,000 from the Fire Department Reserve for the purpose of a refundable deposit for the building of a fire engine to replace Engine #4 and authorize the Town Manager to sign a sales & purchase agreement with provisions, as stated. This will allow the Town of Eliot to secure a price and place us in the construction schedule.**

**DISCUSSION**

Mr. Sullivan said that we have previously discussed the condition of Engine #4 (23 years old). Once we have this locked in, it's going to take about 800 days to build the new fire truck, a little bit over two years out from the date we sign the purchase & sales agreement. This action tonight locks the price in. The Chief mentioned that the price has gone up from about \$840,000 to about \$990,000, so we want to lock the price in as soon as we can. This \$50,000 would be refundable if, in the fall, the Town Meeting does not approve the \$500,000 that's being requested from unassigned funds to put towards that fire truck. We'll then propose to the SB to have the balance secured in a lease, as we did with the previous truck, and that arrangement is working well.

Lieutenant Robinson said that it is a 2002. It is functioning but it's getting old, having some major problems, and parts are hard to find. It's a pumper truck, which carries water.

Mr. Sullivan said that, if the article passes in the fall, the \$50,000 would be rolled into the price. Costs are growing at 9% a year and this is a financially-sound measure to take. The Fire Department Reserve has \$280,000 and, other than the \$50,000, there is no intent to use any more of the reserve for this project. There might be some outfitting the Chief may ask for later. Using this method, other than the eventual lease, there is no impact with either one of these appropriations on the taxpayer.

**DISCUSSION ENDED**

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

215 **Roll Call Vote:**

216

217 **Mr. Donhauser – Yes**

218 **Mr. Widi – Yes**

219 **Ms. Dow – Yes**

220 **Mr. Shapleigh – Yes**

221 **Mr. Trott - Yes**

222

223 **Unanimous vote to approve motion.**

224

225 **5:55 PM 2. Proposed Shooting Range License**

226

227 Mr. Donhauser said that we have formulated an ordinance that will possibly go  
228 before the voters in November. It was created by using the existing gun range by-  
229 laws and incorporating that into this draft ordinance, with little change. This is not  
230 only for the existing gun range but for future gun ranges because we have to have  
231 some control over what goes on in the Town

232

233 Mr. Trott asked about a 3-acre minimum without specifying locations in Town.  
234 Concern was for the Village District.

235

236 Mr. Sullivan said that it could be sent back to the PB to see if they would like to  
237 opine on that.

238

239 Mr. Trott explained that, if we look at shooting ranges as any other business and  
240 commercial operation, we don't allow a lot of things to happen in certain areas of  
241 Town; that it should be something we look at for the future that there is no  
242 restriction on where it might be located.

243

244 **5:58 PM** Mr. Sullivan commented that, if you have a license in place, it would be up to the  
245 SB to deny a license for reasonable standards. It may be too close to a house, etc.  
246 so there are other limitations.

247

248 Mr. Brubaker, Planner, said that currently our land use table doesn't have any  
249 entry for gun ranges. Typically when that happens, an applicant has to show how  
250 their use is similar to another row in the land use table. The PB would review it  
251 like that. If the community was interested in a future ordinance amendment, we  
252 could change the land use table to add gun ranges and then determine which  
253 zoning districts where it would be permitted or not permitted. There would be  
254 grandfathering rights to existing uses. This is something I could pass along to the  
255 PB, if there is interest from the SB. I think it is good to point out there is a  
256 difference between land use approvals and licensing. Land use approvals typically

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

257 run with the land and are in place forever or until there is some kind of change.  
258 Licensing typically gets renewed at a time certain, like in a year.

259  
260 **6:02 PM** Mr. Trott said that, if it is not in our land use table by our ordinance, it can't exist.  
261 Businesses can be licensed but, if it's not in the land use table, they can't do it  
262 anyway. So, maybe that's something we may want to do. Even though we're  
263 doing licensing for these businesses or operations, if it's in the land use table  
264 clarifying where it can be, we can still make that decision as the SB whether to  
265 grant a license. Then you have an ordinance that actually backs it.

266  
267 Mr. Brubaker said the best thing is when the land use table is crystal clear on a  
268 use. I will bring this up to the PB. There are two aspects of zoning. One is actual  
269 allowability by zone, which would mean that even if a use that is perfectly  
270 respectful of abutting properties wants to go somewhere, if the zoning prohibits it,  
271 then the use wouldn't be able to locate there without a variance. Secondly, if a use  
272 is allowed in zoning if they get their PB approval and they open, no matter what  
273 the use is, there is still a set of performance standards such as noise, glare, etc. If  
274 they violate those, they're liable to being issued a violation by our Code  
275 Enforcement Officer (CEO).

276  
277 Mr. Shapleigh asked what you would use to say you can have it 'here' but you  
278 cannot have it 'here'.

279  
280 **6:06 PM** Mr. Brubaker said that it starts with the land use table. Zoning is a police power,  
281 as it's called in land use law terms. It can limit uses in certain areas in Town; that  
282 part of the logic behind it is appropriate uses for appropriate locations in terms of  
283 traffic, and so forth. Even if a use is allowed when it goes before the PB, if the PB  
284 has concerns about traffic, noise, etc., the PB can ask for information from the  
285 applicant, and if they believe the performance standard hasn't been satisfied, that  
286 would be potential grounds to disapprove an application.

287  
288 Mr. Donhauser said that I want people to understand that the existing gun range  
289 has a right to exist but we also feel, as a SB, that we have to have some control  
290 over future gun ranges and what we're doing pretty much is accepting what the  
291 existing gun range, the level it is at the moment. But if there's a major change in  
292 that gun range, that allows us to review through this ordinance. It allows the SB  
293 some control over what's going on in the municipality. WE aren't trying to  
294 prohibit the current gun range from doing what you're doing. We're just trying to  
295 make sure that everyone is a good neighbor. More importantly, we want to control  
296 the entire Town, not just the gun range that exists off of Goodwin Road. He asked  
297 if there was anyone from the public who would like to speak.

298

**Draft SELECT BOARD MEETING**  
**August 24, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

299 **6:10 PM** Mr. Chenard that I'm the President of the Southern Maine Fishing & Gun Club  
300 and President of the range out on Slate Hill Road. He clarified that, according to  
301 Maine State law, it is on future gun ranges that it may be able to affect how they  
302 are built, how they're structured, and how they're organized, and not retroactive  
303 on our range.  
304  
305 Mr. Donhauser said that that is correct., with the caveat that, if you significantly  
306 change what you're doing, then it does apply.  
307  
308 Mr. Chenard said that that's fine as long as it's in accordance with Maine State  
309 law. One thing I saw in the draft that I wanted to raise concerns for was that it  
310 says that participants must be 18. That drastically limits our youth in being able to  
311 participate, go out to our range and safely shoot, learn to shoot, later on to hunt. A  
312 tandem license is in accordance with State law.  
313  
314 Mr. Donhauser asked him what he would suggest.  
315  
316 **6:12 PM** Mr. Chenard suggested getting rid of the "must be 18 years old to participate". I  
317 think it needs a further definition of what 'participant' means.  
318  
319 Mr. Donhauser said that that was a good observation. I wouldn't be opposed if the  
320 person is supervised or with an adult.  
321  
322 Mr. Chenard agreed. And Junior Hunters are. That is the law. We, as a range,  
323 operate that way regardless. I just wanted to clarify that in order to shoot on the  
324 range, a person didn't have to be 18 years old.  
325  
326 Mr. Widi asked if we add "or supervised by an adult", would that satisfy your  
327 concern. ("Under supervision")  
328  
329 Mr. Chenard read the Junior Licensing requirements: Hunters from ages 10 to 15  
330 years of age must be in the presence of a supervisor.  
331  
332 **6:14 PM** Mr. Sullivan suggested "over 10 years old up to 18 years old must be supervised  
333 by a member". If you are a guest, you always have a member with you, according  
334 to your rules.  
335  
336 Mr. Chenard said that you can get your permit to hunt, if you are a Junior Hunter,  
337 at age 17. So, I would lean more towards just being a member and I don't think  
338 there's an age limitation.  
339  
340 Mr. Sullivan said that they don't have to be a member, just supervised by a  
341 member with them.

**Draft SELECT BOARD MEETING**  
**August 24, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

342

343 **6:16 PM**

344

345

346

347

Mr. Chenard said that we just approved \$7,000 worth of changes to our range to help get some modifications done to help reduce the noise. We want to be good members of our community. We are lowering the height of our range and have future plan to build a backstop.

348

349

350

351

352

Mr. (Vernon) Lewis, Slate Hill Road, said I have lived there since 1975 and we have very few complaints about the gun club. Mr. Holmes and I maintain the road. They've been really good people. They've got a gate at the end of the property to get in.

353

354

355

356

Mr. (Ray) Neufeld, Riverside Avenue, discussed his support of people under 18 being able to shoot at the range. He also wondered about no tracers, no steel bullets, no buckshot is allowed.

357

358

Mr. Sullivan said that that was taken from your rules.

359

360

361

362

Mr. Neufeld said that, from range to range, you may find differences in their own rules for their purposes. I think, in some ways, you're painting yourselves into a corner with some of these rules that control or prohibit trap or skeet.

363 **6:20 PM**

364

365

Mr. Donhauser said that we've tried to set just a basic standard and, then, there will be changes in the future.

366

367

368

369

Mr. (Phil) Swanson, Goodwin Road, said, in terms of land use and how it interacts with this ordinance, where are the noise concerns here. Would noise be addressed in this ordinance or land use.

370

371

372

Mr. Trott said that we have a separate noise ordinance for decibels, etc, that applies to everything.

373

374

Mr. Swanson asked if the gun range currently complies with the noise ordinance.

375

376

377

378

Mr. Trott did not know. During PB approval to develop a new range, noise would be one of the things they would consider. With existing ranges, there is a process with the CEO and/or Police to deal with noise issues.

379 **6:22 PM**

380

381

382

383

384

Mr. Swanson said that I just imagine that, if I was a resident in a different location and a new range was established, the noise level currently out of the range and they are graciously addressing, I think would upset residents regardless of whether it was in the Village or anywhere in Rural Eliot. I think it would be pertinent to add something to address that specifically in the ordinance. What that does is it gives any future ranges the foresight to develop structures to keep the

**Draft SELECT BOARD MEETING**  
**August 24, 2023 5:30PM (continued)**  
**Town Hall/Hybrid**

385 noise down. It is doable and there are ranges that are successful in that. I would  
386 urge the SB to consider decibel limits at the property lines of the range. The other  
387 would be to take a second look at hours of operation. That is another thing where,  
388 if I was resident in Eliot and a new range was established, having little restriction  
389 on the hours of operation could be frustrating. I understand that everyone should  
390 have access to the range but there is also consideration, especially if noise is not  
391 addressed properly, where the hours of operation become particularly impactful.  
392 Is it necessary that it is 365.  
393

394 **6:24 PM** Mr. Trott said, again, during the process of permitting through the PB, the  
395 abutters and other people are invited to make comments so that comments can be  
396 addressed as far as hours so that, through licensing, we could adjust those for any  
397 future stuff.  
398

399 Mr. Swanson urged the SB to consider that for the future, whether that's a fight  
400 you want to have every time this comes up in the future and how residents get  
401 notified of these potential changes. Do they have the option to weigh in on what's  
402 happening in their community. Going back to my experience in our  
403 neighborhood, the three concerns we have are safety, noise, hours of operation,  
404 and that's all we really care about. If it wasn't audibly impactful all the time, I  
405 don't think many of the neighbors would raise this.  
406

407 **6:27 PM** Mr. Trott said that I think this is a great starting point and I think, down the line,  
408 more of this will be addressed. Feel free to give the Town Manager any other  
409 comments about changes you would like to see down the line and things will be  
410 addressed.  
411

412 Ms. Bennett said that, perhaps, you could consider not allowing the range to  
413 operate on Sundays. I was a long-time neighbor to the South Berwick Maine Rod  
414 & Gun Club. An excellent organization and I had no problems with them. But I  
415 really did appreciate the fact that, on Sundays, they didn't shoot, which also  
416 coincides with hunting regulations, so that all Mainers, no matter where you live,  
417 have the opportunity to not hear gun fire on Sundays.  
418

419 **6:29 PM** Mr. Sullivan said that I was hoping the SB would amend to make a motion to  
420 'allow persons between the ages of 10 and 18 to use the gun range when  
421 supervised by a member'.  
422

423 Mr. Chenard said that I don't think setting a limit of 10 is good because I know  
424 I've taken my 5- and 6-year-old out. So, as long as they are shooting with being  
425 supervised. The State says that they have to obtain a Junior License between the  
426 ages of 10 and 15. It doesn't say they can't shoot. The Junior License is for  
427 hunting.



**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

428  
429 **6:30 PM** Mr. Sullivan said, if the SB would allow an amendment that says ‘persons under  
430 18 years old are allowed to shoot when supervised by a member’.

431  
432 **Mr. Trott moved, second by Mr. Widi, that the Eliot Select Board amends**  
433 **Article #11, Section 13, Gun Range License Ordinance, to strike “All**  
434 **participants must be 18 years of age.” and replace with “persons under 18**  
435 **years old are allowed to use the range when supervised by a member”.**

436  
437 **Roll Call Vote:**

438  
439 **Mr. Donhauser – Yes**  
440 **Mr. Widi – Yes**  
441 **Ms. Dow – Yes**  
442 **Mr. Shapleigh – Yes**  
443 **Mr. Trott - Yes**

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

446  
447 **6:33 PM** **Mr. Donhauser moved, second by Ms. Dow, that the Eliot Select Board**  
448 **accept Article #11, to be placed on the Town Meeting Referendum on**  
449 **November 7<sup>th</sup>, 2023 Election Ballot and allow adjustments to the numbering**  
450 **of the legal language consistent with this vote. “Shall an Ordinance Entitled**  
451 **“Shooting Range License Ordinance” be Enacted. A copy of the ordinance**  
452 **will be available on the Town website and at the Town Clerk’s Office.**

453  
454 **Roll Call Vote:**

455  
456 **Mr. Donhauser – Yes**  
457 **Mr. Widi – Yes**  
458 **Ms. Dow – Yes**  
459 **Mr. Shapleigh – Yes**  
460 **Mr. Trott - Yes**

461  
462 **Unanimous vote to approve motion.**

463  
464 **6:35 PM** **3. November Warrant Articles**

465  
466 **Article #12:**

467  
468 Mr. Sullivan said that it was brought to our attention that the SB actually has the  
469 authority to create, through State law, parking regulations. So, this article would

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

470 be unnecessary. Counsel thought this would be very confusing and we should not  
471 put this forward.  
472

473 **Ms. Dow moved, second by Mr. Widi, that the Eliot Select Board give Article**  
474 **#12, “Chapter 46 Parking Regulations” leave to withdraw.**  
475

476 **Roll Call Vote:**  
477

478 **Mr. Donhauser – Yes**

479 **Mr. Widi – Yes**

480 **Ms. Dow – Yes**

481 **Mr. Shapleigh – Yes**

482 **Mr. Trott - Yes**  
483

484 **Unanimous vote to approve motion.**  
485

486 **6:37 PM**

The SB reviewed Articles #1 through #10:

- 487 > Article #1 elects the moderator
- 488 > Article #2 New Fire Department vehicle
- 489 > Article #3 Funds to redevelop/repair Murray-Rowe Park
- 490 > Article #4 Funds to Land Bank Trust
- 491 > Article #5 Funds to General Assistance budget, correcting shortfall
- 492 > Article #6 Land Use Grant Match Reserve Fund
- 493 > Article #7 Funds to Police Department Reserve (Vehicle), replacement of
- 494 cruiser/equipment/boat – Harbor Master
- 495 > Article #8 Fund Senior Tax Abatement program
- 496 > Article #9 Funds to Town Hall/ Community Center Bond Reserve
- 497 > Article #10 To approve capital projects for expansion/renovation of Town
- 498 Hall/Community Center/ repairs & improvements to Police Department
- 499 Station – Bond Article. All other articles from unappropriated surplus.  
500

501 **6:48 PM**

**Ms. Dow moved, second by Mr. Widi, that the Eliot Select Board accept  
502 Articles #1, #2, #3, #4, #5, #6, #7, #8, #9, and #10 to be placed on the Town  
503 Meeting Referendum for the November 7, 2023 Election ballot and allow  
504 adjustments to numbering and/or legal language consistent with this vote.**  
505

506 **DISCUSSION**  
507

508 Mr. Donhauser said that these would be reviewed by the Budget Committee.  
509

510 Mr. Sullivan said yes. It’s State law that, if you have a Budget Committee and SB,  
511 they both have to make a recommendation. I’m taking it tonight that your vote is  
512 recommending the first 10 articles.

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

513 Mr. Donhauser said yes.

514

515 DISCUSSION ENDED

516

517 **Roll Call Vote:**

518

519 **Mr. Donhauser – Yes**

520 **Mr. Widi – Yes**

521 **Ms. Dow – Yes**

522 **Mr. Shapleigh – Yes**

523 **Mr. Trott - Yes**

524

525 **Unanimous vote to approve motion.**

526

527 **6:49 PM**

Mr. Sullivan said that I have reached out to the Chair to inform them and apologize. I asked several weeks ago from our counsel. I didn't get an answer until earlier this week that any appropriation (different from budget) must give a recommendation from both the Budget Committee and SB in the State of Maine.

528

529

530

531

532

Mr. Donhauser said, just for the record, I'm looking at the audited financial statement, as of June 30, 2022. The unrestricted fund balance, as of that date, is \$6,580, 639. That's a huge, huge fund balance. What we're trying to do is recapture some of that without causing the taxpayer to pay additional taxes. That is what we've done with these articles today.

533

534

535

536

537

538 **6:51 PM**

Mr. Sullivan agreed that that was a good analogy. I also think that you are making an investment in the community for things that are needed and for things that are rising in cost at a significant pace.

539

540

541

542

Mr. Donhauser said, for the record, that the fund balance in 2021 was \$5,551,000. It increased to \$6,580,000, almost a million dollars. So, I think this is the right move that our SB is taking.

543

544

545

546

Additional Articles:

547

548

Mr. Sullivan said that we have already discussed Article #11 and given Article #12 leave to withdraw:

549

550

➤ Article #12 (was #13) – (Article 3 – Town Meetings) to amend Article #3 of the Eliot Code of Ordinance

551

552

○ Section 2.74 – to enhance the Annual Town Meeting process and, furthermore, to clarify, classify, and consolidate the number and makeup of appropriation articles to be voted by referendum ballot

553

554

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

555 or take any action thereto. This brings 24 articles down to 9  
556 articles.

- 557 ○ Section 2.75 Citizen's Option meeting would be stricken.
- 558 ○ Section 2.76 Vote on Budget reformed. Make an adjustment in the
- 559 way proposed to allow State law to prevail.
- 560 ○ Section 2.77 Form of Ballot changed in relation to draft Section
- 561 2.74.
- 562

563 **7:00 PM** Mr. Wypyski said that this is a blockbuster of an amendment of an article.  
564 Speaking as a citizen, I think it's great. Speaking as a member of the Budget  
565 Committee, there's going to be a lot of heartburn. There may be a little re-training  
566 involved with our people in Town government.  
567

568 Mr. Donhauser said that, if there is a Citizen's Option, voters would vote 'yes' or  
569 'no'.  
570

571 Mr. Sullivan agreed. For these articles, voters vote 'yes' or 'no' on  
572 recommendations from the Budget Committee, the SB, and Citizens Petition.  
573 They can disagree with the Budget Committee and SB and say 'no', if they  
574 choose to do that because there really isn't any need, in the end, for a Citizen's  
575 Option. There would be 'no of the above'.  
576

577 **7:03 PM** There was discussion regarding removing the Citizen's Option Meeting; whether  
578 the voters understand this will happen. It was understood that they didn't happen  
579 very often and not happened very often since enactment. One comment was that,  
580 just because something wasn't used often, that doesn't mean it should be taken  
581 away.  
582

583 Mr. Sullivan said that the other thing is that, when you have a Citizen's Option, it  
584 adds several levels of complexity to the process of getting a ballot. People can  
585 seek a Citizen's Petition to change government but to change the budget. As I  
586 think the Vice Chair pointed out, no other community is using this method. Not  
587 that we have to be like every other community but people have a voice. If they  
588 don't want a particular budget, they should vote against it, whatever the Budget  
589 Committee or SB says.  
590

591 **7:13 PM** Mr. Widi moved, second by Mr. Trott, that the Eliot Select Board accept  
592 Article #12 to be placed on the Town Meeting Referendum for the November  
593 7, 2023 Election ballot and allow adjustments to numbering and/or legal  
594 language consistent with this vote.

595 **Roll Call Vote:**

596  
597 **Mr. Donhauser – Yes**

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

598           **Mr. Widi – Yes**  
599           **Ms. Dow – Yes**  
600           **Mr. Shapleigh – Yes**  
601           **Mr. Trott - Yes**

602  
603           **Unanimous vote to approve motion.**  
604

605   **7:14 PM       Article # 13, 14, 15:**

606  
607           Mr. Sullivan said that these articles are the Grocery Store, Park N Ride, and  
608           Housing amendments by the Planning Board, which the Planner discussed earlier.  
609           The PB approved these articles in unanimous votes.  
610

611           **Mr. Widi moved, second by Ms. Dow, that the Eliot Select Board accept**  
612           **Articles #13, #14, and #15 to be placed on the Town Meeting Referendum for**  
613           **the November 7, 2023 Election ballot and allow adjustments to numbering**  
614           **and/or legal language consistent with this vote.**  
615

616           **Roll Call Vote:**

617  
618           **Mr. Donhauser – Yes**  
619           **Mr. Widi – Yes**  
620           **Ms. Dow – Yes**  
621           **Mr. Shapleigh – Yes**  
622           **Mr. Trott - Yes**

623  
624           **Unanimous vote to approve motion.**  
625

626           Mr. Sullivan thanked the Planner and all the PB for their exhaustive work on  
627           these ordinances.  
628

629   **I.       Approval of Warrant(s):**

630  
631   **7:16 PM       Mr. Donhauser moved, second by Ms. Dow, that the Select Board approve**  
632           **Payroll Warrant #14 in the amount of \$52,100.13, dated September 9, 2023.**  
633

634           **Roll Call Vote:**

635  
636           **Mr. Donhauser – Yes**  
637           **Mr. Widi – Yes**  
638           **Ms. Dow – Yes**  
639           **Mr. Shapleigh – Yes**  
640           **Mr. Trott - Yes**

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

641  
642 **Unanimous vote to approve motion.**  
643  
644 **7:17 PM Mr. Donhauser moved, second by Ms. Dow, that the Select Board approve**  
645 **A/P Warrant #15 in the amount of \$1,103,436.41, dated September 10, 2023.**  
646

647 **Roll Call Vote:**  
648  
649 **Mr. Donhauser – Yes**  
650 **Mr. Widi – Yes**  
651 **Ms. Dow – Yes**  
652 **Mr. Shapleigh – Yes**  
653 **Mr. Trott - Yes**  
654

655 **Unanimous vote to approve motion.**  
656

657 **J. Adjourn**  
658

659 **Mr. Donhauser moved, second by Ms. Dow, that the Select Board adjourn.**  
660

661 **Roll Call Vote:**  
662  
663 **Mr. Donhauser – Yes**  
664 **Mr. Widi – Yes**  
665 **Ms. Dow – Yes**  
666 **Mr. Shapleigh – Yes**  
667 **Mr. Trott- Yes**  
668

669 **Unanimous vote to approve motion.**  
670

671 The meeting adjourned at 7:18 PM.  
672

673 **Respectfully submitted,**  
674

675 **Ellen Lemire, Recording Secretary**  
676  
677  
678

679 \_\_\_\_\_  
**Lauren Dow, Secretary**

680 **Date approved:**  
681 \_\_\_\_\_  
682  
683

**Draft SELECT BOARD MEETING  
August 24, 2023 5:30PM (continued)  
Town Hall/Hybrid**

684

**TOWN OF ELIOT, MAINE**  
**OFFICE OF THE SELECT BOARD**  
1333 State Road, Eliot, ME 03903

**PUBLIC HEARING(S) NOTICE**

AUTHORITY: ELIOT SELECT BOARD  
PLACE: ELIOT TOWN OFFICE  
DATE OF HEARING: THURSDAY, January 11, 2024  
TIME: 5:30PM

Notice is hereby given that the Select Board of the Town of Eliot, Maine will hold a public hearing on Thursday, January 11, 2024, at 5:30PM in said Town to hear public comment on the following:

1. A renewal application for a Marijuana Manufacturing Facility License for Green Blossom LLC dba Emerald Elevation, 155 Harold L. Dow Highway unit 2 (AMF 1160)

All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time. Please refer to the Town of Eliot's website for zoom instructions if you do not want to participate in person at the town office.

If you cannot attend meeting in person or zoom, and want to make comments in regard to the topic, please send any correspondence to the Town Manager prior to meeting date at [townmanager@eliotme.org](mailto:townmanager@eliotme.org)

Copies of the license application is available at the town office for review.



**TOWN OF ELIOT, MAINE**  
**OFFICE OF THE SELECT BOARD**  
1333 State Road, Eliot, ME 03903

**PUBLIC HEARING(S) NOTICE**

AUTHORITY: ELIOT SELECT BOARD  
PLACE: ELIOT TOWN OFFICE  
DATE OF HEARING: THURSDAY, January 11, 2024  
TIME: 5:30PM

Notice is hereby given that the Select Board of the Town of Eliot, Maine will hold a public hearing on Thursday, January 11, 2024, at 5:30PM in said Town to hear public comment on the following:

1. An application for a Adult Retail Marijuana License for OG Retail, LLC 18 American Way, (AMS 1439)

All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time. Please refer to the Town of Eliot's website for zoom instructions if you do not want to participate in person at the town office.

If you cannot attend meeting in person or zoom, and want to make comments in regard to the topic, please send any correspondence to the Town Manager prior to meeting date at [townmanager@eliotme.org](mailto:townmanager@eliotme.org)

Copies of the license application is available at the town office for review.

## Michael Sullivan

---

**From:** Ed Henningsen <[REDACTED]>  
**Sent:** Tuesday, December 26, 2023 3:19 PM  
**To:** Michael Sullivan  
**Subject:** York River Stewardship Committee

Hi Mike:

Please be advised that I would like to resign my position at the York River Stewardship Committee. I appreciate my time with the committee but unfortunately I can no longer devote the time necessary. Thank you.

Edward Henningsen.  
Sent from my iPad

**Eliot Community Service Department**

1333 State Road - Eliot, Maine 03903

Heather Muzeroll-Roy, Director  
Meg Roche, Program Coordinator  
Lindsay Jardine, Admin. Assistant & Event Coordinator

January 3, 2024

To: Selectboard  
Cc: Mike Sullivan, Town Manager  
Fr: Heather Muzeroll-Roy, Director  
Re: Requesting Department Name Change

I am writing to request permission to change our department name from Eliot Community Service Department to Eliot Recreation (Eliot Rec) Department. We have seen a rise in social service phone calls and questions over the last couple of years. The words community service seems to be conflicting to what our department is. We have also noticed that during potential new employee inquiries we are receiving more and more social service applicants such as counselors and human service personnel. At one time we were receiving phone calls in regards to Community Service hours for those needing it for criminal reasons. The current services of our department would not change whatsoever.

As we head into the new year, we feel this would be a good time to re-brand our department. We hope to create a new logo and update our website as well to coincide with this name change.

If you should have any questions or concerns, please do not hesitate to reach out.

Thank you in advance for your consideration.

Sincerely,



Heather Muzeroll-Roy  
Eliot Community Service Department



# GREAT WORKS REGIONAL LAND TRUST

12/6/2023

Town of Eliot

**Board of Directors**  
Leigh Peake, *President*  
Tin Smith, *Vice President*  
Pat Robinson, *Secretary*  
Cathy King, *Treasurer*

**Berwick**  
Michael Wright

**Eliot**  
(Open)

**North Berwick**  
Chris Mende  
Susan Pike

**Ogunquit**  
Doug Mayer

**South Berwick**  
Sandy Agrafiotis  
John Branagan  
Cathy King  
Leigh Peake  
Pat Robinson

**Wells**  
Tin Smith

**Staff**

**Executive Director**  
Jordan Kelley  
[jkelly@gwrlt.org](mailto:jkelly@gwrlt.org)

**Stewardship Director**  
Jill Crosbie  
[jcrosbie@gwrlt.org](mailto:jcrosbie@gwrlt.org)

**Property Steward**  
Shaun Dillon  
[sdillon@gwrlt.org](mailto:sdillon@gwrlt.org)

**Land Protection  
Coordinator**  
Jane Brekke  
[projects@gwrlt.org](mailto:projects@gwrlt.org)

**Community Engagement  
Coordinator**  
Daniel Maxton  
[daniel.maxton@gwrlt.org](mailto:daniel.maxton@gwrlt.org)

**Office Administrator**  
Jane Adams  
[jane.adams@gwrlt.org](mailto:jane.adams@gwrlt.org)

Regarding:  
AMENDED AND RESTATED CONSERVATION EASEMENT  
ON PROPERTY OF JOHN JAMES MURPHY, ELIOT, MAINE  
TO THE GREAT WORKS REGIONAL LAND TRUST

Great Works Regional Land Trust is the Holder of the CONSERVATION EASEMENT  
ON PROPERTY OF JOHN JAMES MURPHY signed in 1990, YCRD: BK 5586 Pg 246.

John "Jack" Murphy wanted his land conserved and GWRLT, as a qualified Holder,  
worked with Jack to accomplish his goal.

Since the original easement was signed in 1990 two things changed:

1. In 2006 Jack was Deeded an abutting parcel (1.47 acres). Jack consolidated this parcel with the original parcel into one tax parcel with the town.
2. In 2009 Jack's house and garage burned down and Jack did not rebuild on the property.

In 2007 Jack and GWRLT started conversation to amend the existing easement to include the 1.47 acres. GWRLT worked with Jack on several versions, and it was put on hold after Jack's house burned, then his health was failing. Then drafts were written to accommodate replacing the residence and to bring the easement up to current standards. The most recent draft that Jack reviewed was 2018.

The intent was for this to be accomplished, unfortunately it did not happen before Jack passed away in 2021.

GWRLT did have conversations with John Bartlett, Jack's nephew, but he said the transfer of the property had not been completed.

Now that the Town of Eliot has possession of the property, GWRLT would like to work with the town to finalize this.

We have a current draft that also brings the language and provisions of the easement up to current standards. As well as include the 1.47 acres and create a Building Area for future building.

Respectively Yours,

Jill Crosbie  
Stewardship Director  
GWRLT

207-646-3604

Mailing Address: P.O. Box 151, South Berwick, ME 03908  
Office: Beach Plum Farm, 610 Main Street, Ogunquit, ME 03907

[info@gwrlt.org](mailto:info@gwrlt.org)

*Providing conservation options to landowners and communities in the Berwicks, Eliot, Ogunquit & Wells since 1986.*



CONSTRUCTION DETAIL		CONSTRUCTION DETAIL (CONTINUED)	
Element	Description	Element	Description
99	Vacant Land		
00	Vacant		

CONDO DATA		OWNERS	
Parcel Id	C	B	S
Adjust Type	Code	Description	Factor-%
Condo Flr			
Condo Unit			








COST/MARKET VALUATION	
Building Value New	
Year Built	0
Effective Year Built	
Depreciation Code	
Remodel Rating	
Year Remodeled	1
Depreciation %	
Functional Obsol	
Economic Obsol	
Trend Factor	
Condition	
Condition %	
Percent Good	
RCNLD	
Dep % Ovr	
Dep Ovr Comment	
Misc Imp Ovr	
Misc Imp Ovr Comment	
Cost to Cure Ovr	
Cost to Cure Ovr Comment	

OB - OUTBUILDING & YARD ITEMS (L) X F - BUILDING EXTRA FEATURES (B)																															
Description	L/B	Units	Unit Price	Yr Blt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value																						
<table border="1"> <thead> <tr> <th colspan="10">BUILDING SUB AREA SUMMARY SECTION</th> </tr> <tr> <th>Description</th> <th>Living Area</th> <th>Floor Area</th> <th>Eff Area</th> <th>Unit Cost</th> <th>Undeprec Value</th> </tr> </thead> <tbody> <tr> <td>Ttl Gross Liv / Lease Area</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>										BUILDING SUB AREA SUMMARY SECTION										Description	Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value	Ttl Gross Liv / Lease Area	0	0	0	0	0
BUILDING SUB AREA SUMMARY SECTION																															
Description	Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value																										
Ttl Gross Liv / Lease Area	0	0	0	0	0																										

No Sketch

# Conservation Easement Murphy - Indian Springs Property

## Legend

-  Current Tax Parcel Boundary
-  Original  $\pm 30$  acres
-  1.47 acres Deeded 2006
-  Adjacent lots
-  250' Building Area Limit
-  Cemetery
-  Dug Well



Sketch Drawing  
Drawing NOT to scale  
All Boundaries Approximate

**AMENDED AND RESTATED CONSERVATION EASEMENT  
ON PROPERTY OF JOHN JAMES MURPHY, ELIOT, MAINE  
TO THE GREAT WORKS REGIONAL LAND TRUST**

**Town of Eliot**, a body corporate and politic organized under the laws of the State of Maine (hereinafter referred to as the "Owner") GRANTS, as a gift and for other consideration, to **Great Works Regional Land Trust**, a nonprofit corporation organized and existing under the laws of the State of Maine, with a mailing address of P.O. Box 151, South Berwick, York County, Maine 03908 (hereinafter referred to as the "Holder"),

With QUITCLAIM COVENANT and in perpetuity, the following described **Amended and Restated Conservation Easement** (hereinafter referred to as the "Easement" or the "Conservation Easement" or the "Amended and Restated Conservation Easement"), pursuant to 33 M.R.S. Section 476 et seq. as amended, on real estate on the westerly side of Brixham Road in the Town of Eliot, County of York, and State of Maine, (hereinafter referred to as the "Protected Property,"), which is more particularly described in Exhibit A, and depicted on Exhibit B, attached hereto and made a part hereof by reference.

This **Amended and Restated Conservation Easement** amends, restates, supersedes, and replaces, the "Original Conservation Easement" granted over the Protected Property. The "Original Conservation Easement" was granted by John James Murphy to Holder by a deed dated December 9, 1990, and recorded in the York County Registry of Deeds (YCRD) at Book 5586, Page 246.

This **Amended and Restated Conservation Easement** effectuates the following principal changes from the Original Conservation Easement:

- (a) expands the Protected Property by adding an approximately 1.47-acre parcel, and
- (b) establishes a Building Area within which a residence, along with certain accessory structures, may be built, and
- (c) acknowledges the existence of a Maintenance Easement dating back to 1894 (YCRD Bk 465 Pg 160) along the southerly boundary of the Protected Property and depicted on Exhibit C, and
- (d) acknowledges the existence of water use rights granted to abutting parcels (YCRD Bk 7578 Pg 155 and YCRD Bk 1688 Pg 445) and depicted on Exhibit C, and
- (e) updates the administrative provisions to the most current customary version.



## CONSERVATION PURPOSES

The Protected Property shall be used for residential, conservation, agricultural, timber management, educational, and passive recreation purposes only.

The purposes of this Conservation Easement (hereinafter the "Conservation Purposes") are to assure that the Protected Property will be retained forever in its essentially undeveloped, ecological, open space, scenic, wildlife habitat, agricultural, and natural condition, consistent with the terms of this Conservation Easement, including its recitals, and to prevent any use of the Protected Property that will impair or interfere with this condition, and to insure a balance with future living and growing food while protecting the natural resources with the Conservation Values.

Owner and Holder intend that this Conservation Easement will confine, in perpetuity, the uses of the Protected Property to activities which are compatible with these purposes and the protection of woodlands, wildlife habitat, preservation of its scenic, open space and natural values, including agriculture and forest management as limited by the terms of this Conservation Easement with the Conservation Purposes and the protection of the Conservation Values.

## CONSERVATION VALUES

**WHEREAS**, Holder is qualified to hold conservation easements pursuant to 33 M.R.S. §476(2)(B), as amended, and is a qualified organization under the Internal Revenue Code, 26 U.S.C. §§170(h)(3) and 501(c)(3), whose purpose it is to preserve and conserve natural areas for aesthetic, scientific, charitable and educational purposes; and

**WHEREAS**, the Protected Property is comprised of two (2) parcels of land totaling approximately 32.47 acres situated westerly of Brixham Road in Eliot, York County, Maine, as follows;

**Parcel A:** all of the premises conveyed to John J. Murphy by a deed dated June 23, 1981, and recorded in the York County Registry of Deeds at Book 2812, Page 239, being approximately 31 acres; and

**Parcel B:** all of the premises conveyed to John Murphy by a deed dated January 9, 2006, and recorded in the York County Registry of Deeds Book 14725, Page 517, being approximately 1.47 acres.

Subsequently, the Town of Eliot foreclosed on a municipal tax lien on the Protected Property – see York County Registry of Deeds Book 18315, Page 65, Book 18752, Page 797, and Book 19086, Page 346.

**WHEREAS**, "aesthetic scenic, scientific and ecological value", "natural scenic and open condition" and "natural values" as used herein shall, without limiting the generality of the terms, mean the condition of the Protected Property at the time of this grant, as evidenced by reports,

photographs, maps possessed (at present or in the future) by the Holder, which the Holder shall make available on any reasonable request to the Owner, his heirs and assigns; and

**WHEREAS**, a portion of the Protected Property comprises open space, undeveloped land, as well as forest growth. The development or utilization of the Protected Property in excess of that permitted hereunder would have deleterious effect on the maintenance of that portion of the Protected Property as open agricultural land; and

**WHEREAS**, the Protected Property had been a family farm for several generations; and a dominant purpose of this Conservation Easement is to ensure the Protected Property remains available for farming into the future. This had been the original Grantor's home since 1940 and he come to think of it as a single unit which has supported, one at a time over many years, many families, supplying food, water, fuel, and lumber. It can do so now, and could continue to do so long into the future; and

**WHEREAS**, The Protected Property's natural local geological character, which supports its varied flora and fauna habitats, is the basis for that unit; in its open, low-density, rural and forested condition, the Protected Property contains numerous springs, swamps, and wetlands, which when protected will help to conserve and protect animal and bird populations, to preserve the range of shrubs, plants, and wild flowers in their diversity within all areas of the Protected Property, and to prevent the use or development, in excess of that permitted hereunder, of the Protected Property for any purpose or in any manner which would conflict with the maintenance of the Protected Property in its natural, scenic, and undeveloped condition; and

**WHEREAS**, the Protected Property provides scenic enjoyment to the general public by virtue of its approximate 1,750 feet of frontage on the Brixham Road; and

**WHEREAS**, the Holder and the Owner view the Protected Property (and any additions thereto) as a single entity, not be subdivided, but rather to be a single site for such dwellings as may occupy it within the limitations contained herein; and

**WHEREAS**, the Protected Property contains a historic Goodwin family cemetery, namely that Goodwin lot described on Page 99 of John E. Frost's "Eliot (Maine) Record Book" with rights established in YCRD Deed Bk 2812 PG 239; and

**WHEREAS**, the Protected Property contains several natural springs that have been in continuous use from pre-colonial times, and that currently furnish water for several dwellings; and

**WHEREAS**, The Protected Property is within the Mount Agamenticus to the Sea Conservation Initiative Focus Area with a goal of protecting 19,000 acres within a 50,000 acre area of which 15,200 acres have been protected. The partnership includes Rachel Carson Wildlife Refuge, Wells National Estuarine Research Reserve, Maine Department of Inland Fisheries and Wildlife, Maine Coast Heritage Trust, and three local land trusts; and

**WHEREAS**, the region around Eliot and Southern York County is subject to considerable development pressure and the Protected Property is within 7 miles of Portsmouth, New Hampshire, 9 miles of Dover, New Hampshire and 70 miles of Boston, Massachusetts, with the average price of a middle value home having risen 38% in the previous 5 years; and

**WHEREAS**, the wetlands and seasonal streams of the Protected Property flow into the tidal portion of the Piscataqua River. This estuary has been designated of extreme importance by

New Hampshire and Maine as stated in “The Land Conservation Plan for Maine’s Piscataqua Region Watersheds” (2010) which includes the statement “This rich coastal bay provides critical ecological, economic and social benefits” and that these benefits are threatened by “forests and fields are being converted to hardened (impervious) surfaces”; and

**WHEREAS**, the Protected Property has qualities recognized by the Town of Eliot’s Comprehensive Plan of 2009; to protect and preserve open space to retain the “rural face” of the town; and maintain forest, water, and open land because “its loss can be a threat to our environment, quality of life and the desirable aspects of the Town of Eliot.”; and

**WHEREAS**, the Owner and Holder, recognizing the importance of the Protected Property for conservation, as demonstrated by the aforementioned facts, have the common purpose of preserving the traditional, natural and scenic values of the Protected Property by the conveyance of a conservation easement on, over, and across the Protected Property; and

**WHEREAS**, development or any significant change in the natural, scenic, open, and wooded condition of the Protected Property beyond that permitted in this Conservation Easement would have an adverse effect on the visual access to the Protected Property by the general public, on the purity of the air, water, and the environment in and around the Protected Property, on the cultural and historic integrity of Eliot, and on the maintenance of the region as a scenic area and as a suitable habitat for indigenous flora and fauna; and

**NOW THEREFORE**, in consideration of the above-recited Conservation Purposes and Conservation Values, and of the covenants, terms, conditions and restrictions herein contained, and pursuant to the laws of the State of Maine, the Owner and the Holder have established, forever and in perpetuity, a Conservation Easement in gross over the Protected Property, as follows.

## **RESTRICTIONS AND RESERVED RIGHTS**

### **1. DIVISION**

1.A. The Protected Property shall remain as an entirety under single ownership, without division, partition, subdivision, subjection to the Maine Time Share Act (33 M.R.S.A. c 10-A) or Maine Condominium Act (33 M.R.S.A. c 31), as amended or succeeded, or other legal or de facto creation of lots or parcels in separate ownership or the creation of separate parcels of real estate, including but not limited to easements or leasing.

1.B. Notwithstanding the foregoing, any portion of the Protected Property may be conveyed to the Holder or any other entity that qualifies under Paragraph 13.C, for conservation ownership, subject to the continuation of the terms of this Conservation Easement. Notwithstanding the foregoing, the Protected Property may be owned as an undivided parcel in joint tenancy or as a tenancy in common.

1.C. Under no circumstances may the Protected Property or any portion thereof be included as part of the gross tract area of other property not subject to this Conservation Easement for the purposes of determining density, lot coverage, or preservation requirements, under otherwise applicable laws, regulations or ordinances controlling land use and building density.

1.D. Notwithstanding the foregoing, Owner may enter into boundary line agreements to resolve bona fide boundary line disputes with the prior written consent of Holder, which consent shall not be unreasonably withheld, provided that the total acreage of land protected under this Conservation Easement shall not be reduced thereby by more than one quarter (0.25) acre of land.

## **2. LAND USES**

The Protected Property consists of agriculture and wooded acres along with a brook and wetlands. It is the intent of this Conservation Easement to utilize the agriculture and woodlot areas, protect wildlife and wildlife habitat, permit the creation of a Building Area, and allow traditional passive, non-motorized outdoor recreation, forest management and other natural resource management activities which are consistent with the protection of the natural and scenic qualities of the Protected Property.

2.A. Building Area: The Owner may establish a single Building Area of up to two (2) acres, to be located along Brixham Road, limited to 250' from said road, which is suitable for building, as determined by State and local codes and ordinances. Once the Building Area has been established by the Owner, it will be exempt from the restrictions of this Conservation Easement. The Building Area will be considered established when Owner provides to Holder documentation showing it has been removed from, or was never enrolled in, the Maine Current Land Use Tax Program (or successor programs) and any withdrawal penalty paid. Once established, the Building Area shall be surveyed and the corners monumented by a professional surveyor, with a survey plan provided to Holder. Owner must clearly and accurately mark boundaries of the Building Area and maintain such boundaries in a clear and accurate condition for Holder's monitoring and enforcement purposes. Until the Building Area is established, the entire approximately 32.47 acres shall be treated as the Protected Property.

2.B. Commercial Activities: No commercial, industrial, quarrying or mining activities, apartment buildings, multi-family residential units, trailer parks, hotels, motels, condominiums, time-share units, campgrounds, animal auction facilities, race courses, or other uses that might subject the Protected Property to intensive human use or draw tourists to the Protected Property, landfills, refuse dumps, junkyards, bridges, causeways, through-roads, new or additional rights-of-way, billboards, exterior high-intensity lights, antennae or apparatus for commercial telecommunication or radar or which is prominently visible from public vantage points, and aircraft landing sites shall be permitted on the Protected Property except for:

- (i) agriculture, including horticulture and animal husbandry,
- (ii) harvesting of forest products for commercial use, all in accordance with the terms of this grant.

2.C. Motorized Vehicles: Use of motorized vehicles is permitted on the Protected Property only as follows:

- (i) as necessary for permitted property management and forestry activities;
- (ii) for short term use as needed in an emergency;

Owner shall make good faith efforts to prevent any vehicular uses by third parties which conflict with the terms of this Conservation Easement. Holder may require Owner to establish barriers and signage if such third-party use occurs.

2.D. Compliance with Laws: Prior to commencement of any allowed uses of the Protected Property, all necessary federal, state, municipal, and other governmental laws shall be complied with by the Owner and any permits and approvals shall be secured by Owner and copies thereof shall be provided to the Holder. This Conservation Easement does not supersede any such laws or the need for any such permits or approvals. It is Owner's sole responsibility to be knowledgeable about and to abide by any applicable laws and regulations.

### 3. STRUCTURES

As of the date of this Conservation Easement, there are no structures on the Protected Property, except for a wood-frame Spring House on a concrete foundation, a dug well, cemetery structures, stone walls, and the foundation of a garage and barn that were destroyed by a fire in 2009 and subsequently demolished, all shown approximately on Exhibit B.

3.A. The Owner retains the right to maintain, improve, and replace the Spring House, including necessary piping, pumps and electricity, and to develop the water resources of the Protected Property through the creation of wells and the excavation and containment of springs, all as may be appropriate and necessary for the permitted agricultural and residential uses of the Protected Property, including service to the dwellings that historically have utilized water from the Protected Property under Deeds or Easements. Under no circumstances, however, shall said water resources be bottled or otherwise commercially packaged, marketed, or sold for uses off the Protected Property.

#### 3.B. Additional Structures

No additional structures of any kind, temporary or permanent, may be located beneath, on or above the Protected Property, except however, the Owner reserves the following rights:

(i) Within the Abutter Maintenance Area only, to allow temporary structures as permitted under the terms of a maintenance easement granted by John Shapleigh to Sylvester Bartlett and Moses Goodwin by a deed dated February 10, 1894, and recorded in said Registry at Book 465, Page 160.

(ii) To establish and maintain minor structures to enhance the opportunity for low-impact outdoor recreation and education including but not limited to such structures as boundary markers, trail markers, small unlighted informational and interpretive signs, no-hunting or no-trespassing signs, signs regulating use of motorized recreational vehicles, trail improvements such as steps, bog bridges, water bars, and railings, wildlife observation blinds (such as bird blinds), temporary observation stands, temporary tents or other similar temporary structures; provided that all of the foregoing shall be constructed and located to complement the Conservation Values and Conservation Purposes of the Protected Property.

Notwithstanding the foregoing, high-impact outdoor recreational and educational structures are prohibited, including but not limited to paved trails, docks, piers and floats, tent platforms, lean-tos, permanent tents, yurts or other similar permanent structures, outhouses or portable toilets, gazebos, golf courses, golf ranges, swimming pools, mud runs, tennis and other recreational courts, paintball, zip line, and other adventure courses, stadiums, performance stages, dressage fields, equestrian rings, polo fields, race tracks or courses, towers, playgrounds, athletic courts or fields, airstrips, and permanent aircraft pads.

(iii) To establish and maintain temporary agricultural and forest management structures such as animal watering systems, temporary pump houses, livestock shelters, hoop houses, growing structures and other improvements necessary or appropriate to accomplish permitted activities in the Agricultural and Forestry Areas as described in the Baseline Documentation Report and as shown in Exhibit B, provided, however, that all such structures when added together may not exceed a foot print of (7500) seventy-five hundred square feet in footprint, and further provided that all such structures shall be situated as to minimize impacts to wetlands.

(iv) The right to erect and maintain permanent unlighted signs, fences, and boundary markers anywhere on the Protected Property provided such signs, fences and markers do not materially alter the traditional and scenic appearance of the Protected Property when viewed from public vantage points, and provided further that no chain-link or stockade fencing may be visible from public vantage points.

(v) The right to erect a sign indicating home business.

3.C. To permit third parties to construct, maintain, repair, and replace structures permitted under any utility or access easement that precedes the effective date of this Conservation Easement. To the extent of Owner's authority, all additional utility structures within these rights of way shall be located underground to the extent economically and topographically practicable.

#### **4. SURFACE ALTERATIONS**

There are no existing surface alterations on the Protected Property except for old woods roads depicted on Exhibit B. No additional filling, dumping, excavation or other alteration may be made to the surface or subsurface or the natural water bodies of the Protected Property, including the construction of new roads, except however, the Owner reserves the following rights:

4.A. The right to cultivate land for agriculture and to expand the diversity of plants on the property;

4.B. The right to raise animals in numbers such as not to produce overgrazing or removal of vegetative cover so that bare soil is exposed and subject to erosion; and with care not to pollute any springs, swamps, or wetlands;

4.C. The right to establish, construct, and maintain unpaved recreational trails not to exceed 6 ft wide and unpaved woods roads not to exceed 12 ft wide, provided that they are located and

designed in a manner to minimize soil erosion and impacts to water quality or damage to fragile plants communities and wildlife habitat.

4.D. To the minimum extent necessary, install and maintain the structures permitted in Section 3 and engage in vegetation management activities in accordance with Section 5.

4.E. The right to disturb topsoil, excavate, and fill as necessary and as needed for the permitted uses of archaeology and scientific research, as long as the activity has a minimal impact on the natural resources being protected, is contained in a plan approved in advance and in writing, by the Holder which plan shall clearly contain the purpose of the work, the areas to be affected, methods to be used, length of time soil will be exposed and methods of restoration.

4.F. Any of the additional surface alterations allowed under this Easement are to be designed, located, constructed, and maintained in a manner that minimizes damage to the Conservation Values and Conservation Purposes.

#### 4.G. Easements and Rights of Way

Owner may not grant additional easements or rights-of-way over the Protected Property, nor increase the scope of existing easements or rights-of-way without the prior written approval of Holder.

### 5. VEGETATION MANAGEMENT

As of the date of this Conservation Easement, the Protected Property is in a substantially undeveloped condition, with mixed deciduous and coniferous forest, field areas, and riparian and wetland areas, as documented in the Baseline Documentation and shown approximately in Exhibit B.

#### 5.A. Vegetation Management Generally

Vegetation may not be cut, disturbed, altered or removed from the Protected Property, except that Owner reserves the rights to alter vegetation as follows:

- (i) to selectively cut, prune, and manage vegetation and forest cover to the extent necessary to exercise the reserved rights of the Owner in Paragraphs 3 and 4;
- (ii) to combat an active fire to the minimum extent reasonably necessary;
- (iii) to mark boundaries;
- (iv) to remove safety hazards for the uses permitted hereunder;
- (v) upon prior written approval of Holder, to protect, restore or support native wildlife and plant habitat;
- (vi) to control or remove invasive species or the spread of disease; and

(vii) within the Agricultural Area, to engage in agriculture in accordance with Section 6; and

(viii) to engage in forest management accordance with Section 5.D.

#### 5.B. Pesticide Use

The use of pesticides, herbicides, insecticides, fungicides, fertilizers or other potentially harmful substances or the use or disposal of agricultural products and by-products on the Protected Property must adhere to the laws governing them and be controlled and limited so as not to have a demonstrable adverse effect on the water quality of any streams, water bodies, or wildlife habitat on the Protected Property.

#### 5.C. Agriculture

(i) Any livestock must be limited to such numbers to not result in overgrazing or erosion or pollution of springs, riparian areas, or wetlands.

(ii) Water or other substances or other agricultural by-products may not be discharged into the wetlands.

#### 5.D. Forest Management

(i) The right to clear vegetation to the minimum extent necessary to exercise the retained rights in Sections 3 and 4.

(ii) The right to manage forested land by selective cutting, planting, and the removal of deadwood and blow-downs, for aesthetic purposes, for safety purposes, to control or eliminate invasive species, to combat active fire, to mark boundaries, to provide forest products for use on the Protected Property and for Owner's personal non-commercial use, and for non-commercial forest management designed to develop and maintain a healthy forest ecosystem and to preserve the scenic and natural character of the Protected Property as viewed from public vantage points.

(iii) Clear cutting is strictly prohibited for these purposes unless required to mitigate greater harm to the conservation values of the Protected Property as determined by Holder in advance and in writing, or unless an authorized representative of the Maine Department of Inland Fisheries & Wildlife and the Holder certifies in writing that the proposed clearing would improve wildlife habitability of the Protected Property without adversely affecting any other important conservation purposes of this grant.

5.E. The right to Commercially Harvest timber through light selective cutting, defined as the absence of any Clearings, as defined in Section 8, provided that any such harvesting shall be done pursuant to a forest management plan ("Forest Management Plan") prepared in consultation with a registered professional forester and approved in advance and in writing by the Holder. Holder's approval of the Forest Management Plan shall be based upon a determination,



in Holder's sole discretion, that it contains specific limitations and measures designed to achieve the following goals:

- (i) maintenance of soil productivity;
- (ii) maintenance or improvement of the forest for diverse age, species composition and structure;
- (iii) protection of buffer zones around surface waters, including ponds, streams, vernal pools, and wetlands;
- (iv) protection of the quality of surface and subsurface water bodies, including aquifers;
- (v) protection of unique or fragile natural areas;
- (vi) conservation of habitat for rare, threatened, or endangered plant and animal species and exemplary natural communities; and
- (vii) conservation of scenic quality of forested areas when viewed from recreational trails on the Protected Property

The clearing restriction does not apply to landing areas necessary for the processing and sorting of timber harvested on site. Location of the landing areas will be designated in the Forestry Management Plan and be the minimum size and number necessary. All landing areas will have their grade restored and vegetation established to prevent soil erosion when work is completed.

## **6. WASTE DISPOSAL**

6.A. Overboard discharge or direct discharge of black or gray water waste into fresh surface waters on or about the Protected Property is strictly prohibited.

6.B. It is forbidden to dispose of or store rubbish, garbage, debris, abandoned vehicles and equipment, or parts thereof, or other unsightly or offensive compost and vegetative waste material on the Protected Property, except that organic compost and vegetative waste resulting from permitted uses may be composted or used on the Protected Property, and other waste generated by permitted uses on the Protected Property may be stored temporarily in appropriate containment for removal at reasonable intervals, subject to all applicable local, state and federal laws and regulations.

## **7. PUBLIC USE AND ACCESS**

Owner has no obligation to grant public access across the Protected Property. In their sole discretion, Owner retains the right to use the Protected Property directly or to grant access to third parties to use the Protected Property for low-impact outdoor recreation and educational uses, including, without limitation: walking, hiking, nature observation and study, cross-county skiing, snowshoeing, hunting, fishing, and primitive, leave-no-trace camping.

Owner and Holder claim all of the rights and immunities against liability for injury to the public, or other users of the Protected Property, to the fullest extent of the law under 14 M.R.S. Section 159-A, et seq. as amended or succeeded (The Maine Recreational Use Statute), under 14 M.R.S. Section 8101, et seq. as amended or succeeded (The Maine Tort Claims Act), and under any

other applicable provision of law and equity.

## **8. DEFINITIONS**

8.A. The term "Owner", where ever used herein, and any pronouns used in place thereof, means and includes, unless repugnant to the context, the above-named Owner and their heirs, personal representatives, executors, successors, assigns and all persons hereafter claiming by, under, or thorough said Owner, including any trust of other title-holding entity hereafter created, whether or not such persons signed this Conservation Easement or had an interest in the Protected Property on the execution of this Conservation Easement. The term "Holder", whenever used herein, and any pronouns used in place thereof, means and includes, unless repugnant to the context, the above named "Holder" and its representatives, successors, and assigns.

8.B. The term "gross covered ground area" means the surface area of the earth occupied by a structure, calculated on the basis of the exterior dimensions or perimetric walls of such structure, and includes, in addition, the surface area of the earth occupied by any attached porches or decks, whether enclosed or open-air, but does not include the ground area affected by waste disposal systems, walkway, or roadways.

8.C. Clearing of trees. An area shall be deemed "cleared" and an activity conclusively deemed "clearing" if trees are felled, cut or removed to create an opening larger in diameter than one (1) tree-heights of the size tree that was dominant in the vegetative canopy of the "cleared" area prior to clearing. An area shall no longer be deemed "cleared" if the site has a well distributed stand of trees of at least five feet in height that meets the regeneration standards defined under the Maine Forest Practices Act, 12 M.R.S. § 8869 (1989). An area will not be deemed "cleared" if its un-forested character results from the inability of the land to support forest growth, as in the case of natural wetlands, or from natural causes such as wind, weather, or natural wetland growth.

8.D. Structures. For the purposes of this Conservation Easement, a "structure" shall mean any combination of human-made materials on, over, in and/or under the ground and having a temporary or permanent fixed location. A structure may be primarily two dimensional, such as a paved road or parking lot, fence or a sign, or three dimensional, such as a building, stonewall, or piping.

A structure shall be deemed "minor" so long as it: (a) does not have a foundation or a concrete (or similar materials) slab, (b) does not require any excavation or major grading, (c) does not have a footprint of more than one hundred (100) square feet; and (d) is not serviced by any utilities such as power or water. Any structure having any of these attributes shall be considered "major."

An earthen berm, unpaved road or trail shall not be considered a structure but shall be considered a surface alteration subject to the restrictions set forth in Section 4.

8.E. Temporary structures; "Temporary" structures and improvements, include, but are not limited to, the following: hoop houses designed to extend the growing season, temporary animal

shelters, and farm stands to which no permanent utilities such as water, electricity, or waste disposal systems are associated. Furthermore, temporary structures and improvements shall have the following characteristics:

- (i) create no permanent impervious surface; and
- (ii) have no permanent footings or foundations.

8.F. Non-Commercial timber harvest. A non-commercial timber harvest shall be define as the removal of less than 10 cords of wood or 5,000 board feet of timber within a one-year period.

8.G. Commercial timber harvest. A commercial timber harvest shall be defined as the removal of more than 10 cords of wood or 5,000 board feet of timber within a one-year period.

8.H. Forest Activities. The planting, growing, cultivation, stocking, and cutting of trees and other forest products for non-commercial purposes, including the following: pruning; forest harvesting; forest products transportation; natural and artificial regeneration of forest stands; maple sugaring; other substantially similar and associated activities; the processing and production of firewood and forest products harvested primarily on the Property; and the construction, creation, use and maintenance of skid trails and winter haul roads, turnouts, timber landings and crossings of flowing waters for such purposes.

8.I. Agriculture. For the purposes of this Conservation Easement, "agriculture" is defined as the production of plant, fungal and animal products for domestic or commercial purposes, including animal husbandry, floriculture, horticulture, permaculture, orchards, Christmas tree farming and the sale of farm products grown, produced or raised on the Protected Property, but shall not be deemed to include resource depleting activities that are detrimental to the Conservation Purposes including, but not limited to industrial scale processing and packaging, hydroponics, feed lots or sod farms. Agritourism activities shall not be considered agriculture but shall be allowed with Holder permission if they have a *de minimus* impact on the conservation values. Agricultural activities are intended to be broadly interpreted to include most endeavors that produce materials useful to mankind from soil, water, sunshine, and the seasons in a way that will not compromise the opportunities of future generations to continue producing such materials on a sustained basis. As new practices and products come into being over the years, they are to be permitted as long as they fit the broad definition of agricultural activities set forth above. Sod farming and other agricultural practices that are extractive of soils are prohibited.

8.J. Traditional Non-Intensive Outdoor Recreation. Dispersed, non-commercial, non-exclusive, and non- motorized (except as noted herein) public recreational activities that generally do not rely on buildings or spectator facilities. Such activities include hunting, fishing, trapping, hiking, nature observation, picnicking, cross country skiing, snowshoeing, sledding, bicycling, horseback riding, primitive non-commercial camping, and outdoor education and nature study, including scientific and archeological research and observation, and enjoyment of open space. Motorized Vehicle Use is prohibited except to support forestry, habitat management, law enforcement and public safety, or conservation uses of the Protected Property, and residential and recreational uses permitted by the Conservation Easement.

## **9. HOLDER'S AFFIRMATIVE RIGHTS**

9.A. **Entry and Inspection:** Holder shall have the right to enter the Protected Property for inspection and monitoring purposes and for enforcement, at a reasonable time and in a reasonable manner that is consistent with the Conservation Purposes and Conservation Values of this Easement. Except in emergency circumstances, the Holder will make reasonable efforts to contact Owner and/or persons in residence on Owner's adjacent property, prior to entry onto any area of the Protected Property. "Emergency circumstances" shall mean that the Holder has a good-faith basis to believe a violation of the easement is occurring or is imminent. Holder is hereby granted a limited right to use any rights of way for access to the Protected Property to exercise the above inspection and monitoring rights as well as enforcement and any mitigation rights under this Conservation Easement, including the right to park a vehicle or vehicles on said rights of way while exercising such rights. Holder shall have neither the right to improve or maintain, nor repair such right of ways and shall not be responsible for any maintenance or expense to improve, maintain or repair such rights of way other than damage caused by holder or its agents.

### **9.B. Enforcement**

9.B.1. **General Enforcement Rights.** Holder shall have the right to enforce this Conservation Easement by proceedings at law and in equity, including the right to enjoin the violation, ex parte as necessary, by temporary or permanent injunction, to recover any damages to which it may be entitled for violation of the terms of this Easement and to require the restoration of the Protected Property to the condition that existed prior to any such injury; all without posting of any bond or other security and without the necessity of proving either actual damages or the inadequacy of otherwise available legal remedies.

9.B.2. **Notice of Violation and Alternative Dispute Resolution.** Prior to initiation of an enforcement action, Holder shall provide Owner with prior written notice and reasonable opportunity to cure any breach, except where emergency circumstances require more immediate enforcement action.

9.B.3. **Enforcement Costs and Fees.** Recognizing that Holder is a charitable organization that has a duty to protect the Protected Property in the public interest, in the event of a violation, Owner shall reimburse Holder for all reasonable costs incurred by Holder in enforcing this Conservation Easement or in taking reasonable measures to prevent, remedy, or abate any violation hereof by Owner or any third party, including without limitation the costs of litigation, administrative proceeding, and restoration, including reasonable expert, consultant, and attorneys' fees. Any such costs and fees reimbursement shall apply whether any formal action is filed, whether Holder is a plaintiff or defendant in a judicial or administrative action or proceeding, and regardless of whether the action is styled as a declaratory judgment action or some other kind of action.

9.B.4 The parties may agree to resolve disputes through alternative dispute resolution, in accordance with the provisions of Section 12 herein. If a Court or, if applicable, an arbitrator in a binding arbitration determines that the Holder is the prevailing party in any action against Owner

to interpret, enforce or defend this Conservation Easement, Owner shall reimburse Holder for any reasonable costs of enforcement or defense, including court costs, mediation and/or if applicable, arbitration costs, reasonable attorneys' fees, and any other payments ordered by such Court or arbitrator.

9.B.5. Force Majeure. Owner is not responsible for injury to or change in the Protected Property resulting from natural causes or environmental catastrophe beyond Owner's control, such as fire, flood, storm, and earth movement, or from any prudent action taken by Owner under emergency conditions to prevent, abate, or mitigate significant injury to the Protected Property resulting from such causes.

9.B.6. Violations by Third Parties. Owner shall take all reasonable actions, consistent with customary standards for the management of comparable areas utilized for the same purposes as the Protected Property, to prevent or halt third parties from violating this Easement. Owner and Holder, together or unilaterally, may take such action as may be reasonably necessary to remedy acts of authorized or unauthorized third parties that constitute a violation of this Easement. Furthermore, in the event of violations of this Easement caused by acts of third parties, at Holder's option, Owner agrees to assign their rights of action to Holder, to join in any suit, and/or to appoint Holder its attorney-in-fact for the purposes of pursuing enforcement action. Owner shall remain responsible for violations of this Easement caused by acts of Owner's employees, contractors, agents, invitees, guests, licensees, and other expressly or impliedly authorized third parties. As to violations arising from the acts or omissions of unauthorized third parties, the Owner shall remain responsible for restoration of the Protected Property to a condition of compliance with this Easement, and Holder shall have a right to enforce this Easement directly against the Owner if the Owner fails to cooperate with the Easement Holder in all reasonable respects to halt or abate the violation resulting from such acts or omissions, or fails to promptly report a known or suspected violation to the Holder.

9.C. Boundaries. It shall be Owner's obligation to keep the boundaries of the Protected Property clearly marked. In the event boundaries are not adequately clear or marked and Owner fails to accurately mark within a reasonable time after notice by Holder, Holder shall have the right to engage a professional surveyor to re-establish and re-mark boundaries of the Protected Property or any part thereof. The costs associated with such survey work shall be reimbursed by the Owner only if the survey is reasonably necessary to determine if there is a violation of this Conservation Easement.

9.D Holder Acknowledgment Signs. Holder shall, upon prior written approval of Owner, have the right but not the obligation to install and maintain small unlit signs visible from public vantage points that identify Holder and inform the public and abutting property owners that the Protected Property is under the protection of this Conservation Easement.

## **10. NOTICES AND REQUESTS FOR APPROVAL**

### **10.A. Notice and Approval Requirements**

Owner agrees to notify Holder prior to undertaking any activity or exercising any reserved right that may have a material adverse effect on the Conservation Purposes and Conservation Values

of this Conservation Easement, and where prior notice or approval is specifically required in this Easement. Owner's notices must include sufficient information to enable Holder to determine whether Owner's plans are consistent with the terms of this Easement and the Conservation Values and Conservation purposes hereof. Holder's approval shall be conditioned on compliance with the terms of Paragraph 10.B

#### 10.B. Method for Notice

10.B.1. Any notices or requests for approval required by this Easement shall be in writing and shall be personally delivered, sent certified mail or sent by other commercial delivery services as mutually agreed to by Owner and Holder, to the following addresses, unless one has been notified by the other of a change of address or change of ownership:

To Owner:

Town of Eliot  
1333 State Road  
Eliot, Maine 03903

To Holder:

Great Works Regional Land Trust  
P.O. Box 151  
South Berwick, ME 03908

In the event that notice mailed to Holder or to Owner at the last address on file with Holder is returned as undeliverable, the sending party shall provide notice by regular mail to Owner's last known address on file or as may be referenced at the municipal offices of the Town of Eliot as being the address of the Owner of the property on which this Conservation Easement is located; or in the case of Holder, or in the case of a corporate Owner, to the address on file with the Secretary of State, State of Maine, and the mailing of such notice shall be deemed compliance with the notice provisions of this Easement.

10.B.2. In addition to the methods set forth in Paragraph 10.B.1, a notice or request for approval or any other communication may be sent by electronic mail or other electronic communication ("email") only if an authorized agent of the receiving party has approved of receiving notice by email at a specific address and the recipient, by an email sent to the email address for the sender or by the same email returned to the originating address for the sender, or by a notice delivered by another method in accordance with Paragraph 10.B.1, acknowledges having received that email. An automatic "read receipt" shall not constitute acknowledgment of an email for purposes of this Paragraph 10.B.2.

#### 10.C. Time for Notice and Reply

(i) Where Owner is required to provide notice to Holder pursuant to this Easement, such notice as described hereinabove shall be given in writing forty-five (45) days prior to the

event giving rise to the need to give notice except as otherwise specifically provided herein.

(ii) Where Owner is required to obtain Holder's prior written approval, such request as described hereinabove shall be given in writing forty-five (45) days prior to undertaking the proposed activity except as otherwise specifically provided herein. Holder, upon receipt of Owner's request, shall acknowledge receipt of the same. Following such review, Holder shall grant, grant with conditions, or withhold its approval. Failure to approve Owner's request within forty-five (45) days shall be deemed a constructive denial of such request. Because a constructive denial is not a decision by Holder based on the merits of Owner's request, it is not final or binding on Holder, and Owner may resubmit the same or a similar request for approval. No proposed activity may proceed without Holder's written approval as provided herein.

## **11. COSTS, TAXES, LIABILITY**

### **11.A. Taxes and Liens**

Owner shall pay and discharge when due all property taxes and assessments imposed upon the Protected Property and any uses thereof and shall avoid the imposition of any liens that may impact Holder's rights hereunder. Owner shall keep the Protected Property free of any liens or encumbrances that may adversely impact Holder's rights hereunder, including without limitation those arising out of any work performed for, materials furnished to, or obligations incurred by Owner; and Owner shall promptly notify Holder of the filing or recording of any such lien or encumbrance. Holder may, at its discretion, pay any outstanding taxes, assessments, liens, or encumbrances, and shall then be entitled to reimbursement by Owner, together with interest at the then-prevailing statutory post-judgment interest rate in Maine under 14 M.R.S. Section 1602-C or successor provisions thereof, calculated from the date of Holder's payment. Owner and Holder agree that Holder shall have a lien on the Protected Property to secure Holder's right to reimbursement and that Holder may record such lien at any time. In any collection process or court action brought by Holder for reimbursement, Holder shall be entitled to recover its costs and expenses, including, without limitation, reasonable attorneys' fees.

### **11.B. Responsibility of Owner**

Owner acknowledges that Holder has neither possessory rights in the Protected Property, nor any responsibility or right to control, maintain, or keep up the Protected Property. Owner shall retain all responsibilities and shall bear all costs and liabilities of any nature related to the ownership, operation, upkeep, improvement, and maintenance of the Protected Property. Holder is not responsible for enforcing restrictions and covenants of record recorded prior to this Conservation Easement or any disputes arising from the same, and shall only be responsible for the restrictions, covenants, terms, and conditions of this Conservation Easement.

Owner shall, to the fullest extent permitted by law, defend, release, relieve, hold harmless and indemnify Holder, its officers, directors, agents and employees, from any claims against the indemnified parties for damages or injunctive or declarative relief that arise from Owner's responsibilities to control, maintain, and keep up the Protected Property, except for harm

proximately caused by the negligent act or misconduct of Holder, its assignees, employees or agents, or as may arise out of Holder's workers' compensation obligations.

## **12. DISPUTE RESOLUTION**

This Easement is in accordance with Maine's established public policy that encourages the use of non-litigative methods of dispute resolution. When a dispute arises between the Owner and the Holder concerning uses or activities on the Protected Property, which they cannot resolve by informal means, the following dispute resolution procedures may be followed:

12.A. Conditions for Required Alternative Dispute Resolution ("ADR"). Prior to bringing an action at law or in equity in a court of competent jurisdiction to enforce the terms of this Conservation Easement, the parties may seek to resolve the dispute through mediation if the Holder determines that the following conditions (the "ADR Conditions") are met:

- i. The Owner agrees not to proceed with the disputed use or activity pending resolution of the dispute, and
- ii. No injury to the Protected Property has occurred or will occur while the parties are engaging in the ADR process.

12.B. Conditional Waiver of Right to Litigate. In submitting the dispute to mediation, the parties acknowledge they are temporarily, voluntarily waiving their rights to litigate the dispute in a court of law, so long as the ADR Conditions are being met. In the event either of the ADR Conditions is violated, the Holder shall have the immediate right to bring an action at law or in equity in a court of competent jurisdiction to enforce the terms of this Conservation Easement, as is more fully set forth in Section 9.B, above.

12.C. Conditions for ADR By Mutual Agreement of the Holder and Owner. Regardless of whether the ADR Conditions are met, the parties by mutual agreement may, in addition to mediation, submit the dispute to other forms of ADR such as binding or non-binding arbitration. By mutual agreement, other conditions may be set under which the process of ADR would proceed. The violation of these additional conditions by one of the parties would give the other party the right to immediately proceed with an action in law or equity.

12.D. Dispute Resolution. The procedure the parties shall use for mediation is as follows:

- i. Either party may serve the other with a written request for mediation. A mediation session shall be scheduled no later than sixty (60) days after the date of the request if the Holder determines that the ADR Conditions are met or unless the parties agree otherwise.
- ii. Mediation shall be conducted by a mediator mutually agreeable to the Holder and Owner.
- iii. If the parties cannot agree on a mediator, they shall each pick a mediator, and those two mediators shall select a third mediator who alone shall actually conduct the mediation.
- iv. The costs of mediation shall be shared equally by the parties unless otherwise agreed or unless reimbursement to the Holder is applicable under Paragraph 12.B. herein.



### 13. STANDARD PROVISIONS

#### 13.A. Maine Conservation Easement Act

This Conservation Easement is established pursuant to the Maine Conservation Easement Act at 33 M.R.S. Sections 476 through 479-C, inclusive, as amended, and shall be construed in accordance with the laws of the State of Maine.

13.B. Conservation Purposes. This Conservation Easement is established exclusively for Conservation Purposes pursuant to the Internal Revenue Code, as amended (hereinafter referred to as the "Code") at Title 26, USCA, Section 170(h)(1)–(6) and under Treasury Regulations at Title 26 CFR §1.170A-14 *et seq.*, as amended.

#### 13.C. Qualified Holder

The Holder is qualified to hold conservation easements pursuant to 33 M.R.S. Section 476(2)(B), as amended, and is a qualified donee under Internal Revenue Code Section 170(h)(3): a publicly supported, nonprofit 501(c)(3) organization with the authority to accept lands, easements, and buildings for the purpose of preserving and protecting natural, scenic, educational, recreational or open-space values of real property, and with the commitment to preserve the Conservation Values and Conservation Purposes of the Protected Property.

#### 13.D. Assignment Limitation

This Conservation Easement is assignable, but only to an entity that satisfies the requirements of Section 170(h)(3) of the Internal Revenue Code (or successor provisions thereof) and the requirements of Section 476(2) of Title 33 of the Maine Revised Statutes, as amended (or successor provisions thereof), and that as a condition of transfer, the transferee agrees to uphold the Conservation Purposes and Conservation Values of this Conservation Easement.

#### 13.E. Baseline Documentation

In order to establish the present condition of the Protected Property and its Conservation Values so as to be able to monitor properly future uses of the Protected Property and assure compliance with the terms hereof, Holder and Owner have prepared an inventory of the Protected Property's relevant features and conditions (the "Baseline Documentation") and have certified the same as an accurate representation, to the extent known, of the condition of the Protected Property as of the date of this Amended and Restated Conservation Easement, as required under Treasury Regulations §1.170A-14, for tax deductible conservation easement gifts.

#### 13.F. Liens Subordinated

Owner represents that as of the date of this Conservation Easement there are no liens or mortgages outstanding against the Protected Property. Owner has the right to use the Protected Property as collateral to secure the repayment of debt, provided that any lien or other rights granted for such purpose, regardless of date, are subordinate to Holder's rights under this Conservation Easement. Under no circumstances may Holder's rights be extinguished or otherwise affected by the recording, foreclosure or any other action taken concerning any subsequent lien or other interest in the Protected Property, except that Holder may, upon request, subordinate its right to monetary damages based upon a violation that occurs subsequent to recording of such mortgage or lien, to the rights of a mortgagee.

### 13.G. Takings, Extinguishment, Proceeds

13.G.1. Notwithstanding that this Conservation Easement is an obligation and not a financial asset, the parties agree that the grant of this Conservation Easement creates a property right that vests immediately in Holder. The parties further agree that this property right as of the date of its creation has a fair market value that is equal to the percentage by which the fair market value of the unrestricted property as a whole as valued in accordance with IRS Regulations at 1.170A-14(g)(6)(ii), is reduced by the terms and conditions imposed by this Conservation Easement, as of the date of the execution of this Conservation Easement (hereinafter the "Original Proportionate Value").

13.G.2. If either Holder or Owner receives notice of the actual or threatened exercise of the power of eminent domain (hereinafter a "Taking") with respect to any interest in or any part of the Protected Property, the party who receives the notice shall promptly notify the other and the parties may proceed jointly or either party may at its discretion take such legal action as it deems necessary to: (i) challenge the Taking; (ii) challenge the amount of allocation of any award tendered by the Taking authority; or (iii) otherwise participate in, challenge or appeal such proceedings, findings or awards. Any third party counsel and consultants (including appraisers) hired by either party shall be reasonably acceptable to the other party. Each party shall be responsible for its own costs and legal fees, absent written agreement of the parties.

13.G.3. This Conservation Easement may be extinguished or terminated only by judicial order in a court of competent jurisdiction, including a Taking in accordance with Paragraph 13.F.2 above. It is the intention of the parties that an extinguishment or termination be approved by a court only if all of the Conservation Purposes of this Conservation Easement are impossible to accomplish, and if both Owner and Holder agree. Should this Conservation Easement be terminated or extinguished as provided in this paragraph, in whole or in part, Holder shall be entitled to be paid no less than a portion of any proceeds of sale, exchange, involuntary conversion, or lease computed as to the greater of: (i) the Original Proportionate Value, or (ii) the increase in value of the Owner's estate resulting from such extinguishment, as determined by the court, or in the absence of such court determination, by the agreement of the parties or, in the absence of such agreement, by an independent appraiser mutually selected by Owner and Holder. Any such payment shall not be later than the subsequent sale, exchange, involuntary conversion, or lease of the Protected Property, whichever occurs first. Holder shall use its share of the proceeds or other moneys received under this paragraph or Paragraph 13.F.2 in a manner consistent with the Conservation Purposes of this Conservation Easement. Owner agrees and authorizes Holder to record a notice of a lien on the Protected Property which lien will be effective as of the date of such extinguishment, to secure its rights under this Paragraph.

## 14. GENERAL PROVISIONS

### 14.A. Controlling Law and Interpretation

The interpretation and performance of this Conservation Easement shall be governed by the laws of the State of Maine. Any general rule of construction to the contrary notwithstanding, this Easement shall be liberally construed in favor of effecting the Conservation Purposes and

Conservation Values of this Easement and the policy and purpose of the Maine Conservation Easement Act at Title 33, Maine Revised Statutes, Sections 476 through 479-C, inclusive, as amended. If any provision, or the implementation of any provision, in this instrument is found to be ambiguous, an interpretation consistent with the Conservation Values and Conservation Purposes of this Conservation Easement shall govern.

#### 14.B. Owner and Holder Definitions

The term "Owner" or "Owners" as used in this easement shall include, unless the context clearly indicates otherwise, the within-named Owner(s), jointly and severally, their personal representatives, heirs, successors and assigns and any successors in interest to the Protected Property. The term "Holder" as used in this easement shall, unless the context clearly indicates otherwise, include the Holder's successors and assigns.

#### 14.C. Owner's Rights and Obligations, Joint Obligation

A person's or entity's obligation hereunder as Owner, or successor Owner of the Protected Property, shall be joint and several, and will cease, only if and when such person or entity ceases to have any ownership interest in the Protected Property (or relevant portion thereof), but only to the extent that the Protected Property (or relevant portion thereof), is then in compliance herewith, and provided such person or entity shall have fulfilled the requirements of Paragraph 16.D below. Responsibility of Owner for breaches of this Conservation Easement that occur prior to transfer of title will survive such transfer; provided that the new Owner shall also be responsible for bringing the Protected Property into compliance.

#### 14.D. Subsequent Deeds and Transfers.

14.D.1. This Easement must be incorporated by reference in any deed or other legal instrument by which Owner convey any interest in the Protected Property, including, without limitation, a leasehold or mortgage interest. Owner further agrees to give written notice to Holder within forty-five (45) days of the transfer or conveyance of any interest in the Protected Property pursuant to Paragraph 14.D.2. The failure of Owner to perform any act required by this paragraph shall not impair the validity of this Easement or limit its enforceability in any way.

14.D.2. Required Transfer Fee and Recording of Notices with Respect to Transfer--Resulting Lien. At any time the Protected Property itself, or any interest in it, is transferred by Owner to a third party other than the Owners' descendants or to the Holder, a fee in the amount of one and one-half percent of the sale price or the full assessed value whichever is greater shall be provided to the Holder by the buyer for the ongoing stewardship and monitoring costs associated with Holder's stewardship program. The 1.5% fee shall apply to the value of the Protected Property but not any structures located on the Protected Property. Owner shall notify Holder of such transfer within forty-five (45) days of such transfer or conveyance in writing.

#### 14.E. Compliance/Estoppel Certificates

Upon written request by Owner, Holder will provide Compliance/Estoppel Certificates to Owner or third parties, indicating the extent to which, to Holder's knowledge after due inquiry, the Protected Property is in compliance with the terms of this Conservation Easement. The

inspection of the Protected Property for this purpose will be made by Holder at Owner's cost within a reasonable time after Owner's written request.

#### 14.F. Discretionary Approvals and Amendments.

14.F.1. Discretionary Approvals. Owner and Holder recognize that certain activities by the Owner including the use of future technologies not contemplated by this Easement, may warrant the prior discretionary approval of Holder, and that Holder has the right to issue such discretionary approvals without prior notice to any other party. Nothing in this paragraph shall require either party to agree to any discretionary approval.

14.F.2. Amendments. Owner and Holder recognize that rare and extraordinary circumstances could arise which warrant modification of certain of the provisions of this Conservation Easement. To this end, subject to more restrictive laws and regulations, if any, Owner and Holder have the right to agree to amendments to this Conservation Easement without prior notice to any other party provided that in the sole and exclusive judgment of Holder, such amendment does not violate the restrictions in Paragraph 15.F.3. Amendments will become effective upon recording at the York County Registry of Deeds. Nothing in this paragraph shall require the Owner or the Holder to agree to any amendment or to negotiate regarding any amendment.

14.F.3. Further Limitations on Discretionary Approval and Amendments. Notwithstanding the foregoing, except as provided by 33 M.R.S. § 477-A (2), as amended, by which a Conservation Easement may be amended by court approval in an action in which the Attorney General is made a party, Holder and Owner have no right or power to approve any action or agree to any discretionary approval or amendment that would

- (a) materially detract from the Conservation Values intended for protection under this Conservation Easement;
- (b) limit the term or result in the partial or complete termination of this Conservation Easement; or
- (c) adversely affect the qualification of this Conservation Easement or the status of the Holder under applicable laws, including the Maine Conservation Easement Act at 33 M.R.S. §476 et seq., and Sections 170(h), 501(c)(3), 2522, and 2031(c) of the Internal Revenue Code, successor provisions thereof and regulations issued pursuant thereto.
- d) enlarge the area for residential or other building development, or the number of residences, if any, permitted by the express terms of this Conservation Easement.

14.G. Economic Hardship. In making this Conservation Easement, Owner has considered the possibility that uses prohibited by the terms of this Easement may become more economically valuable than permitted uses, and that neighboring properties may in the future be put entirely to such prohibited uses. In addition, the unprofitability of conducting or implementing any or all of the uses permitted under the terms of this Conservation Easement shall not impair the validity of this Conservation Easement or be considered grounds for its termination or extinguishment. It is the intent of both Owners and Holder that any such economic changes shall not be deemed to be changed conditions or a change of circumstances justifying the judicial termination, extinguishment or amendment of this Conservation Easement.

14.H. Nonwaiver. The failure or delay of the Holder, for any reason whatsoever, to do any action required or contemplated hereunder, or to discover a violation or initiate an action to enforce this Conservation Easement shall not constitute a waiver, laches, or estoppel of its rights to do so at a later time.

14.I. Severability, Entire Agreement, No Forfeiture. If any provision of this Conservation Easement or the application of any provision to a particular person or circumstance is found to be invalid, the remainder of this Conservation Easement and the application of such provision to any other person or in any other circumstance, shall remain valid. This instrument and the Baseline Documentation set forth the entire agreement of the parties with respect to the Conservation Easement and supersede all prior discussions, negotiations, understandings, or agreements relating to the Conservation Easement, all of which are merged herein. Nothing contained herein will result in a forfeiture of this Conservation Easement or reversion to Owner of any rights extinguished or conveyed hereby.

14.J. Standing to Enforce. Only Holder or Owner may bring an action to enforce this Conservation Easement, and nothing herein should be construed to grant any other individual or entity standing to bring an action hereunder, unless otherwise provided by law; nor to grant any rights in the Protected Property by adverse possession or otherwise, provided that nothing in this Easement shall affect any public rights in or to the Protected Property acquired by common law, adverse possession, prescription, or other law, independently of this Easement.

14.K. Merger of Fee and Easement. The Holder acknowledges that this easement will remain in full effect should the Holder, at some time in the future, acquire the fee interest in the Protected Property.

14.L. Captions. The captions in this instrument have been inserted solely for convenience of reference and are not a part of this instrument and shall have no effect upon construction or interpretation.

14.M. Independent Representation. Owner has retained legal counsel to represent only its interest in this transaction. Owner and Holder acknowledge and agree that they have not received and are not relying upon legal, tax, financial or other advice from each other. Owner acknowledges that Holder has recommended that it keep independent counsel.

14.N. Contemporaneous Written Acknowledgment. In compliance with I.R.C. Section 170(f)(8), Holder acknowledges receipt of this conservation easement on the date hereof, and states that it has not provided Owner with any goods or services in consideration, in whole or in part, for Owner's contribution of this easement.

14.O. Other Laws. This Conservation Easement does not supersede any federal, state, municipal, and other governmental laws or the need for any permits or approvals. It is solely the Owner's responsibility to be knowledgeable about any applicable laws and regulations.

**TO HAVE AND TO HOLD** the said Amended and Restated Conservation Easement unto the said Holder, and its successors and assigns forever.

IN WITNESS WHEREOF, the Town of Eliot, acting by and through \_\_\_\_\_, its \_\_\_\_\_, has hereunto set its hand this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Signed, sealed and delivered  
in the presence of:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Town of Eliot  
Printed Name:  
Title:

STATE OF MAINE  
COUNTY OF YORK

\_\_\_\_\_, 2023

Then personally appeared before me the above-named \_\_\_\_\_, \_\_\_\_\_ of the Town of Eliot, and acknowledged the foregoing instrument to be their free act and deed and the free act and deed of the Town of Eliot.

Before me,

\_\_\_\_\_  
Notary Public/Attorney at Law

Printed name:  
My commission expires:

**HOLDER ACCEPTANCE**

The above and foregoing Amended and Restated Conservation Easement was authorized to be accepted by the Great Works Land Trust, which does hereby accept the foregoing Amended and Restated Conservation Easement, by \_\_\_\_\_, its Executive Director, duly authorized, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Signed, sealed, and delivered in the presence of:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Great Works Regional Land Trust  
Printed Name: Jordan P. Kelly  
Title: GWRLT Executive Director

STATE OF MAINE  
COUNTY OF \_\_\_\_\_

\_\_\_\_\_, 2023

Then personally appeared the above-named, \_\_\_\_\_, in their capacity as Executive Director of the Great Works Regional Land Trust, duly authorized, and acknowledged the foregoing instrument to be his free act and deed in their capacity and the free act and deed of said corporation.

Before me,

\_\_\_\_\_  
Notary Public/Attorney at Law

\_\_\_\_\_  
Printed name

**EXHIBIT A**  
**Legal Description of the Protected Property**

**Legal Description of the Protected Property**

**Parcel A**

A certain parcel of land located on the Town of Eliot, County of York, State of Maine, identified by the Town of Eliot as Tax Map 74, Lot 5, located on the westerly sideline of Brixham Road, and being bounded and described as follows:

Bounded northerly by land now or formerly of the heirs of Levi Shapleigh and land now or formerly of one Ketzler; easterly by the public highway known as Brixham Road; southerly by the Goodwin Road, the Methodist Episcopal Church lot, land of Huntress, land now or formerly of Warren Goodwin and land now or formerly of Lyndon Leavitt; westerly by lands now or formerly of said Goodwin and Leavitt and land now or formerly of one Furbish; containing 38 acres, more or less.

Being the same premises conveyed to Marion F. Murphy and Lucy G. Murphy, Trustee Deed of Elmer J. Burnham under Will of Fred O. Trefethen dated September 1, 1955, and recorded in the York County Registry of Deeds at Book 1297, Page 105.

**Parcel B**

A certain parcel of land located in the Town of Eliot, County of York, State of Maine, formerly identified by the Town of Eliot as Tax Map 73, Lot 19 and made a part of Tax Map 74, Lot 5 in 2006, located on the westerly sideline of Brixham Road, and being bounded and described as follows:

Beginning at a hub on the westerly sideline of Brixham Road at land now or formerly of Mary M. and Alfred W. Forrette, said point being 174 feet southerly of the center of a culvert which passes under said Brixham Road; then running westerly by land now or formerly of said Forrettes for a distance of 200 feet to a hub, then running northerly, parallel to said Brixham Road, by land now or formerly of Lucy G. Murphy for a distance of 320 feet to a hub; then turning and running easterly by other land now or formerly of said Murphy for a distance of 200 feet to said Brixham Road; thence turning and running southerly by said Brixham Road for distance of 320 feet to the point of beginning, said parcel being 1.47 acres, more or less.

Meaning and intending to describe a portion of the same premises described in a certain deed from John T. Bartlett and Molly M. Bartlett to Willard F. Bartlett dated January 25, 1985, recorded in the York County Registry of Deeds at Book 3456, Page 280.



**EXHIBIT B**  
**SKETCH PLAN OF THE PROTECTED PROPERTY**

EXHIBIT C  
SKETCH PLAN OF WATER AND MAINTENCE RIGHTS

EXHIBIT D – NOT TO BE COMPLETED AT TIME OF EASEMENT RECORDING  
[OPTIONAL UNDER 14.D.2]

Notice of Transfer of Protected Property

To: [Insert name and address of holder] ("Holder")  
From: [Insert name and address of fee owner] ("Owner")

Pursuant to Paragraph 14.D.(2) of the Deed of Conservation Easement, from \_\_\_\_\_ to Holder, dated \_\_\_\_\_, and recorded at the \_\_\_\_\_ County Registry of Deeds at Book \_\_\_\_\_ and Page \_\_\_\_\_, Holder is hereby notified by Owner of the transfer of the fee simple interest in the subject Property legally described in Exhibit A attached hereto effective [insert date of closing] to [insert name of new Owner], who can be reached at [insert name, legal address, phone and fax number]. This notice is accompanied by a transfer fee in the amount of \$\_\_\_\_\_, paid to Holder.

OWNER:

By:  
Title:

STATE OF MAINE  
COUNTY OF \_\_\_\_\_ )

Then personally appeared the above-named \_\_\_\_\_ and acknowledged the foregoing instrument to be his/her/their free act and deed.

Before me,

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed name of notary

My commission expires: \_\_\_\_\_

ELIOT  
10:33 AM**Payroll Warrant**  
Pay Date: 12/14/202312/13/2023  
Page 1

WARRANT: 53

Check	D / D	Check	Employee	Gross Pay
15603	0.00	427.21	1017 Richard D. Donhauser	462.60
15604	0.00	237.34	1037 Lauren H Dow	257.00
15605	0.00	234.70	1102 Stanley I Shapleigh	257.00
15606	350.00	417.42	4501 JAY P. MUZEROLL	1,000.35
15607	0.00	237.34	4523 B. CABOT TROTT	257.00
15608	0.00	1,328.46	3010 Norman R Albert	1,900.00
115645	907.87	0.00	1005 MELISSA T. ALBERT	1,559.60
115646	43.33	0.00	2125 ELLEN M. LEMIRE	79.40
115647	297.88	0.00	1053 Ann S Lukejord	322.56
115648	782.72	0.00	1059 Kristin D McNulty	1,600.00
115649	406.34	0.00	1104 Sierra A Pawnell	440.00
115650	1,681.20	0.00	1041 Michael J. Sullivan	2,346.40
115651	261.85	0.00	6084 Robert B. Veino	291.24
115652	0.00	0.00	1039 William M Widi	257.00
115653	641.54	0.00	1077 Mikayla L.F. Ferrara	940.00
115654	1,182.67	0.00	1010 WENDY J. RAWSKI	1,730.80
115655	752.40	0.00	1101 Lauren A Small	1,115.20
115656	1,034.33	0.00	1003 Rochelle M Bishop	1,502.80
115657	902.10	0.00	1032 Jeffery S. Brubaker	1,607.20
115658	1,147.15	0.00	1099 Donald K Ferrara	1,576.80
115659	675.80	0.00	1068 Kylie R Gordon	920.00
115660	664.90	0.00	1069 Kim R Tackett	990.00
115661	702.47	0.00	5078 Casey R Cyr	1,134.80
115662	903.67	0.00	5053 BRIAN P. DELANEY	1,572.28
115663	922.22	0.00	5076 William A. Dries	1,397.07
115664	756.27	0.00	5077 Robert Govoni	1,146.00
115665	917.44	0.00	5019 Ronald H Lund	1,625.39
115666	761.07	0.00	5074 Ryan D. Mazur	1,354.07
115667	1,140.56	0.00	5068 ELLIOTT L. MOYA	2,230.80
115668	589.14	0.00	5071 JUDITH F. SMITH	912.40
115669	638.03	0.00	3104 Douglas M Blaisdell	1,059.60
115670	595.32	0.00	4538 BRIAN C. HOLT	952.00
115671	681.57	0.00	3116 Austin D Mahoney	1,018.00
115672	895.13	0.00	3013 Kasey A Ross	1,406.00
115673	724.51	0.00	1026 David R Ross-Lyons	1,114.80
115674	896.38	0.00	3028 JAMES G. ROY	1,421.20
115675	335.81	0.00	3008 DONALD E. SYLVESTER	363.63
115676	30.47	0.00	3031 Joseph Ponte	33.00
115677	316.77	0.00	3102 RONALD PEARSON	406.98
115678	432.38	0.00	1263 Thomas J. Phillips, III	541.06
115679	271.25	0.00	3083 RALPH E. PLACE	344.93
115680	283.05	0.00	3084 Daryl R Theriault	319.77
115681	301.34	0.00	3059 Robert H. Whittaker	377.91
115682	273.30	0.00	3110 Nicholas P Willis	345.99
115683	540.49	0.00	1310 Lindsay M. Jardine	660.00
115684	942.32	0.00	1060 HEATHER MUZEROLL-ROY	1,500.00
115685	742.45	0.00	1286 Megan E Roche	1,018.75
115686	303.03	0.00	1297 Nancy Young	328.13

ELIOT  
10:33 AM**Payroll Warrant**  
Pay Date: 12/14/202312/13/2023  
Page 2

WARRANT: 53

Check	D / D	Check	Employee	Gross Pay
115687	269.99	0.00	1113 Chloe Angell	301.88
115688	185.85	0.00	1103 Amanda E McKay	201.25
115689	0.00	28,084.36	D / D 9 KENNEBUNK SAVINGS BANK	
15609	0.00	54.74	T & A 9 Mission Square	
15610	0.00	54.74	T & A 10 Mission Square	
115690	0.00	11,179.55	T & A 1 Kennebunk Savings Bank	
115691	0.00	180.00	T & A 7 Maine State Retirement Service	
115692	0.00	2,061.07	T & A 4 Treasurer of State	
<b>Total</b>	<b>28,084.36</b>	<b>44,496.93</b>		<b>46,500.64</b>

Put into A/P	<b>19,145.87</b>
Taken out of A/P	<b>(13,530.10)</b>
<b>Total Payroll</b>	<b>50,112.70</b>

Count

Checks	56
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WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

\_\_\_\_\_  
Lauren Dow\_\_\_\_\_  
Bruce Cabot Trott\_\_\_\_\_  
Richard Donhauser\_\_\_\_\_  
Stanley Shapleigh\_\_\_\_\_  
William Widi

ELIOT

1:11 PM

**Payroll Warrant**

Pay Date: 12/21/2023

\*\*\*\* REPRINT \*\*\*\*

12/21/2023

Page 1

WARRANT: 55

Check	D / D	Check	Employee	Gross Pay
15615	350.00	417.42	4501 JAY P. MUZEROLL	1,000.35
15616	0.00	1,328.46	3010 Norman R Albert	1,900.00
115615	907.87	0.00	1005 MELISSA T. ALBERT	1,559.60
115616	782.72	0.00	1059 Kristin D McNulty	1,600.00
115617	406.34	0.00	1104 Sierra A Pawnell	440.00
115618	1,681.20	0.00	1041 Michael J. Sullivan	2,346.40
115619	261.85	0.00	6084 Robert B. Veino	291.24
115620	641.54	0.00	1077 Mikayla L.F. Ferrara	940.00
115621	1,182.67	0.00	1010 WENDY J. RAWSKI	1,730.80
115622	765.90	0.00	1101 Lauren A Small	1,135.20
115623	34.16	0.00	1101 Lauren A Small	40.00
115624	1,034.33	0.00	1003 Rochelle M Bishop	1,502.80
115625	942.77	0.00	1032 Jeffery S. Brubaker	1,607.20
115626	1,147.15	0.00	1099 Donald K Ferrara	1,576.80
115627	675.80	0.00	1068 Kylie R Gordon	920.00
115628	664.91	0.00	1069 Kim R Tackett	990.01
115629	757.09	0.00	5078 Casey R Cyr	1,219.91
115630	804.91	0.00	5053 BRIAN P. DELANEY	1,418.47
115631	1,188.70	0.00	5076 William A. Dries	1,884.42
115632	756.27	0.00	5077 Robert Govoni	1,146.00
115633	1,534.58	0.00	5019 Ronald H Lund	2,787.29
115634	826.09	0.00	5074 Ryan D. Mazur	1,472.16
115635	1,140.56	0.00	5068 ELLIOTT L. MOYA	2,230.80
115636	589.14	0.00	5071 JUDITH F. SMITH	912.40
115637	638.03	0.00	3104 Douglas M Blaisdell	1,059.60
115638	642.07	0.00	4538 BRIAN C. HOLT	952.00
115639	681.57	0.00	3116 Austin D Mahoney	1,018.00
115640	931.22	0.00	3013 Kasey A Ross	1,458.73
115641	709.19	0.00	1026 David R Ross-Lyons	1,114.80
115642	932.00	0.00	3028 JAMES G. ROY	1,474.51
115643	369.99	0.00	3008 DONALD E. SYLVESTER	404.69
115644	316.77	0.00	3102 RONALD PEARSON	406.98
115645	370.34	0.00	1263 Thomas J. Phillips, III	457.82
115646	271.25	0.00	3083 RALPH E. PLACE	344.93
115647	283.05	0.00	3084 Daryl R Theriault	319.77
115648	308.76	0.00	3059 Robert H. Whittaker	387.86
115649	273.30	0.00	3110 Nicholas P Willis	345.99
115650	428.21	0.00	1310 Lindsay M. Jardine	511.50
115651	942.32	0.00	1060 HEATHER MUZEROLL-ROY	1,500.00
115652	729.78	0.00	1286 Megan E Roche	1,000.00
115653	379.79	0.00	1297 Nancy Young	411.25
115654	193.93	0.00	1103 Amanda E McKay	210.00
115655	0.00	28,478.12	D / D 9 KENNEBUNK SAVINGS BANK	
15617	0.00	54.74	T & A 9 Mission Square	
15618	0.00	54.74	T & A 10 Mission Square	
115656	0.00	11,201.00	T & A 1 Kennebunk Savings Bank	
115657	0.00	130.00	T & A 7 Maine State Retirement Service	
115658	0.00	2,163.56	T & A 4 Treasurer of State	

ELIOT  
1:11 PM

**Payroll Warrant**

Pay Date: 12/21/2023

\*\*\*\* REPRINT \*\*\*\*

12/21/2023

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WARRANT: 55

Check	D / D	Check	Employee	Gross Pay
<b>Total</b>	<b>28,478.12</b>	<b>43,828.04</b>		<b>46,030.28</b>
<b>Put into A/P</b>		<b>19,382.34</b>		
<b>Taken out of A/P</b>		<b>(13,604.04)</b>		
<b>Total Payroll</b>		<b>49,606.34</b>		

<b>Count</b>	
Checks	48

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

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

\_\_\_\_\_  
Bruce Cabot Trott

\_\_\_\_\_  
Richard Donhauser

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Stanley Shapleigh

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

ELIOT  
10:18 AM**Payroll Warrant**

Pay Date: 12/28/2023

12/27/2023

Page 1

## WARRANT: 58

Check	D / D	Check	Employee	Gross Pay
15619	350.00	417.42	4501 JAY P. MUZEROLL	1,000.35
15620	0.00	1,328.46	3010 Norman R Albert	1,900.00
115619	905.70	0.00	1005 MELISSA T. ALBERT	1,559.60
115620	231.70	0.00	2125 ELLEN M. LEMIRE	312.64
115621	893.92	0.00	1059 Kristin D McNulty	1,600.00
115622	189.93	0.00	1059 Kristin D McNulty	222.40
115623	406.34	0.00	1104 Sierra A Pawnell	440.00
115624	1,681.20	0.00	1041 Michael J. Sullivan	2,346.40
115625	261.85	0.00	6084 Robert B. Veino	291.24
115626	641.54	0.00	1077 Mikayla L.F. Ferrara	940.00
115627	1,182.67	0.00	1010 WENDY J. RAWSKI	1,730.80
115628	765.90	0.00	1101 Lauren A Small	1,135.20
115629	1,034.33	0.00	1003 Rochelle M Bishop	1,502.80
115630	942.77	0.00	1032 Jeffery S. Brubaker	1,607.20
115631	1,147.15	0.00	1099 Donald K Ferrara	1,576.80
115632	675.80	0.00	1068 Kylie R Gordon	920.00
115633	664.90	0.00	1069 Kim R Tackett	990.00
115634	999.74	0.00	5078 Casey R Cyr	1,599.80
115635	991.42	0.00	5053 BRIAN P. DELANEY	1,709.00
115636	1,126.82	0.00	5076 William A. Dries	1,769.44
115637	1,026.97	0.00	5077 Robert Govoni	1,612.54
115638	1,059.34	0.00	5019 Ronald H Lund	1,886.50
115639	916.51	0.00	5074 Ryan D. Mazur	1,637.53
115640	1,139.73	0.00	5068 ELLIOTT L. MOYA	2,230.80
115641	589.14	0.00	5071 JUDITH F. SMITH	912.40
115642	707.39	0.00	3104 Douglas M Blaisdell	1,178.82
115643	716.75	0.00	4538 BRIAN C. HOLT	1,059.10
115644	758.87	0.00	3116 Austin D Mahoney	1,132.54
115645	1,002.89	0.00	3013 Kasey A Ross	1,564.19
115646	724.51	0.00	1026 David R Ross-Lyons	1,114.80
115647	1,003.22	0.00	3028 JAMES G. ROY	1,581.10
115648	423.12	0.00	3008 DONALD E. SYLVESTER	469.20
115649	316.77	0.00	3102 RONALD PEARSON	406.98
115650	409.13	0.00	1263 Thomas J. Phillips, III	509.85
115651	271.25	0.00	3083 RALPH E. PLACE	344.93
115652	283.05	0.00	3084 Daryl R Theriault	319.77
115653	301.34	0.00	3059 Robert H. Whittaker	377.91
115654	273.30	0.00	3110 Nicholas P Willis	345.99
115655	327.82	0.00	1310 Lindsay M. Jardine	377.42
115656	941.19	0.00	1060 HEATHER MUZEROLL-ROY	1,500.00
115657	641.21	0.00	1286 Megan E Roche	868.75
115658	165.66	0.00	1297 Nancy Young	179.38
115659	181.82	0.00	1103 Amanda E McKay	196.88
115660	0.00	29,274.66	D / D 9 KENNEBUNK SAVINGS BANK	
15621	0.00	54.74	T & A 9 Mission Square.	
15622	0.00	54.74	T & A 10 Mission Square	
115661	0.00	11,405.34	T & A 1 Kennebunk Savings Bank	
115662	0.00	130.00	T & A 7 Maine State Retirement Service	



ELIOT  
10:18 AM

**Payroll Warrant**  
Pay Date: 12/28/2023

12/27/2023  
Page 2

WARRANT: 58

Check	D / D	Check	Employee	Gross Pay
115663	0.00	2,214.78	T & A 4 Treasurer of State	
<b>Total</b>	<b>29,274.66</b>	<b>44,880.14</b>		<b>46,961.05</b>

Put into A/P                    **19,587.77**  
 Taken out of A/P            **(13,859.60)**  


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**Total Payroll                50,608.31**

**Count**  


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 Checks                            49

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
 Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

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

\_\_\_\_\_  
Bruce Cabot Trott

\_\_\_\_\_  
Richard Donhauser

\_\_\_\_\_  
Stanley Shapleigh

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

## Warrant 54

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>02854 Amazon Capital Services</b>						
0626	32241	12	office supplies	19TN-GT34-XT6X		
office supplies	E 01-01-20-40				46.86	0.00
	Supplies / Dept./Office					
			<b>Invoice Total-</b>		<b>46.86</b>	
0626	32241	12	Stamp	1PN6-TV17-6CT7		
Stamp	E 01-03-20-40				9.70	0.00
	Supplies / Dept./Office					
			<b>Invoice Total-</b>		<b>9.70</b>	
0626	32241	12	Stamp	1KYH-NDRL-6GCF		
Stamp	E 01-03-20-40				15.90	0.00
	Supplies / Dept./Office					
			<b>Invoice Total-</b>		<b>15.90</b>	
0626	32241	12	winter coats	1X1D-RMQ1-D4C3		
winter coats	E 20-01-03-15				348.80	0.00
	Employees / Uniforms					
			<b>Invoice Total-</b>		<b>348.80</b>	
0626	32241	12	T/S envelopes	11D3-Y9RF-CJLC		
T/S envelopes	E 20-25-20-40				38.99	0.00
	tation - Supplies / Dept./Office					
			<b>Invoice Total-</b>		<b>38.99</b>	
0626	32241	12	Ref. vests & t/s supplies	1QRD-VGM4-7H47		
Reflective Vests	E 20-01-03-15				28.94	0.00
	Employees / Uniforms					
T/S Supplies	E 20-25-20-40				16.66	0.00
	tation - Supplies / Dept./Office					
			<b>Invoice Total-</b>		<b>45.60</b>	
0626	32241	12	Gloves	17TH-JKX9-9MGL		
Gloves	E 20-01-03-15				78.76	0.00
	Employees / Uniforms					
			<b>Invoice Total-</b>		<b>78.76</b>	
0626	32241	12	Hwy ofc sup. & T/S sup.	176F-1C67-H7HR		
Hwy office supplies	E 20-01-20-40				60.72	0.00
	Supplies / Dept./Office					
T/S Supplies	E 20-25-20-40				90.41	0.00
	tation - Supplies / Dept./Office					
			<b>Invoice Total-</b>		<b>151.13</b>	
0626	32241	12	T Card	1Q79-9CMV-4P36		
T Card	E 10-01-15-02				12.99	0.00
	Utilities / Electricity					
			<b>Invoice Total-</b>		<b>12.99</b>	
0626	32241	12	Light bulbs	1CQ9-C1R9-9DQP		
Light bulbs	E 10-01-24-20				24.99	0.00
	Rep. & Maint / Building					
			<b>Invoice Total-</b>		<b>24.99</b>	
0626	32241	12	Tahoe	114Q-KTTD-4KWX		
Tahoe	E 10-01-20-55				358.00	0.00
	Supplies / Fire Dept.					
			<b>Invoice Total-</b>		<b>358.00</b>	
0626	32241	12	Training	1D1J-XP9Y-7GQ7		

## Warrant 54

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Training			E 10-01-03-05		233.66	0.00
			Employees / Training			
			<b>Invoice Total-</b>		<b>233.66</b>	
0626	32241	12	Rodents	1FD9FCP7-YR7G		
Rodents			E 10-01-24-20		35.98	0.00
			Rep. & Maint / Building			
			<b>Invoice Total-</b>		<b>35.98</b>	
0626	32241	12	Light Bulbs	19YN-VQ7G-W3DP		
Light Bulbs			E 10-01-24-20		49.98	0.00
			Rep. & Maint / Building			
			<b>Invoice Total-</b>		<b>49.98</b>	
0626	32241	12	trophy project	19YN-VQ7G-R766		
trophy project			E 10-01-24-20		44.98	0.00
			Rep. & Maint / Building			
			<b>Invoice Total-</b>		<b>44.98</b>	
0626	32241	12	Decorations	1D39-TN6P-P4KR		
Decorations			E 10-01-20-55		111.94	0.00
			Supplies / Fire Dept.			
			<b>Invoice Total-</b>		<b>111.94</b>	
0626	32241	12	office	143J-RY9D-QPCL		
office			E 10-01-20-40		67.99	0.00
			Supplies / Dept./Office			
			<b>Invoice Total-</b>		<b>67.99</b>	
0626	32241	12	kitchen	11D4-7D7G-M64K		
kitchen			E 10-01-20-55		90.84	0.00
			Supplies / Fire Dept.			
			<b>Invoice Total-</b>		<b>90.84</b>	
			<b>Vendor Total-</b>		<b>1,767.09</b>	
<b>02888 AT&amp;T Mobility</b>						
0626	32242	12	PD Cellphones	0466x11282023		
PD Cellphones			E 10-05-05-02		440.56	0.00
			Service Fees / Communicatio			
			<b>Vendor Total-</b>		<b>440.56</b>	
<b>00069 BEN'S UNIFORMS, INC.</b>						
0626	32243	12	RL inert spray/oc case	112004		
RL inert spray/oc case			E 10-05-03-15		57.94	0.00
			Employees / Uniforms			
			<b>Vendor Total-</b>		<b>57.94</b>	
<b>00121 Cintas Corporation #758</b>						
0626	32244	12	12/8/23 Uniforms	4176518544		
12/8/23 Uniforms			E 20-01-03-15		363.98	0.00
			Employees / Uniforms			
			<b>Vendor Total-</b>		<b>363.98</b>	
<b>00131 COMCAST</b>						
0626	32245	12	Internet	9964-122023		
Internet			E 01-01-05-02		275.84	0.00
			Service Fees / Communicatio			
			<b>Vendor Total-</b>		<b>275.84</b>	
<b>02909 David Ross-Lyons</b>						

**A / P Warrant**

Warrant 54

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
0626	32246	12	Reimbursement - water	12132023		
Reimbursement - water	E 20-01-20-40				6.67	0.00
	Supplies / Dept./Office					
<b>Vendor Total-</b>					<b>6.67</b>	
<b>03014 DePalice Corporation</b>						
0626	32247	12	Pay req 8 - swr/water ext	11222023		
Pay req 8	E 90-30-99-01				552,973.35	0.00
	Misc. / Misc.					
<b>Vendor Total-</b>					<b>552,973.35</b>	
<b>03003 Dow Highway Owner, LLC</b>						
0626	32248	12	Reg Rental Asst.	12112023		
Reg Rental Asst.	E 50-01-61-04				446.00	0.00
	Assistance / Housing					
<b>Vendor Total-</b>					<b>446.00</b>	
<b>02333 EcoMaine</b>						
0626	32249	12	Nov Bulky waste	buleluot01		
Nov Bulky waste	E 20-25-10-28				2,818.48	0.00
	tation - Contract Svc / Disposal					
<b>Invoice Total-</b>					<b>2,818.48</b>	
0626	32249	12	Nov msw contract	eliot01		
Nov msw contract	E 20-25-10-28				3,318.98	0.00
	tation - Contract Svc / Disposal					
<b>Invoice Total-</b>					<b>3,318.98</b>	
<b>Vendor Total-</b>					<b>6,137.46</b>	
<b>02940 Fisher Auto Parts</b>						
0626	32250	12	#17 Backhoe	460-275170		
#17 Backhoe	E 20-01-24-15				3.98	0.00
	Rep. & Maint / Vehicle					
<b>Invoice Total-</b>					<b>3.98</b>	
0626	32250	12	shop stock	460-275248		
shop stock	E 20-01-24-15				327.58	0.00
	Rep. & Maint / Vehicle					
<b>Invoice Total-</b>					<b>327.58</b>	
0626	32250	12	Core Credit	460-275245		
Credit Memo	G 01-9999-00				-73.50	0.00
	Clearing A/C					
<b>Invoice Total-</b>					<b>-73.50</b>	
<b>Vendor Total-</b>					<b>258.06</b>	
<b>00579 GENEST PRECAST</b>						
0626	32251	12	Tar roll	65405		
Tar roll	E 20-01-20-38				69.00	0.00
	Supplies / Erosion					
<b>Vendor Total-</b>					<b>69.00</b>	
<b>00816 IRVING OIL</b>						
0626	32252	12	Fuel - hwy	35313370		
Fuel - hwy	E 20-01-20-10				114.46	0.00
	Supplies / Fuel					
<b>Invoice Total-</b>					<b>114.46</b>	

## Warrant 54

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
0626	32252	12	Fuel FD		35317864	
Fuel FD			E 10-01-20-15		287.44	0.00
			Supplies / Gasoline			
			<b>Invoice Total-</b>		<b>287.44</b>	
			<b>Vendor Total-</b>		<b>401.90</b>	
<b>02982 Kittery Ace Hardware</b>						
0626	32253	12	Letters for equipt		6509/1	
Letters for equipt			E 20-25-24-10		8.63	0.00
			tation - Rep. & Maint / Equipment			
			<b>Vendor Total-</b>		<b>8.63</b>	
<b>00340 KITTELY WATER DISTRICT</b>						
0626	32254	12	Water - Frost Tuft Old Rd		6508-122023	
Water - Frost Tuft Old Rd			E 20-01-15-04		20.00	0.00
			Utilities / Water			
			<b>Invoice Total-</b>		<b>20.00</b>	
0626	32254	12	4291 Quarterly		4291-122023	
4291 Quarterly			E 70-05-15-04		36.65	0.00
			Utilities / Water			
			<b>Invoice Total-</b>		<b>36.65</b>	
0626	32254	12	3345 Quarterly		3345-122023	
3345 Quarterly			E 70-05-24-10		36.65	0.00
			Rep. & Maint / Equipment			
			<b>Invoice Total-</b>		<b>36.65</b>	
0626	32254	12	3528 Quarterly		3528-122023	
3528 Quarterly			E 10-01-15-04		36.65	0.00
			Utilities / Water			
			<b>Invoice Total-</b>		<b>36.65</b>	
			<b>Vendor Total-</b>		<b>129.95</b>	
<b>00343 L.W. MORGRIDGE &amp; SON, INC.</b>						
0626	32255	12	#3		155930	
#3			E 70-15-24-10		934.49	0.00
			Rep. & Maint / Equipment			
			<b>Vendor Total-</b>		<b>934.49</b>	
<b>02602 Lisa Wise</b>						
0626	32256	12	Reimbursement - Staples		12082023	
Reimbursement - Staples			E 05-04-99-01		75.98	0.00
			Misc. / Misc.			
			<b>Vendor Total-</b>		<b>75.98</b>	
<b>00384 MAINE MUNICIPAL ASSOCIATION</b>						
0626	32257	12	New hires		1000451116	
New hires			E 01-01-03-02		205.16	0.00
			Employees / HR			
			<b>Invoice Total-</b>		<b>205.16</b>	
0626	32257	12	Cannabis Enf. Webinar MS		1000451952	
Cannabis Enf. Webinar MS			E 01-01-03-05		35.00	0.00
			Employees / Training			
			<b>Invoice Total-</b>		<b>35.00</b>	
0626	32257	12	Cannabis Enf. Webinar RB		1000451968	

## Warrant 54

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Cannabis Enf. Webinar RB			E 01-03-03-05		35.00	0.00
Employees / Training						
					<b>Invoice Total-</b>	<b>35.00</b>
					<b>Vendor Total-</b>	<b>275.16</b>
<b>00385 MAINE MUNICIPAL TAX COLLECTORS</b>						
0626	32258	12	Wendy Assoc Membership	1000451604		
Wendy Assoc Membership			E 01-01-05-04		30.00	0.00
Service Fees / Prof. Assoc.						
					<b>Invoice Total-</b>	<b>30.00</b>
0626	32258	12	Lauren Assoc. Membership	1000451801		
Lauren Assoc. Membership			E 01-01-05-04		30.00	0.00
Service Fees / Prof. Assoc.						
					<b>Invoice Total-</b>	<b>30.00</b>
0626	32258	12	Mikayala Assoc Membership	1000451885		
Mikayala Assoc Membership			E 01-01-05-04		30.00	0.00
Service Fees / Prof. Assoc.						
					<b>Invoice Total-</b>	<b>30.00</b>
0626	32258	12	Kylie Assoc Membership	122023		
Kylie Assoc Membership			E 01-01-05-04		30.00	0.00
Service Fees / Prof. Assoc.						
					<b>Invoice Total-</b>	<b>30.00</b>
					<b>Vendor Total-</b>	<b>120.00</b>
<b>00444 MAINE TOWN &amp; CITY CLERK'S ASSN</b>						
0626	32259	12	Vital Records Webinar MF	1000451048		
Vital Records Webinar MF			E 01-02-03-05		60.00	0.00
Employees / Training						
					<b>Vendor Total-</b>	<b>60.00</b>
<b>00391 MAINE TOWN &amp; CITY MANAGEMENT ASSOC.</b>						
0626	32260	12	HR Training	1000449122		
HR Training			E 01-01-03-05		100.00	0.00
Employees / Training						
					<b>Vendor Total-</b>	<b>100.00</b>
<b>01244 P. GAGNON &amp; SON, INC.</b>						
0626	32261	12	pd propane	93043		
pd propane			E 10-05-15-01		207.00	0.00
Utilities / Heating						
					<b>Vendor Total-</b>	<b>207.00</b>
<b>00555 Radio Communications Management, Inc.</b>						
0626	32262	12	Radios	98516		
Radios			E 10-01-07-01		378.63	0.00
Emer. Mngmnt / EMA Supplies						
					<b>Vendor Total-</b>	<b>378.63</b>
<b>01956 RHR SMITH &amp; COMPANY</b>						
0626	32263	12	FY23 Audit Progress	2023-3063		
FY23 Audit Progress			E 01-01-10-01		2,500.00	0.00
Contract Svc / Auditor						
					<b>Vendor Total-</b>	<b>2,500.00</b>

## Warrant 54

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0626	32264	12	Dec 23 Assessment	122023		
Dec 23 Assessment			E 62-01-99-01		912,852.25	0.00
			Misc. / Misc.			
<b>Vendor Total-</b>					<b>912,852.25</b>	
<b>01955 Schreiber/Cohen, LLC</b>						
0626	32265	12	December 2023	122023		
December 2023			G 01-2223-00		50.00	0.00
			David Dubord			
<b>Invoice Total-</b>					<b>50.00</b>	
0626	32265	12	November 2023	112023		
November 2023			G 01-2223-00		50.00	0.00
			David Dubord			
<b>Invoice Total-</b>					<b>50.00</b>	
<b>Vendor Total-</b>					<b>100.00</b>	
<b>00664 STATE OF MAINE CHAPTER OF IAAC</b>						
0626	32266	12	Assessor Dues	122023		
Assessor Dues			E 01-01-05-04		35.00	0.00
			Service Fees / Prof. Assoc.			
<b>Vendor Total-</b>					<b>35.00</b>	
<b>00002 Stellar Networks</b>						
0626	32267	12	Pervasive Lic Cruiser	77876		
Pervasive Lic Cruiser			E 01-01-13-03		139.75	0.00
			Technology / Services			
<b>Vendor Total-</b>					<b>139.75</b>	
<b>00684 THERMO DYNAMICS, INC.</b>						
0626	32268	12	HVAC maint.	23-811		
HVAC maint.			E 01-01-24-20		325.00	0.00
			Rep. & Maint / Building			
<b>Vendor Total-</b>					<b>325.00</b>	
<b>01753 Town of Kittery Sewer Department</b>						
0626	32269	12	weekly station checks	12123		
weekly station checks			E 70-15-24-10		396.00	0.00
			Rep. & Maint / Equipment			
weekly station checks			E 70-05-24-10		396.00	0.00
			Rep. & Maint / Equipment			
weekly station checks			E 70-10-24-10		396.00	0.00
			Rep. & Maint / Equipment			
<b>Vendor Total-</b>					<b>1,188.00</b>	
<b>00725 TREASURER OF STATE</b>						
0626	32270	12	BMV Report 11/30-12/7	11/30-12/7		
BMV Report 11/30-12/7			G 01-2040-00		17,536.92	0.00
			DMV Regs			
<b>Vendor Total-</b>					<b>17,536.92</b>	
<b>00742 Treasurer, State of Maine</b>						
0626	32271	12	Snow & Ice Training	111423		
Snow & Ice Training			E 20-01-03-05		65.00	0.00
			Employees / Training			
<b>Vendor Total-</b>					<b>65.00</b>	

**A / P Warrant**

Warrant 54

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>02029 WEX Bank</b>						
0626	32272	12	Fuel FD		93716454	
Fuel FD			E 10-01-20-15			
			Supplies / Gasoline		220.52	0.00
<b>Vendor Total-</b>					<b>220.52</b>	
<b>01966 YORK HOSPITAL</b>						
0626	32273	12	Physical - E. Lavoie		0954443819	
Physical - E. Lavoie			E 10-01-03-05			
			Employees / Training		154.10	0.00
<b>Vendor Total-</b>					<b>154.10</b>	
<b>Prepaid Total-</b>					<b>0.00</b>	
<b>Current Total-</b>					<b>1,500,604.23</b>	
<b>EFT Total-</b>					<b>0.00</b>	
<b>Warrant Total-</b>					<b>1,500,604.23</b>	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

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

\_\_\_\_\_  
Bruce Cabot Trott

\_\_\_\_\_  
Richard Donhauser

\_\_\_\_\_  
Stanley Shapleigh

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William Widi



**A / P Warrant**

Warrant 56

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>02977 Michael Hoyt</b>						
0666	32274	12	Emergency rental asst.	12182023		
Emergency rental asst.			E 50-01-61-04		3,000.00	0.00
			Assistance / Housing			
			<b>Vendor Total-</b>		<b>3,000.00</b>	
			<b>Prepaid Total-</b>		<b>0.00</b>	
			<b>Current Total-</b>		<b>3,000.00</b>	
			<b>EFT Total-</b>		<b>0.00</b>	
			<b>Warrant Total-</b>		<b>3,000.00</b>	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

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

\_\_\_\_\_  
Bruce Cabot Trott

\_\_\_\_\_  
Richard Donhauser

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Stanley Shapleigh

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

**A / P Warrant**

Warrant 57

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>00592 Advanced Electronic Design, Inc.</b>						
0656	32275	12	Cruiser fit up	8276167		
Cruiser fit up	E 90-06-99-01				4,870.32	0.00
	Misc. / Misc.					
			<b>Vendor Total-</b>		<b>4,870.32</b>	
<b>02939 All American Investment Group, LLC</b>						
0656	32276	12	Lease	TE-2300-1		
Lease	E 07-02-65-08				65,504.50	0.00
	Debt Service / Leases					
			<b>Vendor Total-</b>		<b>65,504.50</b>	
<b>02854 Amazon Capital Services</b>						
0656	32277	12	Ofc. supplies & Hwy uni.	1JV7-137M-TCLQ		
Office supplies	E 20-25-20-40				11.90	0.00
	tation - Supplies / Dept./Office					
Hwy uniforms	E 20-01-03-15				66.66	0.00
	Employees / Uniforms					
			<b>Invoice Total-</b>		<b>78.56</b>	
0656	32277	12	Log books & T/S bags	1V4M-1TCP-TQQP		
Log books	E 20-01-24-15				69.40	0.00
	Rep. & Maint / Vehicle					
T/S Bags	E 20-25-20-58				119.04	0.00
	tation - Supplies / PAYT					
			<b>Invoice Total-</b>		<b>188.44</b>	
0656	32277	12	Hwy computer supplies	1T4X-1TVY-DJ3L		
Hwy computer supplies	E 20-01-20-40				34.88	0.00
	Supplies / Dept./Office					
			<b>Invoice Total-</b>		<b>34.88</b>	
			<b>Vendor Total-</b>		<b>301.88</b>	
<b>00072 BERNSTEIN, SHUR, SAWYER &amp; NELSON</b>						
0656	32278	12	Legal	4055991		
Legal	E 01-01-10-02				85.50	0.00
	Contract Svc / Legal Serv.					
			<b>Invoice Total-</b>		<b>85.50</b>	
0656	32278	12	Legal	4055992		
Legal	E 05-05-99-01				187.00	0.00
	Misc. / Misc.					
			<b>Invoice Total-</b>		<b>187.00</b>	
0656	32278	12	Legal - sewer project	4055994		
Legal - sewer project	E 01-01-10-02				3,933.50	0.00
	Contract Svc / Legal Serv.					
			<b>Invoice Total-</b>		<b>3,933.50</b>	
			<b>Vendor Total-</b>		<b>4,206.00</b>	
<b>00313 Black Sheep Designs, LLC</b>						
0656	32279	12	Hwy uniforms	1141945		
Hwy uniforms	E 20-01-03-15				158.00	0.00
	Employees / Uniforms					
			<b>Vendor Total-</b>		<b>158.00</b>	
<b>00109 CENTRAL MAINE POWER</b>						
0656	32281	12	Pleasant St	714001889954		

**A / P Warrant**

Warrant 57

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
Pleasant St			E 70-05-15-02 Utilities / Electricity		39.65	0.00
<b>Invoice Total-</b>					<b>39.65</b>	
0656 Dixon Ave	32281	12	Dixon Ave E 70-15-15-02 Utilities / Electricity	721001819051	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 New Kittery Rd	32281	12	New Kittery Rd E 10-35-10-06 Contract Svc / contract fee	720001836594	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 Route 236	32281	12	Route 236 E 10-30-15-03 Utilities / Communicat.	723001767356	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 Main St	32281	12	Main St E 70-10-15-02 Utilities / Electricity	703001969120	39.65	0.00
<b>Invoice Total-</b>					<b>39.65</b>	
0656 1333 State Rd	32281	12	1333 State Rd E 01-01-15-02 Utilities / Electricity	708001934049	39.65	0.00
<b>Invoice Total-</b>					<b>39.65</b>	
0656 Route 236 - Beech Rd	32281	12	Route 236 - Beech Rd E 10-35-10-06 Contract Svc / contract fee	721001817180	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 HL Dow Hwy	32281	12	HL Dow Hwy E 20-25-15-02 tation - Utilities / Electricity	721001817179	39.65	0.00
<b>Invoice Total-</b>					<b>39.65</b>	
0656 Rte 236 Garage	32281	12	Rte 236 Garage E 20-01-15-02 Utilities / Electricity	701002124405	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 COR state/Bolthill rd	32281	12	COR state/Bolthill rd E 10-35-10-06 Contract Svc / contract fee	703001967561	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 Route 236 Rd	32281	12	Route 236 Rd E 10-30-15-03 Utilities / Communicat.	706001947895	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 Harold L Dow Hwy TRF	32281	12	Harold L Dow Hwy TRF E 20-25-15-02 tation - Utilities / Electricity	724001719575	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	
0656 Greenacres Rd	32281	12	Greenacres Rd E 20-01-15-02 Utilities / Electricity	706001945528	30.91	0.00
<b>Invoice Total-</b>					<b>30.91</b>	

## Warrant 57

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0656	32281	12	11 Dixon Rd		715001880043	
11 Dixon Rd			E 70-15-15-02		30.91	0.00
			Utilities / Electricity			
			<b>Invoice Total-</b>		<b>30.91</b>	
0656	32281	12	Old Rd		703001968066	
Old Rd			E 20-01-15-02		30.91	0.00
			Utilities / Electricity			
			<b>Invoice Total-</b>		<b>30.91</b>	
0656	32281	12	River Rd		722001799524	
River Rd			E 20-01-15-02		30.91	0.00
			Utilities / Electricity			
			<b>Invoice Total-</b>		<b>30.91</b>	
0656	32281	12	468 H L Dow Hwy		708001933586	
468 H L Dow Hwy			E 20-25-15-02		39.65	0.00
			tation - Utilities / Electricity			
			<b>Invoice Total-</b>		<b>39.65</b>	
			<b>Vendor Total-</b>		<b>569.17</b>	
<b>00121 Cintas Corporation #758</b>						
0656	32282	12	12/15 uniforms		4177241665	
12/15 uniforms			E 20-01-03-15		158.37	0.00
			Employees / Uniforms			
			<b>Vendor Total-</b>		<b>158.37</b>	
<b>00876 EASTERN PROPANE GAS, INC.</b>						
0656	32283	12	Pump station 1 heat		6954325	
Pump station 1 heat			E 70-05-24-20		99.00	0.00
			Rep. & Maint / Building			
			<b>Vendor Total-</b>		<b>99.00</b>	
<b>02515 Edison Press</b>						
0656	32284	12	Buisness Card Shelly		123228	
Buisness Card Shelly			E 01-03-20-40		119.00	0.00
			Supplies / Dept./Office			
			<b>Vendor Total-</b>		<b>119.00</b>	
<b>01865 FASTENER WAREHOUSE</b>						
0656	32285	12	Sign stock		160081	
Sign stock			E 20-01-24-56		155.00	0.00
			Rep. & Maint / Signs			
			<b>Vendor Total-</b>		<b>155.00</b>	
<b>00265 HAYDEE'S PEST-FREE MANAGEMENT, INC.</b>						
0656	32286	12	Pest control		168065	
Pest control			E 20-25-24-20		70.00	0.00
			tation - Rep. & Maint / Building			
			<b>Vendor Total-</b>		<b>70.00</b>	
<b>02982 Kittery Ace Hardware</b>						
0656	32287	12	Keys		6553/1	
Keys			E 20-01-24-20		12.92	0.00
			Rep. & Maint / Building			
			<b>Vendor Total-</b>		<b>12.92</b>	
<b>00340 KITTERY WATER DISTRICT</b>						

**A / P Warrant**

Warrant 57

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0656	32288	12	Quarterly 6115	6115-1223		
Quarterly 6115			E 01-01-15-04		92.30	0.00
			Utilities / Water			
			<b>Invoice Total-</b>		<b>92.30</b>	
0656	32288	12	Quartlery 3529	3529-1223		
Quartlery 3529			E 01-01-15-04		92.30	0.00
			Utilities / Water			
			<b>Invoice Total-</b>		<b>92.30</b>	
			<b>Vendor Total-</b>		<b>184.60</b>	
<b>00343 L.W. MORGRIDGE &amp; SON, INC.</b>						
0656	32289	12	#1 pleasant st clean	156003		
#1 pleasant st clean			E 20-05-24-10		1,389.99	0.00
			Rep. & Maint / Equipment			
			<b>Invoice Total-</b>		<b>1,389.99</b>	
0656	32289	12	#2 main st cleaning	156004		
#2 main st cleaning			E 70-10-24-20		1,352.49	0.00
			Rep. & Maint / Building			
			<b>Invoice Total-</b>		<b>1,352.49</b>	
			<b>Vendor Total-</b>		<b>2,742.48</b>	
<b>01295 MAINE BUILDING OFFICIALS AND</b>						
0656	32290	12	R Bishop train/member. mt	1000450894		
R Bishop train/member. mt			E 01-03-03-05		35.00	0.00
			Employees / Training			
			<b>Vendor Total-</b>		<b>35.00</b>	
<b>02956 Maine Government Finance Officers Association</b>						
0656	32291	12	K McNulty Membership	1000452086		
K McNulty Membership			E 01-01-05-04		45.00	0.00
			Service Fees / Prof. Assoc.			
			<b>Vendor Total-</b>		<b>45.00</b>	
<b>02290 Maine Local Government</b>						
0656	32292	12	Training webinar MA	1000449797		
Training webinar MA			E 01-01-03-05		55.00	0.00
			Employees / Training			
			<b>Vendor Total-</b>		<b>55.00</b>	
<b>00385 MAINE MUNICIPAL TAX COLLECTORS</b>						
0656	32293	12	MMTCTA membership KMcN	1000451747		
MMTCTA membership KMcN			E 01-01-05-04		30.00	0.00
			Service Fees / Prof. Assoc.			
			<b>Vendor Total-</b>		<b>30.00</b>	
<b>00000 Maine Turnpike Authority</b>						
0656	32294	12	Winter sand mix	1227		
Winter sand mix			E 20-05-20-31		2,000.00	0.00
			Supplies / Sand & Salt			
			<b>Vendor Total-</b>		<b>2,000.00</b>	
<b>00388 MainePERS</b>						
0656	999999	12	Nov 2023 MPERS	112023		
Town Contribution			E 01-01-03-40		23,199.01	0.00
			Employees / MPERS			

## Warrant 57

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Employee Contribution			G 01-2215-00		17,604.87	0.00
			MSRS/Employe			
			<b>Vendor Total-</b>		<b>40,803.88</b>	
<b>02117 Melissa Albert</b>						
0656	32295	12	Training/Mileage reimburs	122023		
Mileage			E 01-01-03-05		83.84	0.00
			Employees / Training			
Tolls			E 01-01-03-05		3.20	0.00
			Employees / Training			
			<b>Vendor Total-</b>		<b>87.04</b>	
<b>02350 New England Kenworth</b>						
0656	32296	12	Truck 13 hub	CP540747		
Truck 13 hub			E 20-01-24-15		39.07	0.00
			Rep. & Maint / Vehicle			
			<b>Invoice Total-</b>		<b>39.07</b>	
0656	32296	12	Truck 13	CP541116		
Truck 13			E 20-01-24-15		252.72	0.00
			Rep. & Maint / Vehicle			
			<b>Invoice Total-</b>		<b>252.72</b>	
0656	32296	12	Truck 2	CP541318		
Truck 2			E 20-01-24-15		153.41	0.00
			Rep. & Maint / Vehicle			
			<b>Invoice Total-</b>		<b>153.41</b>	
			<b>Vendor Total-</b>		<b>445.20</b>	
<b>00474 NORTHEAST HYDRAULICS, INC.</b>						
0656	32297	12	Unit 14	83988		
Unit 14			E 20-01-24-10		22.22	0.00
			Rep. & Maint / Equipment			
			<b>Vendor Total-</b>		<b>22.22</b>	
<b>02918 Occupational Health Services of PRH, LLC</b>						
0656	32298	12	New hire - seasonal hwy	81633		
New hire - seasonal hwy			E 01-01-03-02		110.00	0.00
			Employees / HR			
			<b>Vendor Total-</b>		<b>110.00</b>	
<b>02774 Quadient Finance USA, Inc</b>						
0656	32299	12	Nov postage	77900043326		
Nov postage			E 01-01-20-05		1,000.00	0.00
			Supplies / Postage			
			<b>Vendor Total-</b>		<b>1,000.00</b>	
<b>00358 Randy M. Buccini</b>						
0656	32300	12	PEG Access	12112023		
PEG Access			E 01-01-05-02		450.00	0.00
			Service Fees / Communicatio			
			<b>Vendor Total-</b>		<b>450.00</b>	
<b>00648 SOUTHERN MAINE PLANNING</b>						
0656	32301	12	Stormwater	17073		
Stormwater			E 20-30-05-35		880.00	0.00
			Service Fees / Consulting			

## Warrant 57

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>Vendor Total-</b>					<b>880.00</b>	
<b>00002 Stellar Networks</b>						
0656	32302	12	IT Services	77948		
Town Hall			E 01-01-13-03		2,630.96	0.00
			Technology / Services			
PD			E 01-01-13-03		740.00	0.00
			Technology / Services			
Highway			E 01-01-13-03		366.00	0.00
			Technology / Services			
<b>Invoice Total-</b>					<b>3,736.96</b>	
0656	32302	12	unit 11	2-way 77981		
unit 11			E 20-01-24-10		65.00	0.00
			Rep. & Maint / Equipment			
<b>Invoice Total-</b>					<b>65.00</b>	
<b>Vendor Total-</b>					<b>3,801.96</b>	
<b>00038 Tighe &amp; Bond, Inc.</b>						
0656	32303	12	Sewer Rate Eval	122389097		
Sewer Rate Eval			E 90-30-99-01		4,875.00	0.00
			Misc. / Misc.			
<b>Vendor Total-</b>					<b>4,875.00</b>	
<b>01853 Town Hall Streams, LLC</b>						
0656	32304	12	Nov. Streaming service	15245		
Nov. Streaming service			E 01-01-05-24		250.00	0.00
			Service Fees / Video Stream			
<b>Vendor Total-</b>					<b>250.00</b>	
<b>01753 Town of Kittery Sewer Department</b>						
0656	32305	12	Pump 1 & 2 maint.	12423		
Pump 1 & 2 maint.			E 70-10-24-10		715.74	0.00
			Rep. & Maint / Equipment			
Pump 1 & 2 maint.			E 70-05-24-10		715.74	0.00
			Rep. & Maint / Equipment			
<b>Vendor Total-</b>					<b>1,431.48</b>	
<b>00725 TREASURER OF STATE</b>						
0656	32306	12	BMV Report 12.07-12.14	122023		
BMV Report 12.07-12.14			G 01-2040-00		25,358.10	0.00
			DMV Regs			
<b>Vendor Total-</b>					<b>25,358.10</b>	
<b>00827 TREASURER OF STATE</b>						
0656	32307	12	Nov monthly report	112023		
Nov monthly report			G 01-2050-00		75.00	0.00
			Weapons			
<b>Invoice Total-</b>					<b>75.00</b>	
0656	32307	12	Reconcile 10/2021	102021		
Reconcile 10/2021			G 01-2005-00		25.00	0.00
			A/P Year End			
<b>Invoice Total-</b>					<b>25.00</b>	
<b>Vendor Total-</b>					<b>100.00</b>	
<b>00782 White Sign</b>						

## Warrant 57

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0656	32308	12	American way sign		IVC129704	
American way sign			E 20-01-24-56		54.63	0.00
			Rep. & Maint / Signs			
<b>Vendor Total-</b>					<b>54.63</b>	
<b>00570 York County Registry of Deeds</b>						
0656	32309	12	Lien Discharge		12.20.2023	
Lien Discharge			E 70-01-05-20		247.00	0.00
			Service Fees / Tran/Liens			
<b>Vendor Total-</b>					<b>247.00</b>	
<b>Prepaid Total-</b>					<b>40,803.88</b>	
<b>Current Total-</b>					<b>120,428.87</b>	
<b>EFT Total-</b>					<b>0.00</b>	
<b>Warrant Total-</b>					<b>161,232.75</b>	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

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

\_\_\_\_\_  
Bruce Cabot Trott

\_\_\_\_\_  
Richard Donhauser

\_\_\_\_\_  
Stanley Shapleigh

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



## Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>01445 Allegiant Care</b>						
0671	32310	12	Feb 24 Allegiant		12262023	
Town Portion			E 01-01-03-10		7,049.60	0.00
Employee Portion			Employees / Health Ins.			
			G 01-2229-00		1,495.40	0.00
			Health/Alleg			
			<b>Vendor Total-</b>		<b>8,545.00</b>	
<b>02854 Amazon Capital Services</b>						
0671	32311	12	Gloves		14K6-HHVG-CN39	
Gloves			E 20-01-24-15		50.72	0.00
			Rep. & Maint / Vehicle			
			<b>Vendor Total-</b>		<b>50.72</b>	
<b>00121 Cintas Corporation #758</b>						
0671	32312	12	12/22 uniforms		4177945340	
12/22 uniforms			E 20-01-03-15		158.37	0.00
			Employees / Uniforms			
			<b>Vendor Total-</b>		<b>158.37</b>	
<b>00621 CWS Fence &amp; Guardrail</b>						
0671	32313	12	Guardrail Cedar Rd		230146.01	
Guardrail Cedar Rd			E 20-01-20-75		4,650.00	0.00
			Supplies / Guardrail			
			<b>Vendor Total-</b>		<b>4,650.00</b>	
<b>02015 HEATWAVE OIL, LLC</b>						
0671	32314	12	Hwy Heat		758344	
Hwy Heat			E 20-01-15-01		888.84	0.00
			Utilities / Heating			
			<b>Invoice Total-</b>		<b>888.84</b>	
0671	32314	12	Fuel		758373	
Fuel			E 20-01-20-10		3,309.40	0.00
			Supplies / Fuel			
			<b>Invoice Total-</b>		<b>3,309.40</b>	
			<b>Vendor Total-</b>		<b>4,198.24</b>	
<b>01393 HOME DEPOT CREDIT SERVICES</b>						
0671	32315	12	T/S locks		3013609	
T/S locks			E 20-25-24-20		48.94	0.00
			tation - Rep. & Maint / Building			
			<b>Vendor Total-</b>		<b>48.94</b>	
<b>01505 L &amp; M Heating</b>						
0671	32316	12	T/S Heating		0894	
T/S Heating			E 20-25-24-10		565.00	0.00
			tation - Rep. & Maint / Equipment			
			<b>Vendor Total-</b>		<b>565.00</b>	
<b>02475 Leaf</b>						
0671	32317	12	Copier Lease		15736319	
Copier Lease			E 07-02-65-08		721.61	0.00
			Debt Service / Leases			
			<b>Vendor Total-</b>		<b>721.61</b>	
<b>00092 New England Barricade, Sign &amp; Safety, LLC</b>						

## Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0671	32318	12	Stop signs		SO-12843	
Stop signs			E 20-01-24-56		647.40	0.00
			Rep. & Maint / Signs			
			<b>Invoice Total-</b>		<b>647.40</b>	
0671	32318	12	T/S signs		SO-12747	
T/S signs			E 20-25-24-20		157.80	0.00
			tation - Rep. & Maint / Building			
			<b>Invoice Total-</b>		<b>157.80</b>	
			<b>Vendor Total-</b>		<b>805.20</b>	
<b>01956 RHR SMITH &amp; COMPANY</b>						
0671	32319	12	FY23 Audit Progress		2023-3165	
FY23 Audit Progress			E 01-01-10-01		2,300.00	0.00
			Contract Svc / Auditor			
			<b>Vendor Total-</b>		<b>2,300.00</b>	
<b>02064 Seacoast Printing</b>						
0671	32320	12	Soccer youth medals		7789	
Soccer youth medals			E 31-02-55-01		600.00	0.00
			Prog. Exp. / Sup. & Mat.			
			<b>Invoice Total-</b>		<b>600.00</b>	
0671	32320	12	Girls hoop t-shirts		7790	
Girls hoop t-shirts			E 31-02-55-01		581.15	0.00
			Prog. Exp. / Sup. & Mat.			
			<b>Invoice Total-</b>		<b>581.15</b>	
			<b>Vendor Total-</b>		<b>1,181.15</b>	
<b>00725 TREASURER OF STATE</b>						
0671	32321	12	BMV Report 12/14-12/21		12/14-12/21	
BMV Report 12/14-12/21			G 01-2040-00		18,257.16	0.00
			DMV Regs			
			<b>Vendor Total-</b>		<b>18,257.16</b>	
			<b>Prepaid Total-</b>		<b>0.00</b>	
			<b>Current Total-</b>		<b>41,481.39</b>	
			<b>EFT Total-</b>		<b>0.00</b>	
			<b>Warrant Total-</b>		<b>41,481.39</b>	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

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

\_\_\_\_\_  
Bruce Cabot Trott

\_\_\_\_\_  
Richard Donhauser

\_\_\_\_\_  
Stanley Shapleigh

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

## Warrant 60

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>02991 Kennebunk Savings</b>						
0657	999999	12	M Albert October CC Chgs		9/28-10/27	
CSD Kidsplay director pos			E 01-01-03-02		345.17	0.00
Employees / HR						
Police Officer position			E 01-01-03-02		168.00	0.00
Employees / HR						
Indeed sub. fee			E 01-01-03-02		120.00	0.00
Employees / HR						
PW Wntr driver & CSD dir.			E 01-01-03-02		501.59	0.00
Employees / HR						
Adobe lic. x27			E 01-01-13-02		2,323.84	0.00
Technology / Software						
<b>Invoice Total-</b>					<b>3,458.60</b>	
0657	999999	12	H Muzeroll-Roy Oct CC chg		9/28-10/27	
Kids play			E 30-01-20-40		20.65	0.00
Supplies / Dept./Office						
Water			E 30-01-20-40		23.92	0.00
Supplies / Dept./Office						
stamps			E 30-01-20-05		66.00	0.00
Supplies / Postage						
senior meeting			E 31-02-55-01		93.38	0.00
Prog. Exp. / Sup. & Mat.						
senior meeting			E 31-02-55-01		122.19	0.00
Prog. Exp. / Sup. & Mat.						
senior meeting			E 31-02-55-01		41.18	0.00
Prog. Exp. / Sup. & Mat.						
<b>Invoice Total-</b>					<b>367.32</b>	
0657	999999	12	J Muzeroll October CC chg		9/28-10/27	
Adobe script			E 10-01-20-40		239.88	0.00
Supplies / Dept./Office						
Propane			E 10-01-20-55		34.00	0.00
Supplies / Fire Dept.						
EZ Pass			E 10-01-03-06		20.00	0.00
Employees / Mileage						
New engine trip			E 10-01-03-05		312.50	0.00
Employees / Training						
<b>Invoice Total-</b>					<b>606.38</b>	
0657	999999	12	K McNulty October CC chgs		9/28-10/27	
NRPA tier 3 permit			E 90-30-99-01		100.00	0.00
Misc. / Misc.						
Outlet Wallpaltres			E 01-01-24-20		3.20	0.00
Rep. & Maint / Building						
Window blinds 2 offices			E 01-01-24-20		91.96	0.00
Rep. & Maint / Building						
Monthly Zoom			E 01-01-13-02		39.15	0.00
Technology / Software						
<b>Invoice Total-</b>					<b>234.31</b>	
0657	999999	12	N Albert October CC chgs		9/28-10/27	
Lunch for training			E 20-01-03-05		80.39	0.00
Employees / Training						
<b>Invoice Total-</b>					<b>80.39</b>	
0657	999999	12	E Moya Oct CC Chgs		9/28-10/27	
Paper supplies			E 10-05-20-40		27.64	0.00
Supplies / Dept./Office						

## Warrant 60

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
C/P conference			E 10-05-03-05		1,785.65	0.00
			Employees / Training			
				Invoice Total-	1,813.29	
				Vendor Total-	6,560.29	
				Prepaid Total-	6,560.29	
				Current Total-	0.00	
				EFT Total-	0.00	
				Warrant Total-	6,560.29	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER  
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

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

\_\_\_\_\_  
Bruce Cabot Trott

\_\_\_\_\_  
Richard Donhauser

\_\_\_\_\_  
Stanley Shapleigh

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

Town of Eliot, Maine  
Manual Warrant

Date: December 11, 2023

Description	Vendor	Check #	Amount	Notes
100 gallons #2 fuel	Estes Oil & Propane	#166	369.11	Invoice # 419048
<b>TOTAL</b>			\$134.87	

Select Board, Town of Eliot, Maine

Approve the above expenditures:

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Richard Donhauser

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Lauren Dow

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B Cabot Trott

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William Widi

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Stan Shapleigh

ELIOT  
10:20 AM**Payroll Warrant**  
Pay Date: 01/04/202401/03/2024  
Page 1

WARRANT: 61

Check	D / D	Check	Employee	Gross Pay
15623	0.00	209.36	4517 ROBERT O. MCPHERSON	285.00
15624	350.00	424.58	4501 JAY P. MUZEROLL	1,000.35
15625	0.00	1,498.01	3010 Norman R Albert	2,150.00
115623	909.17	0.00	1005 MELISSA T. ALBERT	1,559.60
115624	104.14	0.00	2125 ELLEN M. LEMIRE	148.88
115625	939.24	0.00	1059 Kristin D McNulty	1,600.00
115626	406.34	0.00	1104 Sierra A Pawnell	440.00
115627	1,858.83	0.00	1041 Michael J. Sullivan	2,596.40
115628	276.51	0.00	6084 Robert B. Velno	307.42
115629	642.85	0.00	1077 Mikayla L.F. Ferrara	940.00
115630	1,187.18	0.00	1010 WENDY J. RAWSKI	1,730.80
115631	787.72	0.00	1101 Lauren A Small	1,135.20
115632	979.69	0.00	1003 Rochelle M Bishop	1,502.80
115633	986.33	0.00	1032 Jeffery S. Brubaker	1,607.20
115634	1,151.84	0.00	1099 Donald K Ferrara	1,576.80
115635	847.71	0.00	1068 Kylie R Gordon	1,170.00
115636	666.15	0.00	1069 Kim R Tackett	990.00
115637	1,085.12	0.00	5078 Casey R Cyr	1,732.35
115638	1,058.68	0.00	5053 BRIAN P. DELANEY	1,811.54
115639	1,096.35	0.00	5076 William A. Dries	1,701.22
115640	1,007.08	0.00	5077 Robert Govoni	1,561.45
115641	1,166.95	0.00	5019 Ronald H Lund	2,075.20
115642	1,118.76	0.00	5074 Ryan D. Mazur	1,999.62
115643	1,185.96	0.00	5068 ELLIOTT L. MOYA	2,230.80
115644	590.44	0.00	5071 JUDITH F. SMITH	912.40
115645	640.07	0.00	3104 Douglas M Blaisdell	1,059.61
115646	718.21	0.00	4538 BRIAN C. HOLT	1,059.10
115647	683.08	0.00	3116 Austin D Mahoney	1,018.01
115648	897.39	0.00	3013 Kasey A Ross	1,406.01
115649	763.99	0.00	1026 David R Ross-Lyons	1,114.80
115650	1,007.94	0.00	3028 JAMES G. ROY	1,581.10
115651	293.56	0.00	3008 DONALD E. SYLVESTER	317.88
115652	30.47	0.00	3031 Joseph Ponte	33.00
115653	319.57	0.00	3102 RONALD PEARSON	406.98
115654	427.77	0.00	1263 Thomas J. Phillips, III	530.66
115655	274.06	0.00	3083 RALPH E. PLACE	344.93
115656	283.05	0.00	3084 Daryl R Theriault	319.77
115657	304.47	0.00	3059 Robert H. Whittaker	377.91
115658	276.10	0.00	3110 Nicholas P Willis	345.99
115659	379.33	0.00	1310 Lindsay M. Jardine	441.75
115660	898.93	0.00	1060 HEATHER MUZEROLL-ROY	1,500.00
115661	686.61	0.00	1286 Megan E Roche	931.25
115662	193.93	0.00	1297 Nancy Young	210.00
115663	218.17	0.00	1103 Amanda E McKay	236.25
115664	0.00	29,699.74	D / D 9 KENNEBUNK SAVINGS BANK	
15626	0.00	54.74	T & A 9 Mission Square	
15627	0.00	54.74	T & A 10 Mission Square	
115665	0.00	11,735.66	T & A 1 Kennebunk Savings Bank	



## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>02854 Amazon Capital Services</b>						
0688	32323	01	Calendars	1F7D-WWNY-LVDM		
Calendars			E 01-01-20-40		149.10	0.00
			Supplies / Dept./Office			
			<b>Invoice Total-</b>		<b>149.10</b>	
0688	32323	01	PD officie supplies	17NJ-HMNR-79K3		
PD officie supplies			E 10-05-20-40		27.99	0.00
			Supplies / Dept./Office			
			<b>Invoice Total-</b>		<b>27.99</b>	
0688	32323	01	Table	1WXN-4J3M-MNC1		
Table			E 01-03-20-40		57.87	0.00
			Supplies / Dept./Office			
			<b>Invoice Total-</b>		<b>57.87</b>	
0688	32323	01	Building supplies	11JG-WYG3-1R1H		
Building supplies			E 10-01-24-20		199.20	0.00
			Rep. & Maint / Building			
			<b>Invoice Total-</b>		<b>199.20</b>	
0688	32323	01	Tahoe	1MRJ-6CRC-CKDL		
Tahoe			E 10-01-20-55		124.95	0.00
			Supplies / Fire Dept.			
			<b>Invoice Total-</b>		<b>124.95</b>	
0688	32323	01	Water test	1F6N-W1X9-W6NQ		
Water test			E 10-01-20-55		19.40	0.00
			Supplies / Fire Dept.			
			<b>Invoice Total-</b>		<b>19.40</b>	
0688	32323	01	Chief & tahoe	1D1L-JGPV-RHC9		
Chief & tahoe			E 10-01-20-55		159.96	0.00
			Supplies / Fire Dept.			
			<b>Invoice Total-</b>		<b>159.96</b>	
0688	32323	01	Lights	1XQR-HG74-RGXJ		
Lights			E 10-01-07-01		22.39	0.00
			Emer. Mngmnt / EMA Supplies			
			<b>Invoice Total-</b>		<b>22.39</b>	
0688	32323	01	Winter coat	1X4R-TY19-64J6		
Winter coat			E 20-01-03-15		55.81	0.00
			Employees / Uniforms			
			<b>Invoice Total-</b>		<b>55.81</b>	
0688	32323	01	Computer table	1WNW-HC3-1HNT		
Computer table			E 20-25-20-40		67.99	0.00
			tation - Supplies / Dept./Office			
			<b>Invoice Total-</b>		<b>67.99</b>	
			<b>Vendor Total-</b>		<b>884.66</b>	
<b>00000 Austin Mahoney</b>						
0688	32324	01	Reim Hlth prm. overpaymnt	01-2-2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		5.07	0.00
			A/P Year End			
			<b>Vendor Total-</b>		<b>5.07</b>	
<b>00069 BEN'S UNIFORMS, INC.</b>						
0688	32325	01	Chief Uniform	112087		



## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Chief Uniform			E 10-05-03-15		280.00	0.00
			Employees / Uniforms			
			<b>Vendor Total-</b>		<b>280.00</b>	
<b>01931 BRENDA L. HARVEY</b>						
0688	32326	01	Reim Hlth prm. overpaymnt	1-2-2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		52.34	0.00
			A/P Year End			
			<b>Vendor Total-</b>		<b>52.34</b>	
<b>02902 Brendon Crosby</b>						
0688	32327	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		41.78	0.00
			A/P Year End			
			<b>Vendor Total-</b>		<b>41.78</b>	
<b>01498 BRIAN P. DELANEY</b>						
0688	32328	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		15.42	0.00
			A/P Year End			
Reim Hlth prm. overpaymnt			G 01-2230-00		127.69	0.00
			Health/MMEHT			
			<b>Vendor Total-</b>		<b>143.11</b>	
<b>00000 Casey Cyr</b>						
0688	32329	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		100.88	0.00
			A/P Year End			
			<b>Vendor Total-</b>		<b>100.88</b>	
<b>00109 CENTRAL MAINE POWER</b>						
0688	32330	01	66 Dow Hwy	719001842193		
66 Dow Hwy			E 10-01-15-02		92.94	0.00
			Utilities / Electricity			
			<b>Invoice Total-</b>		<b>92.94</b>	
0688	32330	01	1323 State Rd	708001934028		
1323 State Rd			E 10-01-15-02		30.91	0.00
			Utilities / Electricity			
			<b>Invoice Total-</b>		<b>30.91</b>	
0688	32330	01	27 Dixon Rd	708001934048		
27 Dixon Rd			E 10-05-15-02		40.03	0.00
			Utilities / Electricity			
			<b>Invoice Total-</b>		<b>40.03</b>	
0688	32330	01	Street Lights	703001983779		
Street Lights			E 10-35-10-06		367.75	0.00
			Contract Svc / contract fee			
			<b>Invoice Total-</b>		<b>367.75</b>	
			<b>Vendor Total-</b>		<b>531.63</b>	
<b>00121 Cintas Corporation #758</b>						
0688	32331	01	12/29 uniforms	4178632261		
12/29 uniforms			E 20-01-03-15		158.37	0.00
			Employees / Uniforms			
			<b>Vendor Total-</b>		<b>158.37</b>	
<b>02674 Cintas Fire 636525</b>						

## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
0688	32332	01	PD Sprinkler Inspection		0F95035058	
PD Sprinkler Inspection			E 10-05-24-20		582.80	0.00
Rep. & Maint / Building						
			<b>Invoice Total-</b>		<b>582.80</b>	
0688	32332	01	PD - repair leaking pipe		0F95544504	
PD - repair leaking pipe			E 10-05-24-20		2,546.51	0.00
Rep. & Maint / Building						
			<b>Invoice Total-</b>		<b>2,546.51</b>	
			<b>Vendor Total-</b>		<b>3,129.31</b>	
<b>02552 CivicPlus, Inc.</b>						
0688	32333	01	Website		277528	
Website			E 93-16-99-01		1,340.00	0.00
Misc. / Misc.						
			<b>Vendor Total-</b>		<b>1,340.00</b>	
<b>00131 COMCAST</b>						
0688	32334	01	TH Internet		12/30-1/29	
TH Internet			E 01-01-05-02		172.89	0.00
Service Fees / Communicatio						
			<b>Invoice Total-</b>		<b>172.89</b>	
0688	32334	01	DPW 12/20-1/19		12/20-1/19	
DPW 12/20-1/19			E 20-01-05-02		146.71	0.00
Service Fees / Communicatio						
			<b>Invoice Total-</b>		<b>146.71</b>	
			<b>Vendor Total-</b>		<b>319.60</b>	
<b>01513 Consolidated Communications</b>						
0688	32335	01	TH Phones		12/18-1/17	
TH Phones			E 01-01-05-02		690.45	0.00
Service Fees / Communicatio						
			<b>Invoice Total-</b>		<b>690.45</b>	
0688	32335	01	PD phones/internet		12/18-1/17	
PD phones/internet			E 10-05-05-02		723.77	0.00
Service Fees / Communicatio						
			<b>Invoice Total-</b>		<b>723.77</b>	
0688	32335	01	dpw phones		12/18-1/17	
dpw phones			E 20-01-05-02		396.78	0.00
Service Fees / Communicatio						
			<b>Invoice Total-</b>		<b>396.78</b>	
			<b>Vendor Total-</b>		<b>1,811.00</b>	
<b>02201 Deborahlynn Brock</b>						
0688	32336	01	Reim Hlth prm. overpaymnt		1/2/2024	
Reim Hlth prm. overpaymnt			G 01-2005-00		11.15	0.00
A/P Year End						
			<b>Vendor Total-</b>		<b>11.15</b>	
<b>00000 Doreen Chester</b>						
0688	32337	01	Reim Hlth prm. overpaymnt		1/2/2024	
Reim Hlth prm. overpaymnt			G 01-2005-00		184.90	0.00
A/P Year End						
			<b>Vendor Total-</b>		<b>184.90</b>	

## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>02779 Douglas Blaisdell</b>						
0688	32338	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt	G 01-2005-00				10.47	0.00
	A/P Year End					
<b>Vendor Total-</b>					<b>10.47</b>	
<b>00191 ELECTRIC LIGHT COMPANY, INC.</b>						
0688	32339	01	Replace LEDS 236/Beech	7802		
Replace LEDS 236/Beech	E 10-35-10-06				670.00	0.00
	Contract Svc / contract fee					
<b>Vendor Total-</b>					<b>670.00</b>	
<b>01062 FIRST RESPONDER NEWSPAPER</b>						
0688	32340	01	Training	509213-12024		
Training	E 10-01-03-05				85.00	0.00
	Employees / Training					
<b>Vendor Total-</b>					<b>85.00</b>	
<b>02940 Fisher Auto Parts</b>						
0688	32341	01	#12	460-277162		
#12	E 20-01-24-15				23.94	0.00
	Rep. & Maint / Vehicle					
<b>Vendor Total-</b>					<b>23.94</b>	
<b>00816 IRVING OIL</b>						
0688	32342	01	PD Gasoline	35369627		
PD Gasoline	E 10-05-20-15				1,137.99	0.00
	Supplies / Gasoline					
<b>Vendor Total-</b>					<b>1,137.99</b>	
<b>00000 Jeffery Brubaker</b>						
0688	32343	01	Hlth prm. overpaymnt/Reim	1/2/2024		
Reim Hlth prm. overpaymnt	G 01-2005-00				740.15	0.00
	A/P Year End					
Reim Hlth prm. overpaymnt	G 01-2230-00				134.58	0.00
	Health/MMEHT					
Annual AICP Membership	E 01-01-05-04				149.00	0.00
	Service Fees / Prof. Assoc.					
Annual APA Membership	E 01-01-05-04				319.00	0.00
	Service Fees / Prof. Assoc.					
APA NNE Chapter member	E 01-01-05-04				80.00	0.00
	Service Fees / Prof. Assoc.					
<b>Vendor Total-</b>					<b>1,422.73</b>	
<b>02976 Karen Harman, Psy.D., LLC</b>						
0688	32344	01	Wellness consult	001470		
W. Dries 10/2022	E 10-05-03-05				150.00	0.00
	Employees / Training					
<b>Vendor Total-</b>					<b>150.00</b>	
<b>00000 Kasey Ross</b>						
0688	32345	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt	G 01-2230-00				91.31	0.00
	Health/MMEHT					
<b>Vendor Total-</b>					<b>91.31</b>	

## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>02951 Kearsten Metz</b>						
0688	32346	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		45.10	0.00
		A/P Year End				
			<b>Vendor Total-</b>		<b>45.10</b>	
<b>00000 Kim Tackett</b>						
0688	32347	01	Reim Hlth prm. overpaymnt	1/02/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		85.67	0.00
		A/P Year End				
			<b>Vendor Total-</b>		<b>85.67</b>	
<b>00340 KITTERY WATER DISTRICT</b>						
0688	32348	01	Quarterly water	3527-1223		
Quarterly water			E 10-05-15-04		36.65	0.00
		Utilities / Water				
			<b>Vendor Total-</b>		<b>36.65</b>	
<b>00000 Kristin McNulty</b>						
0688	32349	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		16.87	0.00
		A/P Year End				
			<b>Vendor Total-</b>		<b>16.87</b>	
<b>00000 Lauren Small</b>						
0688	32350	01	Reim Hlth prm. overpaymnt	1/2/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		193.09	0.00
		A/P Year End				
			<b>Vendor Total-</b>		<b>193.09</b>	
<b>02475 Leaf</b>						
0688	32351	01	Copier	15780187		
Copier			E 07-02-65-08		205.73	0.00
		Debt Service / Leases				
			<b>Vendor Total-</b>		<b>205.73</b>	
<b>02509 Maine Municipal Bond Bank</b>						
0688	32352	01	Eliot-2023FR Sewer	214635461		
Eliot-2023FR Sewer			E 07-02-65-06		29,884.16	0.00
		Debt Service / Interest				
			<b>Vendor Total-</b>		<b>29,884.16</b>	
<b>00000 Martine Painchaud</b>						
0688	32353	01	Reim Hlth prm. overpaymnt	01/02/2024		
Reim Hlth prm. overpaymnt			G 01-2005-00		202.96	0.00
		A/P Year End				
			<b>Vendor Total-</b>		<b>202.96</b>	
<b>00000 Michael Grogan</b>						
0688	32354	01	Reim Hlth prm. overpaymnt	1/2/24		
Reim Hlth prm. overpaymnt			G 01-2005-00		89.40	0.00
		A/P Year End				
			<b>Vendor Total-</b>		<b>89.40</b>	
<b>00458 NATIONAL WRECKER, INC.</b>						

## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0688	32355	01	Truck 3		2048	
Truck 3			E 10-01-24-15		352.40	0.00
			Rep. & Maint / Vehicle			
			<b>Invoice Total-</b>		<b>352.40</b>	
0688	32355	01	Truck 3		2040	
Truck 3			E 10-01-24-15		767.97	0.00
			Rep. & Maint / Vehicle			
			<b>Invoice Total-</b>		<b>767.97</b>	
0688	32355	01	Truck 3		2050	
Truck 3			E 10-01-24-15		12.50	0.00
			Rep. & Maint / Vehicle			
			<b>Invoice Total-</b>		<b>12.50</b>	
0688	32355	01	Truck 3		2051	
Truck 3			E 10-01-24-15		12.50	0.00
			Rep. & Maint / Vehicle			
			<b>Invoice Total-</b>		<b>12.50</b>	
			<b>Vendor Total-</b>		<b>1,145.37</b>	
<b>02831 New England Fire Equipment &amp; Apparatus</b>						
0688	32356	01	E-4 Labels		33522	
E-4 Labels			E 10-01-24-15		37.77	0.00
			Rep. & Maint / Vehicle			
			<b>Vendor Total-</b>		<b>37.77</b>	
<b>02975 New England Vehicle Outfitters, LLC</b>						
0688	32357	01	#9 radio		2084	
#9 radio			E 20-01-24-15		248.50	0.00
			Rep. & Maint / Vehicle			
			<b>Vendor Total-</b>		<b>248.50</b>	
<b>00475 NORTHEAST RESOURCE RECOVERY ASSN.</b>						
0688	32358	01	#7		83988	
#7			E 20-01-24-10		22.22	0.00
			Rep. & Maint / Equipment			
			<b>Vendor Total-</b>		<b>22.22</b>	
<b>01244 P. GAGNON &amp; SON, INC.</b>						
0688	32359	01	PD Heat		94403	
FD Heat			E 10-01-15-01		788.90	0.00
			Utilities / Heating			
			<b>Invoice Total-</b>		<b>788.90</b>	
0688	32359	01	PD heat		94408	
PD heat			E 10-05-15-01		529.77	0.00
			Utilities / Heating			
			<b>Invoice Total-</b>		<b>529.77</b>	
			<b>Vendor Total-</b>		<b>1,318.67</b>	
<b>00387 ReVision Energy, Inc.</b>						
0688	32360	01	O&M Service Contract		6505	
O&M Service Contract			E 20-01-10-14		390.00	0.00
			Contract Svc / Cntrct Admin			
			<b>Vendor Total-</b>		<b>390.00</b>	

00000 Robert Govoni

## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
0688	32361	01	Reim Hlth prm. overpaymnt	1.2.24		
Reim Hlth prm. overpaymnt	G 01-2005-00				221.27	0.00
	A/P Year End					
Reim Hlth prm. overpaymnt	G 01-2230-00				0.06	0.00
	Health/MMEHT					
<b>Vendor Total-</b>					<b>221.33</b>	
<b>00000 Ronald Lund</b>						
0688	32362	01	Reim Hlth prm. overpaymnt	1.02.24		
Reim Hlth prm. overpaymnt	G 01-2005-00				15.33	0.00
	A/P Year End					
Reim Hlth prm. overpaymnt	G 01-2230-00				0.12	0.00
	Health/MMEHT					
<b>Vendor Total-</b>					<b>15.45</b>	
<b>00000 Ryan Mazur</b>						
0688	32363	01	Reim Hlth prm. overpaymnt	1.2.2024		
Reim Hlth prm. overpaymnt	G 01-2005-00				263.03	0.00
	A/P Year End					
<b>Vendor Total-</b>					<b>263.03</b>	
<b>00619 S.A.D. # 35</b>						
0688	32364	01	Jan 24 Assessment	1.2024		
Jan 24 Assessment	E 62-01-99-01				912,852.25	0.00
	Misc. / Misc.					
<b>Vendor Total-</b>					<b>912,852.25</b>	
<b>00610 SALTY BOATS OF MAINE</b>						
0688	32365	01	Boat cover	111354		
Boat cover	E 10-01-24-10				192.00	0.00
	Rep. & Maint / Equipment					
<b>Vendor Total-</b>					<b>192.00</b>	
<b>02021 SANFORD POLICE DEPARTMENT</b>						
0688	32366	01	Firearms Range use	2324-83		
Firearms Range use	E 10-05-03-05				50.00	0.00
	Employees / Training					
<b>Vendor Total-</b>					<b>50.00</b>	
<b>00002 Stellar Networks</b>						
0688	32367	01	PD IT Nov activity	77947		
PD IT Nov activity	E 01-01-13-03				616.11	0.00
	Technology / Services					
<b>Invoice Total-</b>					<b>616.11</b>	
0688	32367	01	Replacement monitors	77517		
Replacement monitors	E 01-01-13-01				312.68	0.00
	Technology / Hardware					
<b>Invoice Total-</b>					<b>312.68</b>	
0688	32367	01	New user setup	77518		
New user setup	E 01-01-13-01				1,661.25	0.00
	Technology / Hardware					
<b>Invoice Total-</b>					<b>1,661.25</b>	
0688	32367	01	Rec. Secretary Laptop	77519		
Rec. Secretary Laptop	E 01-01-13-01				746.08	0.00
	Technology / Hardware					

## Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>Invoice Total-</b>					<b>746.08</b>	
0688	32367	01	IT Services - Dec	78072		
TH IT Services - Dec	E 01-01-13-03		Technology / Services		2,630.96	0.00
PD IT Services - Dec	E 01-01-13-03		Technology / Services		740.00	0.00
Hwy IT Services - Dec	E 01-01-13-03		Technology / Services		366.00	0.00
<b>Invoice Total-</b>					<b>3,736.96</b>	
0688	32367	01	shop radio	2way-78115		
shop radio	E 20-01-24-10		Rep. & Maint / Equipment		189.66	0.00
<b>Invoice Total-</b>					<b>189.66</b>	
<b>Vendor Total-</b>					<b>7,262.74</b>	
<b>00622 Terminal Supply Inc.</b>						
0688	32368	01	shop stock	92503		
shop stock	E 20-01-24-15		Rep. & Maint / Vehicle		1,265.95	0.00
<b>Vendor Total-</b>					<b>1,265.95</b>	
<b>01972 THE WEEKLY SENTINEL</b>						
0688	32369	01	Newspaper ads	72105		
PH app mnftg lic swt dirt	E 01-01-04-01		Comm. Relati / Ads/Notices		104.00	0.00
PH Bruce Turageon	E 01-03-04-01		Comm. Relati / Ads/Notices		78.00	0.00
Renew adult cann.	E 01-01-04-01		Comm. Relati / Ads/Notices		104.00	0.00
Cannabis for sweet dirt	E 01-01-04-01		Comm. Relati / Ads/Notices		91.00	0.00
293 River Rd	E 01-03-04-01		Comm. Relati / Ads/Notices		91.00	0.00
app marij cult tier 2	E 01-01-04-01		Comm. Relati / Ads/Notices		104.00	0.00
site walk 419 river rd	E 01-03-04-01		Comm. Relati / Ads/Notices		78.00	0.00
Site walk passamaquoddy	E 01-03-04-01		Comm. Relati / Ads/Notices		78.00	0.00
<b>Vendor Total-</b>					<b>728.00</b>	
<b>01853 Town Hall Streams, LLC</b>						
0688	32370	01	Monthly streams	15384		
Monthly streams	E 01-01-05-24		Service Fees / Video Stream		250.00	0.00
<b>Vendor Total-</b>					<b>250.00</b>	
<b>00725 TREASURER OF STATE</b>						
0688	32371	01	BMV Report 12/21-12/28	12/21-12/28		
BMV Report 12/21-12/28	G 01-2040-00		DMV Regs		17,603.62	0.00
<b>Vendor Total-</b>					<b>17,603.62</b>	
<b>00827 TREASURER OF STATE</b>						
0688	32372	01	Concealed perm monthly	12/2023		

**A / P Warrant**

Warrant 62

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
Concealed perm monthly Weapons	G 01-2050-00				50.00	0.00
<b>Vendor Total-</b>					<b>50.00</b>	
<b>00899 TREASURER OF STATE</b>						
0688 32373 01 IFW montly report	G 01-2030-00			12/2023		
IFW montly report Snow&ATV					7,441.00	0.00
<b>Vendor Total-</b>					<b>7,441.00</b>	
<b>01267 VERIZON/WIRELESS</b>						
0688 32374 01 Ipad 11/20-12/19	E 20-01-05-02			9952130459		
Ipad 11/20-12/19 Service Fees / Communicatio					40.01	0.00
<b>Vendor Total-</b>					<b>40.01</b>	
<b>01368 VILLAGE MOTORS SERVICE CENTER</b>						
0688 32375 01 Cruiser Fix	E 10-05-24-15			63143		
Cruiser Fix Rep. & Maint / Vehicle					726.96	0.00
<b>Vendor Total-</b>					<b>726.96</b>	
<b>00780 WENDY J. RAWSKI</b>						
0688 32376 01 Reim Hlth prm. overpaymnt	G 01-2005-00			01.02.2024		
Reim Hlth prm. overpaymnt A/P Year End					5.61	0.00
Reim Hlth prm. overpaymnt Health/MMEHT	G 01-2230-00				0.06	0.00
<b>Vendor Total-</b>					<b>5.67</b>	
<b>02850 White Cap LP</b>						
0688 32377 01 cold patch	E 20-01-20-32			50024968362		
cold patch Supplies / Gravel Mater					305.90	0.00
<b>Vendor Total-</b>					<b>305.90</b>	
<b>00786 WILLIAM FOGG LIBRARY</b>						
0688 32378 01 January Payment	E 62-06-99-01			1/2024		
January Payment Misc. / Misc.					119,330.50	0.00
<b>Vendor Total-</b>					<b>119,330.50</b>	
<b>02844 WIN Waste Innovations</b>						
0688 32379 01 December waste	E 20-25-10-28			24-0000049194		
December waste tation - Contract Svc / Disposal					132.56	0.00
<b>Vendor Total-</b>					<b>132.56</b>	



