

Eliot Select Board Agenda
Thursday May 25, 2023 5:30PM Town Hall
Meeting Room and use of the OWL for Remote via ZOOM

Call to order

- A. Roll Call**
- B. Pledge of Allegiance**
- C. Public Comment**
- D. Introduction of Employees;** Kim Tackett Land Use Assistant, Lauren Albert Assistant Town Clerk, Don Ferrara Town Assessor
- E. Approval of Minutes:**
- F. Public Hearing(s);**
 - a. Adult Use Marijuana Renewal of Testing Facility License CATLAB LLC Unit #3 19 Levesque Drive Guy Sylvester (MTF368)
 - b. Adult Use Marijuana Renewal of a Tier II Cultivation Facility for Blackbeard Farms LLC 276 Harold L. Dow Highway (Map37 parcel 9) (ACB1121)
- G. Department Head/Committee Report**
Town Manager's Report
- H. Board and Committee Appointments/Resignations**
- I. New Business**
 - a. CivicPlus Website Rebuild (5:45 Ryan Anderson)
 - b. Planning Board By-law Correction
- J. Old Business**
- K. Approval of Warrants:**
 - Payroll Warrants
 - #105 \$51,815.40
 - #108 \$48,720.80
 - Accounts Payable Warrants
 - #106 \$1,039,476.25
 - #107 \$3,713.07
 - #109 \$225,174.88
- L. Adjourn**

Join Zoom Meeting

<https://us06web.zoom.us/j/84557554058?pwd=b3lrU1IRZUkwT3FDVXlGWG8zOHpEQT09>

Meeting ID: 845 5755 4058

Passcode: 296927

One tap mobile

+16465588656,,84557554058#,,,,*296927# US (New York)

+16469313860,,84557554058#,,,,*296927# US

Dial by your location

+1 646 558 8656 US (New York)

+1 646 931 3860 US

Meeting ID: 845 5755 4058 Passcode: 296927

Find your local number: <https://us06web.zoom.us/j/84557554058?pwd=b3lrU1IRZUkwT3FDVXlGWG8zOHpEQT09>

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

PUBLIC HEARING NOTICE

AUTHORITY: ELIOT SELECT BOARD
PLACE: ELIOT TOWN OFFICE
DATE OF HEARING: THURSDAY, May 25, 2023
TIME: 5:30PM

Notice is hereby given that the Select Board of the Town of Eliot, Maine will hold a public hearing on Thursday, May 25, 2023 at 5:30PM in said Town to hear public comment on the following:

1. An application for a Tier II Cultivation Facility for Blackbeard Farms LLC 276 Harold L. Dow Highway, Eliot Maine (map 37, parcel 9) (ACB1121)

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 regards to the topic, please send any correspondence to the Town Manager prior to meeting date at townmanager@eliotme.org

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

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Notice is hereby given that the Select Board of the Town of Eliot, Maine will hold a public hearing on Thursday, May 25, 2023 at 5:30PM in said Town to hear public comment on the following:

CATLAB LLC 19 Levesque Drive Eliot Maine, Renewal Cannabis Testing License. (MTF368)

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 regards to the topic, please send any correspondence to the Town Manager prior to meeting date at townmanager@eliotme.org

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Eliot Town Manager Report

May 18, 2023

Submitted by

Michael J. Sullivan to the Eliot Selectboard

Honorable Select Board, this is an abridged accounting of some of the projects and issues I and the dedicated municipal staff have been working on lately for the benefit of the Town of Eliot and its citizens.

Murray-Rowe Park.

There continues to be interest by various groups to use Murray Rowe Park including but not limited to little league baseball, youth softball, adult softball, soccer, lacrosse, cycling events and others interested in some form or fashion.

The Public Works has done some nice work getting the field into a reasonable state. I am confident they will stay at it to the best of their ability, unfortunately the park will need more than the valiant effort of the Public Works. I hope to the Select Board will be able to support the effort to make that investment later this year.

Southern Maine Stormwater Working Group.

Recently, I attended this important regional working group which addresses stormwater, including outfalls, runoff and sediment controls, public education and staff training.

The group's mission is to find ways to protect water quality in aquifers, rivers, stream, lakes and the ocean. Integrated Environmental 's Kristi Rabasca the principal engineer for SMSWG was in attendance to make sure each community was aware of what was needed for their municipality to maintain the required federal and state clean water permits

One area which the public will see more of in coming weeks is the stenciling near storm water catch basin which remind people to act responsible when disposing of liquids or disposing of cigarette butts. There also are several educational campaigns which are lined up to remind citizens and workers alike about the need to keep our water ways clean. While the big projects are important environmentally, like centralizing sewers, but there are small things we can do everyday to help clean up the planet!

Town of Elliot Investments.

Finance Director Kristin McNulty and I met with Chuck Patterson (Senior Vice President) from Bartholomew and Company. The firm has been handling \$5.8 million since December 8, 2022, we have a total gain of \$66,405.54 in that short five-month period of time. This far outpaces in six months the earnings of the previous year. Our estimate annual income is \$145K for 2023.

We have taken a moderate to low-risk position with investments which are on the municipal list of safe investments. However, like any investment portfolio we are holding our breath on T-bonds. With the looming federal government default this may have an impact and cause to impede future growth opportunities.

We will continue to closely monitor the progress and work to protect the Town of Eliot's gains to the greatest extent possible. We will be putting the full financial report on the website shortly, or if anyone is interest in reviewing the report, please let me know and I will get you a copy.

Town Managers Monthly Meeting.

The monthly meeting with department managers and staff was held at 7:15 on Wednesday May 17. It was a chance to introduce the new Town Assessor Don Ferrara and to meet directly with all departments and many of the dedicated staff.

The topics of discussion included, the progress on the public access channel, the developing website rebuild, the professional based evaluations, the Town Report process, preparations for the upcoming elections and the Water and Sewer Expansion Project construction among other topics. We also discussed the new phone system, which is improving and many of us did a training to become more familiar with the features just last week. While we are still learning the system there has been marked improvement.

Election June 13, 2023.

We wish all candidates for elected office well and thank you for putting your name forward to the voters. It is a courageous act to stand before the voters and each entrant should be proud.

We encourage voters to become familiar with the ballot in advance of voting, all the necessary information can be found at <https://www.eliotmaine.org/2023-election-schedule> to assist you in your decision making for this election.

Absentee ballots are available, they are secure and will allow you to pick-up a ballot and cast your vote Monday to Thursday 8:30 AM to 3:30 PM (closed May 29). This is your opportunity to make your voice heard, please exercise that right.

Respectfully submitted
Michael J. Sullivan
Town of Eliot, Manager



Municipal Websites Central & Mass Notification System

Eliot, Maine

PRESENTED BY:

Ryan Anderson, Account Executive

May 2, 2023



Powering and Empowering
Government

Company Overview

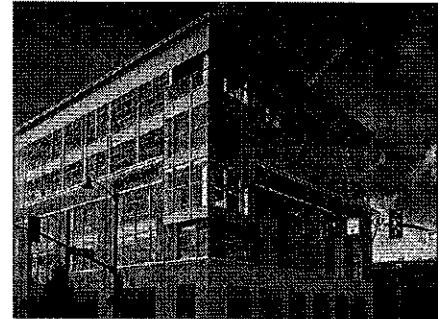


civicplus.com

CivicPlus Company Overview

CivicPlus History

CivicPlus began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their residents through their web environment. Over the years, CivicPlus has continued to implement new technologies and merge with industry forerunners to maintain the highest standards of excellence and efficiency for our customers.



Our portfolio includes solutions for website design and hosting, parks and recreation management, emergency and mass communications, agenda and meeting management, 311 and citizen relationship management, process automation and digital services, codification, licensing and permits, web governance and ADA remediation, social media archiving, and FOIA management.

EXPERIENCE

20+ Years
12,000+ Customers
900+ Employees

RECOGNITION

Inc. 5000 11-time Honoree
GovTech 2023 Top 100 Company
Stevie® Awards Recognized with multiple, global awards for sales and customer service excellence

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We are proud to have earned the trust of our over 12,000 customers and their 100,000+ administrative users. In addition, over 340 million residents engage with our solutions daily.

Primary Office

302 S. 4th Street Suite 500
Manhattan, KS 66502
Toll Free: 888.228.2233 | Fax: 785.587.8951
civicplus.com



Contact

Ryan Anderson
Account Executive
ryan.anderson@civicplus.com
502.310.2943

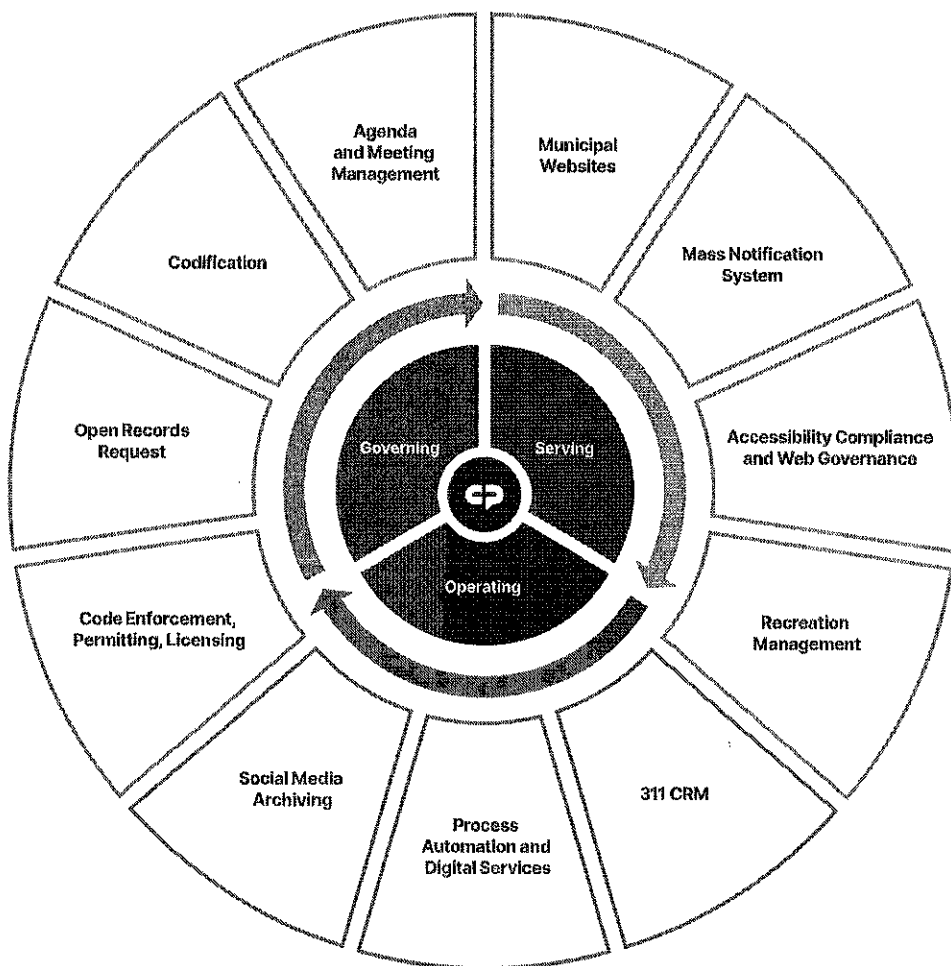


Powering & Empowering Governments

We empower municipal leaders to transform interactions between residents and government into consistently positive experiences that elevate resident satisfaction, increase revenue, and streamline operations.

Government leaders tell us that one of their most pressing needs is to improve how residents access and experience municipal services; however, they struggle with budget cutbacks and technology constraints. CivicPlus enables civic leaders to solve these problems, making consistently positive interactions between residents and government possible.

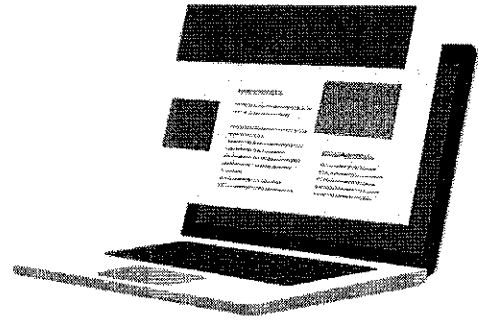
What sets us apart is our Civic Experience Platform. CivicPlus is the only government technology company exclusively committed to powering and empowering governments to efficiently operate, serve, and govern using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, municipalities increase revenue and operate more efficiently while fostering trust among residents.



Municipal Websites Central



CMS Features & Functionality



CivicPlus' Municipal Websites Central (Web Central) content management system (CMS) is robust and flexible with all the features and functionality you need today and in the future.

Developed for municipalities that need to update their website frequently, CivicPlus provides a powerful government content management structure and website menu management system. The easy-to-use system allows non-technical employees to efficiently update any portion of your website.

Each website begins with a unique design developed to meet your specific communication and marketing goals, while showcasing the individuality of your community. Features and capabilities are added and customized as necessary, and all content is organized in accordance with web usability standards.

Modules & Widgets



RESIDENT ENGAGEMENT

Web Central offers many effective and easy-to-use resident engagement features. These tools easily integrate with the other key features.

Notices and Alerts – Post emergency or important information on your website and notify residents through email and SMS, via Alert Center.

Blog – Post opinions/information about various community topics and allow resident comments and subscriptions.

Calendar – Create multiple calendars and events to inform residents of upcoming activities that are viewable by list, week, or month.

Submit Requests and Report Issues – Allow residents to report a problem and provide follow-up communication with the point of contact (includes five user licenses & 10 request types) via Citizen Request Tracker (CRT).

Form Center – Create custom, online forms via simple drag-and-drop functionality. Track form submissions within the CMS and route email notifications to the appropriate individual(s).

Get Community Input – Post initiatives and project ideas to receive feedback and interact with your residents via Community Voice.

News – Post news items and keep your residents up to date on important information via News Flash.

Opinion Poll – Poll your residents on important topics by showing the Opinion Poll widget on relevant pages, to grab

resident attention and quickly capture their responses to your polls. Polling helps with gathering and evaluating resident feedback, increasing resident engagement, and understanding your community.

Notifications – Allow your residents to subscribe to receive text and email notifications on topics that are important to them via Notify Me® (includes up to 500 SMS users).

Pop-up Modal – Use a pop-up modal to call attention to important information and notices, sitewide or on specific pages.

ASSET MANAGEMENT

Web Central comes fully equipped with a robust set of document and image management tools that work with other key features of our CMS, making it easy to build dynamic content that is easy for residents to navigate and access.

Agenda Center – Create and display meetings and agendas on the website utilizing our built-in Agenda Center module. For advanced functionality, including live meeting management, our integrated Agenda and Meeting Management product is available as an add-on.

Archive Center – Manage and retain serial and older documents.

Document Center – Organize and manage documents in one central repository.

Image Repository – Store all your images in one central location, to utilize individually or create slideshows on your site. Use the built-in editor to crop and resize photos, as needed. Images are optimized for performance, mobile responsiveness, and contain alt text for accessibility compliance.

INFORMATION & NAVIGATION

Organize your content and pages to make it easy to locate the information you and your residents need most with modules that help you update information quickly.

Easy for Residents to Navigate – An intuitive design, mega menu options, prominent buttons, and dynamic breadcrumbs throughout your site, all allow residents to easily find what they're looking for.

Frequently Asked Questions (FAQs) – Provide answers to the most frequently asked questions to reduce phone and foot traffic for staff.

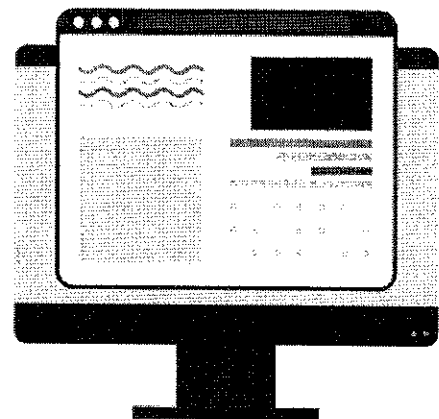
Graphic Links – Create visually appealing buttons to direct users to important information.

Info Advanced – Use Info Advanced to create engaging displays of information for reuse throughout the website.

Quick Links – Provide links to highly requested services and information. These are commonly displayed in website footers and right-hand navigation.

Resource Directory – Use the Resource Directory to showcase information on local businesses and/or community resources.

Staff Directory – Provide contact information for departments and individual staff members. Use the information throughout the site and keep updated in one location. The Staff Directory widget allows you to quickly place specific persons or departments on relevant pages.



DEPARTMENT-SPECIFIC

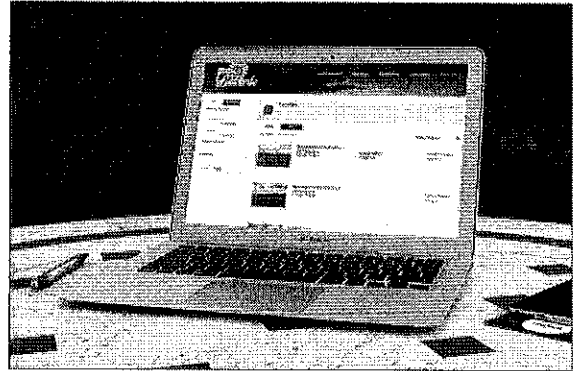
There are several function-specific features and modules for government departments. These tools are integrated into the Web Central CMS and offer the ability to complete multiple steps in one action.

Activities – Create and post activities, events, and classes so residents can register for them and even pay online. Your administrators can view and create rosters. The Activities module integrates with the Facilities module so residents can view the location of the activity.

Facilities & Reservations – Display facilities on your site for residents to browse. Allow them to filter by amenities, view facility details, and even make reservations online.

Job Postings – Post available jobs online and accept online applications.

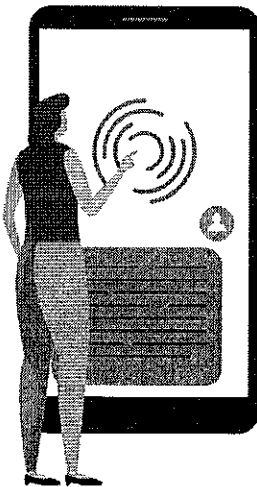
Bids – Post open bid opportunities for contractors to view available work, download supporting documentation, receive notifications on posted opportunities and submit bid applications online.



COMMONLY USED WIDGETS

An extensive widget library is available for ease of placing dynamic and visually appealing information on specific pages. Each widget is easy to use with drag-and-drop functionality and is configurable with individual styling options.

Community Voice Widget – Encourage civic participation and engagement by adding specific discussion areas to relevant pages.



Custom HTML Widget – Embed videos or other HTML features in your page.

Editor Widget – Edit text with word processing tools, plus web tools like code view and the Accessibility Checker.

Form Center Widget – Embed simple forms on a page.

Image Widget – Add images to a page.

Notify Me Widget – Place specific Notify Me subscriptions lists on pages to allow users to sign up for the exact lists you recommend.

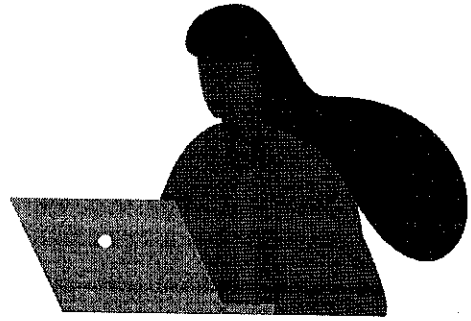
Related Documents Widget – Create a dynamic list of documents referenced in the Document Center.

Slideshow Widget – Add a slideshow of images.

Tabbed Widget – Organize larger pages of information in horizontal, vertical, or stacked vertical or accordion style tabs.

Administrative Features

The administration of your Web Central website is browser based, with no installation of software needed. You'll be able to update your website from an internet connection on any platform (Mac or PC). Administrators can control the access to pages and manipulation of content as well as use automated features to streamline processes.



Administrative Dashboard – A home base for messages and quick access to your recent activities and time-sensitive action items such as pending approvals and expiring items.

Content Scheduling & Versioning – Set your content to auto-publish and auto-expire, with an archive of all published content and previous versions.

Dynamic Page Components – Modules such as Calendar, FAQs, and News Flash, may be included as dynamic page components on any page.

History Log – Track changes made to your website.

Intranet – Use permissions to set a secure location on your website that allows employees to login and access non-public resources and information.

Levels of Permissions – Assign staff members to groups with different levels of permissions of access and authority throughout the CMS.

Pending Approval Items – Administrators have access to a queue of pending items to be published or reviewed.

Website Statistics – Provided website analytics for analysis.

USER-FRIENDLY FEATURES

Not only is Web Central easy for your staff to use, various administrative features help make a more attractive, engaging, and intuitive website for your community.

Automatic Alt Tags – Built-in features assist with ongoing ADA compliance of your website.

Credit Card Processing – With the add-on feature CivicPlus Pay (Pay), you can integrate with an approved payment gateway to accept payments on your website (separate agreement must be made directly between you and the chosen approved gateway provider). Additional fees apply.

Preset Styling Standards and Ongoing Styling Flexibility – Site changes automatically inherit design standards and styles that you've set up for your homepage, interior layouts, and simple layouts. This keeps your website looking clean and always matching. We also offer large amounts of flexibility with placement and styles on an ongoing basis. As you edit your website, you can easily adjust the location and style of widgets, content, carousels, lists, calendars, etc. to meet the look and feel you need for that area.

Link Redirects – Instead of sending your users to <http://civicplus.com/248/Awards-and-Recognition>, you can send them to <http://civicplus.com/awards>.

Live Edit – See where your information will be posted on a page before you make any changes with our WYSIWYG editor and drag-and-drop tools.

Maps – Easily embed maps from Google, ESRI, and more using the HTML widget.

Mega Menu – A main navigation menu makes it easy to get to any page on your website quickly.

Predictive Site Search – Our powerful site search functionality automatically indexes all content making it easy for visitors to find information across pages, documents, and images.

Site Search Log – All search words are kept in a log.

Real Simple Syndication (RSS) Feeds – Administrators and website visitors can use RSS feeds to display content or be notified of content updates.

Responsive Design – With responsive design, your website adjusts to the screen size regardless of what device is being used, providing a seamless user experience.

Social Media – Set various modules to automatically post to your Facebook and/or Twitter feeds and incorporate compatible social media feeds and widgets into your website.

Supported Browsers – View your website in the latest versions of major browsers including Microsoft Edge, Firefox, Safari, and Chrome.

Third-Party Access – Utilize iframes, embeds, and/or links to most of your third-party services. Or use our growing list of APIs to build applications right from your website.

Translation – Integration with Google Translate translates web pages into over 100 languages.

ACCESSIBILITY COMPLIANCE

With over 20% of adults in the United States having a disability, you need a website that conforms to all residents. We provide highly compliant sites based on WCAG 2.0 A and AA guidelines, which encompass and surpass ADA accessibility requirements. This maximizes accessibility for all users while providing freedom to create a visually rich and appealing website. Our approach for each website includes the following steps to provide you a compliant and accessible website:

- We will deliver you a website that meets ADA (Section 508) and WCAG 2.0 A and AA levels.
- Your staff can use the Accessibility Checker within the CMS to scan content created in the editor for any accessibility issues so you can correct them before publishing.
- Our trainers will teach your staff best practices to keep your content and design elements accessible and up-to-date with the latest ADA/WCAG standards.
- Any new regulations that require code changes are done automatically, at least quarterly, with no additional effort required from you.
- In addition to updating the code, our product team also updates our best practices and provides regular updates to customers via our CivicPlus website, blog articles, webinars, and other publications.

AudioEye Partnership

CivicPlus also partners with AudioEye to provide a suite of accessibility tools and services at a discounted rate to our customers. Additional details and a quote can be provided upon request.



MONSIDO POWERED BY CIVICPLUS

Additional Website Optimization & Compliance Tools – Monsido is an easy-to-use web governance platform available to purchase and add to your project. Monsido's tools help you identify, prioritize and address content quality assurance and accessibility issues on your website so that you can achieve and maintain compliance according to WCAG 2.1 standards. Further, we can help you meet the latest data privacy and government policy standards. Additional details and a quote can be provided upon request.

The Civic Experience Platform

Developed specifically to enable municipalities to deliver consistently positive interactions across every department and every service, the Civic Experience Platform includes technology innovations that deliver frictionless, one-stop, and personalized resident interactions. Governments that leverage our Civic Experience Platform also benefit from:

- Single Sign-On (SSO) to all of your CivicPlus products supporting two-factor authentication and PCI Level password compatibility
- A single dashboard and toolbar for administrative access to your CivicPlus software stack
- Access to a continually growing and fully documented set of APIs to better connect your administration's processes and applications
- A centralized data store with robust data automation and integration capabilities

CIVICPLUS PORTAL

The CivicPlus Portal is the ideal addition to your website to create personalized, one-stop access for your residents to obtain information, resources, and interact with your municipality. By allowing residents to build a customizable dashboard with quick links to the pages and services on your website that they use most frequently, they'll be more likely to conduct regular revenue-generating business with your municipality, and your staff will benefit from reduced phone calls, walk-ins, and emails.

INTEGRATION HUB

Integration Hub is a tool that can help you unify your disparate cloud-based solutions and your CivicPlus solutions, assemble powerful workflows, and setup complex automations—without the need for a developer. With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus solutions or with third parties (for an additional fee) saving your staff's valuable time. The possibilities are endless with Integration Hub, but here are a few examples of integrations you can create with Web Central today:

- An integration that will take a News Flash update in a specific category and immediately post it to the Alert Center
- An integration that will push a new Calendar Event to post directly in the News Flash module



Premium Department Header Packages

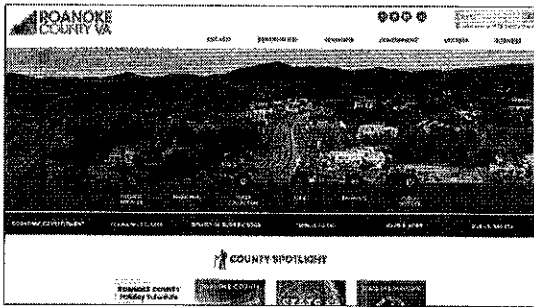
A Department Header Package is a cost-effective way for a department or division to informatively and graphically differentiate themselves from the look of the main website while leveraging consistent CMS administration. The Premium Department Header Package shares CMS login and modules with the main website. Further, it inherits the structural layout, widgets, and design styles from the main website.

A Premium Department Header Package includes department specific:

- Site URL (if applicable)
- SSL Certificate / DNS & Hosting (if applicable)
- Site Identifier / Logo
- Global Navigation and Menus
- Banner Image(s) and/or Slideshow Image(s) (if applicable)
- Graphic Links
- Widget Content and Placement
- Custom Color Palette

Examples of a Premium Department Header Package

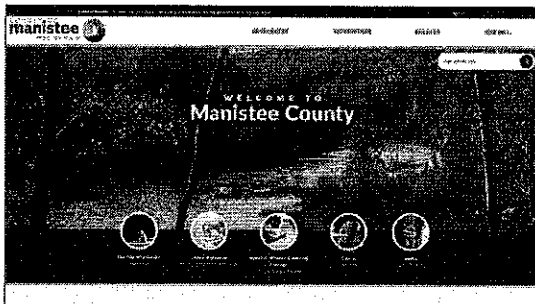
The examples provided below are representative of attributes found in a Premium Department Header Package, but may not expressly reflect the design package of your main website.



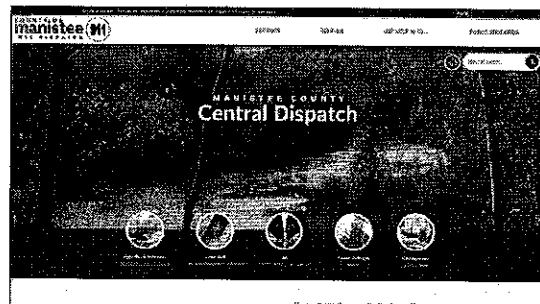
Roanoke County, VA - Main Website



Library Department Header



Manistee County, MI - Main Website



911 Dispatch Department Header

AudioEye Managed

AudioEye offers a range of products and services from self-service to turnkey managed solutions. At the core of AudioEye, is the Digital Accessibility Platform (DAP), this powerful tool empowers auditors, designers, and developers to understand issues of accessibility and improve website infrastructure through the use of an innovative and easy-to-use interface. Conforming to Web Content Accessibility Guidelines (WCAG) 2.1 has never been easier.

AudioEye

- AudioEye Managed
- Proprietary automated testing suite
- Detect Section 508 and WCAG 2.1 Success Criteria violations
- AudioEye engineers remediate accessibility issues
- Compliance monitoring
- Manual technical analysis and usability testing
- Support, training, and consulting from subject matter experts
- AudioEye Toolbar with Web Personalization Tools

AudioEye Managed

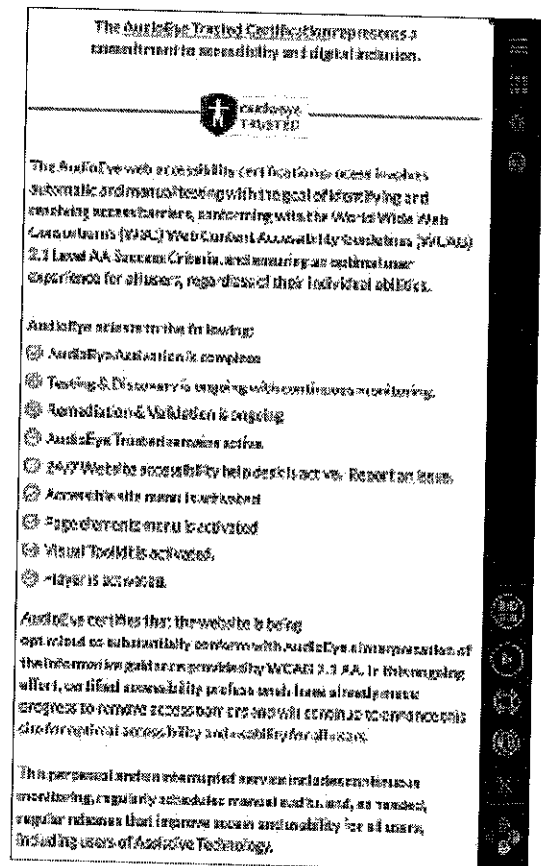
- Provides complete digital accessibility compliance auditing and resolution
- End-to-end digital accessibility compliance testing, resolution, validation, and monitoring
- Combines subject matter experts with technology — a team of engineers and manual testers to ensure issues of accessibility are fixed and stay fixed

AudioEye Toolbar

- Fully customizable user experience
- Tailored to individual needs regardless of device type, language preference, or preferred method of access
- Users can customize the visual display of the website, listen to the content read aloud, and command the browser using voice controls

Digital Accessibility Platform

- Software as a Services (SaaS), API-first technology
- Offers end-to-end compliance auditing
- Ability to spider, scan, and diagnose entire websites, single blocks of code, and content delivered via API
- Offers flexible resources for proper identification and remediation of the detected issues



Implementation

Premium Project Timeline

Design creation, content development, professional consulting, configuration for usability and accessibility, dedicated training—CivicPlus delivers all of this and more during the development of your new website.

A typical premium project ranges from 18 – 32 weeks. Eliot’s exact project timeline will be created based on detailed project scope, project enhancements purchased, availability for meeting coordination, action item return and completion, approval dates, and other factors. Your project timeline, tasks, due dates, and communication will be managed and available in real-time via our project management software, Cloud Coach.

PHASE 1: INITIATE	2-4 Weeks	<ul style="list-style-type: none"> • Project Kickoff Meeting • Planning & Scheduling
PHASE 2: ANALYZE	4-6 Weeks	<ul style="list-style-type: none"> • Customer Deliverable Submission • Consulting Engagement • Design Discovery Meeting • Content Process Meeting
PHASE 3: DESIGN & CONFIGURE	8-14 Weeks	<ul style="list-style-type: none"> • Design Concept Development • Design Concept Meeting • Content Development • Agendas & Minutes Migration • Website Completion
PHASE 4: OPTIMIZE	1-2 Weeks	<ul style="list-style-type: none"> • Website Finalization
PHASE 5: EDUCATE	1-2 Weeks	<ul style="list-style-type: none"> • Training Engagement
PHASE 6: LAUNCH	2-4 Weeks	<ul style="list-style-type: none"> • Launch Confirmation Meeting • Website Launch

Premium Package Designs

You will meet with your art director to discuss your website vision based on the goals and needs of your users. This process involves conversing with your art director on the order, placement, and format of your homepage content and design elements, aimed at achieving your usability goals. Your preferences will be solidified into a homepage layout wireframe, which will provide the structural blueprint for the visual design application.

We will then collaborate with you to customize your design to represent your community using your logo, chosen colors, and imagery. We will focus on including the functionality to meet your website needs, including an option for up to one advanced design, if desired, component—a layout or design element that requires significant time to style and implement. Working with your art director, you'll identify the appropriate component, if desired, to achieve or enhance the usability goals for your website.

DESIGN EXAMPLES

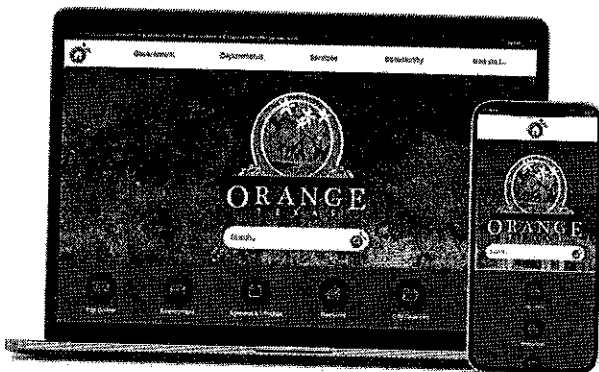
The included design portfolio will provide you with an idea of the different directions we can take your creative design with the premium implementation package.



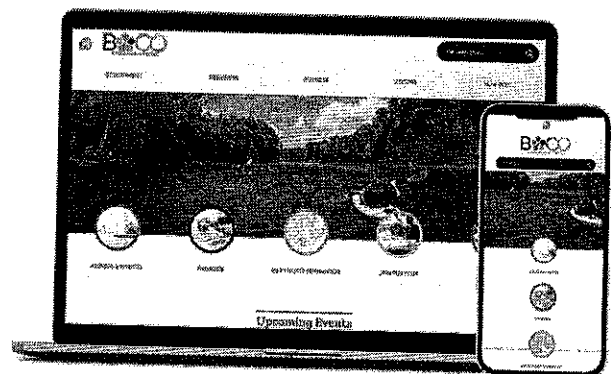
Middletown, RI
middletownri.com



Dublin, CA
dublin.ca.gov



Orange, TX
orangetexas.gov

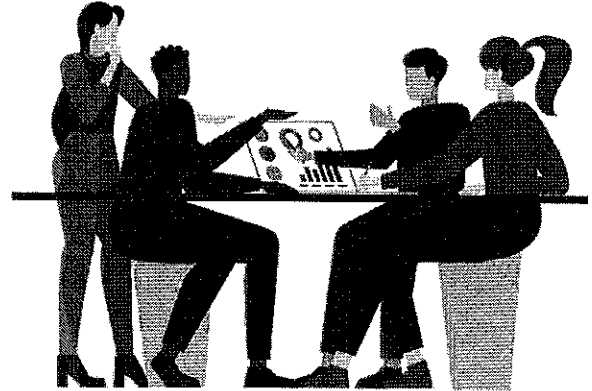


Botetourt County, VA
botetourtva.gov



Approaching Your Project Implementation

Communication between you and your Web Central team will be continuous throughout your project. Sharing input and feedback through email, virtual meetings, phone calls, and our project management software will keep all stakeholders involved and informed. Cloud Coach offers task management transparency with a multi-level work breakdown structure and Gantt Chart-based project plan.



- Centralized project communication and task management tools are located in a cloud-based project workspace
- Tasks, deliverables, and milestones are aligned to your specific scope of work

The tools available through Cloud Coach combined with regular communication with your project manager provide you ample opportunities to quickly and efficiently review your project, check deliverables, and communicate feedback.

Phased Approach

PHASE 1: INITIATE

Project Kickoff – During this initial meeting, your project manager will perform introductions, detail deliverables needed, provide a high-level overview of the development process, and introduce tools and resources used to manage your project.

Planning & Scheduling – Your project manager will create a comprehensive project timeline based on the project scope and your specific needs.

PHASE 2: ANALYZE

Customer Deliverables – Eliot will be responsible for submitting deliverables as outlined.

Content Consulting – Without usable and accessible information, you will simply have a pretty website that doesn't help you serve your constituents. Great content transforms your website into a useful tool you can utilize to effectively communicate with your community and do business with your constituents. During your Content Consulting engagement, one of our expert web consultants will help you perfect your website content to meet current usability and accessibility standards. We can do the heavy lifting—protecting your valuable time and reducing the effort needed from your team to prepare your website for launch.



With Content Consulting, we will work collaboratively with you to:

- Establish and confirm goals for your new website
- Map the approval process to be used during your website project
- Explain the content migration process
- Outline website architecture, global navigation, graphic buttons, and other navigational elements
- Assess current content and create an action plan to address value-added content, content to remove, content gaps, best practices, and usability and accessibility

Design Discovery Meeting – Your project manager and art director will meet with you to discuss design preferences and establish design structure from flexible layout options.

Content Process Meeting – Meet with your project manager and web content specialist to detail our content development process.

PHASE 3: DESIGN & CONFIGURE

Design Concept Development – You'll have the chance to review a responsive, functioning design concept prototype in an actual production environment. You will have the opportunity to evaluate the presented design concept and collaborate with your project team on any feedback and then final approval.

Content Development – Our Content Development team will migrate the agreed upon number of pages of content (including their text, documents, and images) from your current website to your new, Web Central website. Content will be enhanced for usability and accessibility, and we will organize your website pages to make them easy to navigate.

Agendas & Minutes Migration – The Content Development Team will download, upload, and organize an agreed upon number of meetings to the Agenda Center module.

Website Completion – Eliot will receive a completed production website featuring your approved design combined with the finished content.

PHASE 4: OPTIMIZE

Website Finalization – Both the Web Central project team and you will prepare your website for launch. During this time, you will be able to make final adjustments to the content on your production website, as well as ensure overall satisfaction with your website.

PHASE 5: EDUCATE

Training Engagement – Our goal with your training plan is to give your staff the skills and tools they need to quickly and easily keep your website current. Your trainer will deliver virtual and/or on-site training sessions for both administrators and users. These sessions will be customized to equip your staff with the knowledge and comfort level needed to prepare your website for launch and maintain it in the future. The training session will utilize your production website, so users are familiar with your specific configuration and you get real, hands-on learning opportunities.

In addition, your trainer will go into a deep-dive of the department-specific software modules such as Facilities and Activities with Parks and Recreation, Jobs with HR, and Bids with Procurement in your Advanced User Training.



PHASE 6: LAUNCH

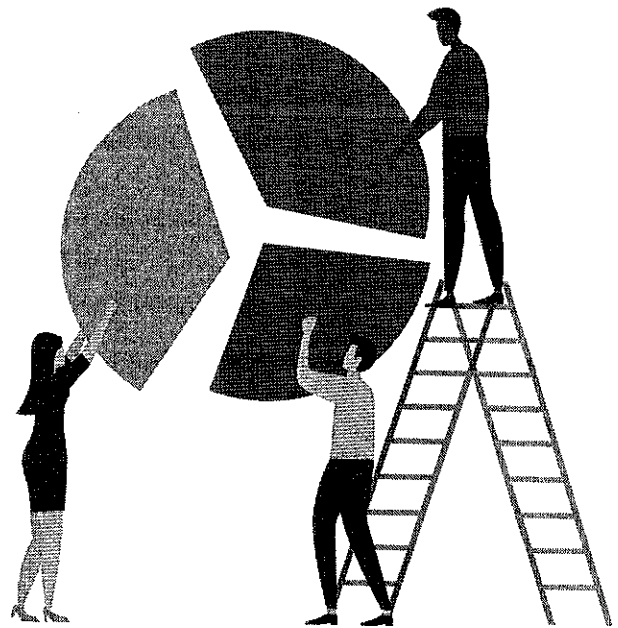
Website Launch Confirmation Meeting – Your Web Central project team confirms all the details that are necessary to take your website live and explain what you can expect on launch day.

Website Launch – After final confirmation, your website will be made live and available to the public.

Your Role During Implementation

To help create the strongest possible website, we will need you to:

- Gather photos and logos that will be used in the overall branding and design of your new website
- Provide website statistics to be utilized in reorganizing your website content, navigation, and design (if available)
- Complete the Design Form to communicate design preferences
- Provide technical information in the DNS form for the set-up of your website domain name(s)
- Perform reviews and provide official approvals throughout the project
- Update the content on your current website and delete any pages you no longer need
- Track website updates to be completed during your training session
- Ensure you have the most up-to-date web browsers installed on your organization's computers
- Compile a list of your website users and desired permission levels
- Reserve training location and necessary resources (computers, conference phone, etc.)



Four-Year Redesign

At CivicPlus, we understand trends change daily and we continually analyze different ways to design our websites—making it easier and more user friendly for your residents to navigate. One of our best practices to help keep up with these new trends is by adding a redesign to your project. Unlike other vendors, our redesigns aren't just changes in the colors or some of the buttons as your staff can do that independently. With a CivicPlus recurring redesign, you can receive a completely brand-new website design and layout after every four years of continuous service during our partnership. During the redesign, you'll also receive a quality control review to ensure content is as expected with the new design application (although no changes will be made to the content itself). With this new design, you'll stay up to date with current trends and best practices, providing a welcoming yet familiar virtual hub to engage your community.



Continuing Services

Technical Support & Services

With technology, unlimited support is crucial. Our live technical support engineers based in North America are ready to answer your staff members' questions and ensure their confidence. CivicPlus' support team is available 7 a.m. – 7 p.m. CST to assist with any questions or concerns regarding technical functionality and usage of your Web Central website.

CivicPlus Technical Support will provide a toll-free number, online chat support, as well as an online email support system for users to submit technical issues or questions. If the customer support specialist is unable to assist with the question or issue, the three-tier escalation process will begin to report issues to our product engineering team for resolution.

Emergency technical support is available 24/7 for designated, named points-of-contact, with members of CivicPlus' support teams available for urgent requests.

Support at a Glance

- Technical support engineers available 7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays)
- Accessible via phone, email, and chat
- 4-hour response during normal hours
- 24/7 emergency technical support for named points of contact
- Dedicated customer success manager
- Online self-service help with the CivicPlus Help Center (civicplus.help)

AWARD-WINNING

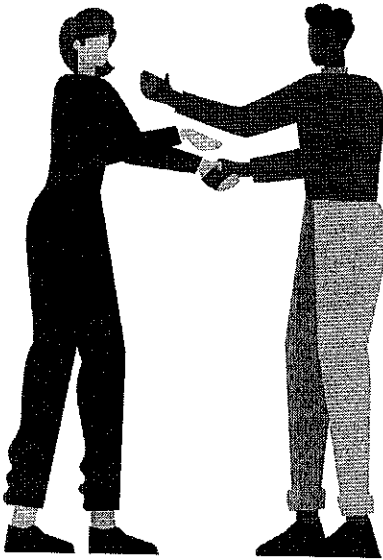


CivicPlus has been honored with two Gold Stevie® Awards, three Silver Stevie® Awards, and seven Bronze Stevie® Awards in the categories of Front-Line Customer Service Team of the Year – Technology Industries, Customer Service Training or Coaching Program of the Year – Technology Industries, Customer Service Department of the Year – Computer Software – Up to 1,000 Employees, Most Valuable Response by a Customer Service Team (COVID-19), Best Customer Satisfaction Strategy, and Remote Customer Service Innovation of the Year. The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

CIVICPLUS HELP CENTER

CivicPlus customers have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. Our Help Center is continually monitored and updated by our dedicated Knowledge Management Team to ensure we are providing the information and resources you need to optimize your solution. In addition, the Help Center provides our release notes to keep your staff informed of upcoming enhancements and maintenance.





ENGAGEXCHANGE

The ENGAGEXCHANGE is an online community and the central hub of ideas, guidance, tips, advice, and more for our Web Central customers. It reflects our commitment to:

Connection – Customers can connect with their peers to ask questions, discover solutions, share ideas, and join focus groups and beta opportunities.

Direction – Customers will have the opportunity to provide targeted input on the future direction of the Web Central roadmap and will be able to submit ideas for improvements and enhancements.

CONTINUING PARTNERSHIP

We won't disappear after your website is launched. You'll be assigned a dedicated customer success manager. They will partner with you by providing information on best practices and how to utilize the tools of your new system to most effectively engage your residents.

MAINTENANCE

CivicPlus is proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity, and the internet in general, our personnel often identify and correct issues before they ever affect our customers' web solutions. Our standard maintenance includes:

- Full backups performed daily
- Regularly scheduled upgrades including fixes and other enhancements
- Testing
- Development
- Operating system patches



Hosting & Security

CivicPlus protects your investment and takes hosting and security of our customers' websites seriously. Redundant power sources and internet access ensure consistent and stable connections. You'll find that our extensive, industry-leading process and procedures for protecting and hosting your website are unparalleled. We offer secure data center facilities, constant and vigilant monitoring, and updating of your system, including 99.9% guaranteed up-time (excluding maintenance).

If you experience a DDoS attack or threat, CivicPlus has mitigation and DDoS Advanced Security options available to you at the time of an event. Whatever your needs are we have an option that will be a fit for your community.

Data Center	<ul style="list-style-type: none"> • Highly reliable data center & secure facility • Managed network infrastructure • On-site power backup & generators • Multiple telecom/network providers • Fully redundant network • System monitoring – 24/7/365
Bandwidth	<ul style="list-style-type: none"> • Multiple network providers in place • Burst bandwidth – 22 Gb/s • Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack)
Hosting	<ul style="list-style-type: none"> • Engage software updates • Server management & monitoring • Multi-tiered software architecture • Server software updates & security patches • Database server updates & security patches • Antivirus management & updates • Server-class hardware from nationally recognized provider • Redundant firewall solutions • High performance SAN with N+2 reliability
Disaster Recovery	<ul style="list-style-type: none"> • Emergency after-hours support, live agent (24/7) • On-line status monitor by Data Center • 8-hour guaranteed recovery TIME objective (RTO) • 24-hour guaranteed recovery POINT objective (RPO) • Pre-emptive monitoring for disaster situations • Multiple, geographically diverse data centers
DDoS Mitigation	<ul style="list-style-type: none"> • Defined DDoS Attack Process • Identify attack source and type • Monitor attack for threshold* engagement
DDoS Advanced Security Coverage	<ul style="list-style-type: none"> • Not Included - additional coverage available at time of event (fees will apply) • Additional fees will apply

*Thresholds: Traffic exceeds 25 Mb/s sustained for 2+ hours. Traffic over 1 Gb/s at any point during attack

Mass Notification System



Features & Functionality

Communication with your residents is essential to every aspect of local government, so our Mass Notification system ensures your capacity to communicate with your residents is not limited. Our system allows you to send unlimited SMS text, email, as well as Text-to-Speech (TTS) and text-to-voice messages for emergency and routine notifications at high rates of speed.

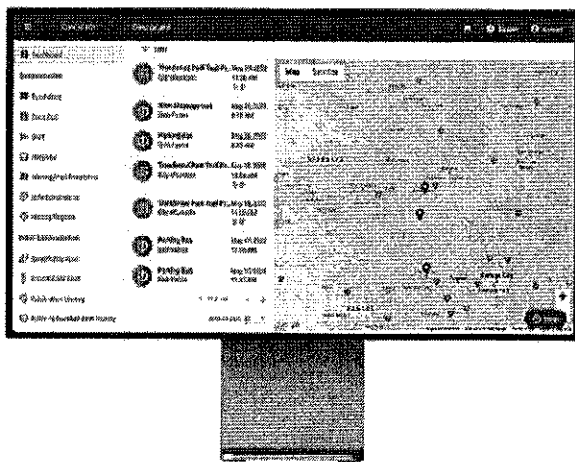
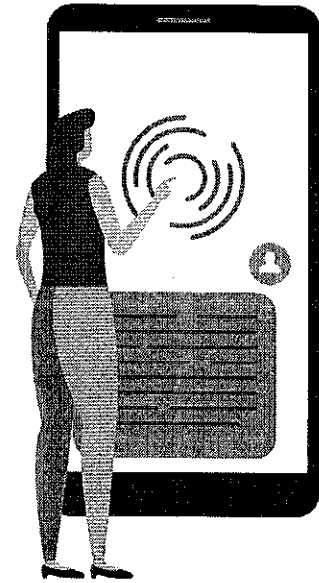
An easy-to-use, intuitive web interface lets you launch critical alerts to all communication channels and devices you leverage during emergencies. Simply select the applicable contact paths, compose a message or upload a pre-designed alert, and click send. Critical messages will then be transmitted simultaneously to all those selected.

Our Mass Notification system is unsurpassed by any other vendor in the industry in sending and receiving capabilities. Your unlimited messages will be sent at the following minimum per-minute rates:

- Text-to-Speech messages and voice alerts – 12,000 per minute
- SMS text messages – 60,000 per minute
- Email messages – 50,000 per minute

No two people have the exact same preferences for sending and receiving messages. We provide you with unlimited contact paths and devices, enabling you to effectively and efficiently reach all intended recipients.

With its speed and growing number of ways to send and receive communications, the possibilities to reach residents with our system are virtually limitless.



Public Alerting Channels

- Email
- SMS Text
- Voice Call (ETN)
- Twitter
- Facebook
- Mobile App

In addition, APIs can be utilized via webhooks to activate a variety of devices when an alert is sent. Sirens and public signage devices can also be activated by consuming CAP messages from both Atom and RSS feeds.

MULTILINGUAL VOICE & TEXT TRANSLATION

With our Mass Notification system's multilingual functionality, your voice alerts and text posts can be automatically translated for residents that speak a variety of languages. Subscribers can easily select to receive text messages, voice messages, and/or emails in their preferred language. You compose and send messages the same way and messages are translated automatically.

To ensure all of your residents are connected and informed with our software, multilingual messages are translated into over 60 different languages for email and text and over 25 different languages for voice. The most often requested are:

- Spanish
- Chinese
- French
- German
- Russian
- Italian
- Portuguese
- Polish
- Thai
- Arabic
- Hindi

SOCIAL MEDIA INTEGRATION

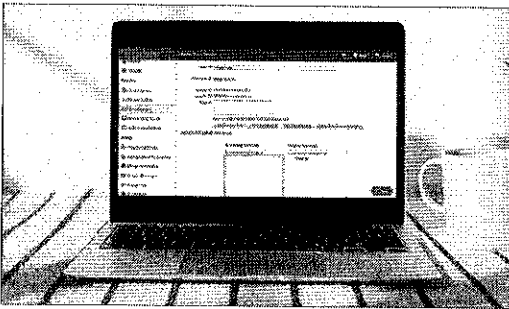
The system's integration with social media applications such as Facebook and Twitter will allow you to post unlimited social media messages to all of your accounts. Accounts can be integrated to automatically post all notifications and group notifications can post to different accounts.

GEO-TARGETED NOTIFICATIONS

Our Mass Notification system provides intelligent communication with the ability to easily digest local geographic details with robust, yet easy-to-use ESRI-integrated tools. Geo-targeted messaging enables you to:

- Draw a multi-point polygon shape
- Import Esri shapefiles or hosted feature URL
- Save drawn regions as templates for future use
- Remove specific areas from a notification
- Draw complex geospatial shapes of varying sizes with buffered areas, as desired

Simply draw a multi-point or freehand polygon on the map or click on a central point and enter corresponding radial distance you wish to alert, and our system will notify your residents within that area using their stored addresses.

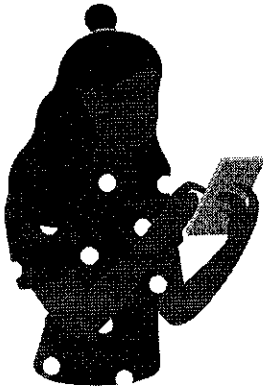


GROUP/USER MANAGEMENT

The Mass Notification system provides extensive administrator rights and detailed group settings with unlimited user groups. You can utilize granular permissions rendering the solution easily shared with multiple staff members and agencies. Users can then communicate with all members in the system or targeted notifications by group to reach only those affected.

Once contacts have been entered, administrators may search membership files by multiple criteria, including name, phone number, email, or street address. Using a contact list directory, administrators may message contacts through any of the unlimited groups which have been created.





SIGN-UP

Our Mass Notification's versatile system offers residents with opt-in and opt-out capabilities to meet the specific goals of your organization. When users sign up, they can opt-in to available unique groups such as road closure and recreations. Our powerful platform offers a simple, user-friendly interface with a robust selection of group and network options.

Residents can also sign-up for notifications to one or multiple groups with our text-to-join feature. To join a group, they can simply text a "keyword" to the specified number. Your staff can set up unlimited keywords, allowing you to create keywords for multi-use categories or one-time events, such as a parade.

EMERGENCY TELEPHONE NOTIFICATION (ETN)

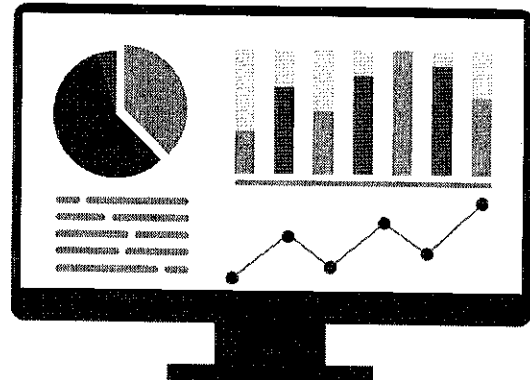
With CivicPlus' ETN, you will be able to send an emergency voice call with white and yellow page landline data. This data is seamlessly updated daily. These contacts are available for you to send alerts about life-threatening emergencies.

REAL-TIME REPORTING

The Mass Notification solution offers administrators analytics for each message sent. Reporting within the system allows administrators to view and capture engagement statistics, including the status of delivered messages and the percentage of confirmed contacts.

You'll have comprehensive analytics to provide real-time reporting and create paper trails to more easily comply with applicable notification and reporting requirements, and satisfy the National Preparedness Plan, NIMS, Homeland Security Target Capabilities, including citizen evacuation and shelter-in-place protection, along with other requirements for remaining compliant.

Following the onset of a crisis and broadcasting critical alerts, easily and quickly confirm, in real time, the status of critical alerts sent via text, TTS, voice and email to ensure alerts have been delivered to all intended recipients. Real-time analytics enable you to take alternative steps to reach recipients who experienced a delivery failure.



POLLING

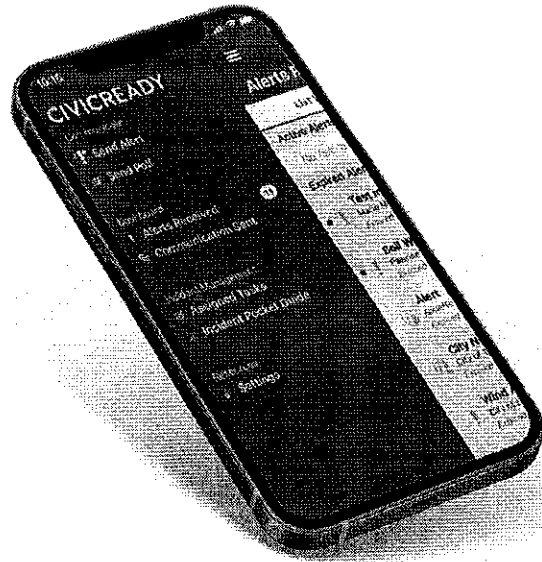
Utilize polls to assess personal safety and your organization's status. All results are visible in an easy-to-read report on all platforms.



MOBILE APP FOR RESIDENTS

The My Alerts mobile app empowers your residents to sign up, manage their notification settings, and receive notifications all from the palm of their hand. Residents can even receive geo-located notifications pertaining to their current location. It improves the citizen experience in receiving communications from Eliot while also improving the effectiveness of your emergency communication capabilities. My Alerts allows residents to quickly and easily:

- Sign-up to receive notifications
- Set their notification preferences
- See all the latest sent posts
- Enable alerts from other locations based on their priority and type



MOBILE APP FOR ADMINISTRATORS

The mobile app allows administrative users to send alerts, report incidents from the scene, collaborate, and coordinate your team's response with the easy-to-use mobile app on iOS and Android.

Alert employees when a crisis occurs and send instructions for how to proceed. View role-specific procedures for a variety of emergencies and disruptions to daily operations. Documents such as business continuity plans or safety procedures can be added and visible in a static view for your staff to view.

MARKETING TOOLS

CivicPlus can provide you with the tools to market the launch of your new Mass Notification System. As a part of our Marketing Tools package, you'll receive:

- Social Media Graphic for use in Twitter, Facebook, and Instagram
- Flyer with a link or text-to-join code to urge users to sign up
- CivicPlus Website Customized Graphic Button to match your website's design
- News Flash Graphic with general text highlighting your new Mass Notification system
- Press Release with your logo to announce your system's launch



The Civic Experience Platform

Developed specifically to enable municipalities to deliver consistently positive interactions across every department and every service, the Civic Experience Platform includes technology innovations that deliver frictionless, one-stop, and personalized citizen interactions. Local governments that leverage our Civic Experience Platform also benefit from:

- A single dashboard and toolbar for administrative access to your CivicPlus software stack
- Access to a continually growing and fully documented set of APIs to better connect your administration's processes and applications
- A centralized data store with robust data automation and integration capabilities

INTEGRATION HUB

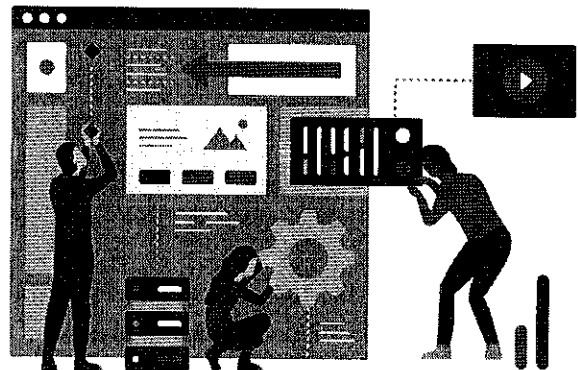
Integration Hub is a tool that can help you unify your disparate cloud-based solutions and your CivicPlus solutions, assemble powerful workflows, and setup complex automations—without the need for a developer.

With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus solutions or with third parties (for an additional fee) without the need for a developer.

CivicPlus customers can utilize the Integration Hub to trigger an alert sent from our Mass Notification solution to automatically complete any of the following actions:

- Create an Alert in CivicPlus Municipal Websites Central (Web Central) Alert Center
- Create an Event in Web Central Calendar
- Create a Web Central News Flash Item
- Create a content item in the HCMS for a post to a CivicPlus Municipal Websites Evolve webpage
- Send a message to a specified Slack channel (third-party integration rates apply)

This can enable quick action when a customer wants to get information out to their residents in a seamless, uniform fashion.



Implementation

Project Timeline

Current average implementation can be completed within 4-6 weeks. This timeline can adjust based on data migration needs and overall availability of the customer. Development timelines can vary due to scope, customer availability, milestones set, and other factors. However, your exact implementation timeline can be customized dependent on your launch goals and expectations. We will work with you until your system is up and running and your staff has reached a level of comfort to confidently maintain your new system.

PHASE 1: INITIATE	<ul style="list-style-type: none">• Project Initiation & Review• Project Kickoff Meeting
PHASE 2: OPTIMIZE	<ul style="list-style-type: none">• Complete Assessment Form• Request System Creation• Schedule Virtual Training
PHASE 3: EDUCATE	<ul style="list-style-type: none">• Network Admin Training• System Test & Build• Teach Back Training for Mass Notification system
PHASE 4: LAUNCH	<ul style="list-style-type: none">• Website Display• Launch Preparation• Launch Day
PHASE 5: GO LIVE & BEYOND	<ul style="list-style-type: none">• Customer transitioned to dedicated customer success manager



Implementation Approach

KICKOFF MEETING

Identify lead personnel to work with CivicPlus on implementation project including:

- Project main contact
- Database administrator to provide user data
- Emergency management communications and engagement staff



We will assist Eliot in developing and mapping out the initial groups you would like to create including which will be designated for emergency messages or routine messaging. Your dedicated project team will discuss possible embeds to be placed on your website for registration and we will schedule training for your network and group administrators based on the final scope of work developed.

TRAINING

During this step in the process, Eliot will create your user groups with assistance and guidance from CivicPlus for your default settings. This step of the process will also involve optimizing and uploading user data to efficiently and effectively communicate at Go Live.

This step in the implementation involves identifying and creating your internal User Groups, as well as training on the system. We will assist you in identifying and setting up:

- Super Administrators who will have full control over all settings within the system and will be able to post to any group within the network
- General Admins can send messages to and manage their respective groups and contacts without being able to access network level settings
- Send-Only Administrators who will only be able to send messages to designated groups and contacts

Super Administrators will be trained first to ensure complete familiarity with the system and a comfortable confidence level for implementation once the system is launched. Trainings will also be held for other administrators to the level required for their roles.

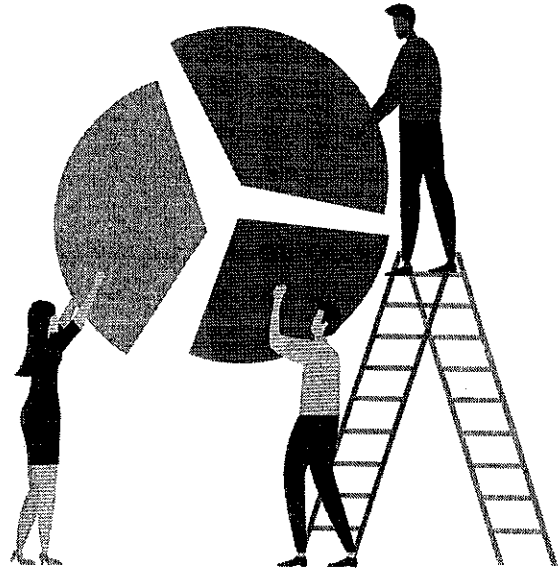
Finally, during this step, we will hold discussions with your key stakeholders to provide usage and guidelines policies and help prepare your organization's CivicPlus communication protocol.



GO LIVE & BEYOND

This is where the rubber meets the road – the launch of your new system! Should Eliot desire, CivicPlus can schedule and coordinate an introductory notification to residents, departments, groups, etc. This will allow your end users to experience first-hand how the system works. It is a great way to validate your phone number database and gather feedback from your organization.

CivicPlus doesn't implement and run. We will continually support (available 24/7/365) and guide you through best practices to maximize the value of the system. Additional virtual training and support is always available. We stand behind our product and behind our customers.



Continuing Services

Technical Support & Services

With technology, unlimited support is crucial. Our live support engineers based in North America are ready to answer your staff members' questions and ensure their confidence.

TECHNICAL SUPPORT

- Technical support engineers available 8 a.m. – 6 p.m. (CST) Monday – Friday (excluding holidays)
- Accessible via phone, email, and web form
- 4-hour response during normal hours
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CONTINUING PARTNERSHIP

We won't disappear after your website is launched. You'll be assigned a dedicated customer success manager. They will partner with you by providing information on best practices and how to utilize the tools of your new system to most effectively engage your residents.



Hosting & Security

Redundant power sources and internet access ensures consistent and stable connections. We invest over \$1.0M annually to ensure we adapt to the ever-changing security landscape while providing maximum availability. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled.

Maintaining the highest level of security for our customers' systems and protecting the privacy of their data is the cornerstone of our Mass Notification system's philosophy. CivicPlus ensures the safety of its Mass Notification application and the privacy of the data housed therein. Just as you protect your residents, we protect your investment. Our 30 geographically distributed servers make storage limitations a non-issue. CivicPlus ensures the safety of its equipment and guarantees compliance with all network and website vulnerability tests.

Your administrative team can be confident that our Mass Notification system will accommodate your department needs with privacy and security. Customizable administrative access settings and reliable hosting means in times of emergency, system security will be your last concern.

<p>Security & Availability Features</p>	<ul style="list-style-type: none"> • 99.9% guaranteed uptime • Protected department information and internal communications • Cloud-based and geographically distributed • Simultaneous use by multiple departments and agencies • Role-based authorization • Attribute-based authorization (content, task lists) • In-transit and at-rest encryption • Complete workload security (IDPS, firewall, monitoring/alerting) • Security vulnerability testing, monitoring and remediation (OWASP) • Additional security and server hardening measures
<p>High Security Standards</p>	<ul style="list-style-type: none"> • SSL security • OS-level firewall • Authorization bypass security • Cross-site request forgery (CSRF) security and cross-site scripting (XSS) security • SQL injection security • Multiple data centers and redundancies • Additional security and server hardening measures

Investment Proposal



Investment Proposal

CivicPlus can appreciate the monetary constraints facing our governments each day. To help ease these concerns and assist with budgeting and planning, our proposed project and pricing are valid for 60 days from May 2, 2023.

Web Central Project Cost

Features & Functionality

- Web Central CMS tools, widgets, & features
- DNS setup for URL eliotmaine.org
- Four Department Header Packages
- AudioEye Managed

Annual Recurring Services

- Hosting & Security
- One SSL certificate
- DNS hosting for URL eliotmaine.org
- Software maintenance including service patches & system enhancements
- 24/7 Technical support & access to the CivicPlus Help Center
- Dedicated customer success manager
- Four-year premium website redesign

Implementation

- One website layout built using available flexible layout options
- One custom website design built using approved layout & up to one advanced design component
- 150 pages Content Development from URL eliotmaine.org
- Up to 100 meetings worth of Agendas & Minutes PDF/DOC Migration
- Two days virtual Content Consulting
- Up to three days virtual training (limit eight attendees/session)

Eliot's Investment	
Year 1 List Price	\$61,070.00
Year 1 Total Discount	(\$15,267.50)
Total Year 1 Investment (Includes one-time fees and Year 1 annual services)	\$45,802.50
Year 2 (Includes 5% uplift)	\$12,495.26



Mass Notification System Project Cost

Features & Functionality

- Emergency and Mass Notification Platform
 - Multi-Channel Alerting
 - Alerting Templates
 - Geo-targeting Alert
 - Polling
 - Mobile App for Residents
 - Mobile App for Administrators
 - CivicPlus Single Sign on
 - Unlimited Administrators, Users, Groups, Subscribers, SMS, Voice Call, Email, and Social Media Notifications; Unlimited Quick Launch Templates

Implementation

- Standard Implementation
- Implementation Marketing Tools

Annual Recurring Services

- Fully Redundant Solution Hosting with 99.9% Uptime
- 24/7 Technical Support and Access to the CivicPlus Community
- Dedicated customer success manager

Eliot's Investment	
Year 1 List Price	\$6,226.80
Year 1 Total Discount	(\$1,556.70)
Total Year 1 Investment (includes one-time fees and Year 1 annual services)	\$4,670.10
Year 2 (includes 5% uplift)	\$3,718.42

Total Cost

Product Suite	Year 1	Year 2
Web Central	\$45,802.50	\$12,495.26
Mass Notification	\$4,670.10	\$3,718.42
Total Year 1 Investment (includes one-time fees and Year 1 annual services)	\$50,472.60	
Year 2 (includes 5% uplift)	\$16,213.68	



CivicPlus Project Pricing & Invoicing

CivicPlus prices on a per-project, all-inclusive basis (stated in U.S. dollars). This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our customers. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

Standard Year 1 Invoicing

- Web Central – Year 1 fees are due at contract signing
- Mass Notification – Year 1 fees are due at contract signing

Annual Services

- The first-year Annual Services fee is included with your Year 1 cost
- Subsequent annual invoicing occurs on the anniversary of the contract signing date, and is subject to a five percent technology fee uplift each year starting Year 2 of your contract.

Customized Billing/Invoicing

- We can discuss other billing options with you before contract signing and, if feasible, develop a plan that works for all parties.
- Not available with all CivicPlus products. Please contact your Account Executive for more details.

Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with Elliot.





CivicPlus
 302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:
Date:
Expires On:

Statement of Work
 Q-41362-1
 4/19/2023 11:31 AM
 7/18/2023

Client:
 ELIOT, MAINE

Bill To:
 ELIOT, MAINE

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Ryan Anderson	x	ryan.anderson@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	AudioEye Managed	AudioEye Managed: (https://www.eliotmaine.org/)	Renewable
4.00	Virtual Content Consulting - CivicEngage	Virtual Content Consulting Up to 4 Hours - CivicEngage	One-time
1.00	Annual - CivicEngage Central	Annual - CivicEngage Central	Renewable
1.00	Hosting & Security Annual Fee - CivicEngage Central	Hosting & Security Annual Fee - CivicEngage Central	Renewable
1.00	SSL Management – CP Provided Only	SSL Management – CP Provided Only 1 per domain (Annually Renews)	Renewable
1.00	DNS and Domain Hosting Setup (http://URL)	DNS and Domain Hosting Setup (https://www.eliotmaine.org/)	One-time
1.00	DNS and Domain Hosting Annual Fee (http://URL)	DNS and Domain Hosting Annual Fee (https://www.eliotmaine.org/)	Renewable
1.00	Premium Implementation - CivicEngage	Premium Implementation	One-time
1.00	48 Month Redesign Premium Annual - CivicEngage Central	48 Month Redesign Premium Annual - CivicEngage Central	Renewable
150.00	Content Development - 1 Page - CivicEngage	Content Development - 1 Page - CivicEngage	One-time
6.00	System Training (4h, virtual) - CivicEngage	CivicEngage System Training - Virtual, Up to 4 Hours	One-time
1.00	Agendas & Minutes Migration - PDF - 100 Meetings - CivicEngage	Content Migration : Agendas & Minutes - Per 100 Meetings (Approx. 1 year)	One-time

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
4.00	Premium Department Header Package - CivicEngage	Page specific Site ID, Navigation, Banner, Graphic Links, Colors; follows main site layout.	
4.00	Premium Department Header Annual Fee - CivicEngage	Premium Department Header Annual Fee: 'Department Name'	Renewable
4.00	Premium Department Header Implementation - CivicEngage	Premium Department Header Implementation	One-time

List Price - Year 1 Total	USD 61,070.00
Total Investment - Initial Term	USD 45,802.50
Annual Recurring Services - Year 2	USD 12,495.26

Initial Term & Renewal Date	12 Months
Initial Term Invoice Schedule	100% Due at Start Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Renewal Invoice Schedule	Annually on date of signing
Annual Uplift	5% starting in Year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.



CivicPlus
 302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:
Date:
Expires On:

Statement of Work
 Q-41324-1
 4/18/2023 2:58 PM
 7/17/2023

Client:
 ELIOT, MAINE

Bill To:
 ELIOT, MAINE

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Ryan Anderson	x	ryan.anderson@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	CivicReady Core Package	CivicReady Core Package	
1.00	CivicReady Core - Mass Communications	Emergency and Mass Notification platform with Multi-Channel Alerting, Templates, Geo-targeting Alerting, Polling, Mobile Apps (Government and Public), SSO with CivicPlus products	Renewable
1.00	CivicReady Standard Implementation	CivicReady Standard Implementation	One-time
1.00	CivicReady Implementation Marketing Tools	Access to client branded marketing tools, including Social Media Graphics, Marketing Flyer, Customized Graphic Button and News Flash Graphic.	One-time

List Price - Year 1 Total	USD 6,226.80
Total Investment - Initial Term	USD 4,670.10
Annual Recurring Services - Year 2	USD 3,718.42

Initial Term & Renewal Date	12 Months
Initial Term Invoice Schedule	100% Due at Start Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Renewal Invoice Schedule	Annually on date of signing
Annual Uplift	5% starting in Year 2

Amendments Approved by Planning Board May 16, 2023 (4-1)
(~~language removed~~, new language)

1) GENERAL PROVISIONS

- a) Business of the Board shall be conducted in accordance with Maine State Statutes, the most recent edition of The Town of Eliot Charter, Town Ordinances, as well as such Planning Board Standards or Policies as may be adopted by the Board.
- b) The Planning Board pledges to maintain professional conduct in the review of all proposals before it, and all other business deliberations.
 - i) All proposals shall be examined equally and equitably.
- c) Any question of whether a Member shall be disqualified from voting on a particular matter due to bias or conflict of interest must be decided by a majority vote of the Members present except the Member who is being challenged.
 - i) Any Member of the Planning Board who has a conflict of interest or bias with an application may voluntarily step down.
 - ii) If there is a question of a conflict of interest or bias brought by another Member of the Board, the applicant, or the public, that Member may be asked to step down after discussion and a majority vote by all Members, except the Member whose potential conflict or bias is under consideration.
- d) Those Board Members in attendance at meetings shall be expected to be knowledgeable of laws, ordinances, regulations, and Board policies and to abide by them.
- e) The most current edition of Robert's Rules of Order shall be the authority for making parliamentary decisions.
- f) The Minutes of Meetings and all writings required to be made by the Board may be kept by a professional secretary who is not a Member of the Board.
 - i) The Board reviews and approves minutes before submitted to the Town Clerk's Office.
 - ii) Originals of all Minutes of Meetings shall be filed with the Town Clerk.
- g) All records shall be deemed public and may be inspected at reasonable times.

2) MEMBERSHIP

- a) Appointments
 - i) Appointments to the Board shall be made by the Select Board of the Town of Eliot.
 - ii) Appointees to the Board shall be at least eighteen (18) years of age and legal residents of Eliot.
 - iii) The Board shall consist of five (5) Regular Members and two (2) Alternative Members.
 - iv) When there is permanent vacancy, the Select Board shall appoint a person to serve for the remainder of the term pursuant to the Eliot Charter.
 - v) The full term is five (5) years. The terms are staggered, but each full-term slot expires at Town Meeting. at the end of the Town's fiscal year (June 30th).
 - vi) Any resignation by a Board member must be submitted in writing to the Select Board, and becomes effective when accepted by the Select Board at its next regularly scheduled meeting.

- b) A quorum of the Board, as defined by Ordinance Governing Boards, Commission, and Committees shall be a majority of the full voting board, or three (3) Members.
- c) Attendance and Participation
 - i) All Members are expected to attend all meetings and participate fully in the general conduct of the Board.
 - ii) A Member who expects to be absent from any meetings must notify the Chair of the absence in advance and state a reason for the absence. The Board has the discretion to deem it an excused or unexcused absence.
 - (1) Any Member who was absent during any meeting that the Member is being asked to vote on must state publicly for the record that the Member has read the minutes and reviewed any documents received and discussed at the missed meeting(s).
 - iii) If any Member has demonstrated excessive absence from the Board, as defined by Section 2-104(d) of the Town Code, where the sum of their unexcused absences amounts to more than 25 percent of all meetings held over any 12-month period, the Chair shall report such excessive absence to the Select Board in a timely manner and shall be responsible for submitting a written request to the Select Board to remove the member from the Board for the just cause of "excessive absence".

3) OFFICER MEMBERS AND THEIR DUTIES

- a) Officers of the Planning Board shall consist of The Chair, Vice Chair, and Secretary.
 - i) All officers shall be Regular Members of the Board.
 - ii) In the extraordinary circumstances of absence of all officers at a meeting, a quorum of the Board may elect a Chair pro tempore for that meeting.
- b) The Chair shall:
 - i) Preside at all meetings and hearings of the Board.
 - ii) Has the authority to appoint all committees, call special meetings, and call work sessions.
 - iii) Responsible for any communication or requests to or from another Town Board.
 - iv) Must be informed of and will coordinate all requests for information from the Board to any source inside or outside the Town of Eliot.
 - v) Will prepare the agenda for meetings.
- c) The Vice Chair shall:
 - i) Act for the Chair in the Chair's absence.
- d) The Secretary shall:
 - i) Act for the Chair and the Vice Chair in their absence.
 - ii) Attendance, alternate member voting rotation shall be kept.
 - iii) Review of draft minutes.
- e) Alternate Board Members
 - i) Shall attend all meetings and participate in the proceedings.
 - ii) May propose motions and vote only when designated by the Chair to sit for a Regular Member.
 - iii) Shall be designated to vote on a rotating basis.
 - iv) Shall not hold office.

4) ADMINISTRATION DUTIES

- a) Duties and jobs may be assigned or performed by any Board member or staff as the Board sees fit.
 - (1) Keep a record of: resolutions, transactions, correspondence, findings and determinations, and minutes for meetings of all kinds.

(2) Provide notice of meetings to Board Members, arrange proper and legal notice of hearings, prepare correspondences, and any other duties the Board may find necessary.

b) Election of Officers

- i) Nominations for office shall be made from regular voting members of the Board at the annual organizational meeting which shall be held on the first regular scheduled meeting ~~after the annual Town meeting and the election shall follow immediately after.~~ **after the Select Board has appointed members to positions with terms starting in the new fiscal year starting July 1st.**
- ii) A candidate receiving a majority vote of the regular voting membership of the Planning Board shall be declared elected and shall serve for one year or until their successor shall take office.
- iii) Vacancies of officers shall be immediately filled by Board election process.

5) MEETINGS

a) Organization

- i) All meetings in which official action is taken shall be open to the public.
- ii) Video streaming of all meetings shall be in accordance with the Eliot Charter.
- iii) The Chair may set time limits on public comment that will be applicable for the entire meeting
 - (1) Can be limited to a specific time overall, per individual, or both.
 - (2) The Chair will use discretion on time limits in order to promote good relations between The Board and the public.
- iv) Those providing input at public meetings and hearings are advised to observe general rules of decorum and address only the issues before the Board. Persons disrupting the proceedings may be asked to leave the room by the Chair.

b) Regular Meeting

- i) Meetings will be held on the first and third Tuesday of the month at Eliot Town Hall at the time specified on the Town calendar.
 - (1) Meetings may be rotated to various locations to enable better citizen rapport.
 1. There must be special attention paid to the responsibility of the notification to the Public if the meeting is to be held at other than the normal time and place.
- ii) Materials received from applicants and other interested parties will be handled in the following manner:
 - (1) The Chair will read written public comment after the application presentation but before the attending public speaks.
- iii) Public comment will be handled in the following manner at Regular Meetings:
 - (1) The Chair will recognize public comment as a specific agenda item that is open to particular concerns regarding general Board functions.
 - (2) The Chair will recognize public comment during applications before the Board that are open to particular concerns regarding the functions germane to the Board on the applications.
 1. Public comment on applications will be opened by the Chair after the initial presentation from the applicant but before the Chair closes public comment so the Board can deliberate directly with the applicant. Public's comment must be made to the Chair, and all questions and discussions between citizens and Board Members must be through the Chair.

c) Special Meeting

- i) The Chair or other presiding officer, upon majority of approval of the Board, may call a Special Meeting at any appropriate time, to conduct necessary Board business.

- d) Emergency Meeting
 - i) Shall be run in accordance with the Eliot Charter upon majority approval of the Board, and public notice shall be given as soon as possible using all means of available communication to the public and local media.
- e) Site Walks
 - i) The purpose of the site walk is for collecting information related to physical factors of a site under consideration of the Board.
 - ii) Shall be conducted like a regular meeting and decisions shall not be made during the site walk.
 - iii) The public may attend site walks but there will be no public comment or input allowed regarding the application during the site walk to any Board Member unless allowed by the Chair.
 - iv) Chair shall give verbal summary of the site walk for the record at the following meeting.
- f) Executive Sessions
 - i) Upon a concurring vote of at least three (3) members present and voting, the Board may call for an Executive Session, from which the public shall be barred. Such sessions shall be held in accordance with: MRS-Title 1, Section 405.
 - ii) Within Executive Session it shall be the Chair's responsibility to ensure that only business for which the Session was called will be discussed. The Chair shall conduct the Executive Session to ensure that compliance with the rules for Executive Session occurs.

6) PUBLIC HEARINGS

- a) When an application requires a Public Hearing, the Board shall specifically schedule a Public Hearing before a final decision is made.
- b) Notice of hearings will be provided to applicants and the public in order for them to review and prepare.
- c) Notices of hearings will be provided according to applicable ordinance requirements.
- d) The Planning Board will strive to conduct public hearings in a fair and efficient manner that permits a thorough exploration of the issues to be considered.
- e) The Chair will read written public comment that has been submitted before the attending public speaks.
- f) The Chair shall recognize individuals wanting to speak, generally beginning with the abutters and ending with any other attending member of the public. The Chair shall close the Public Hearing after all have spoken, and the Board may then resume deliberations.
- g) During the Public Hearing, all statements must be made through the Chair, and all questions and discussion between citizens and Board Members must be through the Chair.

7) WORK SESSIONS

- a) The Chair, or any presiding officer, may, with the approval of the majority of the Board, call a work session for the purpose of:
 - i) Implementing the Comprehensive Plan, addressing or amending Subdivision Regulations, addressing or amending Zoning Ordinances, addressing or amending Planning Board Bylaws, and any other work items as necessary.
- b) These sessions are open to the public.
 - i) Since the work sessions are for Board discussion, input from the public is generally limited although

input from staff, Boards, the public, and groups is permitted at the discretion of the Chair, or consensus of the Board.

8) BYLAW AMENDMENTS

- a) These By-laws may be amended by a four (4) Member vote of the entire voting Membership of the Planning Board.

9) SEVERABILITY

- a) The invalidity of any section or provision of these By-laws shall not be help to invalidate any other section or provision of these By-laws.

Adopted by the vote of the Planning Board

June 10, 1980; May 1, 2018; September 4, 2018; December 7, 2021

Carmela Braun, Planning Board Chair

Date

Richard Donhauser, Select Board Chair

Date

ELIOT
10:22 AM**Payroll Warrant**

Pay Date: 05/11/2023

**** REPRINT ****

05/10/2023

Page 1

WARRANT: 105

Check	D / D	Check	Employee	Gross Pay
15312	350.00	408.01	4501 JAY P. MUZEROLL	985.53
15313	0.00	991.85	4541 Charles W Washington	1,296.00
15314	0.00	842.43	3010 Norman R Albert	1,140.00
115312	948.02	0.00	1005 MELISSA T. ALBERT	1,536.00
115313	965.82	0.00	1003 Rochelle M Bishop	1,488.00
115314	928.24	0.00	1032 Jeffery S. Brubaker	1,583.60
115315	780.88	0.00	1063 BRENDA L. HARVEY	1,193.41
115316	256.64	0.00	1053 Ann S Lukegord	277.90
115317	905.96	0.00	1059 Kristin D McNulty	1,576.40
115318	1,093.72	0.00	1010 WENDY J. RAWSKI	1,595.61
115319	766.87	0.00	1026 David R Ross-Lyons	1,098.80
115320	1,492.71	0.00	1041 Michael J. Sullivan	2,077.60
115321	280.43	0.00	6084 Robert B. Veino	315.51
115322	660.56	0.00	1101 Lauren A Albert	933.18
115323	1,072.00	0.00	1099 Donald K Ferrara	1,528.80
115324	674.76	0.00	1069 Kim R Tackett	990.00
115325	715.76	0.00	5078 Casey R Cyr	1,139.89
115326	811.95	0.00	5053 BRIAN P. DELANEY	1,405.66
115327	870.18	0.00	5076 William A. Dries	1,257.95
115328	1,227.75	0.00	5077 Robert Govoni	1,948.40
115329	1,242.12	0.00	5019 Ronald H Lund	2,188.92
115330	791.65	0.00	5074 Ryan D. Mazur	1,363.02
115331	1,140.06	0.00	5068 ELLIOTT L. MOYA	2,198.00
115332	2,129.04	0.00	5084 Timothy C. Niehoff	3,781.34
115333	582.91	0.00	5071 JUDITH F. SMITH	903.20
115334	858.26	0.00	1263 Thomas J. Phillips, III	1,127.76
115335	628.25	0.00	3104 Douglas M Blaisdell	1,038.81
115336	874.84	0.00	3111 Craig Brown	1,400.00
115337	477.27	0.00	4538 BRIAN C. HOLT	872.00
115338	670.71	0.00	3116 Austin D Mahoney	998.00
115339	990.52	0.00	3028 JAMES G. ROY	1,549.95
115340	216.65	0.00	3008 DONALD E. SYLVESTER	234.60
115341	304.00	0.00	3102 RONALD PEARSON	388.50
115342	266.45	0.00	3083 RALPH E. PLACE	338.13
115343	361.79	0.00	3059 Robert H. Whittaker	439.88
115344	261.81	0.00	3110 Nicholas P Willis	330.23
115345	615.14	0.00	1310 Lindsay M. Jardine	858.80
115346	871.56	0.00	1060 HEATHER MUZEROLL-ROY	1,374.40
115347	561.19	0.00	1052 AMANDA D. PARADIS-SAUCIER	961.60
115348	320.21	0.00	1092 Gabriella L Wiggin	367.50
115349	0.00	28,966.68	D / D 9 KENNEBUNK SAVINGS BANK	
15315	0.00	54.19	T & A 9 Mission Square	
15316	0.00	54.19	T & A 10 Mission Square	
15317	0.00	2,374.47	T & A 4 Treasurer of State	
115350	0.00	12,180.41	T & A 1 Kennebunk Savings Bank	
115351	0.00	170.00	T & A 7 Maine State Retirement Service	

ELIOT
10:22 AM

Payroll Warrant

Pay Date: 05/11/2023

**** REPRINT ****

05/10/2023

Page 2

WARRANT: 105

Check	D / D	Check	Employee	Gross Pay
Total	28,966.68	46,042.23		48,082.88

Put into A/P	20,606.43
Taken out of A/P	(14,833.26)
Total Payroll	51,815.40

Count	
Checks	46

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

LAUREN DOW

ROBERT MCPHERSON

RICHARD DONHAUSER

Stanley Shapleigh

WILLIAM WIDI

Payroll Warrant
Pay Date: 05/18/2023
**** REPRINT ****

WARRANT: 108

Check	D / D	Check	Employee	Gross Pay
15318	350.00	408.01	4501 JAY P. MUZEROLL	985.53
15319	0.00	842.43	3010 Norman R Albert	1,140.00
115318	948.02	0.00	1005 MELISSA T. ALBERT	1,536.00
115319	965.82	0.00	1003 Rochelle M Bishop	1,488.00
115320	928.24	0.00	1032 Jeffery S. Brubaker	1,583.60
115321	808.90	0.00	1063 BRENDA L. HARVEY	1,237.89
115322	194.47	0.00	2125 ELLEN M. LEMIRE	264.01
115323	905.96	0.00	1059 Kristin D McNulty	1,576.40
115324	1,093.72	0.00	1010 WENDY J. RAWSKI	1,595.61
115325	766.87	0.00	1026 David R Ross-Lyons	1,098.80
115326	1,492.71	0.00	1041 Michael J. Sullivan	2,077.60
115327	261.85	0.00	6084 Robert B. Veino	291.24
115328	654.76	0.00	1101 Lauren A Albert	924.59
115329	1,072.00	0.00	1099 Donald K Ferrara	1,528.80
115330	674.76	0.00	1069 Kim R Tackett	990.00
115331	709.08	0.00	5078 Casey R Cyr	1,129.63
115332	832.59	0.00	5053 BRIAN P. DELANEY	1,437.15
115333	952.34	0.00	5076 William A. Dries	1,404.59
115334	870.28	0.00	5077 Robert Govoni	1,312.31
115335	868.54	0.00	5019 Ronald H Lund	1,509.30
115336	778.66	0.00	5074 Ryan D. Mazur	1,339.85
115337	1,140.06	0.00	5068 ELLIOTT L. MOYA	2,198.00
115338	1,912.49	0.00	5084 Timothy C. Niehoff	3,379.06
115339	582.91	0.00	5071 JUDITH F. SMITH	903.20
115340	379.08	0.00	1263 Thomas J. Phillips, III	469.20
115341	628.25	0.00	3104 Douglas M Blaisdell	1,038.81
115342	874.84	0.00	3111 Craig Brown	1,400.00
115343	603.36	0.00	4538 BRIAN C. HOLT	872.00
115344	670.71	0.00	3116 Austin D Mahoney	998.00
115345	885.38	0.00	3028 JAMES G. ROY	1,393.20
115346	389.31	0.00	3008 DONALD E. SYLVESTER	428.15
115347	378.78	0.00	3117 Will B Parker	444.00
115348	311.82	0.00	3102 RONALD PEARSON	399.00
115349	266.45	0.00	3083 RALPH E. PLACE	338.13
115350	124.34	0.00	3084 Daryl R Theriault	134.64
115351	261.07	0.00	3059 Robert H. Whittaker	304.98
115352	268.45	0.00	3110 Nicholas P Willis	339.15
115353	674.98	0.00	1310 Lindsay M. Jardine	947.36
115354	871.56	0.00	1060 HEATHER MUZEROLL-ROY	1,374.40
115355	603.41	0.00	1052 AMANDA D. PARADIS-SAUCIER	1,024.71
115356	323.10	0.00	1092 Gabriella L Wiggin	371.25
115357	0.00	28,279.92	D / D 9 KENNEBUNK SAVINGS BANK	
15320	0.00	54.19	T & A 9 Mission Square	
15321	0.00	54.19	T & A 10 Mission Square	
15322	0.00	2,181.00	T & A 4 Treasurer of State	
115358	0.00	11,234.86	T & A 1 Kennebunk Savings Bank	
115359	0.00	170.00	T & A 7 Maine State Retirement Service	

ELIOT
12:18 PM

Payroll Warrant

Pay Date: 05/18/2023

**** REPRINT ****

05/18/2023

Page 2

WARRANT: 108

Check	D / D	Check	Employee	Gross Pay
Total	28,279.92	43,224.60		45,208.14

Put into A/P	19,190.44
Taken out of A/P	(13,694.24)
Total Payroll	48,720.80

Count

Checks 47

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

LAUREN DOW

ROBERT MCPHERSON

RICHARD DONHAUSER

Stanley Shapleigh

WILLIAM WIDI

Warrant 106

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
1064	31174	05	Air compressor repairs	3298		
Air compressor repairs	E 20-01-24-10				500.00	0.00
	Rep. & Maint / Equipment					
			Invoice Total-		500.00	
1064	31174	05	Outlet/Light repairs	3297		
Outlet/Light repairs	E 20-01-24-20				1,000.00	0.00
	Rep. & Maint / Building					
			Invoice Total-		1,000.00	
			Vendor Total-		1,500.00	
00131 COMCAST						
1064	31175	05	CSD Phones 4/18-5/17	4/18-5/17		
CSD Phones 4/18-5/17	E 30-01-15-03				191.31	0.00
	Utilities / Communicat.					
			Vendor Total-		191.31	
02333 EcoMaine						
1064	31176	05	April MSW	04.30.2023		
April MSW	E 20-25-06-50				2,794.46	0.00
	tation - P/W Service / MSW Disposal					
			Invoice Total-		2,794.46	
1064	31176	05	April Bulky Waste	04.30.2023		
April Bulky Waste	E 20-25-06-55				3,112.26	0.00
	tation - P/W Service / Spec. Waste					
			Invoice Total-		3,112.26	
			Vendor Total-		5,906.72	
01007 ELIOT SMALL ENGINE REPAIR, INC.						
1064	31177	05	Air cleaner for mower	38472		
Air cleaner	E 20-10-24-10				283.14	0.00
	Rep. & Maint / Equipment					
			Vendor Total-		283.14	
02940 Fisher Auto Parts						
1064	31178	05	Kubota parts	460-253157		
Kubota parts	E 20-01-24-10				80.93	0.00
	Rep. & Maint / Equipment					
			Vendor Total-		80.93	
02015 HEATWAVE OIL, LLC						
1064	31179	05	Diesel fuel	762728		
Diesel fuel	E 20-01-20-10				1,584.14	0.00
	Supplies / Diesel Fuel					
			Vendor Total-		1,584.14	
00816 IRVING OIL						
1064	31180	05	DPW April Gas	35008740		
DPW April Gas	E 20-01-20-15				117.49	0.00
	Supplies / Gasoline					
			Vendor Total-		117.49	
00000 Kimberly Sullivan						
1064	31181	05	refund camp registration	04.28.2023		
refund camp registration	R 82-02-02				20.00	0.00
	Summer Camp					

Warrant 106

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account		Proj			
02982 Kittery Ace Hardware					Vendor Total-	20.00
1064	31182	05	Rakes & parts	3734-1		
Rakes & parts			E 20-10-24-10		157.94	0.00
			Rep. & Maint / Equipment			
					Invoice Total-	157.94
1064	31182	05	Town hall keys	3720-1		
Town hall keys			E 01-01-20-40		14.77	0.00
			Supplies / Dept./Office			
					Invoice Total-	14.77
					Vendor Total-	172.71
00000 Kristin McNulty						
1064	31183	05	April Mileage	April 2023		
April Mileage			E 01-01-03-05		154.13	0.00
			Emp. Benefits / Training			
April Mileage			E 01-01-03-06		9.83	0.00
			Emp. Benefits / Mileage			
					Vendor Total-	163.96
00587 MAINE MUNICIPAL ASSOCIATION						
1064	31184	05	Worker's compensation	59270		
Worker's compensation			E 01-01-30-15		7,827.00	0.00
			Insurance / Work Comp			
					Vendor Total-	7,827.00
00444 MAINE TOWN & CITY CLERK'S ASSN						
1064	31185	05	D.Ross-Lyons Training	1000442550		
D.Ross-Lyons Training			E 01-02-03-05		30.00	0.00
			Emp. Benefits / Training			
					Invoice Total-	30.00
1064	31185	05	L.Albert Training	1000441813		
L.Albert Training			E 01-02-03-05		75.00	0.00
			Emp. Benefits / Training			
					Invoice Total-	75.00
					Vendor Total-	105.00
01205 MAINE WELFARE DIRECTORS ASSN.						
1064	31186	05	Gen Assist. Seminar	1000441845		
Gen Assist. Seminar			E 01-01-03-05		110.00	0.00
			Emp. Benefits / Training			
					Vendor Total-	110.00
01930 MB TRACTOR & EQUIPMENT						
1064	31187	05	Kubota parts	EI39201		
Kubota parts			E 20-01-24-10		195.12	0.00
			Rep. & Maint / Equipment			
					Vendor Total-	195.12
01406 MORIARTY ELECTRIC COMPANY						
1064	31188	05	Generator Maint.	25089		
Generator Maint.			E 20-01-24-20		395.00	0.00
			Rep. & Maint / Building			
					Vendor Total-	395.00

Warrant 106

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
02350 New England Kenworth						
1064	31189	05	Parts		CP527409	
Parts			E 20-01-24-15		557.52	0.00
			Rep. & Maint / Vehicle			
			Invoice Total-		557.52	
1064	31189	05	returned item		CP527405	
Credit Memo			G 01-9999-00		-32.01	0.00
			Clearing A/C			
			Invoice Total-		-32.01	
			Vendor Total-		525.51	
02918 Occupational Health Services of PRH, LLC						
1064	31190	05	New Hire Physical		80080	
New Hire Physical			E 20-01-03-05		242.00	0.00
			Emp. Benefits / Training			
			Vendor Total-		242.00	
02774 Quadient Finance USA, Inc						
1064	31191	05	Postage refill		April 2023	
Postage refill			E 01-01-20-05		2,000.00	0.00
			Supplies / Postage			
			Vendor Total-		2,000.00	
01956 RHR SMITH & COMPANY						
1064	31192	05	Audit work		2022-3347	
Audit work			E 01-01-10-01		2,500.00	0.00
			Contract Svc / Auditor			
			Vendor Total-		2,500.00	
00619 S.A.D. # 35						
1064	31193	05	May Assessment		May 2023	
May Assessment			E 62-01-99-30		888,370.91	0.00
			Misc. / MSAD #35			
			Vendor Total-		888,370.91	
00617 SANEL NAPA						
1064	31194	05	Parts		379618	
Parts			E 20-01-24-15		8.29	0.00
			Rep. & Maint / Vehicle			
			Invoice Total-		8.29	
1064	31194	05	Manual transfer pump		385208	
Manual transfer pump			E 20-01-24-15		68.49	0.00
			Rep. & Maint / Vehicle			
			Invoice Total-		68.49	
1064	31194	05	de-icer		378198	
de-icer			E 20-05-22-30		8.98	0.00
			P/W Supplies / Winter Sand			
			Invoice Total-		8.98	
			Vendor Total-		85.76	
00626 SEACOAST BUSINESS MACHINES						
1064	31195	05	CSD copier lease		INV700347	
CSD copier lease			E 30-01-10-30		156.05	0.00
			Contract Svc / Equip Lease			

Warrant 106

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
Invoice Total-					156.05	
1064	31195	05	CSD Copier lease overages	IN105348		
CSD Copier lease overages	E 30-01-10-30		Contract Svc / Equip Lease		53.42	0.00
Invoice Total-					53.42	
Vendor Total-					209.47	
00648 SOUTHERN MAINE PLANNING						
1064	31196	05	Stormwater Consulting	16621		
Stormwater Consulting	E 20-30-05-35		Service Fees / Consulting		550.00	0.00
Invoice Total-					550.00	
1064	31196	05	Project reviews	16629		
Project reviews	E 01-03-05-35		Service Fees / Consulting		407.50	0.00
Invoice Total-					407.50	
1064	31196	05	Project review	16630		
Project review	E 01-03-05-35		Service Fees / Consulting		1,932.64	0.00
Invoice Total-					1,932.64	
Vendor Total-					2,890.14	
01418 SPRINT						
1064	31197	05	CSD CellPhones 3/9-4/8	557872025-251		
CSD CellPhones 3/9-4/8	E 30-01-03-12		Emp. Benefits / Cell Phones		249.64	0.00
Vendor Total-					249.64	
00661 Staples Properties LLC						
1064	31198	05	G/A Rent Assistance	HL1523		
G/A Rent Assistance	E 50-01-99-55		Misc. / G/A Rent		1,900.00	0.00
Vendor Total-					1,900.00	
00002 Stellar Networks						
1064	31199	05	April Tech Services	75939		
April Tech Services	E 01-01-24-30		Rep. & Maint / Computer		2,570.53	0.00
April Tech Services	E 10-05-10-14		Contract Svc / Contra/Maint		740.00	0.00
April Tech Services	E 20-01-24-30		Rep. & Maint / Computer		244.00	0.00
Invoice Total-					3,554.53	
1064	31199	05	CSD April Tech Services	75936		
CSD April Tech Services	E 30-01-24-30		Rep. & Maint / Computer		219.87	0.00
Invoice Total-					219.87	
Vendor Total-					3,774.40	
00679 TEAMSTERS LOCAL UNION #340						
1064	31200	05	DPW/TS May Union Dues	May 2023		
DPW/TS May Union Dues	G 01-2237-00		Union Dues-P		522.00	0.00
Vendor Total-					522.00	

Warrant 106

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
01972 THE WEEKLY SENTINEL						
1064	31201	05	Hearing Notices	70544		
Hearing Notices			E 05-05-50-45		156.00	0.00
			Town Comm. / Plan. Bd.			
Hearing Notices			E 05-05-50-05		78.00	0.00
			Town Comm. / Bd. Appeal			
Hearing Notices			E 01-01-05-01		143.00	0.00
			Service Fees / Advertising			
Vendor Total-					377.00	
01753 TOWN OF KITTEERY						
1064	31202	05	Qtrly Sewer Service	146281		
Qtrly Sewer Service			E 70-01-05-60		68,121.07	0.00
			Service Fees / Sw/Kittery			
Vendor Total-					68,121.07	
00725 TREASURER OF STATE						
1064	31203	05	BMV 4/27-5/4	4/27-5/4		
BMV 4/27-5/4			G 01-2040-00		31,687.30	0.00
			G/L DMV Regs			
Vendor Total-					31,687.30	
02963 TRP STORE						
1064	31204	05	Parts - filters	TP53652		
Parts - filters			E 20-01-24-15		12.04	0.00
			Rep. & Maint / Vehicle			
Vendor Total-					12.04	
00906 W.B. MASON COMPANY, INC.						
1064	31205	05	Paper for Receipt Printer	238187280		
Paper for Receipt Printer			E 01-01-20-40		55.69	0.00
			Supplies / Dept./Office			
Invoice Total-					55.69	
1064	31205	05	Code office supplies	238105114		
Code office supplies			E 01-01-20-40		21.82	0.00
			Supplies / Dept./Office			
Invoice Total-					21.82	
Vendor Total-					77.51	

Warrant 106

Jrnl	Check	Month	Invoice Description	Reference	Encumbrance
Description			Account	Amount	
			Prepaid Total-	0.00	
			Current Total-	1,038,476.25	
			EFT Total-	0.00	
			Warrant Total-	1,038,476.25	

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

Developed by:
Lauren Dow

LAUREN DOW

ROBERT MCPHERSON

RICHARD DONHAUSER

Stanley Shapleigh

WILLIAM WIDI

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
02991 Kennebunk Savings						
1093	999999	04	M.Albert March CC Chgs		2/28 to 3/27	
Adobe Subscription			E 01-01-10-11		1,295.28	0.00
			Contract Svc / Software			
Docusign Subscription			E 01-01-10-11		300.00	0.00
			Contract Svc / Software			
Invoice Total-					1,595.28	
1093	999999	04	A.Paradis March CC Chgs		2/28 to 3/27	
Smitty's Cinema			E 30-08-55-05		200.00	0.00
			Prog. Exp. / Trips			
Hilltop Fun Center			E 30-08-55-05		100.00	0.00
			Prog. Exp. / Trips			
Krazy Kids			E 30-08-55-05		50.00	0.00
			Prog. Exp. / Trips			
Craft Supplies			E 30-10-20-40		58.00	0.00
			Supplies / Dept./Office			
Fundraiser Gift Card			E 30-20-20-40		25.00	0.00
			Supplies / Dept./Office			
Firefly Pottery			E 30-20-20-40		338.00	0.00
			Supplies / Dept./Office			
Invoice Total-					771.00	
1093	999999	04	J.Muzeroll March CC Chgs		2/28 to 3/27	
Station Supplies			E 10-01-24-20		104.94	0.00
			Rep. & Maint / Building			
Cleaning Supplies			E 10-01-24-20		98.57	0.00
			Rep. & Maint / Building			
Mop Bucket			E 10-01-24-20		54.97	0.00
			Rep. & Maint / Building			
Replacemet Part			E 10-01-24-10		65.50	0.00
			Rep. & Maint / Equipment			
Cards			E 10-01-20-55		115.50	0.00
			Supplies / Fire Dept.			
Badge - Burr ridge			E 10-01-20-55		45.30	0.00
			Supplies / Fire Dept.			
Wire Nuts			E 10-01-24-20		10.21	0.00
			Rep. & Maint / Building			
Light Fixtures			E 10-01-24-20		23.64	0.00
			Rep. & Maint / Building			
Memorial Dinner			E 10-01-20-55		250.00	0.00
			Supplies / Fire Dept.			
Invoice Total-					768.63	
1093	999999	04	E.Moya March CC Charges		2/28 to 3/27	
Elevator License			E 10-05-24-20		70.00	0.00
			Rep. & Maint / Building			
Invoice Total-					70.00	
1093	999999	04	K.McNulty March CC Chgs		2/28 to 3/27	
Monthly Zoom Fees			E 01-01-10-11		95.94	0.00
			Contract Svc / Software			
Invoice Total-					95.94	
1093	999999	04	S.Robinson March CC Chgs		2/28 to 3/27	
Storm Dinner 2/28			E 20-01-03-05		94.74	0.00
			Emp. Benfits / Training			
Tire Repair			E 20-01-24-15		317.48	0.00
			Rep. & Maint / Vehicle			
Invoice Total-					412.22	

Warrant 106

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
01445 Allegiant Care						
1064	31167	05	June Insurance Premium	June 2023		
June Insurance Premium			E 20-01-03-10		5,473.92	0.00
			Emp. Benefits / Health Ins.			
June Insurance Premium			E 01-02-03-10		3,837.92	0.00
			Emp. Benefits / Health Ins.			
June Insurance Premium			E 01-03-03-10		2,946.92	0.00
			Emp. Benefits / Health Ins.			
June Insurance Premium			G 01-2230-00		2,600.24	0.00
			Health Ins.			
			Vendor Total-		14,859.00	
02854 Amazon Capital Services						
1064	31168	05	Building Supplies	1LXD-DF6W-1DVC		
Building Supplies			E 01-01-20-40		240.32	0.00
			Supplies / Dept./Office			
Building Supplies			E 20-01-20-40		139.97	0.00
			Supplies / Dept./Office			
			Invoice Total-		380.29	
1064	31168	05	Kidsplay craft supplies	1RT1-7DTW-4GMR		
Kidsplay craft supplies			E 30-11-55-01		8.99	0.00
			Prog. Exp. / Sup. & Mat.			
			Invoice Total-		8.99	
			Vendor Total-		389.28	
00035 AMERICAN SECURITY ALARM, INC.						
1064	31169	05	Alarm repairs	153760		
Alarm repairs			E 01-01-05-10		108.00	0.00
			Service Fees / Sec/Alarm			
			Vendor Total-		108.00	
02556 CAI Technologies						
1064	31170	05	GSI Updates	16991		
GSI Updates			E 01-03-10-05		258.75	0.00
			Contract Svc / GIS Mapping			
			Vendor Total-		258.75	
00109 CENTRAL MAINE POWER						
1064	31171	05	Monthly Electricity	713001700352		
Monthly Electricity			E 10-35-10-06		308.24	0.00
			Contract Svc / contract fee			
			Vendor Total-		308.24	
02812 Certified Laboratories						
1064	31172	05	supplies	8211598		
supplies			E 20-01-24-05		194.95	0.00
			Rep. & Maint / Sup. & Mat.			
			Vendor Total-		194.95	
00121 Cintas Corporation #758						
1064	31173	05	5/5 DPW Uniforms	4154680029		
5/5 DPW Uniforms			E 20-01-03-15		160.76	0.00
			Emp. Benefits / Uniforms			
			Vendor Total-		160.76	
01337 CNC ELECTRIC						

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference	
Description			Account	Proj	Amount
					Encumbrance
			Vendor Total-		3,713.07
			Prepaid Total-		3,713.07
			Current Total-		0.00
			EFT Total-		0.00
			Warrant Total-		3,713.07

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

LAUREN DOW

ROBERT MCPHERSON

RICHARD DONHAUSER

Stanley Shapleigh

WILLIAM WIDI

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00013 ADMIRAL FIRE & SAFETY, INC.						
1113	31206	05	Uniforms	232737		
Uniforms	E 10-05-03-15				199.95	0.00
	Emp. Benefits / Uniforms					
			Vendor Total-		199.95	
02854 Amazon Capital Services						
1113	31207	05	cleaning supplies	1CN6-CRP3-7WMC		
cleaning supplies	E 10-05-24-20				117.85	0.00
	Rep. & Maint / Building					
			Invoice Total-		117.85	
1113	31207	05	Desk Chair/Mouse	1P7J-JJ7P-HFH7		
Desk Chair/Mouse	E 20-01-20-40				192.87	0.00
	Supplies / Dept./Office					
			Invoice Total-		192.87	
			Vendor Total-		310.72	
00035 AMERICAN SECURITY ALARM, INC.						
1113	31208	05	Line Checks	153672		
Line Checks	E 10-05-24-20				85.00	0.00
	Rep. & Maint / Building					
			Invoice Total-		85.00	
1113	31208	05	Fire alarm repair	153784		
Fire alarm repair	E 10-05-24-20				618.33	0.00
	Rep. & Maint / Building					
			Invoice Total-		618.33	
			Vendor Total-		703.33	
02888 AT&T Mobility						
1113	31209	05	FD Cells 3/23-4/22	8876x04282023		
FD Cells 3/23-4/22	E 10-01-03-12				173.12	0.00
	Emp. Benefits / Cell Phones					
			Invoice Total-		173.12	
1113	31209	05	PD Cells 04.22.2023	0466x04282023		
PD Cells 04.22.2023	E 10-05-03-12				880.20	0.00
	Emp. Benefits / Cell Phones					
			Invoice Total-		880.20	
			Vendor Total-		1,053.32	
03012 B&H Photo -Video						
1113	31210	05	Camera - grant	212904782		
Camera - grant	E 10-05-99-08				708.13	0.00
	Misc. / Use of Grant					
			Vendor Total-		708.13	
00072 BERNSTEIN, SHUR, SAWYER & NELSON						
1113	31211	05	Legal Fees - Labor Advice	4041360		
Legal Fees - Labor Advice	E 01-01-10-02				671.50	0.00
	Contract Svc / Legal Serv.					
			Invoice Total-		671.50	
1113	31211	05	Legal Fees - Code Enforce	4041031		
Legal Fees - Code Enforce	E 01-01-10-02				116.00	0.00
	Contract Svc / Legal Serv.					

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	
					Encumbrance	
					Invoice Total-	116.00
1113	31211	05	Legal Fees - Planning	4041079		
Legal Fees - Planning			E 01-01-10-02		464.00	0.00
			Contract Svc / Legal Serv.			
					Invoice Total-	464.00
					Vendor Total-	1,251.50
00109 CENTRAL MAINE POWER						
1113	31212	05	GA - Electricity ML2223	3501-2130-957		*** SEPARATE ***
GA - Electricity ML2223			E 50-01-15-02		127.00	0.00
			Utilities / Electricity			
					Invoice Total-	127.00
1113	31214	05	Route 236-Beech Rd	712001722104		
Route 236-Beech Rd			E 10-35-10-06		20.16	0.00
			Contract Svc / contract fee			
					Invoice Total-	20.16
1113	31214	05	HL Dow Hwy 4/12-5/11	720001653931		
HL Dow Hwy 4/12-5/11			E 20-25-15-02		25.67	0.00
			tation - Utilities / Electricity			
					Invoice Total-	25.67
1113	31214	05	1333 State Rd 4/12-5/11	712001722106		
1333 State Rd 4/12-5/11			E 01-01-15-02		25.67	0.00
			Utilities / Electricity			
					Invoice Total-	25.67
1113	31214	05	Cor State/Bolthill Rd	713001710710		
Cor State/Bolthill Rd			E 10-35-10-06		20.16	0.00
			Contract Svc / contract fee			
					Invoice Total-	20.16
1113	31214	05	New Kittery Rd 4/12-5/10	725001482360		
New Kittery Rd 4/12-5/10			E 10-35-10-06		20.16	0.00
			Contract Svc / contract fee			
					Invoice Total-	20.16
1113	31214	05	Main St 4/12-5/11	705001762246		
Main St 4/12-5/11			E 70-10-15-02		25.67	0.00
			Utilities / Electricity			
					Invoice Total-	25.67
1113	31214	05	Route 236 4/12-5/10	706001759872		
Route 236 4/12-5/10			E 10-30-15-02		20.16	0.00
			Utilities / Electricity			
					Invoice Total-	20.16
1113	31214	05	Pleasant St 4/13-5/11	715001696733		
Pleasant St 4/13-5/11			E 70-05-15-02		25.67	0.00
			Utilities / Electricity			
					Invoice Total-	25.67
1113	31214	05	Dixon Ave 4/12-5/10	702001790342		
Dixon Ave 4/12-5/10			E 70-01-15-02		20.16	0.00
			Utilities / Electricity			
					Invoice Total-	20.16
1113	31214	05	Rte 236 Garage 4/12-5/11	716001698284		
Rte 236 Garage 4/12-5/11			E 20-01-15-02		20.16	0.00
			Utilities / Electricity			

A / P Warrant

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
Invoice Total-					20.16	
1113	31214	05	Harold L Dow Hwy Trf	711001724109		
Harold L Dow Hwy Trf	E 20-25-15-02				20.16	0.00
	tation - Utilities / Electricity					
Invoice Total-					20.16	
1113	31214	05	Route 236 Rd 4/12-5/10	721001636731		
Route 236 Rd 4/12-5/10	E 10-35-10-06				20.16	0.00
	Contract Svc / contract fee					
Invoice Total-					20.16	
1113	31214	05	1323 State Rd 3/4-4/11	707001722116		
1323 State Rd 3/4-4/11	E 10-01-15-02				20.16	0.00
	Utilities / Electricity					
Invoice Total-					20.16	
1113	31214	05	66 Dow Hwy 4/4-5/2	720001645594		
66 Dow Hwy 4/4-5/2	E 10-01-15-02				77.89	0.00
	Utilities / Electricity					
Invoice Total-					77.89	
1113	31214	05	Old Rd 4/12-5/10	721001636730		
Old Rd 4/12-5/10	E 20-10-15-02				20.16	0.00
	Utilities / Electricity					
Invoice Total-					20.16	
1113	31214	05	River Rd 4/12-5/10	717001685714		
River Rd 4/12-5/10	E 20-10-15-02				20.16	0.00
	Utilities / Electricity					
Invoice Total-					20.16	
1113	31214	05	11 Dixon Rd 4/12-5/10	712001722105		
11 Dixon Rd 4/12-5/10	E 70-15-15-02				20.16	0.00
	Utilities / Electricity					
Invoice Total-					20.16	
1113	31214	05	468 HL Dow Hwy 4/12-5/10	712001721568		
468 HL Dow Hwy 4/12-5/10	E 20-25-15-02				25.67	0.00
	tation - Utilities / Electricity					
Invoice Total-					25.67	
Vendor Total-					575.16	
02985 Christopher J Backman						
1113	31215	05	Audit Consulting	23688		
Audit Consulting	E 01-01-03-05				1,400.00	0.00
	Emp. Benfits / Training					
Vendor Total-					1,400.00	
00121 Cintas Corporation #758						
1113	31216	05	5/12 DPW Uniforms	4155383894		
5/12 DPW Uniforms	E 20-01-03-15				160.76	0.00
	Emp. Benfits / Uniforms					
Vendor Total-					160.76	
01337 CNC ELECTRIC						
1113	31217	05	Surge protection	3303		
Surge protection	E 20-01-24-20				125.00	0.00
	Rep. & Maint / Building					
Vendor Total-					125.00	

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
00131 COMCAST						
1113	31218	05	FD Cable 4/27-5/26	4/27-5/26		
FD Cable 4/27-5/26			E 10-01-15-03		32.78	0.00
			Utilities / Communicat.			
			Vendor Total-		32.78	
01513 Consolidated Communications						
1113	31219	05	PD Phones 04.18.2023	04.18.2023		
PD Phones 04.18.2023			E 10-05-15-03		292.09	0.00
			Utilities / Communicat.			
			Vendor Total-		292.09	
02315 Coyote Club Wildlife Ed.						
1113	31220	05	Feb-April program	05.15.2023		
Feb-April program			E 30-08-55-02		2,890.00	0.00
			Prog. Exp. / Contracted			
			Vendor Total-		2,890.00	
02791 Dirigo Safety, LLC						
1113	31221	05	Online training	2022-483		
Online training			E 10-05-03-05		405.00	0.00
			Emp. Benefits / Training			
			Invoice Total-		405.00	
1113	31221	05	MLEAP Annual Fees	2023-036		
MLEAP Annual Fees			E 10-05-03-01		750.00	0.00
			Emp. Benefits / Dues			
			Invoice Total-		750.00	
			Vendor Total-		1,155.00	
01007 ELIOT SMALL ENGINE REPAIR, INC.						
1113	31222	05	Grass Mix	038683		
Grass Mix			E 20-01-22-46		170.00	0.00
			P/W Supplies / Topsoil Seed			
			Invoice Total-		170.00	
1113	31222	05	Mower Blade	038772		
Mower Blade			E 20-10-24-10		89.97	0.00
			Rep. & Maint / Equipment			
			Invoice Total-		89.97	
			Vendor Total-		259.97	
02954 ESRI						
1113	31223	05	GIS annual subscription	94481374		
GIS annual subscription			E 01-03-10-05		1,375.00	0.00
			Contract Svc / GIS Mapping			
			Vendor Total-		1,375.00	
02357 FIRE TECH & SAFETY OF NEW ENGLAND						
1113	31224	05	Hydrant Assist Valve	212822		
Hydrant Assist Valve			E 86-01-99-01		2,365.00	0.00
			Misc. / Misc.			
			Invoice Total-		2,365.00	
1113	31224	05	Blitz Fire Pack	212823		
Blitz Fire Pack			E 86-01-99-01		3,710.00	0.00
			Misc. / Misc.			

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
					Invoice Total-	3,710.00
1113	31224	05	Storz Adapter		213405	
Storz Adapter			E 10-01-24-10		272.74	0.00
			Rep. & Maint / Equipment			
					Invoice Total-	272.74
1113	31224	05	Gear Racks		213437	
Gear Racks			E 86-01-99-01		12,423.20	0.00
			Misc. / Misc.			
					Invoice Total-	12,423.20
					Vendor Total-	18,770.94
02940 Fisher Auto Parts						
1113	31225	05	E2 Parts		460-254612	
E2 Parts			E 10-01-24-85		43.11	0.00
			Rep. & Maint / Fire Truck			
					Vendor Total-	43.11
00265 HAYDEE'S PEST-FREE MANAGEMENT, INC.						
1113	31226	05	Monthly Pest Service		166595	
Monthly Pest Service			E 20-25-24-20		70.00	0.00
			tation - Rep. & Maint / Building			
					Vendor Total-	70.00
01534 IIA Fire Department Testing						
1113	31227	05	Hose & Ladder Tests		INV-057835	
Hose & Ladder Tests			E 10-01-11-22		2,653.70	0.00
			Contract FD / Hose Maint.			
Hose & Ladder Tests			E 10-01-11-21		431.51	0.00
			Contract FD / Ladder Maint			
					Vendor Total-	3,085.21
00287 INDUSTRIAL PROTECTION SERVICES, LLC						
1113	31228	05	SCBA Test		187064	
SCBA Test			E 10-01-11-16		818.30	0.00
			Contract FD / SCBA Maint			
					Invoice Total-	818.30
1113	31228	05	Foam		187104	
Foam			E 10-01-20-55		475.00	0.00
			Supplies / Fire Dept.			
					Invoice Total-	475.00
1113	31228	05	SCBA maint/Rescue Tool		187183	
SCBA Comp Maint			E 10-01-11-19		900.00	0.00
			Contract FD / SCBA Compres			
Rescue Tool Extracation			E 10-01-11-25		750.00	0.00
			Contract FD / Extracation			
					Invoice Total-	1,650.00
					Vendor Total-	2,943.30
00816 IRVING OIL						
1113	31229	05	PD April Gas		35008736	
PD April Gas			E 10-05-20-15		1,178.76	0.00
			Supplies / Gasoline			
					Invoice Total-	1,178.76
1113	31229	05	FD April Gas		35008724	

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
FD April Gas			E 10-01-20-15		603.77	0.00
			Supplies / Gasoline			
			Invoice Total-		603.77	
			Vendor Total-		1,782.53	
02671 JD's Drain Cleaning Inc.						
1113	31230	05	Storm drain check	5291		
Storm drain check			E 20-10-24-95		295.00	0.00
			Rep. & Maint / Grounds			
			Vendor Total-		295.00	
02982 Kittery Ace Hardware						
1113	31231	05	Boat Basin Supplies	3878-1		
Boat Basin Supplies			E 30-04-20-40		3.59	0.00
			Supplies / Dept./Office			
			Invoice Total-		3.59	
1113	31231	05	Keys - PD	3722-1		
Keys - PD			E 10-05-24-15		8.97	0.00
			Rep. & Maint / Vehicle			
			Invoice Total-		8.97	
			Vendor Total-		12.56	
00338 KITTERY POLICE DEPARTMENT						
1113	31232	05	Dispatch Services	PD23-2005		
Dispatch Services			E 10-30-10-07		96,325.00	0.00
			Contract Svc / 24 Hr. Answ			
			Vendor Total-		96,325.00	
00352 Lawson Products, Inc.						
1113	31233	05	Cable Ties	9310582754		
Cable Ties			E 20-01-24-05		26.30	0.00
			Rep. & Maint / Sup. & Mat.			
			Vendor Total-		26.30	
02475 Leaf						
1113	31234	05	Monthly copier lease	14707892		
Monthly copier lease			E 01-01-10-30		754.66	0.00
			Contract Svc / Equip Lease			
			Invoice Total-		754.66	
1113	31234	05	Monthly copier lease	14617428		
Monthly copier lease			E 10-05-10-14		220.64	0.00
			Contract Svc / Contra/Maint			
			Invoice Total-		220.64	
			Vendor Total-		975.30	
02113 Mad Science of Maine						
1113	31235	05	After School Program	618		
After School Program			E 30-08-55-02		1,600.00	0.00
			Prog. Exp. / Contracted			
			Vendor Total-		1,600.00	
01295 MAINE BUILDING OFFICIALS AND						
1113	31236	05	Training	1000440719		
Training			E 01-03-03-05		25.00	0.00
			Emp. Benefits / Training			

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Vendor Total-					25.00	
01006 Maine Municipal Employee Health Trust						
1113	31237	05	June Health Ins. Premium	June 2023		
admin			E 01-01-03-10		3,476.10	0.00
			Emp. Benfits / Health Ins.			
land use			E 01-03-03-10		2,256.42	0.00
			Emp. Benfits / Health Ins.			
clerks			E 01-02-03-10		1,143.36	0.00
			Emp. Benfits / Health Ins.			
public works			E 20-01-03-10		59.10	0.00
			Emp. Benfits / Health Ins.			
police			E 10-05-03-10		16,299.24	0.00
			Emp. Benfits / Health Ins.			
employee portion			G 01-2230-00		5,773.45	0.00
			Health Ins.			
csd			E 30-01-03-10		3,007.10	0.00
			Emp. Benfits / Health Ins.			
Vendor Total-					32,014.77	
00388 MainePERS						
1113	999999	05	April MPERS	April 2023		
admin			E 01-01-03-40		3,261.41	0.00
			Emp. Benfits / MPERS			
land use			E 01-03-03-40		1,656.67	0.00
			Emp. Benfits / MPERS			
police			E 10-05-03-40		8,953.26	0.00
			Emp. Benfits / MPERS			
public works			E 20-01-03-40		2,328.72	0.00
			Emp. Benfits / MPERS			
csd			E 30-01-03-40		1,363.70	0.00
			Emp. Benfits / MPERS			
employee contribution			G 01-2215-00		11,714.77	0.00
			MSRS/Employe			
Vendor Total-					29,278.53	
02977 Michael Hoyt						
1113	31238	05	GA - Rent	62822 WH		
GA - Rent			E 50-01-99-55		1,500.00	0.00
			Misc. / G/A Rent			
Vendor Total-					1,500.00	
01435 NEW ENGLAND BACKFLOW, INC.						
1113	31239	05	Device Testing	25503		
Device Testing			E 10-05-24-20		110.00	0.00
			Rep. & Maint / Building			
Vendor Total-					110.00	
02350 New England Kenworth						
1113	31240	05	Parts - filters	CP527881		
truck filters			E 20-01-24-15		41.89	0.00
			Rep. & Maint / Vehicle			
mower filters			E 20-10-24-10		35.45	0.00
			Rep. & Maint / Equipment			
Invoice Total-					77.34	
1113	31240	05	parts - sensor	CP527924		

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
parts - sensor			E 20-01-24-15		298.15	0.00
			Rep. & Maint / Vehicle			
			Invoice Total-		298.15	
1113	31240	05	Blades	CP528320		
Blades			E 20-01-24-10		101.30	0.00
			Rep. & Maint / Equipment			
			Invoice Total-		101.30	
			Vendor Total-		476.79	
00812 NFPA						
1113	31241	05	Books	8479623Y		
Books			E 10-01-03-05		75.60	0.00
			Emp. Benfits / Training			
			Vendor Total-		75.60	
00000 North East Credit Union						
1113	31242	05	Refund tax overpayment	Acct3340-2023		
Refund tax overpayment			G 01-1120-23		1,030.92	0.00
			2023 R.E.TAX			
			Vendor Total-		1,030.92	
01244 P. GAGNON & SON, INC.						
1113	31243	05	FD Heating Oil	80074		
FD Heating Oil			E 10-01-15-01		579.42	0.00
			Utilities / Heating			
			Vendor Total-		579.42	
01757 PIKE INDUSTRIES, INC.						
1113	31244	05	Stone	1227556		
Stone			E 20-01-22-38		229.54	0.00
			P/W Supplies / ErosionStone			
Stone			E 20-01-22-32		116.92	0.00
			P/W Supplies / Gravel Mat.			
			Vendor Total-		346.46	
00817 Pitney Bowes, Inc.						
1113	31245	05	Red Ink	1022991855		
Red Ink			E 10-05-20-40		66.39	0.00
			Supplies / Dept./Office			
			Vendor Total-		66.39	
00586 ROLAND H. RIPLEY & SON, INC.						
1113	31246	05	Truck pins	4770		
Truck pins			E 20-01-24-15		278.75	0.00
			Rep. & Maint / Vehicle			
			Vendor Total-		278.75	
00617 SANEL NAPA						
1113	31247	05	catalytic cleaner	384250		
catalytic cleaner			E 10-05-24-15		77.97	0.00
			Rep. & Maint / Vehicle			
			Invoice Total-		77.97	
1113	31247	05	Air compressor parts	384621		
Air compressor parts			E 20-01-24-10		10.29	0.00
			Rep. & Maint / Equipment			

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Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
					Invoice Total-	10.29
1113	31247	05	parts/trailer jack, wash	385619		
parts/trailer jack, wash			E 20-10-24-10		87.69	0.00
			Rep. & Maint / Equipment			
parts/trailer jack, wash			E 20-01-24-05		13.29	0.00
			Rep. & Maint / Sup. & Mat.			
					Invoice Total-	100.98
					Vendor Total-	189.24
01877 Seacoast Power Equipment						
1113	31248	05	Mower blades	208320		
Mower blades			E 20-10-24-10		129.98	0.00
			Rep. & Maint / Equipment			
					Invoice Total-	129.98
1113	31248	05	Mower parts	209661		
Mower parts			E 20-10-24-10		63.94	0.00
			Rep. & Maint / Equipment			
					Invoice Total-	63.94
					Vendor Total-	193.92
00002 Stellar Networks						
1113	31249	05	assessor computer	76005		
assessor computer			E 01-01-24-30		867.78	0.00
			Rep. & Maint / Computer			
					Invoice Total-	867.78
1113	31249	05	April Tech Services	75937		
April Tech Services			E 10-05-10-14		616.11	0.00
			Contract Svc / Contra/Maint			
					Invoice Total-	616.11
					Vendor Total-	1,483.89
01972 THE WEEKLY SENTINEL						
1113	31250	05	Public Hearing Notice	70644		
Public Hearing Notice			E 01-01-05-01		91.00	0.00
			Service Fees / Advertising			
					Vendor Total-	91.00
01853 Town Hall Streams, LLC						
1113	31251	05	Monthly streams	14678		
Monthly streams			E 01-01-05-24		250.00	0.00
			Service Fees / Video Stream			
					Vendor Total-	250.00
01753 TOWN OF KITTELY						
1113	31252	05	April Station Checks	512023		
April Station Checks			E 70-15-24-10		385.00	0.00
			Rep. & Maint / Equipment			
April Station Checks			E 70-10-24-10		385.00	0.00
			Rep. & Maint / Equipment			
April Station Checks			E 70-05-24-10		385.00	0.00
			Rep. & Maint / Equipment			
					Vendor Total-	1,155.00
00725 TREASURER OF STATE						
1113	31253	05	BMV 5/4-5/11	5/4-5/11		

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
BMV 5/4-5/11			G 01-2040-00		15,619.67	0.00
			G/L DMV Regs			
				Vendor Total-	15,619.67	
01267 VERIZON/WIRELESS						
1113	31254	05	FD Cells 3/21-4/20	9933012930		
FD Cells 3/21-4/20			E 10-01-03-12		68.56	0.00
			Emp. Benefits / Cell Phones			
				Vendor Total-	68.56	
01368 VILLAGE MOTORS SERVICE CENTER						
1113	31255	05	repairs	60930		
repairs			E 10-05-24-15		255.02	0.00
			Rep. & Maint / Vehicle			
				Invoice Total-	255.02	
1113	31255	05	inspection	60793		
inspection			E 10-05-24-15		12.50	0.00
			Rep. & Maint / Vehicle			
				Invoice Total-	12.50	
				Vendor Total-	267.52	
00906 W.B. MASON COMPANY, INC.						
1113	31256	05	office supplies	238098445		
office supplies			E 10-05-20-40		48.87	0.00
			Supplies / Dept./Office			
				Invoice Total-	48.87	
1113	31256	05	Batteries	237889011		
Batteries			E 10-05-20-40		20.28	0.00
			Supplies / Dept./Office			
				Invoice Total-	20.28	
1113	31256	05	Water	237633311		
Water			E 10-05-20-41		59.85	0.00
			Supplies / Water(Drink)			
				Invoice Total-	59.85	
1113	31256	05	paper towels/can liners	237629361		
paper towels/can liners			E 10-05-24-20		87.57	0.00
			Rep. & Maint / Building			
				Invoice Total-	87.57	
				Vendor Total-	216.57	
01051 WELLS FARGO FINANCIAL LEASING						
1113	31257	05	CSD copier	5024895961		
CSD copier			E 30-01-10-30		111.83	0.00
			Contract Svc / Equip Lease			
				Vendor Total-	111.83	
02029 WEX Bank						
1113	31258	05	FD April Fuel	88929899		
FD April Fuel			E 10-01-20-15		278.60	0.00
			Supplies / Gasoline			
				Vendor Total-	278.60	
02850 White Cap LP						
1113	31259	05	wood stakes	50021969058		

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Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
wood stakes			E 20-01-24-05		39.29	0.00
			Rep. & Maint / Sup. & Mat.			
Vendor Total-					39.29	
00805 YORK WOODS TREE SERVICE, LLC						
1113	31260	05	Wood chips	54049		
Wood chips			E 20-10-24-95		603.12	0.00
			Rep. & Maint / Grounds			
Invoice Total-					603.12	
1113	31260	05	Wood chips	54185		
Wood chips			E 20-10-24-95		402.08	0.00
			Rep. & Maint / Grounds			
Invoice Total-					402.08	
Vendor Total-					1,005.20	
Prepaid Total-					29,278.53	
Current Total-					195,896.35	
EFT Total-					0.00	
Warrant Total-					225,174.88	

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

LAUREN DOW

ROBERT MCPHERSON

RICHARD DONHAUSER

Stanley Shapleigh

WILLIAM WIDI