



## REVISED VERSION 02-09-24

February 11, 2024 – 9:00 a.m.

### Meeting of the Northport Village Corporation Board of Overseers

This is a hybrid meeting – in person\* in the Community Room of Community Hall, 813 Shore Road, Northport, ME and virtually at:

<https://us02web.zoom.us/j/83323257818?pwd=VTJaOFZPVXZwWVVJUUnRqckVONmVQdz09>

\*This is a business meeting conducted in public; it is not a public meeting. An opportunity for comments from members of the public is provided before the business meeting begins and end of the meeting. Unless a question from the public can be answered definitively and very briefly, the Board usually does not engage in a dialog with a commenter. If the speaker addresses an item on the Board's agenda, the Board's consideration at that time may respond to the speaker's comments. When recognized, a commenter should state their name and Village address and make their point briefly. Depending on the number of public members who wish to address the Board and the length of the Board's agenda, the presiding officer may establish a time limit for speakers. Agenda items may be taken out of order to accommodate guests. **Remote participants will not be admitted to the meeting unless the participant's name is identifiable.**

### Revised Meeting Agenda

- Comments by members of the public.
- Call to order business meeting.
- Agenda review.

#### Action Items and Reports

- Approval of January 14, 2024 meeting minutes.\* (*Action*)
- President's Report
  - Request by R. Fischer (Butters cottage) for return of \$20,000 deposit
- Treasurer's Report\*
  - 2025 Board's budget development workshops: agendas and proposed dates\*
- Village Agent Report\*
  - Consideration of Bay Street Property Owners application for access to NVC property for seawall repairs\* (*Action*)
- Office Manager's Report\*
  - Recommendation to approve agreement with Shannan Blaisdell for technology support.\* (*Action*)
- Utilities Committee
  - Recommendation to approve 2024 Sewer Department budget\* and 2024 Water Department budget\* (*Action*)
  - Recommendation to approve expenditure not to exceed \$10,000 to replace NVC main water meter in Belfast. (*Action*) (Motion assumes replacing current 4" main installed in the 1990's with a 6" pipe as recommended by Belfast Fire Dept., Northport Fire Dept., Belfast Water Dept., NVC Utilities Superintendent and Village Agent. Proposed cost is \$8442. This is an emergency order. Current meter is not working and cannot be repaired. Source of funds: NVC Water Department reserves.)
- Town Liaison
- Infrastructure Committee\*
  - Discussion: Equitable Town/Village allocation suggestions for the shoreline stabilization project

#### Other Committee Reports/business (*as needed. None reported as of agenda publication.*)

- Other business
- Comments by members of the public
- Adjourn

**Warrants: reminder to Overseers to review and approve January warrants sent electronically for your review and available at the meeting for signature by those present.**

#### \*Written materials submitted.

- Draft January 2024 Overseer Meeting Minutes
- Treasurer's Report
  - Board Budget Workshops – proposed dates and agendas
- February 2024 Village Agent Report
  - Bay Street property owners' application packet for access to NVC property

- February 2024 Office Manager Report
  - Shannon Blaisdell technical support agreement
- Proposed 2024 NVC Water Department Budget
- Proposed 2024 NVC Sewer Department Budget
- Infrastructure Committee meeting notes
- General Government Budget vs. Actual
- Water Department Budget vs. Actual
- Sewer Department Budget vs. Actual

**Northport Village Corporation  
Draft Minutes of the Board of Overseers Meeting  
Sunday, January 14, 2024**

Overseers, Officers and Staff present: Celine Bewsher; Brady Brim-Deforrest; Fred Lincoln (via Zoom); Vicky Matthews; Judy Metcalf; Michael Tirrell (via Zoom); Jeffrey Wilt; President, Janae Novotny; Clerk, Maureen (Beanie) Einstein (via Zoom), Office Manager, Trish Parker and Village Agent, Bill Paige.

**Public Comments:**

Sandra Butters, via Zoom, (Merrithew Square) urged the Overseers to approve James Butters' application allowing access over village property for removal of the cottage's two chimneys. The Butters cottage has been in the same family for over 100 years and is an historic part of Bayside.

Paul Bernacki, a contractor representing several waterfront property owners on Bay Street, spoke regarding damage to their properties from the latest storms. The NVC property between Oberg's cottage (1 Bay Street) and Bayview Park has washed out and needs repair to gain access over village land to repair their properties. Judy M. reminded Mr. Bernacki that there is a process in place, "*Application for Use of Village Property for Construction Activity*" which needs to be followed and approved by the Village Agent and also approved by the Board of Overseers.

Mr. Bernacki felt that this repair was urgent and needed immediate attention. The Board referred Mr. Bernacki to the Infrastructure Committee Chair, Celine B. and Village Agent, Bill P. Celine B. and Bill P. will meet with Mr. Bernacki prior to the Infrastructure Committee meeting at 3:00 p.m. on Thursday, January 18<sup>th</sup>. Celine B. also invited Mr. Bernacki to stay for the Infrastructure Committee meeting. Wendy H. reminded the Overseers and attendees that "barging in" is another avenue for contractors to bring in equipment and materials without accessing village property for repairs.

It was agreed that Celine B., Janae N., Bill P. and Michael T. would draft a letter to communicate to the property owners Mr. Bernacki is representing the procedures in place and steps going forward.

**Business Meeting called to order at 9:16 a.m.**

Janae N. recommended that *Consideration of James Butter's Application for Access to NVC Property* be moved to the first Item on the Agenda.

**Brady B. moved, seconded by Jeffrey W., to move the James Butters' application to the first item on the Boards agenda. Voted – Unanimous.**

Janae N. introduced Paul Dillon, attorney for James Butters and Frederick Fischer, contractor for James Butters. The contractor has until 9 a.m. tomorrow, January 15, to remove the two chimneys identified as dangerous by the CEO of Northport. He said the dangerous addition and roof have already been addressed.

**Judy M. moved, seconded by Vicky M., to approve the January 9, 2024 Application for Access to NVC property, subject to the conditions expressed in the Board's**

**last approval with emphasis the work must be done by the deadline set by the Town of Northport, that a Power of Attorney is in place, and that NVC has the funds (\$20,000) in hand, and an Indemnification & License Agreement is signed.**

A lengthy discussion ensued. Each Overseer voiced frustration regarding the property owners' repeated failures to maintain their property responsibly. The motion was restated as above and a vote was taken.

**Voted – Six Yeas; One Nay – C. Bewsher.**

The meeting was recessed briefly to allow James Butter's representative and the NVC President to execute the required indemnification and license agreement to enable the chimney removal work to begin. The meeting resumed at 9:59 a.m.

### **Approval of the Minutes of the December 10, 2023 Overseers Meeting**

Janae N. asked if there were any questions or comments on the minutes of the December 10, 2023 meeting of the Board of Overseers.

**Brady B., moved, seconded by Jeffrey W., to approve the minutes of the December 10, 2023 meeting. Voted – Unanimous.**

### **President's Report – Janae Novotny**

A list of potential dates and a schedule of Budget Workshops to work on the 2025 Budget will be sent to the Overseers and Officers shortly.

### **Treasurer's Report – Wendy Huntoon**

Wendy H. referred the Overseers to her written report and financials circulated prior to the meeting. Monthly reports were provided by the Office Manager, Trish P., as well as the December warrants. The 2021 Audit began January 2, 2024 with a meeting with Purdy Powers. Wendy H. has asked Purdy Powers, assuming a successful 2021 Audit, to schedule the 2022 Audit for late spring 2024.

### **Village Agent Report – Bill Paige**

Bill P. referred the Overseers to his written report circulated with the meeting materials. The recent storms have caused significant damage throughout the village; another storm is expected this weekend. Extremely busy with clean up; will discuss with the Utility Department clean up in the area around the waste-water treatment plant. Two trees from the Coughlin property fell on the water shed without any damage to the roof have been removed. Hoping the Town of Northport will qualify from money available from FEMA. Bill P. has been documenting the damage with photos and tracking hours worked, etc. If we qualify, FEMA has to come and assess the damage before any monies can be received. Early in the day, prior to the Board meeting, John Linn and I took drone pictures above and below the dock and we have made a video of same.

Bill P. recommended that the Board not approve future access to village property over the storm drain/outfall area in Bayview Park for construction on shoreline cottages.

Bill P. has to coordinate with Prock Marine regarding repairs to the dock. They will be very busy this coming season with all the storms and damage to shorelines. He may try to find another company to do the repairs. He stated that when the current dock needs to be replaced, it will need to be raised higher.

Informed the Tree Warden, Vicky M., that he is in the process of getting signage for Cradle Row, i.e. "Park at your Own Risk", etc.

### **Office Manager's Report – Trish Parker**

Trish P. referred the Overseers to her written report circulated with meeting materials. NVC has tentatively engaged Purdy Powers to begin the 2022 audit as soon as they have finished the 2021 audit.

### **Governance Committee – Judy Metcalf**

Judy M. referred the Board to the Proposed Fire Ordinance Revisions circulated prior to the meeting. The Committee needs the Board's approval to schedule a public hearing and return to the Overseers for action on the recommended revisions. Wendy H. reminded the Board as with the Parking Ordinance, Dog Ordinance and Fire Ordinance no process is in place to assess fines and collect monies.

Michael T., Chair of the Safety Committee, has received an inquiry /concern from a villager regarding the New Year's Eve bonfire and fireworks, and whether, under the existing Ordinance, did it meet the Fire Ordinance standard of what is allowed. Per Judy M., under the existing Fire Ordinance, the bonfire needed permission from the Overseers. No request for permission was submitted; therefore, it was not permissible. The process to obtain Board of Overseers approval for large fires is easy and straightforward. The New Year's Eve bonfire was also accompanied by fireworks. The Northport Fire Ordinance bans fireworks within the community boundaries of Bayside.

Input regarding: a simple form to fill out for permission for a bonfire to the Board; would a fire department employee be available to attend such bonfires, and the cost, if any, of same. Brady B. – Alerting the Fire Department of any approved fires would eliminate erroneous calls to the town's Fire Department. Bill P. will speak with the town manager, James K., and Northport's fire chief to get their recommendations regarding same.

**Jeffrey W. moved, seconded by Michael T., to grant the authority to the Governance Committee to continue to work on the Fire Permits and to schedule a public hearing on the proposed revisions to the Fire Ordinance. Voted – Unanimous.**

### **Utilities – Jeffrey Wilt**

There were no exceedences in December! The Utility Trustees will now meet at 2:30 p.m. on the third Friday of each month, the Friday after the usual Overseers meeting, to allow us better transparency with our customer base and the opportunity to share the Superintendent's Report with members of the community.

The Trustees adopted budgets for the Water and Sewer Departments in December. Wendy H. had appropriate points and significant input that could impact the budgets. The revised budgets will be on the agenda for the meeting of the Trustees, Friday January 19<sup>th</sup> at 2:30 p.m. and will be brought to the next meeting of the Overseers for approval in February.

#### **Personnel/Safety Committee – Michael Tirrell**

Ronin will not be returning this summer season. Peyton will likely be returning in some capacity, which is still to be determined. The Committee will be actively looking for a second lifeguard.

#### **Technology – Brady Brim-DeForrest**

At the Board workshop held immediately before this meeting, we conducted training on Google Drive and our shared file system for the Overseers. We have discussed the next steps for improving our security posture, including implementing mandatory two factor authentication later in the year.

#### **Infrastructure – Celine Bewsher** *(for business conducted outside of Infrastructure meetings)*

- 1) Celine B. attended the Northport Town meeting where the bids were received for the engineering survey. We had four bids in total and Gartley and Dorsky came in person to respond to questions. After a review of the proposals, the Town Select Board unanimously selected Gartley and Dorsky to conduct the shoreline stabilization engineering study. They will begin the survey part of their work in March.
- 2) The Town received confirmation of receipt for the Land and Water Conservation Fund Grant for which we had submitted the pre-authorization form in December. We are now awaiting their visit for inspection to see if we qualify for the grant. Hoping we do, the application deadline is June.
- 3) We are also pursuing the latest Maine Infrastructure Adaptation Fund Grant (MIAF) that was released. We are in the process of finding out if we qualify. However, the announced deadlines are very short-February 2, 2024.

#### **Public Comments**

Rachel Rosa (7 Auditorium Park) thanked Trish P. and Bill Paige for their extraordinary work in the office.

#### **Adjournment**

President Janae N. adjourned the meeting at 11:10 a.m.

**DRAFT**

## 9 North Avenue, Northport, Maine

2 messages

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**Rick Fischer** <ff48@roadrunner.com>

Tue, Jan 16, 2024 at 5:34 AM

To: Janae Novotny <president@nvcmaine.org>

Cc: "Paul O. Dillon, Esq" <dillaw@dillaw.com>, William Paige <bpaige@nvcmaine.org>, NVC Office Manager <officemanager@nvcmaine.org>

Ms. Novotny:

I am writing to let you know that we have completed our work at 9 North Avenue, Northport, Maine.

The crew did rake the areas that we drove on as well as the East side of the park adjacent to North Avenue, including and beyond the areas we were using to access the Park. As anticipated, the park ground was frozen when the work was done, and other than a little mud showing on the areas where a small tractor drove across the Park to remove debris, in my opinion, there does not appear to be any damage to the Park property.

If you and Mr. Paige may have already had the opportunity to examine the Park, or if you have the opportunity to examine the Park before the storm today, I would ask that you let me know if you are satisfied with how we left the Park or if you feel additional work needs to be done. If you are unable to examine the Park prior to the storm, based on weather projections, I would expect the Park ground will be free of snow soon, thereby allowing you to complete your review and assessment in the very near future.

At a minimum, I would hope that you and Mr., Paige will have the opportunity to examine the Park to ensure I am not asked to do additional repairs to the Park that could occur over the winter with snow plowing or possible damage caused by others that should not be my responsibility to repair.

If by chance, you are satisfied with the current condition of the Park, I would ask that my deposit be returned to me as soon as possible.

My goal is to make sure that the Park is left in a condition that meets your satisfaction, and that I am not expected to do additional work to the Park because of the actions of others over the course of the winter.

Knowing that the Park is frequented by NVC residents and guests, as well as neighborhood dogs, we made every effort to provide adequate fencing around the property for their protection and safety.

Thank you again for allowing us access to the Park to complete the work on the Butters camp. I look forward to your prompt reply.

Rick Fischer

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**Janae Novotny** <president@nvcmaine.org>

Mon, Jan 22, 2024 at 7:08 AM

To: Rick Fischer <ff48@roadrunner.com>

Cc: "Paul O. Dillon, Esq" <dillaw@dillaw.com>, William Paige <bpaige@nvcmaine.org>, NVC Office Manager <officemanager@nvcmaine.org>

Mr. Fischer,

The authority to determine the park's condition and return of your deposit rests with the Board of Overseers. I will add your request to the Board's February meeting agenda.

Thank you.

Janae Novotny

[Quoted text hidden]

Treasurer's Report  
2/11/2024

- Warrants
  - January warrants were provided in advance by the Office Manager.
  - Bank Statements through January 2024 are available in the office.
  - Bank balances are provided separately by the Office Manager.
- Financial Reports and Information
  - Monthly reports were provided by the Office Manager as part of the Board package.
    - They have not yet been reviewed by the Treasurer. Written comments will be provided to the Office Manager with any notable items mentioned to the Overseers during the February meeting.
  - Wilke & Associates made corrections to the 2023 general ledger. A few outstanding items exist which should be resolved by next month.
    - The expectation is that NVC will be able to close out FY2023 in a timely manner.
  - Three separate QBO accounts were created for 2024. Access is available for three users plus an accountant for each account. Currently, the Office Manager and Treasurer each leaving one remaining login available for each department.
    - Combined QBO account will remain until after the 2023 audit. Once that is completed, the information will be archived in a cost-effective manner.
- Audit
  - 2021 Audit continues with Office Manager and Treasurer responding to auditors' questions as they come in.
  - Update to the question regarding the tax commitment was provided.
    - In addition to the error identified previously, the 2020 Annual Report and corresponding Article 4 used the 2020 budget amount instead of the 2021 budget amount.
  - Outstanding, to be provided by the Office Manager, is a list of items in the due to/due from accounts which are all the expenses shared by General, Sewer and Water and paid out of a single, typically General, account. For 2021 consists of both payroll and non-payroll items.
- 2025 Budget Planning
  - Tentative dates for Budget Planning Workshops
    - Meeting 1: 2/17 9:00am
    - Meeting 2: 3/16 9:00 am
    - Meeting 3: 4/27 9:00 am
    - Meeting 4: TBD
  - See attached draft agenda for each meeting.

## **Draft NVC 2025 Budget Workshop Agendas**

### Meeting 1 – (2/17)

- 1) Budget overview - format, what has been done so far.
- 2) Input from the Overseers - specifically review the information requested from committee or overseer.
- 3) Capital Budget Planning - identifying capital projects that will be included in the 2024 operating budget.
- 4) Wrap up - next steps (updated budget based on input from Meeting 1 and share updated budget with Overseers).

### Meeting 2 – (3/16)

- 1) Budget Overview - review what was provided in Meeting 1 and budget impact.
- 2) Collect any remaining input from Overseers not provided during Meeting 1.
- 3) Review budget sections (not line by line yet, but still major areas).
- 4) 2025 Capital Budget projects (if any).
- 5) Wrap up.

### Meeting 3 – (4/27)

- 1) Budget Overview.
- 2) Collect any outstanding budget information, including capital budget.
- 3) Review line by line (with the assumption meetings 1 & 2 collected the major information so that the Overseers are primarily confirming line items).
- 4) Wrap up - focus on finalizing the budget and putting it into a format for discussing with the villagers.

**Northport Village Corporation  
Village Agent Report  
February 11, 2024 Board of Overseers Meeting**

**Recent activities**

January 9-10 storm assessment

- Drove through Village with Town EMA representative to assess storm damage to NVC properties. Met with James Kossouth, Town Administrator regarding possible federal funds for repairs, and learned that Town did not sustain sufficient damage to municipal property to qualify for funds. Also learned that damage to second homes does not qualify for federal repair funds.
- Dock/causeway-these repairs will be addressed in the spring:
  - Lost more fiberglass coating on the fender pilings.
  - Some dock planking pulled up. Nails showing. May need longer fasteners now.
  - One fender piling on the boat float side of the dock is loose and needs to be tightened.
  - Waves pulled up a 4x4 dock cap by the lifeguard chair; needs to be reset.
  - The Water Department's water pipe running under the dock is broken and need to be replaced.
  - Railing on south side of the causeway was loosened and needs repair.
  - Rocks at end of causeway need to be reset and washed away gravel replaced.
  - On south side of causeway, waves washed away grass and loam; new loam and grass seed needed.
  - More crushed stone needed on walkway to replace what was washed away.
  - Current high tides are reaching the level of the dock planking. The next major dock rebuild should raise the dock.
- Causeway/seawall/riprap behind treatment plant building to yacht club area
  - As a result of the two storms, large amount of seaweed, logs and debris piled up. Most of the debris has been cleaned up; the rest will be cleaned up in spring.
- North shore
  - Waves washed out area behind the seawall where small watercraft are stored and washed out the boat ramp area. Anticipating future washouts this winter, will plan to wait until spring to fill in these areas.
- Lab and water shed on Bluff Road: The two uprooted trees that fell on the building have been cleaned up. There was no damage to the building.
- Auditorium and Bayview Parks suffered additional erosion.

**Additional recent activities**

- Continuing to assess and consider improvement of Bayview Park storm - drain/outfall adjacent to Oberg's property. Because of abundance of heavy rains the last couple of years and severity of winter storms hitting at high tide, the storm drain/outfall needs help. Any of the fixes I have thought about must be consistent with recommendations we expect from the engineer hired by the Town to assess shoreline erosion. Whatever plans the Village decides on, I recommend restricting

the area to storm drain/outfall purposes and no longer allow public access for construction on shoreline cottages.

- Purchased additional AED to keep in Community Hall, as approved in 2024 budget.

### **Parks**

- Ruggles Park playground. Playground needs more chips – in addition to what we recently put down. The cedar chips used on the playground are made in Canada. Not practical to buy them directly; we must purchase through a 3<sup>rd</sup> party. Need to fill areas under swings with crusher dust. Will be done in spring.
- Ruggles Park: Looking into removing rotten stumps at some point in the future.
- Bayview Park and Auditorium Park: We lost some shoreline embankment at the bottom of these parks. A soils engineer will assess possible stabilization as part of climate resiliency grant. See Infrastructure Committee report and grant application activities.
- All parks: Park benches need to be repositioned (close to existing locations) because they have settled. May need to fill holes when they are repositioned.

### **Wharf, floats and Ruggles Park seawall**

- Wharf: Still waiting for Prock Marine to schedule routine maintenance.
- Signage: Boat float and fishing signs have been submitted to sign company; waiting to review draft design.
- Dock Building: Looking tired. Needs scraping and new paint.

### **Roads**

- Sander and plow: We should plan to replace sander in 3 years. Plow should be replaced sooner.
- Property owner complaints about water runoff from village roads: Whenever I have an opportunity, I advise property owners building new structures or doing major remodels to build their foundations higher than the crest of the road grade to avoid flooding. Property owners who ignore this advice then complain that runoff from the road floods their property and they want the village to do something about it.

### **Miscellaneous**

- **Needed electrical work**: Received insurance certificates and W-9 forms from electrician. Waiting for contractor to schedule the work (Maintenance building, lab/water shed, Community Hall) Received the following estimates for needed electrical work. Original estimate has increased by \$500.
- Fence around the fire pond: The frost had picked up the concrete posts and the fence was falling over before the tree fell on it. Replacing the fence was on a “10-year plan” that was never funded. A temporary fix is no longer possible. The fence needs to be replaced as soon as possible for safety reasons. First estimate about \$20,000. I’m looking for another estimate.
- I continue to field calls from private contractors working throughout the Village on current and planned projects in the Village.

- I continue to deal with various villagers with issues they want addressed.

### **Village projects/needs on the near and far horizon with budget implications**

- **Floats replacement:** It is still time to begin setting aside and saving money to replace the floats; they are starting to show their age.

### **Utilities**

- Trouble-shooting issues with chart recorder and related equipment in the Route 1 Vault. Worked with TI Sales representatives to identify problem and needed upgrades. In consultation with Jeffrey W., approaching the Fire Department/Town to share cost of upgrade that will directly benefit Fire Department.
- Usual tasks, including working with DigSafe on construction projects, including State work on Route 1.
- My cell phone: Plumbers have given my cell number to some owners, who call me at night and on weekends. My cell phone is also my personal phone. **If you have my number, do not give it out to anyone. The Village office phone is the right number to use for Village business.**

Submitted by Bill Paige, Village Agent.



## **Bayside Property Owners Request for Access to NVC Property for Seawall Repair**

**Included:**

Application

Insurance Certificate

Letter from NVC President requesting more information

Email response to President's letter



## Application for Use of Village Property for Construction Activity

FOR ALL WORK SOUGHT TO BE PERFORMED BY STORAGE OR CROSSING OF CONSTRUCTION MATERIALS OR EQUIPMENT UPON VILLAGE PROPERTY, THE HOMEOWNER MUST FIRST GET PERMISSION FROM THE NORTHPORT VILLAGE CORPORATION BOARD OF OVERSEERS FOR SUCH USE.

Homeowners and contractors must complete this application and provide the following:

- A description of the proposed use of Village property, including relevant drawings;
- The timeline for proposed use of Village Property;
- A description of the nature of the burden placed on the Village property; and
- An explanation as to why there is no commercially feasible alternative to the use of Village property.

In addition, the homeowner may be required to post security to restore any damage done to Village property.

No work or storage will be allowed between May 15<sup>th</sup> and October 20<sup>th</sup> of each year, regardless of the date the permit is issued. When roads are posted by the town of Northport or the Northport Village Corporation, no work or storage will be permitted.

Kindly complete this application and provide all of the information required in order for your request to be placed on the agenda for the next Overseers meeting. Applicants are strongly advised to meet with the Village Agent prior to submitting an application to discuss the proposed project. Please be aware that failure to have submitted a completed application at least five days in advance of the scheduled Overseers meeting may result in delay in approval. The Overseers typically meet only once per month.

If permission for the use is granted either conditionally or unconditionally, a License and Indemnification Agreement will be prepared by the Village substantially in the form attached to this application and executed by the NVC President. In every instance, the License and Indemnification Agreement shall be provided to the homeowner only after the homeowner has provided the Village with proof that all required permits (e.g., DEP) have been received and proof that the homeowner has insurance coverage as required by the License and Indemnification Agreement.

## Application for Use of Village Property for Construction Activity

Owner Name: Sharlene Kelly , Dawn Beaver, Carl and Colleen Oberg, Paul and Claudia Andrews, Alice Meador, Sid and Martha Block

Please feel free to use Sharlene Kelly as a single point of contact at (mobile #) 917-270-9121.

Sharlene Kelly owner Mailing Address: \_\_P.O. Box 396 Stratham, NH  
Sharlene Kelly Owner Email: \_cmsllc3@gmail.com\_

Bayside Property Address: 4,6,8,10,12, 14 Bay Street

Village Property Impacted: Seeking use of access point at bottom of Bay View Park next to 4 Bay Street property.

Contractor Name: Paul Bernaeki Contractor Phone: \_(207)323-3110\_

Contractor Address: 144 Lincolnville Rd. Belmont, ME 04952

Contractor Email: waybackhomestead@yahoo.comN/A

Have you or your contractor met with the Village Agent to discuss the project: Yes

Provide a brief description of the nature of the proposed use of Village land (description of equipment to be used, type of materials to be stored, duration of storage needs, method of egress to Village land, whether alternatives have been explored, etc.). Attach additional pages as necessary.

*Repair and maintenance of seawall at waterfront Bay Street properties. We are confirming with the DEP an email received from the Northport Code Enforcer stating that no permit is required to perform repair and maintenance. We will take any necessary steps required by the DEP to register this work with the DEP as discovered.*

*The project would involve connecting all included property's seawall, raise the height to what the DEP allows and make level.*

*We realize that the Village Access has had some damage and has its own repairs being scheduled and want to respect that. We are able to use prior to the Village taking on those efforts if that helps. Our hope is to do this project quickly to protect against additional current year storm damage. We will, of course, accommodate specifications / requests of the Village to ensure care is taken with the Village property and will restore to its original condition (or even better).*

*We are asking for permission for small 6 ton excavator to access the Village access way.*

Explain why no commercially feasible alternative to the use of public land exists. Attach additional pages as necessary.

*Would like to do this work as soon as possible given the amount of damage across multiple properties. Tying the structures securely together, maintaining the current look and structure, and increasing the height according to allowances will help protect the shoreline.*

*Village access would provide predictable access to the project site and allow for a shorter project duration. Due to more intense weather conditions, especially during this period, access by barge is difficult, and unpredictable and financially burdensome. A barge is not suitable because this project may take at least 10 -15 days to complete the multi house project.*

**Required Submittals Attached:**

- Timeline for Proposed Use
- Drawings
- Any Required Permits (e.g., DEP), If Already Received

Northport Village Corporation Use Only:

Village Agent: \_\_ Approved \_\_Disapproved Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Board of Overseers: \_\_ Approved \_\_Disapproved Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Tax Parcel of Homeowner's Property: \_\_\_\_\_

Conditions of Use to Be Incorporated into License and Indemnification Agreement):

Deficiencies of Application and Conditions to be Satisfied Before License and Indemnification Agreement Is Provided:

## TimeLine , Permits and Anticipated Equipment

Our hope is to do seawall work as early as February, with a start date no later than April. This is dependent on any DEP permit requirements.

We do not have drawings since will be adding on-top of what already exists.

According to Toupie Rooney – DEP permit not needed if adding 2 feet ( 2 pilons) to existing seawall.



## Bay Street Property Owners Request for Access to Village Property

1 message

Janae Novotny <president@nvcmaine.org>

Fri, Jan 26, 2024 at 12:26 PM

To: Sharlene Kelly <cmsllc3@gmail.com>

Cc: carloberg13@gmail.com, William Paige <bpaige@nvcmaine.org>, NVC Office Manager <officemanager@nvcmaine.org>, Colleen Oberg <colleenoberg@yahoo.com>

Hello, Sharlene,

After reviewing your application, we have the following questions and clarification requests regarding Bay Street property owners requested access, in no particular order:

Initially, please note that the NVC property over which you request access is not a "Village access way." Although in the past, the NVC has authorized private property owners access over it, the area is a storm drain and outfall; it is not maintained as an access point.

1. Please clarify the name(s) of the contractor(s) who will be doing the work and providing liability insurance certificates naming the NVC as an additional insured. In past experience, someone who works with Paul Bernaeki, not Mr. Bernaeki, provided the required insurance certificate for work Mr. Bernaeki oversaw. The NVC needs the name and contact information for the person/entity who will provide the required insurance certificate for your project, if someone other than Mr. Bernaeki.
2. In addition to access for a 6 ton excavator, are the owners requesting access to NVC property to park the excavator and store tools and materials (rocks, logs, etc.) needed for your seawall repair? Please clarify and provide more detail.
3. The application requests a drawing of the NVC property the owners propose to use. Please include approximate measurements of the area you believe will be needed for access and any storage of materials and equipment for your project. (A general approximation is all that we need.)
4. The submitted application does not mention some relevant representations made by Mr. Bernaeki recently in a meeting with Village Agent Bill Paige and Celine Bewsher, NVC Overseer and Chair of the NVC Infrastructure Committee. For example, Mr. Bernaeki represented that prep work to the NVC storm drain area was required to support the access the owners are requesting. He also indicated that erosion of NVC property was impacting the Oberg property and that he had a temporary solution until the Town's shoreline preservation study presented recommendations. He also indicated that Carl Oberg perhaps was prepared to pay for the needed preparation work to NVC property to allow the equipment access you are requesting and to protect his property. Please clarify what, if any, work you plan on NVC property to provide access and protect from erosion. Please describe any proposed work to NVC property in sufficient detail so that an engineer may advise the NVC about the proposal.
5. For the Indemnification and License Agreement between the NVC and property owners, we will need the names and addresses of all of the property owners who are part of this project and the Tax Map and Lot numbers of their properties.
6. Finally, although the Village Agent has been part of conversations with Mr. Bernaeki related to your project, after we receive the additional information and clarifications we have requested, an actual meeting with the owners or owner representative, the contractor and the Village Agent will be necessary so that he can make an informed recommendation to the Board of Overseers. This meeting may be scheduled as a remote meeting for the owner's convenience, and Bill Paige will also need a site visit with Mr. Bernaeki.

I understand that we have requested quite a bit of information. If Mr. Bernaecki could provide you with a detailed written description requested in item #4 as soon as possible, we will share it with an engineer.

The next Board of Overseers meeting is Sunday, February 11, and the deadline for Board agenda materials is Wednesday, February 7, so ideally, your fully complete application with the Village Agent's recommendation will be ready to send to the Board at that time.

Please contact Bill Paige if you have questions about the additional information we are requesting.

Thank you.  
Janae

--  
Janae Novotny  
President, Northport Village Corporation

## Fwd: Bay Street Village Access Way Application - responses

2 messages

Sharlene Kelly <cmsllc3@gmail.com>

Fri, Feb 2, 2024 at 8:52 AM

To: carloberg13@gmail.com, Janae Novotny <president@nvcmaine.org>, NVC Office <nvcmaine@gmail.com>

February 2, 2024 Reply- note highlighted responses in yellow

After reviewing your application, we have the following questions and clarification requests regarding Bay Street property owners requested access, in no particular order:

Initially, please note that the NVC property over which you request access is not a "Village access way." Although in the past, the NVC has authorized private property owners access over it, the area is a storm drain and outfall; it is not maintained as an access point.

1. Please clarify the name(s) of the contractor(s) who will be doing the work and providing liability insurance certificates the NVC as an additional insured. In past experience, someone who works with Paul Bernaeki, not Mr. Bernaeki, provided the required insurance certificate for work Mr. Bernaeki oversaw. The NVC needs the name and contact information for the person/entity who will provide the required insurance certificate for your project, if someone other than Mr. Bernaeki.

Response: Paul Bernaeki will be supervising the project. He will be providing an insurance certificate listing the Northport Village as insured. Steve Anderson ( 50 Nelson Drive, Northport ME 04849) will be the Backhoe owner/ operator. Mr. Anderson will also be working on the project, Mr. Anderson will also provide an insurance certificate listing Northport Village as insured.

Paul Bernaeki - Certified Erosion Contractor, license #2627

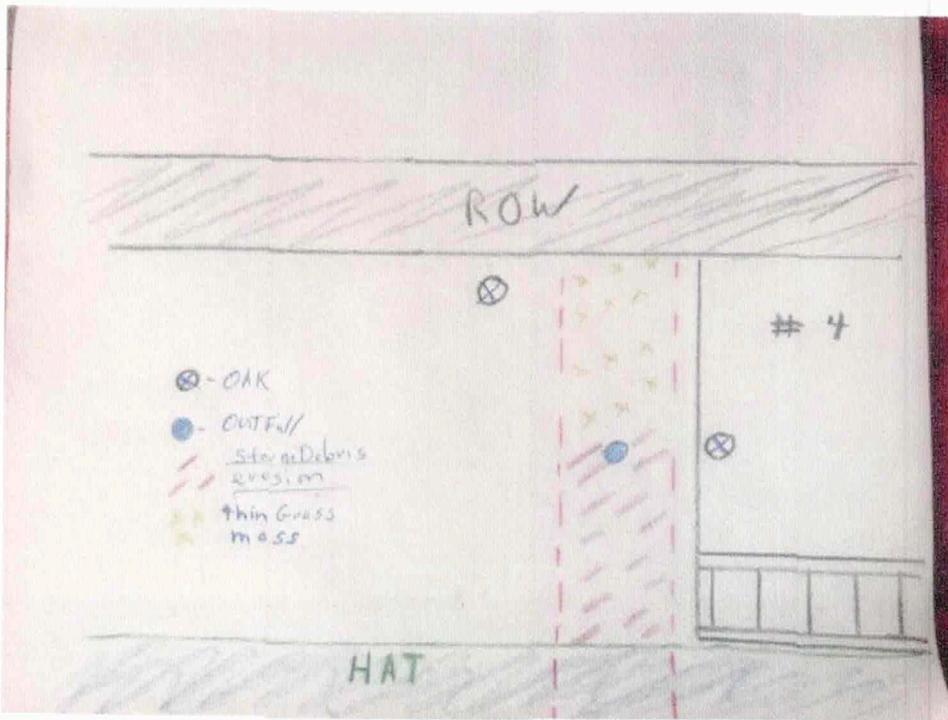
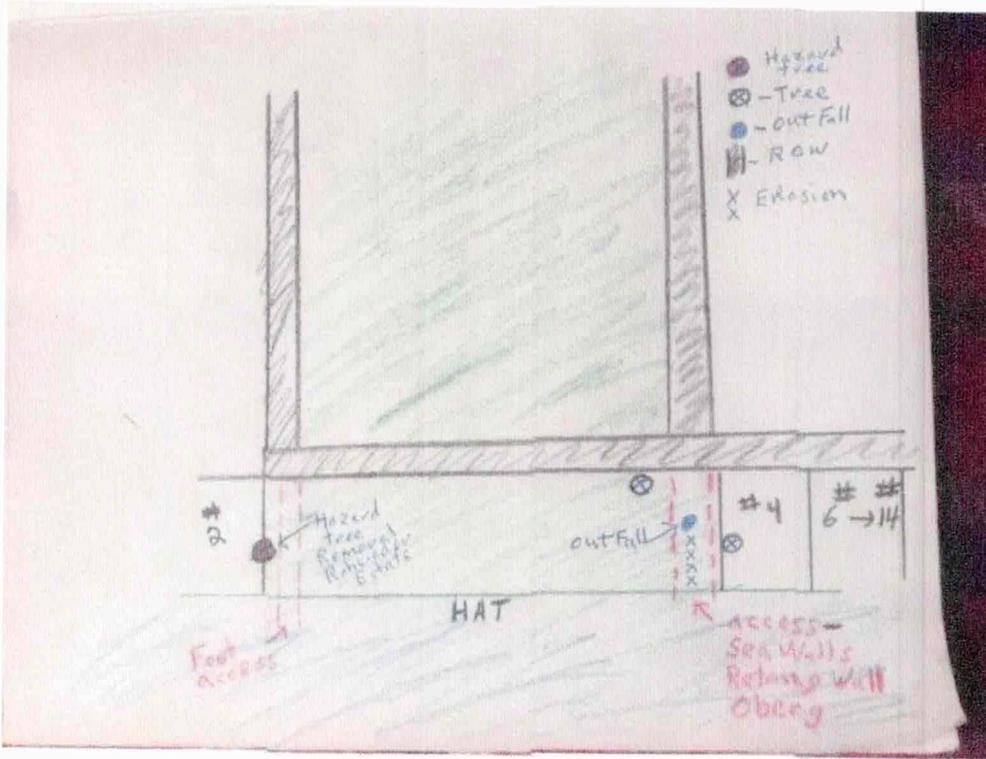
2. In addition to access for a 6 ton excavator, are the owners requesting access to NVC property to park the excavator and store tools and materials (rocks, logs, etc.) needed for your seawall repair? Please clarify and provide more detail.

Response: We will hope to store the excavator on NVC property, above high tide line on the access ramp, at a location to be approved by the overseers.

3. The application requests a drawing of the NVC property the owners propose to use. Please include approximate measurements of the area you believe will be needed for access and any storage of materials and equipment for your project. (A general approximation is all that we need.)

Response: Mr. Bernacki has provided the two drawings below to detail the proposed access through village property to the beach. The first drawing provides a larger overview of Bayview Park and the specified access point. The more relevant drawing, which more specifically highlights the access point, shows the area below the "outfall"/culvert that would be improved to allow access (designated with diagonal hash marks).

The access essentially parallels the white fence adjacent to #4 Bay St. The width of the access path is not expected to exceed 12-15 feet and the length of the access, which extends from the gravel roadway to the beach, is estimated at approximately 100 feet. This access route is consistent with the approach previously taken with other approved beach access occurrences.



4. The submitted application does not mention some relevant representations made by Mr. Bernaeki recently in a meeting with Village Agent Bill Paige and Celine Bewsher, NVC Overseer and Chair of the NVC Infrastructure Committee. For example, Mr. Bernaeki represented that prep work to the NVC storm drain

area was required to support the access the owners are requesting. He also indicated that erosion of NVC property was impacting the Oberg property and that he had a temporary solution until the Town's shoreline preservation study presented recommendations. He also indicated that Carl Oberg perhaps was prepared to pay for the needed preparation work to NVC property to allow the equipment access you are requesting and to protect his property. Please clarify what, if any, work you plan on NVC property to provide access and protect from erosion. Please describe any proposed work to NVC property in sufficient detail so that an engineer may advise the NVC about the proposal.

Response: Due to erosion that has occurred over the years resulting from storm water outflow, the terrain below the culvert in Bayview park is ragged and somewhat unstable. To safely traverse that area with an excavator, Mr. Bernacki has recommended some steps to stabilize the area which will allow for safe transit of the backhoe and additionally address ongoing risks of erosion. These steps will, in fact, leave this area of the park in better condition than its current eroded state. To expedite and simplify approval of these measures, the Obergs have offered to cover the costs of these repairs if the village is not in a current position to do so.

The repair costs are estimated (not to exceed) \$1200 - \$1500.

*Below is a description of work proposed by Mr. Bernaeki as needed before accessing the shoreline.*

*The slope adjacent to the 4 Bay Street's common property line with the village will be cleaned of all storm debris – removing wood and foreign materials .*

*The remaining organic matter (partially compost, and leaves and seaweed) will be used along with Erosion Control Mix {ECM } and contained in 900 G heavy Coir Fabric as a toe of slope, erosion BMP which will remain staked in place as needed along the south adjacent slope until the Village project is commenced.*

*The resulting exposed mineral soils will be surface graded along the line of the existing slope to prevent further undermining and de-stabilization using 4" to 8" Native Bank run screening (supplied by David Moore). The underlying mineral soil will be protected from erosion with 900G Coir fabric { Not Plastic based } , and the interface with the beach gravel graded slope/Coir underlayment will be with pinned drift logs at grade to retain screening fill and Coir fabric margin.*

5. For the Indemnification and License Agreement between the NVC and property owners, we will need the names and addresses of all of the property owners who are part of this project and the Tax Map and Lot numbers of their properties.

*Response:*

*Coleen and Carl Oberg 4 Bay Street Map U-5 124*

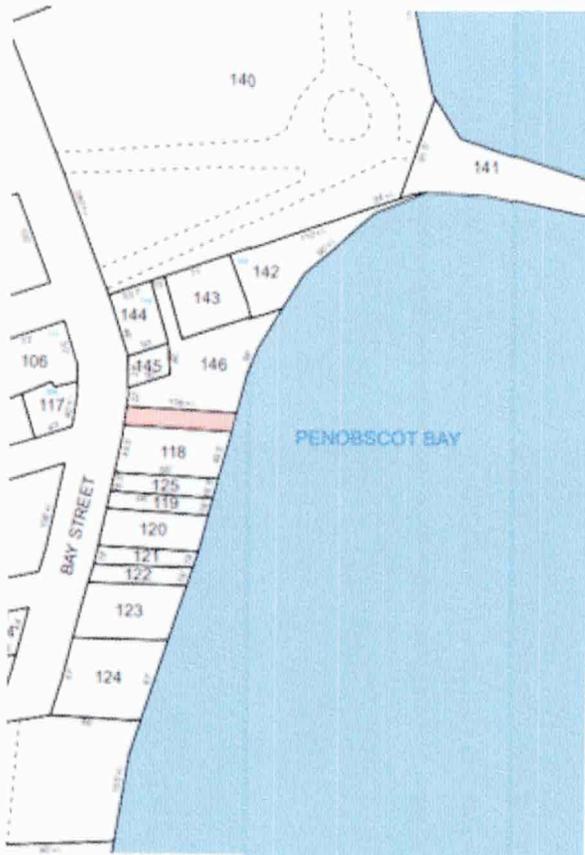
*Claudia and Paul Andrews 6 Bay Street May U-5 123*

*Dawn and John Beaver 8 Bay Sreet Map U-5 122*

*Alice Meador 10 Bay Street Map U-5 121*

*Sharlene Kelly 12 Bay Street Map U-5 120*

*Martha and Sid Block 14 & 16 Bay Street Map U-5 119 & 125*



I understand that we have requested quite a bit of information. If Mr. Bernaeki could provide you with a detailed written description requested in item #4 as soon as possible, we will share it with an engineer.

The next Board of Overseers meeting is Sunday, February 11, and the deadline for Board agenda materials is Wednesday, February 7, so ideally, your fully complete application with the Village Agent's recommendation will be ready to send to the Board at that time.

Response: Understood – thank you – if allowed, we will schedule accordingly.

Please contact Bill Paige if you have questions about the additional information we are requesting.

Thank you.

Janae

-

Janae Novotny

President, Northport Village Corporation

NVC Office <office@nvcmaine.org>  
To: Celine Bewsher <cbewsher@nvcmaine.org>

Fri, Feb 2, 2024 at 1:11 PM

[Quoted text hidden]

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Trish Parker

Office Manager  
Northport Village Corporation  
813 Shore Rd  
Northport, ME 04849

Office 207-338-0751

Cell 207-659-4460

[officemanager@nvcmaine.org](mailto:officemanager@nvcmaine.org)

Office Manager's Report  
February 11, 2024  
For January 2024

January has been a busy month. Here are the highlights:

- Continuing to answer Audit questions from Purdy Powers for the 2021 audit.
- Getting the new QuickBools accounts set up with an individual account for General, Water & Sewer.
- Helping to finalize and prepare the Water and Sewer budgets.
- Getting all the required information for RCap, who is helping to facilitate requests being made to the PUC.
- Preparing the End of Year Annual Report for the Maine Dept. of Safety, regarding our police force.
- Setting up 2024 filing system, with the issues from previous years and the audits in mind.

**Bank Accounts Interest Earned**

For January 2024:

General earned - \$749.99

Water earned. - \$444.81

Sewer earned. - \$268.78

Please find account balances attached.

I received a new invoice from 5 Star Cleaning for February, with a note attached:

Dear Trisha

Now that your facility is caught up and we are maintaining the time I was able to lower your monthly bill at this time. Thank you again for using 5 Star Cleaning LLC.

The catch up they mention is the deeper cleaning that hadn't been done in quite some time - corners, cobwebs, light covers etc. I was very pleased to find they reduced their fee from \$270 per month to \$225 per month.

I have met with Shannon Blaisdell about our Google Drive/electronic storage issues and included her proposal in your packet. For a brief description: She has proposed to reconfigure our current Google Drive so that everyone has access. She will help me organize it so everything is easy to find. This will involve taking documents that have been uploaded by many different people and organizing them in one place with easy access for our Village leaders. Most documents that have been faithfully uploaded by people thus far, have been inaccessible to others, and the uploader was unaware of this. We plan to take care of this issue. There are options available on her proposal that I will briefly go over at the Overseers meeting. Her proposal is attached.

**I Recommend that you approve her proposal and Request a Motion to do so.**

Respectfully

*Trish Parker* - Office Manager

**Please find attached:**

Bank Account Balances page

Shannon Blaisdell's Proposal

December 2023 Statement of Activity by Month

2023 Statement of Activity by Property for the year

2023 Budget vs Actual for General

2023 Budget vs Actual for Water

2023 Budget vs Actual for Sewer

# Accounts. As of 2/2/2024

## Transfer

**BUSINESS COMPLETE\*9504**Quick peek

Available\*\*\$20,000.00

Current\$20,000.00

**BUSINESS COMPLETE\*1771**Quick peek

Available\*\*\$14,370.59

Current\$14,370.59

**General Gov't Checking\*2618**Quick peek

Available\*\*\$24,355.15

Current\$24,355.15

**General Gov't Money Market\*4006**Quick peek

Available\*\*\$10,967.88

Current\$10,967.88

**General Gov't Res - ICS B\*9857**Quick peek

Available\*\*\$263,219.62

Current\$263,219.62

**General Gov't Res - ICS T\*9857**Quick peek

Available\*\*\$263,219.62

Current\$0.00

**Wastewater Checking\*2620**Quick peek

Available\*\*\$16,282.13

Current\$16,282.13

**Wastewater Reserve - ICS B\*4739**Quick peek

Available\*\*\$109,261.87

Current\$109,261.87

**Wastewater Reserve - ICS T\*4739**Quick peek

Available\*\*\$109,261.87

Current\$0.00

**Water Checking\*3143**Quick peek

Available\*\*\$12,014.83

Current\$12,014.83

**Water Reserve - ICS B\*4747**Quick peek

Available\*\*\$171,052.26

Current\$171,052.26

**Water Reserve - ICS T\*4747**Quick peek

Available\*\*\$171,052.26

Current\$0.00

## BALANCE TOTALS

Total Deposit Accounts \$641,524.33



Shannon Blaisdell  
 PO Box 24, Belfast, ME 04915  
 shannon@hazelfinch.com

**Consulting Proposal prepared for**  
 Northport Village Corporation  
 813 Shore Rd, Northport, ME 04849

**Services**

**ONE – Google Workspace Setup**

- Manage NVC’s clean up of its historic Google Drive structure according to the direction of the Office Manager, into an improved, cleaner Shared Drive environment with archive location – a single place for employees and members of the Board of Overseers to access, share, and store files.
- Structure, organize, and assign permissions to the Board of Overseers’ user accounts, google groups, and NVC’s Shared Drive.
- Review/audit/cleanup NVC’s general Google Workspace structure, user accounts, google groups, administrator privileges, storage and security settings, and access permissions.

**TWO – Google Site for Overseers**

- Create a simple, front-facing Board of Overseers Google Site (Portal) to centralize all board member information (calendar, rosters, annual reports, board books, links to drive folders, etc) in one place with permissions for the entire board and admin team. **[N.B: This could potentially tie into the nvcmaine.org/governance webpage to alleviate redundant work if desired.]**
- Manage introduction and training of board members on the usage of Google Site/Drive.

**THREE – Other Needs**

- Create Google Workspace Overseer off-boarding procedures so NVC may retain/pass on departing overseers’ work.
- Assist the Office Manager with a software and system to collect e-signatures for official village business.

**Rates**

Contractor’s normal rates are discounted for this project; please do not share.

Services	Duration	Billed	Amount
ONE – Google Workspace Setup	Up to 10 hours	Project Flat Rate	\$500
TWO – Google Site for Overseers	Up to 8 hours	Project Flat Rate	\$400
THREE – Other Needs	Up to 4 hours	Project Flat Rate	\$250
Ongoing Google Workspace Support	As needed	Hourly	\$50/hour

**Client’s Choice**

Under this agreement, Client would like to move forward with the following Services.

ONE

TWO

THREE

## **Working With Hazel Finch Labs**

### Compensation

Client agrees to pay Contractor ("HFL") for services rendered. HFL will invoice Client upon completion of each project, with payment due within 14 days of receipt of the invoice.

### Confidentiality

HFL acknowledges that they may have access to confidential information regarding Client. HFL promises to not share this confidential information with anyone, whether during the contract or after it has ended.

### Ownership of Work

Any work created or performed by HFL for the Client under this Agreement shall be the property of the Client, and HFL agrees to assign any intellectual property rights in such work to the Client.

### Termination

Either party may terminate this Agreement at any time upon written notice to the other party. In the event of termination, Client shall pay HFL for all services rendered up to the effective date of termination.

### Independent Contractor

HFL is an independent contractor and not an employee of the Client. HFL is responsible for payment of all taxes, social security, and other employment-related expenses and benefits provided to HFL employees.

### Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Maine.

### Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, understandings, and agreements between them. This Agreement may not be amended or modified except in writing signed by both parties.

By signing below, the parties acknowledge and agree to the terms of this Agreement.



1/19/24

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Client Signature/Date

HFL Consultant Signature/Date

NVC Utilities Committee  
Trustee Meeting  
Community Hall and by Zoom link  
Friday, January 19 2024, 2:30 p.m.

Trustees Present: Jeffrey Wilt, Judy Metcalf, Brady Brim-Deforest  
Trustees Absent: Casey Brown, David Crofoot

Staff: Bill Paige, Trish Parker, Chuck Applebee

The January meeting of the NVC Utilities Trustees convened at 2:45 Utilities chair, Jeffrey Wilt called the meeting to order.

**Community Comments** – See attached comments read by Rachel Rossa

**Approval of minutes:**

Judy moved (Brady second) approval of minutes of December 8, 2023, minutes. The motion was unanimously adopted.

**Superintendent Report:**

- **During the December operating period there were no exceedances**
- Mercury sample returned– we are well below our limit
- EPA has confirmed that application for licensee renewal is complete
- Began work with RCAP – service is at no cost to Utilities.

Brady moved (Judy second) to approve RCAP contract to assist in preparing the water rate increase request and associated items.

The motion was unanimously adopted.

Judy moved (Brady second) to approve RCAP contract to help to perform waste water mapping, chlorine content and associated items.

The motion was unanimously adopted

Judy moved (Brady second) approval of Dirigo contract in service of two DEP grants--fiscal sustainability and climate adaptation—with necessary funds drawn down from grant.

The motion was unanimously adopted

- Back-flow preventers were tested and performing well.
- A water meter – in vault (Belfast ) – malfunction & repaired

**Trustees discuss an analysis of billing process if we did as “usage system “with a base bill to cover all fixed cost**

**Budget Process:**

Judy moved (Brady second) approval of Sewer Budget as updated with recommendation for approval sent to Overseers at their February meeting. and presented to O at Feb mtg

The motion was unanimously adopted

Judy moved (Brady second) approval of Water Budget as updated with recommendation for approval sent to Overseers at their February meeting. and presented to O at Feb mtg

The motion was unanimously adopted

The next meeting of the Trustees is a **February 16, 2:30 p.m.**, Community Hall and on-line (<https://us02web.zoom.us/j/82961508196?pwd=ekpzTlZcml3cnJEZmlHRmlwR3ZSZz09>)

The meeting adjourned at 4:02 p.m.

Respectfully submitted, Jeffrey Wilt, Chairman

Jan. 12, 2023

## Utility Department Monthly Operating Report Sewer Department

### December 2023 Effluent Monitoring Data

During the December operating period there were no exceedances. See performance table below for further details of the regulatory monitoring data. For the month December 2023.

See updated Flow, TSS and BOD Trend Charts at the end of this report.

### WWTP Monthly Performance Table

Parameters	Dec.	Nov.	Oct.	YTD Low	YTD Hi	YTD Ave	2022 Ave	DEP Limit	YTD Exceed- ances
Flow GPD	30030	13338	25692	13338	30030	<b>20449</b>	20228	<b>63,000</b>	0
Precip inches	<b>8.07</b>	<b>2.79</b>	<b>7.53</b>				n/a	<b>n/a</b>	0
TSS lbs/min	1	0.26	1	0.59	2.13	<b>1.36</b>	2.6	<b>&lt;76</b>	0
TSS lbs max	9	2.25	4	2.25	9	<b>3.09</b>	5.1	<b>report</b>	0
TSS mg/l ave	4.6	7.7	8	4.6	17	<b>10.6</b>	26.1	<b>&lt;145</b>	0
TSS mg/l max	5.8	14	17	5.8	19	<b>12.9</b>	37.5	<b>report</b>	0
TSS % removal	96.8	97.3	97.2	84.8	97	<b>96.1</b>	89.7	<b>&gt;50</b>	0
BOD lbs/min	11	6.31	15	5.4	33.84	<b>19.7</b>	15.2	<b>&lt;107</b>	0
BOD lbs max	278	33.45	64	8.2	278	<b>65.6</b>	26.9	<b>report</b>	0
BOD mg/l ave	113	126	181	62.3	333	<b>178</b>	140.1	<b>&lt;203</b>	<b>2</b>
BOD mg/l max	150	170	390	56	420	<b>259.1</b>	161.6	<b>report</b>	0
BOD % removal	44.3	56.5	37.5	-3	56.5	<b>39.4</b>	51.6	<b>&gt;30</b>	<b>2</b>
pH low	6.7	6.7	6.7	6.4	6.7	<b>6.7</b>	6.5	<b>&gt;6.0</b>	0
pH high	7.0	6.9	6.9	6.7	7.0	<b>6.9</b>	6.7	<b>&lt;9.0</b>	0
St solids ml/l	0.1	0.1	0.3	0.1	0.2	<b>0.1</b>	0.15	<b>report</b>	0
TRC mg/l max	0.05	0.04	0.05	0.02	0.08	<b>0.066</b>	.03	<b>&lt;0.3</b>	0
Fecal cfu ave	<4	<4	<4	<4	4	<b>&lt;4</b>	9.58	<b>&lt;14</b>	0
Fecal cfu max	<4	<4	<4	<4	4	<b>&lt;4</b>	19.37	<b>&lt;31</b>	0
Entero cfu ave	n/a	n/a	<4	<4	714	<b>108</b>	10.8	<b>&lt;8</b>	<b>2</b>
Entero cfu max	n/a	n/a	<4	<4	9680	<b>9680</b>	26.9	<b>&lt;54</b>	<b>2</b>
Hg ng/l ave	n/a	n/a	n/a	na	n/a	<b>n/a</b>	18.28	<b>33.4</b>	0
Hg ng/l max	n/a	n/a	n/a	na	n/a	<b>n/a</b>	7.0	<b>50.1</b>	0

1. Moore's Septage is pumped sludge 10/6/23.
2. BOD concentration dropped after pumping
3. EPA renewal application was submitted on 11-29-23
4. MDEP Inspection still waiting on final report
5. Work has begun with RCAP to submit a rate increase request to MPUC
6. RCAP will also assist with GIS mapping and wastewater chlorination review

## **Drinking Water Department**

### December 2023 Production and Water Quality.

Purchased water for the month averaged 12,740 gpd compared to 16,021 gpd for the same month in 2022. The weekly free chlorine residual in the drinking water ranged from 0.2 - 0.32 ppm/Cl<sub>2</sub> compared to the recommended goal of >.20 to <1.0 ppm/Cl<sub>2</sub> at the entry point to the distribution system. The EPA maximum concentration level (MCL) not to be exceeded for chlorine residual related to human health is 4.0 ppm. The monthly total coliform and e-coli water sample test results were both negative.

January 19, 2024  
Rachel Rosa,  
7 Auditorium Park

It was my hope that the 2024 water and sewer budgets were final and behind us but it seems we will be reviewing them again in this meeting. Sewer rate review will come only after these obligations are completed. The NVC Utilities Committee has made a commitment to review sewer rates. I have demonstrated that towns assess sewer rates in part on water usage. This is true even for Isleboro with only 35 users on the system. I have provided the North Haven sewer rate schedule that shows how rates are based on water usage. Judy we agree on many things but we clearly do not agree on what is a fair and equitable way to assess sewer fees. If a fixed rate divided by number of users is fair for funding the sewer utility then it should also be fair to assess water fees or electricity or even trash collection based on that same formula. I cannot imagine a scenario where that would be acceptable to residents in any municipality.

I point out that while the NVC Utilities Committee has agreed to sewer rate review no money has been allocated in the 2024 budget to support the effort. It may be possible to do the required analysis with Water Quality & Compliance Services expertise but that still requires access to accurate data. As many of you know I have requested and received the Average Water Usage data for multiple time periods. The data is just one of the reports available from the CUSI billing software. Data analysis requires confidence in and access to accurate data; I have concerns about the data I have received to date.

- No two reports show the same number of residences.
- Determining a full year of water usage is difficult. Is it the final reading for March through March of the following year, or some other dates?
- The report shows how many readings are included in the average as well as total usage. Readings on every report I have obtained include 1, 2 or 3 readings. Year round users should have three readings and seasonal users should have two readings. This is inconsistent on reports I have received.
- There must be an identifier in the software to determine who gets both a water and a sewer bill. This will help with water usage analysis of those on the sewer system. I have been unsuccessful in accessing that information.

Garbage In - Garbage Out.

Maine Rural Water Association has a Rate Analyst on staff as I have noted in prior comments. When I spoke with Cathy Robinson last summer she indicated that there might be grant money available to assist with rate review. We won't know unless we ask.

The CUSI software company that drives the billing process provides support for Rate Structure Management and Usage Data Analysis. I understand that the NVC Utility already pays for customer support from CUSI.

I remain hopeful that the NVC Utilities Committee can focus on serious sewer rate review in

2024. Discharge levels and budgets should not be the only priorities for Utility management

**Northport Village Corporation  
2024 Water Department Final Draft**

	A	B	C	D	E	F
		Water Department				As of
		2020	2021	2022	2023	2024
1	Revenue					
2	4000 Revenue					
3	4800 Water Operating Revenue					
4	4810 Water Sales	\$ 164,581.00	\$ 160,866.00	\$ 161,838.00	\$ 162,792.00	\$ 161,000.00
5	4120 Rate Increase					\$ 15,936.00
6	3530 Reserve Funds Operational Exp					
7	4820 Water Service Fee Revenue	\$ 8,908.00	\$ 8,800.00	\$ 8,000.00	\$ 8,000.00	\$ 7,750.00
8	4830 Bank Interest (W)	\$ -	\$ -	\$ -	\$ -	\$ -
9	4832 Miscellaneous Revenue (W)	\$ -	\$ -	\$ -	\$ -	\$ -
10	Total 4820 Water Serv Fee Revenue	\$ 8,908.00	\$ 8,800.00	\$ 8,000.00	\$ 8,000.00	\$ 7,750.00
11	4840 Hydrant Rental Revenue	\$ 4,784.00	\$ 5,315.00	\$ 5,315.00	\$ 5,212.00	\$ 6,279.00
12	2510 New Installations	\$ 650.00	\$ -	\$ -	\$ -	\$ -
13	Total 4800 Water Operating Revenue	\$ 178,923.00	\$ 174,981.00	\$ 175,153.00	\$ 176,004.00	\$ 190,965.00
14	4900 Water Non-Operating Revenue					
15	Interest from loan to sewer			\$ -		\$ 2,798.32
16	4510 Interest Income (W)	\$ 216.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 3,000.00
17	Total 4900 Water Non-Operating Revenue	\$ 216.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 3,000.00
18	Total 4700 Water Revenue	\$ 179,139.00	\$ 175,481.00	\$ 175,653.00	\$ 176,504.00	\$ 196,763.32
19	Cost of Goods Sold					
20	5000 Cost of Goods Sold					
21	5100 COGS - Water Purchases	\$ 23,433.00	\$ 24,300.00	\$ 24,300.00	\$ 24,300.00	\$ 31,500.00
22	Total 5000 Cost of Goods Sold	\$ 23,433.00	\$ 24,300.00	\$ 24,300.00	\$ 24,300.00	\$ 31,500.00
23	Total Cost of Goods Sold	\$ 23,433.00	\$ 24,300.00	\$ 24,300.00	\$ 24,300.00	\$ 31,500.00
24	Gross Profit	\$ 155,706.00	\$ 151,181.00	\$ 151,353.00	\$ 152,204.00	\$ 165,263.32
25	Expenditures					
26	6000 Expenses					
27	6010 1099 Contractors					
28	6015 Casual Labor	\$ 472.00	\$ 6,000.00	\$ 6,000.00	\$ 800.00	\$ 3,000.00
29	6020 Contracted Services					
30	6021 Mowing & Trimming Service					
31	6022 Trash Collection					
32	Total 6020 Contracted Services	\$ 472.00	\$ 6,000.00	\$ 6,000.00	\$ 800.00	\$ 3,000.00

1/16/24

	A	B	C	D	E	F
	2020	2021	2022	2023	2024	
6						
39	6036 Bookkeeping	\$ 1,947.00	\$ 4,200.00	\$ 1,300.00	\$ 6,800.00	\$ 8,000.00
40	6037 Office Assistant	\$ -	\$ 600.00	\$ 3,600.00	\$ -	\$ -
41	6045 Utilities Superintendent					
43	6047 Water Utility Superintendent	\$ 9,528.00	\$ 12,855.00	\$ 12,855.00	\$ 12,855.00	\$ 19,540.00
44	Total 6045 Utilities Superintendent	\$ 9,528.00	\$ 12,855.00	\$ 12,855.00	\$ 12,855.00	\$ 19,540.00
45	Total 1099 Contractors	\$ 11,947.00	\$ 23,055.00	\$ 20,155.00	\$ 20,455.00	\$ 30,540.00
46	6050 Auto Expenses					
47	6051 Auto Fuel Expense					
48	6052 Cruiser Fuel					
49	6053 Truck Fuel	\$ 388.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,200.00
50	Total 6051 Auto Fuel Expense	\$ 388.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,200.00
51	6055 Auto Repairs & Maintenance					
52	6056 Cruiser Maintenance					
53	6057 Truck Maintenance	\$ 62.00	\$ 300.00	\$ 300.00	\$ 450.00	\$ 1,000.00
54	Total 6055 Auto Repairs & Maintenance	\$ 62.00	\$ 300.00	\$ 300.00	\$ 450.00	\$ 1,000.00
55	6059 Accrue for Truck Replacement	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
56	Total 6050 Auto Expenses	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,200.00
57	6065 Community Events					
58	6070 Employee Wages & Benefits					
59	6075 Employee Benefits					
60	6076 Company Paid Benefits	\$ 580.00	\$ 1,900.00	\$ 1,100.00	\$ 1,100.00	\$ 2,500.00
61	6077 Income Protection Plan	\$ 285.00	\$ 315.00	\$ 320.00	\$ 320.00	\$ 1,000.00
62	Total 6075 Employee Benefits	\$ 865.00	\$ 2,215.00	\$ 1,420.00	\$ 1,420.00	\$ 3,500.00
63	6080 Employee Salaries & Wages					
64	6081 Collection System Oper Wages					
65	6082 Distribution Officer Wages	\$ 18,542.00	\$ 19,500.00	\$ 20,085.00	\$ 29,250.00	\$ 31,590.00
66	Assistant DO					
68	6084 Office Personnel Wages	\$ -	\$ -	\$ -	\$ 15,477.00	\$ 7,500.00
71	6087 Utility Billing Wages	\$ 5,405.00	\$ 4,100.00	\$ 4,100.00	\$ 3,170.00	\$ 16,715.00
75	Total 6080 Employee Salaries & Wages	\$ 23,947.00	\$ 23,600.00	\$ 24,185.00	\$ 32,420.00	\$ 59,555.00
76	6095 Payroll Processing Expenses	\$ 715.00	\$ 765.00	\$ 750.00	\$ 1,100.00	\$ 1,100.00
77	6096 Payroll Tax Expenses	\$ 1,731.00	\$ 4,500.00	\$ 1,800.00	\$ 6,000.00	\$ 6,000.00
78	Total 6070 Employee Benefits	\$ 2,446.00	\$ 5,265.00	\$ 2,550.00	\$ 7,100.00	\$ 7,100.00
79	Total Employee Wages and Benefits	\$ 27,258.00	\$ 31,080.00	\$ 28,155.00	\$ 40,940.00	\$ 70,155.00
80	6150 Information & Notices					
81	6160 Insurance					
82	6161 Property & Casualty Insurance	\$ 1,525.00	\$ 1,575.00	\$ 1,625.00	\$ 1,625.00	\$ 1,625.00

	A	B	C	D	E	F
	2020	2021	2022	2023	2024	
6						
83	6162 Workers Comp Insurance	\$ 930.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 1,000.00
84	Total 6160 Insurance	\$ 2,455.00	\$ 2,325.00	\$ 2,375.00	\$ 2,375.00	\$ 2,625.00
85	6190 Legal & Professional Services			\$ -		
86	6191 Auditing Services	\$ 5,150.00	\$ 4,600.00	\$ 4,600.00	\$ 4,600.00	\$ 4,600.00
87	6193 Legal Fees			\$ -		
88	Total 6190 Legal & Professional Serv	\$ 5,150.00	\$ 4,600.00	\$ 4,600.00	\$ 4,600.00	\$ 4,600.00
89	6210 Licenses, Permits and Fees	\$ 1,786.00	\$ 1,750.00	\$ 1,800.00	\$ 1,800.00	\$ 200.00
93	6200 Office					
94	6240 Membership Dues	\$ 200.00	\$ 234.00	\$ 234.00	\$ 234.00	\$ 300.00
95	6260 Office Supplies	\$ 677.00	\$ 750.00	\$ 800.00	\$ 920.00	\$ 1,000.00
96	6285 Postage	\$ 270.00	\$ 250.00	\$ 275.00	\$ 300.00	\$ 800.00
97	Total 6200 Office	\$ 1,147.00	\$ 1,234.00	\$ 1,309.00	\$ 1,454.00	\$ 2,100.00
98	6305 Regulatory Fees	\$ 1,786.00	\$ 1,750.00	\$ 1,800.00	\$ 1,800.00	\$ 200.00
99	6325 Rent Expense	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
100	6330 Repairs & Maintenance					
101	6331 Building Repairs & Maintenance	\$ 48.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 500.00
102	6332 Cleaning	\$ 275.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 850.00
109	6342 General Repairs & Maintenance	\$ 5,802.00	\$ 4,400.00	\$ 6,000.00	\$ 6,550.00	\$ 5,000.00
110	Total 6330 Repairs and Maintenance	\$ 6,125.00	\$ 4,900.00	\$ 6,500.00	\$ 7,050.00	\$ 6,350.00
111	6345 Software	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 3,500.00
112	6350 Supplies	\$ 8,873.00	\$ 3,500.00	\$ 13,500.00	\$ 5,000.00	\$ 5,000.00
113	6400 Utilities			\$ -		
114	6401 Electricity Expense	\$ 1,828.00	\$ 1,900.00	\$ 1,900.00	\$ 2,500.00	\$ 3,600.00
115	6402 Oil/Propane	\$ 368.00	\$ 300.00	\$ 300.00	\$ 600.00	\$ 600.00
119	6406 Telephone & Internet Expense	\$ 654.00	\$ 600.00	\$ 800.00	\$ 800.00	\$ 900.00
120	6407 Water & Sewer	\$ 1,171.00	\$ 450.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
121	Total 6400 Utilities	\$ 4,021.00	\$ 3,250.00	\$ 4,200.00	\$ 5,100.00	\$ 6,300.00
122	6500 Water Testing	\$ 821.00	\$ 600.00	\$ 1,200.00	\$ 900.00	\$ 800.00
123	Total 6500 Water Testing	\$ 821.00	\$ 600.00	\$ 1,200.00	\$ 900.00	\$ 800.00
124	Reserve Accrual: Loan from Sewer Interest					\$ 2,798.32
126	Total 6000 Expenses	\$ 74,969.00	\$ 82,644.00	\$ 90,194.00	\$ 96,074.00	\$ 137,368.32
127	6800 Bond Expenses			\$ -		
133	6815 2012 USDA Bond Interest			\$ -		
134	6816 2013 MMBB Refinance Bond Principal	\$ 19,291.00	\$ 19,752.00	\$ 20,299.00	\$ 20,890.00	\$ 21,541.56
135	6817 2013 MMBB Refinance Bond Interest	\$ 12,970.00	\$ 12,509.00	\$ 11,968.00	\$ 11,371.00	\$ 5,359.64
140	Total 6800 Bond Expenses	\$ 32,261.00	\$ 32,261.00	\$ 32,267.00	\$ 32,261.00	\$ 26,901.20
141	Total Expenditures	\$ 107,230.00	\$ 114,905.00	\$ 122,461.00	\$ 128,335.00	\$ 164,269.52

	A	B	C	D	E	F
		2020	2021	2022	2023	2024
6						
142	Net Operating Revenue	\$ 155,706.00	\$ 151,181.00	\$ 151,353.00	\$ 152,204.00	\$ 165,263.32
143	Other Expenditures					
144	6600 Interest expense			\$ -		
145	7100 Contingency Expenses		\$ 913.00	(913.00)		
146	Reconciliation Discrepancies			\$ -		
147	Total Other Expenditures		\$ 913.00	(913.00)		
148	Net Other Revenue	\$ -	(913.00)	913.00		
149	Net Revenue	\$ 48,476.00	\$ 36,276.00	\$ 28,892.00	\$ 23,869.00	\$ 993.80
150						
151						
152						
153	Note: Reserve information for 2024					
154	3500 Reserve					
155	3510 Loan to sewer repayment					\$ 18,027.84
156	3520 Loan to sewer interest					\$ 2,798.32
157	Total 3500 Reserve					\$ 20,826.16

	A	E	F	G
1	Northport Village Corporation			
2	2024 Sewer Department Final Draft			
3		Sewer Department	1/10/24	as Comments
4		2023	2024	
5	Revenue			
6	4000 Revenue			
26	4400 Sewer Revenue			
27	4500 Sewer Operating Revenue			
28	4510 Sewer Fees	\$ 267,960.00	\$ 277,625.00	
29	4530 Interest (S)			
30	Total 4500 Sewer Operating Revenue	\$ 267,960.00	\$ 277,625.00	
31	4600 Sewer Non-Operating Revenue			
32	Grants			
33	4610 Interest Revenue (S)	\$ 300.00	\$ 45,000.00	Expected grants
34	Total 4400 Sewer Revenue	\$ 268,260.00	\$ 324,625.00	
48	Total 4000 Revenue	\$ 268,260.00	\$ 324,625.00	
49	Total Revenue	\$ 268,260.00	\$ 324,625.00	
55	Gross Profit	\$ 268,260.00	\$ 324,625.00	
56	Expenditures			
57	6000 Expenses			
58	6010 1099 Contractors			
59	6015 Casual Labor	\$ 500.00	\$ 2,000.00	
60	6020 Contracted Services			
64	6036 Bookkeeping	\$ 6,800.00	\$ 8,000.00	
65	6037 Office Assistant	\$ 3,681.00	\$ -	
66	6045 Utilities Superintendent			
67	6046 Sewer Utility Superintendent	\$ 12,855.00	\$ 28,060.00	
68	6047 Water Utility Superintendent			
69	Total 6045 Utilities Superintendent	\$ 12,855.00	\$ 28,060.00	
70	Total 1099 Contractors	\$ 23,836.00	\$ 38,060.00	
71	6050 Auto Expenses			
72	6051 Auto Fuel Expense			
73	6053 Truck Fuel	\$ 1,000.00	\$ 1,200.00	
74	Total 6051 Auto Fuel Expense	\$ 1,000.00	\$ 1,200.00	
75	6055 Auto Repairs & Maintenance			
76	6057 Truck Maintenance	\$ 450.00	\$ 1,000.00	
77	6059 Accrue for Truck Replacement	\$ 1,000.00	\$ 2,000.00	
78	Total 6050 Auto Expenses	\$ 2,450.00	\$ 4,200.00	
79	6065 Community Events			
80	6070 Employee Wages & Benefits			

	A	E	F	G
		2023	2024	
4				
81	6075 Employee Benefits			
82	6076 Company Paid Benefits	\$ 1,600.00	\$ 2,500.00	
83	6077 Income Protection Plan	\$ 320.00	\$ 1,000.00	
84	Total 6075 Employee Benefits	\$ 1,920.00	\$ 3,500.00	
85	6080 Employee Salaries & Wages			
86	6081 Collection System Operator Wages	\$ 6,350.00	\$ 7,500.00	
87	Assistant CSO		\$ 5,000.00	
90	6084 Office Personnel Wages	\$ 15,477.00	\$ 16,715.00	
92	6086 Treatment Plant Operator Wages	\$ 30,500.00	\$ 30,000.00	
93	6087 Utility Billing Wages	\$ 3,170.00	\$ 3,750.00	
97	Total 6080 Employee Salaries & Wages	\$ 40,020.00	\$ 62,965.00	
98	6095 Payroll Processing Expenses	\$ 1,100.00	\$ 1,100.00	
99	6096 Payroll Tax Expenses	\$ 6,900.00	\$ 6,000.00	
100	Total 6070 Employee Wages & Benefits	\$ 49,940.00	\$ 73,565.00	
101	6150 Information & Notices			
102	6160 Insurance			
103	6161 Property & Casualty Insurance	\$ 2,500.00	\$ 2,500.00	
104	6162 Workers Comp Insurance	\$ 750.00	\$ 1,000.00	
105	Total 6160 Insurance	\$ 3,250.00	\$ 3,500.00	
106	6190 Legal & Professional Services			
107	6191 Auditing Services	\$ 4,200.00	\$ 10,000.00	
108	6192 Engineering Fees		\$ 45,000.00	Engineering fees associated with grants
109	6193 Legal Fees			
110	Total 6190 Legal & Professional Serv	\$ 4,200.00	\$ 55,000.00	
111	6210 Licenses, Permits and Fees	\$ 2,185.00	\$ 2,500.00	
112	Total 6210 Licenses, Permits & Fees	\$ 2,185.00	\$ 2,500.00	
113	6200 Office			
114	6240 Membership Dues	\$ 234.00	\$ 300.00	
115	6260 Office Supplies	\$ 920.00	\$ 1,000.00	
116	6285 Postage	\$ 300.00	\$ 800.00	
117	Total 6200 Office	\$ 1,454.00	\$ 2,100.00	
118	6305 Regulatory Fees			
119	6325 Rent Expense		\$ -	
120	6330 Repairs & Maintenance			
121	6331 Building Repairs & Maintenance	\$ 200.00	\$ 500.00	
122	6332 Cleaning	\$ 300.00	\$ 850.00	
125	6335 Sludge Removal	\$ 27,000.00	\$ 45,000.00	
127	6337 Wharf & Floats Maintenance	\$ 3,500.00	\$ 2,500.00	
129	6342 General Repairs & Maintenance	\$ 34,000.00	\$ 5,000.00	\$34,000 with \$29,000 from Reserve, so \$5,000 for 2024
130	Total 6330 Repairs & Maintenance	\$ 65,000.00	\$ 53,850.00	

	A	E	F	G
		2023	2024	
4				
131	6345 Office Software	\$ 600.00	\$ 3,500.00	
132	6350 Supplies and Chemicals	\$ 23,500.00	\$ 15,000.00	
133	6400 Utilities			
134	6401 Electricity Expense	\$ 3,900.00	\$ 5,000.00	
135	6402 Oil/Propane	\$ 1,000.00	\$ 600.00	
136	6403 Hydrant Rental	\$ 150.00	\$ 150.00	
137	6404 Propane			
139	6406 Telephone & Internet Expense	\$ 800.00	\$ 900.00	
140	6407 Water & Sewer	\$ 1,200.00	\$ 1,200.00	
141	Total 6400 Utilities	\$ 7,050.00	\$ 7,850.00	
142	6500 Water Testing	\$ 8,300.00	\$ 8,500.00	
143	Total 6500 Water Testing	\$ 8,300.00	\$ 8,500.00	
144	Total 6000 Expenses	\$ 191,765.00	\$ 267,625.00	
145	6800 Bond Expenses			
146	6810 2008 MMMBB Bond Principal	\$ 5,774.00	\$ 6,020.00	
147	6811 2008 MMMBB Bond Interest	\$ 1,717.00	\$ 699.75	
148	6812 2009 MMMBB Bond Principal			
149	6813 2009 MMMBB Bond Interest			
150	6814 2012 USDA Bond Principal	\$ 5,261.00	\$ 5,365.81	
151	6815 2012 USDA Bond Interest	\$ 2,252.00	\$ 2,147.19	
152	6816 2013 MMMBB Refinance Bond Principal	\$ 11,394.00	\$ 11,749.94	30%
153	6817 2013 MMMBB Refinance Bond Interest	\$ 6,202.00	\$ 2,923.44	30%
158	Loan Payment to Water Principal		\$ 18,037.84	Missing: 2023 listed as due to General (\$15K total)
159	Loan Payment to Water Interest		\$ 2,798.32	Missing: 2023 listed as due to General (\$15K total)
160	Total 6800 Bond Expenses	\$ 32,600.00	\$ 49,742.29	
161	Total Expenditures	\$ 224,365.00	\$ 317,367.29	
162	Net Operating Revenue	\$ 43,895.00	\$ 7,257.71	
163	3560 Sewer Reserve Fund	\$ 7,200.00	\$ 7,200.00	
164	6600 Interest expense			
165	7100 Contingency Expenses	\$ -		
166	Reconciliation Discrepancies			
167	Total Other Expenditures	\$ 7,200.00	\$ 7,200.00	
168	Net Other Revenue	\$ 0.00	\$ 0.00	
169	Net Revenue or Deficit	\$ 36,695.00	\$ 57.71	

## **Infrastructure committee meeting minutes January 18, 2025**

### **Committee members attending**

Art Hall  
Bill Paige  
Bill Haverty  
Gordon Fuller  
John Lojek

### **Other attendees**

Carl Oberg  
Dan Webster  
John Palombo  
Rachel Rosa

A brief overview of Gartley and Dorsky's engineering study of shoreline stabilization expected project timeline was presented by Celine. This is as follows but subject to change:

- The survey phase of the project's estimated time frame is March and April 2024
- Civil Design Development's estimated time frame is April to June 2024
- Client review/Approval of State and Federal permit applications and plan estimated timeline is June-July 2024
- Regulatory Review estimated time frame is July to December 2024

A brief update on current work being done on additional grants was discussed. This includes the following:

- We received confirmation of receipt for the Land and Water Conservation Fund grant for which we had submitted the pre-authorization form in December. We are now waiting to see if we qualify so that we can start working on the grant narrative and application which is due in June.
- Celine will be attending the Federal Infrastructure Funding Opportunities meeting being held on February 29.
- Celine and James are arranging a meeting with MCOG to get information about other grant opportunities for 2025/2026.

### Aftermath of the latest January Storm:

- Bill reviewed the January 9-10 storm assessment part of his Village Agent Report, which was presented during the January 14 Overseers meeting.
- During this discussion, we agreed that Gordon and I would get in contact with Islesboro Marine to see if they also offer Dock Maintenance services, to have an additional supplier to Prock Marine.
- We also discussed the reclaimed/recycled paper that was used on our dock years ago and agreed that we would get in contact with Dan Ducette to see if he knows where we can find this material.
- Continued erosion under Auditorium Park, and we suggested that we add a “pass at your own risk” sign.
- Gordon raised concern about the sewage pipe under the dock. The committee suggested that there should be signage for this for boats docking and the waterfront committee will be taking this issue. Either Gordon or Celine will inform Brady Brimm, Chair of the waterfront safety committee.

### Review and update the 2025/2026/2027 working infrastructure list of possible projects (please note that 2025 and 2026 projects have not been approved by the board. This is a current working list):

- The working infrastructure list is attached in the Excel document. Please note that this Excel sheet serves to organize the information during committee discussions, and it is not approved by the board.
- The committee had a preliminary review of the larger projects. We will continue the discussion around these projects and make recommendations regarding the respective suggested fiscal year for each project and priority ranking. This will be the main discussion in our next meeting.

### Next meeting Date:

- Monday, February 26 @ 3.30 pm

Total General Government					2023
Revenue	Actual	Budget	over Budget	% of Budget	
4000 Revenue	0.00	0.00	0.00		
4100 General Government Revenue	3.20	0.00	3.20		
4200 General Operating Revenue	0.00	0.00	0.00		
4210 RE Tax Revenue	0.00	0.00	0.00		
4217 2023 RE Tax Revenue	312,151.22	406,440.00	-94,288.78	76.80%	
4223 RE Tax Revenue (Need Detail)	1,727.62	0.00	1,727.62		
4224 RE Tax Interest Revenue	144.44	0.00	144.44		
Total 4210 RE Tax Revenue	\$ 314,023.28	\$ 406,440.00	-\$ 92,416.72	77.26%	
4230 Town of Northport Revenue	25.00	25,000.00	-24,975.00	0.10%	
4235 Rent from Utilities	0.00	3,000.00	-3,000.00	0.00%	
Total 4200 General Operating Revenue	\$ 314,048.28	\$ 434,440.00	-\$ 120,391.72	72.29%	
4300 General Non-Operating Revenue	0.00	0.00	0.00		
4058 Community Hall Rentals	362.50	1,500.00	-1,137.50	24.17%	
4075 Watercraft Registration Revenue	3,307.00	3,000.00	307.00	110.23%	
4310 Interest Income (G)	1,150.80	200.00	950.80	575.40%	
4311 Dividend Income	673.00	0.00	673.00		
4330 Donations	400.00	0.00	400.00		
4333 Library Donations	300.00	0.00	300.00		
Total 4330 Donations	\$ 700.00	\$ 0.00	\$ 700.00		
Total 4300 General Non-Operating Revenue	\$ 6,193.30	\$ 4,700.00	\$ 1,493.30	131.77%	
Total 4100 General Government Revenue	\$ 320,244.78	\$ 439,140.00	-\$ 118,895.22	72.93%	
4400 Sewer Revenue	0.00	0.00	0.00		
4500 Sewer Operating Revenue	0.00	0.00	0.00		
4510 Sewer Fees	0.00	0.00	0.00		
4530 Interest (S)	0.00	0.00	0.00		
4540 Sewer Application & Permit Fee Revenue	0.00	0.00	0.00		
Total 4500 Sewer Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
4600 Sewer Non-Operating Revenue	0.00	0.00	0.00		
4610 Interest Revenue (S)	0.00	0.00	0.00		

	Actual	Budget	over Budget	% of Budget
Total 4600 Sewer Non-Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
Total 4400 Sewer Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
4700 Water Revenue	0.00	0.00	0.00	
4800 Water Operating Revenue	0.00	0.00	0.00	
4810 Water Sales	0.00	0.00	0.00	
4820 Water Service Fee Revenue	0.00	0.00	0.00	
4830 Interest (W)	0.00	0.00	0.00	
4832 Miscellaneous Revenue (W)	50.00	0.00	50.00	
Total 4820 Water Service Fee Revenue	\$ 50.00	\$ 0.00	\$ 50.00	
4840 Hydrant Rental Revenue	0.00	0.00	0.00	
Total 4800 Water Operating Revenue	\$ 50.00	\$ 0.00	\$ 50.00	
4900 Water Non-Operating Revenue	0.00	0.00	0.00	
4910 Interest Income (W)	0.00	0.00	0.00	
Total 4900 Water Non-Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
Total 4700 Water Revenue	\$ 50.00	\$ 0.00	\$ 50.00	
Total 4000 Revenue	\$ 320,294.78	\$ 439,140.00	-\$ 118,845.22	72.94%
Total Revenue	\$ 320,294.78	\$ 439,140.00	-\$ 118,845.22	72.94%
Cost of Goods Sold				
5000 Cost of Goods Sold	0.00	0.00	0.00	
5100 COGS - Water Purchases	0.00	0.00	0.00	
Total 5000 Cost of Goods Sold	\$ 0.00	\$ 0.00	\$ 0.00	
Total Cost of Goods Sold	\$ 0.00	\$ 0.00	\$ 0.00	
Gross Profit	\$ 320,294.78	\$ 439,140.00	-\$ 118,845.22	72.94%
Expenditures				
6000 Expenses	0.00	0.00	0.00	
6010 1099 Contractors	0.00	0.00	0.00	
6015 Casual Labor	193.78	0.00	193.78	
6020 Contracted Services	0.00	0.00	0.00	
6021 Mowing & Trimming Service	14,342.88	12,550.00	1,792.88	114.29%
6022 Trash Collection	24,806.46	22,500.00	2,306.46	110.25%
Total 6020 Contracted Services	\$ 39,149.34	\$ 35,050.00	\$ 4,099.34	111.70%

	Actual	Budget	over Budget	% of Budget
6036 Bookkeeping	10,336.59	0.00	10,336.59	
6037 Office Assistant	0.00	2,000.00	-2,000.00	0.00%
6045 Utilities Superintendent	0.00	0.00	0.00	
6046 Sewer Utility Superintendent	0.00	0.00	0.00	
6047 Water Utility Superintendent	0.00	0.00	0.00	
Total 6045 Utilities Superintendent	\$ 0.00	\$ 0.00	\$ 0.00	
6062 Accounting	0.00	6,806.80	-6,806.80	0.00%
Total 6010 1099 Contractors	\$ 49,679.71	\$ 43,856.80	\$ 5,822.91	113.28%
6050 Auto Expenses	0.00	0.00	0.00	
6051 Auto Fuel Expense	0.00	0.00	0.00	
6052 Cruiser Fuel	571.48	1,000.00	-428.52	57.15%
6053 Truck Fuel	2,058.91	2,000.00	58.91	102.95%
Total 6051 Auto Fuel Expense	\$ 2,630.39	\$ 3,000.00	-\$ 369.61	87.68%
6055 Auto Repairs & Maintenance	0.00	0.00	0.00	
6056 Cruiser Maintenance	881.43	1,520.00	-638.57	57.99%
6057 Truck Maintenance	1,676.02	2,500.00	-823.98	67.04%
Total 6055 Auto Repairs & Maintenance	\$ 2,557.45	\$ 4,020.00	-\$ 1,462.55	63.62%
6059 Accrue for Truck Replacement	0.00	6,350.00	-6,350.00	0.00%
Total 6050 Auto Expenses	\$ 5,187.84	\$ 13,370.00	-\$ 8,182.16	38.80%
6065 Community Events	149.70	600.00	-450.30	24.95%
6070 Employee Wages & Benefits	0.00	0.00	0.00	
6075 Employee Benefits	0.00	0.00	0.00	
6076 Company Paid Benefits	4,165.09	1,000.00	3,165.09	416.51%
6077 Income Protection Plan	4,879.92	300.00	4,579.92	1626.64%
Total 6075 Employee Benefits	\$ 9,045.01	\$ 1,300.00	\$ 7,745.01	695.77%
6080 Employee Salaries & Wages	0.00	0.00	0.00	
6081 Collection System Operator Wages	0.00	0.00	0.00	
6082 Distribution Officer Wages	0.00	0.00	0.00	
6083 Lifeguard Wages	5,682.77	8,100.00	-2,417.23	70.16%
6084 Office Personnel Wages	25,256.04	23,308.50	1,947.54	108.36%
6085 Police Wages	10,489.88	15,100.00	-4,610.12	69.47%

	Actual	Budget	over Budget	% of Budget
6086 Treatment Plant Operator Wages	0.00	0.00	0.00	
6087 Utility Billing Wages	0.00	0.00	0.00	
6088 Village Agent Wages	38,206.15	37,960.00	246.15	100.65%
6089 Village Officials Wages	328.00	650.00	-322.00	50.46%
6090 Winter Roads Wages	9,461.34	0.00	9,461.34	
Total 6080 Employee Salaries & Wages	\$ 89,424.18	\$ 85,118.50	\$ 4,305.68	105.06%
6095 Payroll Processing Expenses	1,718.15	2,200.00	-481.85	78.10%
6096 Payroll Tax Expenses	8,572.38	5,500.00	3,072.38	155.86%
Total 6070 Employee Wages & Benefits	\$ 108,759.72	\$ 94,118.50	\$ 14,641.22	115.56%
6150 Information & Notices	1,825.50	3,250.00	-1,424.50	56.17%
6160 Insurance	0.00	0.00	0.00	
6161 Property & Casualty Insurance	4,545.00	5,095.00	-550.00	89.21%
6162 Workers Comp Insurance	309.62	3,400.00	-3,090.38	9.11%
Total 6160 Insurance	\$ 4,854.62	\$ 8,495.00	-\$ 3,640.38	57.15%
6190 Legal & Professional Services	0.00	0.00	0.00	
6191 Auditing Services	4,912.24	3,500.00	1,412.24	140.35%
6193 Legal Fees	0.00	2,500.00	-2,500.00	0.00%
Total 6190 Legal & Professional Services	\$ 4,912.24	\$ 6,000.00	-\$ 1,087.76	81.87%
6210 Licenses, Permits and Fees	0.00	0.00	0.00	
6230 Business Meals	0.00	0.00	0.00	
6232 100% Meals	32.76	0.00	32.76	
Total 6230 Business Meals	\$ 32.76	\$ 0.00	\$ 32.76	
6240 Membership Dues	625.00	231.00	394.00	270.56%
6260 Office Supplies	2,706.69	3,500.00	-793.31	77.33%
6285 Postage	223.75	550.00	-326.25	40.68%
6305 Regulatory Fees	0.00	0.00	0.00	
6325 Rent Expense	0.00	0.00	0.00	
6330 Repairs & Maintenance	0.00	0.00	0.00	
6331 Building Repairs & Maintenance	1,337.55	3,550.00	-2,212.45	37.68%
6332 Cleaning	1,337.42	1,750.00	-412.58	76.42%
6333 Grounds General Maintenance	5,115.87	7,000.00	-1,884.13	73.08%

	Actual	Budget	over Budget	% of Budget
6334 Road Maintenance	35,549.75	37,000.00	-1,450.25	96.08%
6335 Sludge Removal	0.00	0.00	0.00	
6336 Tree Maintenance	6,080.28	7,800.00	-1,719.72	77.95%
6337 Wharf & Floats Maintenance	18,447.34	41,000.00	-22,552.66	44.99%
6341 Browntail Moth Expenses	1,026.00	0.00	1,026.00	
6342 General Repairs & Maintenance	360.00	0.00	360.00	
6440 Library Operations & Maintenance	0.00	503.30	-503.30	0.00%
6441 Library Repairs	468.95	400.00	68.95	117.24%
Total 6330 Repairs & Maintenance	\$ 69,723.16	\$ 99,003.30	-\$ 29,280.14	70.43%
6344 Safety Committee Operations	0.00	150.00	-150.00	0.00%
6345 Software	1,175.16	0.00	1,175.16	
6350 Supplies	109.33	0.00	109.33	
6360 Tax Collection Fees	7,334.12	8,225.00	-890.88	89.17%
6370 Training	0.00	0.00	0.00	
6371 Police Training	75.00	500.00	-425.00	15.00%
Total 6370 Training	\$ 75.00	\$ 500.00	-\$ 425.00	15.00%
6390 Uniforms, Equipment & Supplies	0.00	0.00	0.00	
6391 Lifeguard Uni/Equip/Supp	918.21	750.00	168.21	122.43%
6392 Police Uni/Equip/Supp	554.92	750.00	-195.08	73.99%
Total 6390 Uniforms, Equipment & Supplies	\$ 1,473.13	\$ 1,500.00	-\$ 26.87	98.21%
6400 Utilities	0.00	0.00	0.00	
6401 Electricity Expense	1,558.62	1,281.00	277.62	121.67%
6402 Oil/Propane	495.04	1,000.00	-504.96	49.50%
6403 Hydrant Rental	3,647.82	5,600.00	-1,952.18	65.14%
6404 Propane	131.99	0.00	131.99	
6405 Street Lights	6,832.78	10,000.00	-3,167.22	68.33%
6406 Telephone & Internet Expense	1,319.51	800.00	519.51	164.94%
6407 Water & Sewer	2,248.23	3,520.00	-1,271.77	63.87%
Total 6400 Utilities	\$ 16,233.99	\$ 22,201.00	-\$ 5,967.01	73.12%
6500 Water Testing	626.17	0.00	626.17	
6999 Uncategorized Expense	0.00	0.00	0.00	

	Actual	Budget	over Budget	% of Budget
Total 6000 Expenses	\$ 275,707.59	\$ 305,550.60	-\$ 29,843.01	90.23%
6800 Bond Expenses	0.00	0.00	0.00	
6810 2008 MMBB Bond Principal	0.00	0.00	0.00	
6811 2008 MMBB Bond Interest	0.00	0.00	0.00	
6812 2009 MMBB Bond Principal	33,291.00	32,613.00	678.00	102.08%
6813 2009 MMBB Bond Interest	699.66	2,078.00	-1,378.34	33.67%
6814 2012 USDA Bond Principal	0.00	0.00	0.00	
6815 2012 USDA Bond Interest	0.00	0.00	0.00	
6816 2013 MMBB Refinance Bond Principal	5,697.22	5,534.50	162.72	102.94%
6817 2013 MMBB Refinance Bond Interest	1,550.60	3,263.50	-1,712.90	47.51%
6818 2015 BHBT Bond Principal	20,787.30	19,573.00	1,214.30	106.20%
6819 2015 BHBT Bond Interest	1,277.26	2,492.00	-1,214.74	51.25%
6820 2021B MMBB Bond Principal	44,382.96	45,161.00	-778.04	98.28%
6821 2021B MMBB Bond Interest	38,651.80	12,874.00	25,777.80	300.23%
Total 6800 Bond Expenses	\$ 146,337.80	\$ 123,589.00	\$ 22,748.80	118.41%
Total Expenditures	\$ 422,045.39	\$ 429,139.60	-\$ 7,094.21	98.35%
Net Operating Revenue	-\$ 101,750.61	\$ 10,000.40	-\$ 111,751.01	-1017.47%
Other Expenditures				
6600 Interest expense	0.00	0.00	0.00	
7100 Contingency Expenses	0.00	10,000.00	-10,000.00	0.00%
Total Other Expenditures	\$ 0.00	\$ 10,000.00	-\$ 10,000.00	0.00%
Net Other Revenue	\$ 0.00	-\$ 10,000.00	\$ 10,000.00	0.00%
Net Revenue	-\$ 101,750.61	\$ 0.40	-\$ 101,751.01	-25437652.50%

Total Water Department					2023
Revenue	Actual	Budget	over Budget	% of Budget	
4000 Revenue	0.00	0.00	0.00		
4100 General Government Revenue	0.00	0.00	0.00		
4200 General Operating Revenue	0.00	0.00	0.00		
4210 RE Tax Revenue	0.00	0.00	0.00		
4217 2023 RE Tax Revenue	0.00	0.00	0.00		
4223 RE Tax Revenue (Need Detail)	0.00	0.00	0.00		
4224 RE Tax Interest Revenue	0.00	0.00	0.00		
Total 4210 RE Tax Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
4230 Town of Northport Revenue	0.00	0.00	0.00		
4235 Rent from Utilities	0.00	0.00	0.00		
Total 4200 General Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
4300 General Non-Operating Revenue	0.00	0.00	0.00		
4058 Community Hall Rentals	0.00	0.00	0.00		
4075 Watercraft Registration Revenue	0.00	0.00	0.00		
4310 Interest Income (G)	0.00	500.00	-500.00	0.00%	
4311 Dividend Income	0.00	0.00	0.00		
4330 Donations	0.00	0.00	0.00		
4333 Library Donations	0.00	0.00	0.00		
Total 4330 Donations	\$ 0.00	\$ 0.00	\$ 0.00		
Total 4300 General Non-Operating Revenue	\$ 0.00	\$ 500.00	-\$ 500.00	0.00%	
Total 4100 General Government Revenue	\$ 0.00	\$ 500.00	-\$ 500.00	0.00%	
4400 Sewer Revenue	0.00	0.00	0.00		
4500 Sewer Operating Revenue	0.00	0.00	0.00		
4510 Sewer Fees	0.00	0.00	0.00		
4530 Interest (S)	0.00	0.00	0.00		
4540 Sewer Application & Permit Fee Revenue	0.00	0.00	0.00		
Total 4500 Sewer Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
4600 Sewer Non-Operating Revenue	0.00	0.00	0.00		
4610 Interest Revenue (S)	0.00	0.00	0.00		

	Actual	Budget	over Budget	% of Budget
Total 4600 Sewer Non-Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
Total 4400 Sewer Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
4700 Water Revenue	0.00	0.00	0.00	
4800 Water Operating Revenue	0.00	0.00	0.00	
4810 Water Sales	115,659.81	162,792.00	-47,132.19	71.05%
4820 Water Service Fee Revenue	0.00	8,000.00	-8,000.00	0.00%
4830 Interest (W)	4,617.42	0.00	4,617.42	
4832 Miscellaneous Revenue (W)	3,704.03	0.00	3,704.03	
Total 4820 Water Service Fee Revenue	\$ 8,321.45	\$ 8,000.00	\$ 321.45	104.02%
4840 Hydrant Rental Revenue	0.00	6,212.00	-6,212.00	0.00%
Total 4800 Water Operating Revenue	\$ 123,981.26	\$ 177,004.00	-\$ 53,022.74	70.04%
4900 Water Non-Operating Revenue	0.00	0.00	0.00	
4910 Interest Income (W)	1,552.65	0.00	1,552.65	
Total 4900 Water Non-Operating Revenue	\$ 1,552.65	\$ 0.00	\$ 1,552.65	
Total 4700 Water Revenue	\$ 125,533.91	\$ 177,004.00	-\$ 51,470.09	70.92%
Total 4000 Revenue	\$ 125,533.91	\$ 177,504.00	-\$ 51,970.09	70.72%
Total Revenue	\$ 125,533.91	\$ 177,504.00	-\$ 51,970.09	70.72%
Cost of Goods Sold				
5000 Cost of Goods Sold	0.00	0.00	0.00	
5100 COGS - Water Purchases	29,045.95	24,300.00	4,745.95	119.53%
Total 5000 Cost of Goods Sold	\$ 29,045.95	\$ 24,300.00	\$ 4,745.95	119.53%
Total Cost of Goods Sold	\$ 29,045.95	\$ 24,300.00	\$ 4,745.95	119.53%
Gross Profit	\$ 96,487.96	\$ 153,204.00	-\$ 56,716.04	62.98%
Expenditures				
6000 Expenses	0.00	0.00	0.00	
6010 1099 Contractors	0.00	0.00	0.00	
6015 Casual Labor	1,164.60	800.00	364.60	145.58%
6020 Contracted Services	0.00	0.00	0.00	
6021 Mowing & Trimming Service	0.00	0.00	0.00	
6022 Trash Collection	0.00	0.00	0.00	
Total 6020 Contracted Services	\$ 0.00	\$ 0.00	\$ 0.00	

	Actual	Budget	over Budget	% of Budget
6036 Bookkeeping	10,034.08	6,800.00	3,234.08	147.56%
6037 Office Assistant	0.00	3,681.00	-3,681.00	0.00%
6045 Utilities Superintendent	0.00	0.00	0.00	
6046 Sewer Utility Superintendent	0.00	0.00	0.00	
6047 Water Utility Superintendent	20,606.01	12,855.00	7,751.01	160.30%
Total 6045 Utilities Superintendent	\$ 20,606.01	\$ 12,855.00	\$ 7,751.01	160.30%
6062 Accounting	0.00	0.00	0.00	
Total 6010 1099 Contractors	\$ 31,804.69	\$ 24,136.00	\$ 7,668.69	131.77%
6050 Auto Expenses	0.00	0.00	0.00	
6051 Auto Fuel Expense	0.00	0.00	0.00	
6052 Cruiser Fuel	0.00	0.00	0.00	
6053 Truck Fuel	396.68	1,000.00	-603.32	39.67%
Total 6051 Auto Fuel Expense	\$ 396.68	\$ 1,000.00	-\$ 603.32	39.67%
6055 Auto Repairs & Maintenance	0.00	0.00	0.00	
6056 Cruiser Maintenance	0.00	0.00	0.00	
6057 Truck Maintenance	829.66	450.00	379.66	184.37%
Total 6055 Auto Repairs & Maintenance	\$ 829.66	\$ 450.00	\$ 379.66	184.37%
6059 Acctue for Truck Replacement	0.00	1,000.00	-1,000.00	0.00%
Total 6050 Auto Expenses	\$ 1,226.34	\$ 2,450.00	-\$ 1,223.66	50.05%
6065 Community Events	36.91	0.00	36.91	
6070 Employee Wages & Benefits	0.00	0.00	0.00	
6075 Employee Benefits	0.00	0.00	0.00	
6076 Company Paid Benefits	562.01	1,100.00	-537.99	51.09%
6077 Income Protection Plan	584.02	320.00	264.02	182.51%
Total 6075 Employee Benefits	\$ 1,146.03	\$ 1,420.00	-\$ 273.97	80.71%
6080 Employee Salaries & Wages	0.00	0.00	0.00	
6081 Collection System Operator Wages	0.00	0.00	0.00	
6082 Distribution Officer Wages	15,193.19	34,398.00	-19,204.81	44.17%
6083 Lifeguard Wages	0.00	0.00	0.00	
6084 Office Personnel Wages	12,064.85	15,477.00	-3,412.15	77.96%
6085 Police Wages	0.00	0.00	0.00	

	Actual	Budget	Over Budget	% of Budget
6086 Treatment Plant Operator Wages	0.00	0.00	0.00	
6087 Utility Billing Wages	1,292.17	3,170.00	-1,877.83	40.76%
6088 Village Agent Wages	0.00	0.00	0.00	
6089 Village Officials Wages	0.00	0.00	0.00	
6090 Winter Roads Wages	0.00	0.00	0.00	
<b>Total 6080 Employee Salaries &amp; Wages</b>	<b>\$ 28,550.21</b>	<b>\$ 53,045.00</b>	<b>-\$ 24,494.79</b>	<b>53.82%</b>
6095 Payroll Processing Expenses	859.07	1,100.00	-240.93	78.10%
6096 Payroll Tax Expenses	11,552.29	6,000.00	5,552.29	192.54%
<b>Total 6070 Employee Wages &amp; Benefits</b>	<b>\$ 42,107.60</b>	<b>\$ 61,565.00</b>	<b>-\$ 19,457.40</b>	<b>68.40%</b>
6150 Information & Notices	52.18	0.00	52.18	
6160 Insurance	0.00	0.00	0.00	
6161 Property & Casualty Insurance	0.00	1,625.00	-1,625.00	0.00%
6162 Workers Comp Insurance	1,588.35	750.00	838.35	211.78%
<b>Total 6160 Insurance</b>	<b>\$ 1,588.35</b>	<b>\$ 2,375.00</b>	<b>-\$ 786.65</b>	<b>66.88%</b>
6190 Legal & Professional Services	0.00	0.00	0.00	
6191 Auditing Services	7,785.68	4,600.00	3,185.68	169.25%
6193 Legal Fees	0.00	0.00	0.00	
<b>Total 6190 Legal &amp; Professional Services</b>	<b>\$ 7,785.68</b>	<b>\$ 4,600.00</b>	<b>\$ 3,185.68</b>	<b>169.25%</b>
6210 Licenses, Permits and Fees	43.23	1,800.00	-1,756.77	2.40%
6230 Business Meals	0.00	0.00	0.00	
6232 100% Meals	0.00	0.00	0.00	
<b>Total 6230 Business Meals</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	
6240 Membership Dues	0.00	234.00	-234.00	0.00%
6260 Office Supplies	803.06	920.00	-116.94	87.29%
6285 Postage	525.42	300.00	225.42	175.14%
6305 Regulatory Fees	1,281.00	0.00	1,281.00	
6325 Rent Expense	3,000.00	3,000.00	0.00	100.00%
6330 Repairs & Maintenance	0.00	0.00	0.00	
6331 Building Repairs & Maintenance	656.49	200.00	456.49	328.25%
6332 Cleaning	70.29	300.00	-229.71	23.43%
6333 Grounds General Maintenance	0.00	0.00	0.00	

	Actual	Budget	over Budget	% of Budget
6334 Road Maintenance	0.00	0.00	0.00	
6335 Sludge Removal	0.00	0.00	0.00	
6336 Tree Maintenance	0.00	0.00	0.00	
6337 Wharf & Floats Maintenance	1,192.50	0.00	1,192.50	
6341 Browntail Moth Expenses	0.00	0.00	0.00	
6342 General Repairs & Maintenance	24,363.52	6,550.00	17,813.52	371.96%
6440 Library Operations & Maintenance	0.00	0.00	0.00	
6441 Library Repairs	0.00	0.00	0.00	
<b>Total 6330 Repairs &amp; Maintenance</b>	<b>\$ 26,282.80</b>	<b>\$ 7,050.00</b>	<b>\$ 19,232.80</b>	<b>372.81%</b>
6344 Safety Committee Operations	0.00	0.00	0.00	
6345 Software	1,647.50	600.00	1,047.50	274.58%
6350 Supplies	4,646.68	5,000.00	-353.32	92.93%
6360 Tax Collection Fees	0.00	0.00	0.00	
6370 Training	0.00	0.00	0.00	
6371 Police Training	0.00	0.00	0.00	
<b>Total 6370 Training</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	
6390 Uniforms, Equipment & Supplies	0.00	0.00	0.00	
6391 Lifeguard Uni/Equip/Supp	0.00	0.00	0.00	
6392 Police Uni/Equip/Supp	0.00	0.00	0.00	
<b>Total 6390 Uniforms, Equipment &amp; Supplies</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	
6400 Utilities	0.00	0.00	0.00	
6401 Electricity Expense	3,516.48	2,500.00	1,016.48	140.66%
6402 Oil/Propane	480.48	600.00	-119.52	80.09%
6403 Hydrant Rental	543.18	0.00	543.18	
6404 Propane	0.00	0.00	0.00	
6405 Street Lights	0.00	0.00	0.00	
6406 Telephone & Internet Expense	776.15	800.00	-23.85	97.02%
6407 Water & Sewer	1,530.73	1,200.00	330.73	127.56%
<b>Total 6400 Utilities</b>	<b>\$ 6,847.02</b>	<b>\$ 5,100.00</b>	<b>\$ 1,747.02</b>	<b>134.26%</b>
6500 Water Testing	1,302.81	900.00	402.81	144.76%
6999 Uncategorized Expense	2,334.21	0.00	2,334.21	

	Actual	Budget	Over Budget	% of Budget
Total 6000 Expenses	\$ 133,315.48	\$ 120,030.00	\$ 13,285.48	111.07%
6800 Bond Expenses	0.00	0.00	0.00	
6810 2008 MMBB Bond Principal	0.00	0.00	0.00	
6811 2008 MMBB Bond Interest	0.00	0.00	0.00	
6812 2009 MMBB Bond Principal	0.00	0.00	0.00	
6813 2009 MMBB Bond Interest	0.00	0.00	0.00	
6814 2012 USDA Bond Principal	0.00	0.00	0.00	
6815 2012 USDA Bond Interest	0.00	0.00	0.00	
6816 2013 MMBB Refinance Bond Principal	20,889.80	20,890.00	-0.20	100.00%
6817 2013 MMBB Refinance Bond Interest	5,685.52	11,371.00	-5,685.48	50.00%
6818 2015 BHBT Bond Principal	0.00	0.00	0.00	
6819 2015 BHBT Bond Interest	0.00	0.00	0.00	
6820 2021B MMBB Bond Principal	0.00	0.00	0.00	
6821 2021B MMBB Bond Interest	0.00	0.00	0.00	
Total 6800 Bond Expenses	\$ 26,575.32	\$ 32,261.00	-\$ 5,685.68	82.38%
Total Expenditures	\$ 159,890.80	\$ 152,291.00	\$ 7,599.80	104.99%
Net Operating Revenue	-\$ 63,402.84	\$ 913.00	-\$ 64,315.84	-6944.45%
Other Expenditures				
6600 Interest expense	0.00	0.00	0.00	
7100 Contingency Expenses	0.00	913.00	-913.00	0.00%
Total Other Expenditures	\$ 0.00	\$ 913.00	-\$ 913.00	0.00%
Net Other Revenue	\$ 0.00	-\$ 913.00	\$ 913.00	0.00%
Net Revenue	-\$ 63,402.84	\$ 0.00	-\$ 63,402.84	

	Total Sewer Department				2023
	Actual	Budget	over Budget	% of Budget	
Revenue					
4000 Revenue	0.00	0.00	0.00		
4100 General Government Revenue	0.00	0.00	0.00		
4200 General Operating Revenue	0.00	0.00	0.00		
4210 RE Tax Revenue	0.00	0.00	0.00		
4217 2023 RE Tax Revenue	0.00	0.00	0.00		
4223 RE Tax Revenue (Need Detail)	0.00	0.00	0.00		
4224 RE Tax Interest Revenue	0.00	0.00	0.00		
Total 4210 RE Tax Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
4230 Town of Northport Revenue	0.00	0.00	0.00		
4235 Rent from Utilities	0.00	0.00	0.00		
Total 4200 General Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
4300 General Non-Operating Revenue	0.00	0.00	0.00		
4058 Community Hall Rentals	0.00	0.00	0.00		
4075 Watercraft Registration Revenue	0.00	0.00	0.00		
4310 Interest Income (G)	0.00	0.00	0.00		
4311 Dividend Income	0.00	0.00	0.00		
4330 Donations	0.00	0.00	0.00		
4333 Library Donations	0.00	0.00	0.00		
Total 4330 Donations	\$ 0.00	\$ 0.00	\$ 0.00		
Total 4300 General Non-Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
Total 4100 General Government Revenue	\$ 0.00	\$ 0.00	\$ 0.00		
4400 Sewer Revenue	0.00	0.00	0.00		
4500 Sewer Operating Revenue	0.00	0.00	0.00		
4510 Sewer Fees	167,413.78	267,960.00	-100,546.22	62.48%	
4530 Interest (S)	419.40	0.00	419.40		
4540 Sewer Application & Permit Fee Revenue	276.00	0.00	276.00		
Total 4500 Sewer Operating Revenue	\$ 168,109.18	\$ 267,960.00	-\$ 99,850.82	62.74%	
4600 Sewer Non-Operating Revenue	0.00	0.00	0.00		

	Actual	Budget	over Budget	% of Budget
4610 Interest Revenue (S)	61.88	0.00	61.88	
Total 4600 Sewer Non-Operating Revenue	\$ 61.88	\$ 0.00	\$ 61.88	
Total 4400 Sewer Revenue	\$ 168,171.06	\$ 267,960.00	-\$ 99,788.94	62.76%
4700 Water Revenue	0.00	0.00	0.00	
4800 Water Operating Revenue	0.00	0.00	0.00	
4810 Water Sales	0.00	0.00	0.00	
4820 Water Service Fee Revenue	0.00	0.00	0.00	
4830 Interest (W)	0.00	0.00	0.00	
4832 Miscellaneous Revenue (W)	0.00	0.00	0.00	
Total 4820 Water Service Fee Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
4840 Hydrant Rental Revenue	0.00	0.00	0.00	
Total 4800 Water Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
4900 Water Non-Operating Revenue	0.00	0.00	0.00	
4910 Interest Income (W)	0.00	0.00	0.00	
Total 4900 Water Non-Operating Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
Total 4700 Water Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
Total 4000 Revenue	\$ 168,171.06	\$ 267,960.00	-\$ 99,788.94	62.76%
Total Revenue	\$ 168,171.06	\$ 267,960.00	-\$ 99,788.94	62.76%
Cost of Goods Sold				
5000 Cost of Goods Sold	0.00	0.00	0.00	
5100 COGS - Water Purchases	0.00	0.00	0.00	
Total 5000 Cost of Goods Sold	\$ 0.00	\$ 0.00	\$ 0.00	
Total Cost of Goods Sold	\$ 0.00	\$ 0.00	\$ 0.00	
Gross Profit	\$ 168,171.06	\$ 267,960.00	-\$ 99,788.94	62.76%
Expenditures				
6000 Expenses	0.00	0.00	0.00	
6010-1099 Contractors	0.00	0.00	0.00	
6015 Casual Labor	1,535.60	500.00	1,035.60	307.12%
6020 Contracted Services	0.00	0.00	0.00	
6021 Mowing & Trimming Service	0.00	0.00	0.00	
6022 Trash Collection	0.00	0.00	0.00	

	Actual	Budget	over Budget	% of Budget
Total 6020 Contracted Services	\$ 0.00	\$ 0.00	\$ 0.00	
6036 Bookkeeping	10,034.15	6,800.00	3,234.15	147.56%
6037 Office Assistant	0.00	3,681.00	-3,681.00	0.00%
6045 Utilities Superintendent	0.00	0.00	0.00	
6046 Sewer Utility Superintendent	21,479.01	12,855.00	8,624.01	167.09%
6047 Water Utility Superintendent	0.00	0.00	0.00	
Total 6045 Utilities Superintendent	\$ 21,479.01	\$ 12,855.00	\$ 8,624.01	167.09%
6062 Accounting	0.00	0.00	0.00	
Total 6010 1099 Contractors	\$ 33,048.76	\$ 23,836.00	\$ 9,212.76	138.65%
6050 Auto Expenses	0.00	0.00	0.00	
6051 Auto Fuel Expense	0.00	0.00	0.00	
6052 Cruiser Fuel	0.00	0.00	0.00	
6053 Truck Fuel	396.69	1,000.00	-603.31	39.67%
Total 6051 Auto Fuel Expense	\$ 396.69	\$ 1,000.00	-\$ 603.31	39.67%
6055 Auto Repairs & Maintenance	0.00	0.00	0.00	
6056 Cruiser Maintenance	0.00	0.00	0.00	
6057 Truck Maintenance	829.67	450.00	379.67	184.37%
Total 6055 Auto Repairs & Maintenance	\$ 829.67	\$ 450.00	\$ 379.67	184.37%
6059 Accrue for Truck Replacement	0.00	1,000.00	-1,000.00	0.00%
Total 6050 Auto Expenses	\$ 1,226.36	\$ 2,450.00	-\$ 1,223.64	50.06%
6065 Community Events	36.92	0.00	36.92	
6070 Employee Wages & Benefits	0.00	0.00	0.00	
6075 Employee Benefits	0.00	0.00	0.00	
6076 Company Paid Benefits	562.01	1,600.00	-1,037.99	35.13%
6077 Income Protection Plan	803.00	320.00	483.00	250.94%
Total 6075 Employee Benefits	\$ 1,365.01	\$ 1,920.00	-\$ 554.99	71.09%
6080 Employee Salaries & Wages	0.00	0.00	0.00	
6081 Collection System Operator Wages	6,896.38	11,498.00	-4,601.62	59.98%
6082 Distribution Officer Wages	4,988.86	0.00	4,988.86	
6083 Lifeguard Wages	0.00	0.00	0.00	
6084 Office Personnel Wages	12,031.25	15,477.00	-3,445.75	77.74%

	Actual	Budget	over Budget	% of Budget
6085 Police Wages	0.00	0.00	0.00	
6086 Treatment Plant Operator Wages	32,823.98	30,500.00	2,323.98	107.62%
6087 Utility Billing Wages	261.58	3,170.00	-2,908.42	8.25%
6088 Village Agent Wages	0.00	0.00	0.00	
6089 Village Officials Wages	0.00	0.00	0.00	
6090 Winter Roads Wages	0.00	0.00	0.00	
Total 6080 Employee Salaries & Wages	\$ 57,002.05	\$ 60,645.00	-\$ 3,642.95	93.99%
6095 Payroll Processing Expenses	859.07	1,100.00	-240.93	78.10%
6096 Payroll Tax Expenses	3,678.06	6,900.00	-3,221.94	53.31%
Total 6070 Employee Wages & Benefits	\$ 62,904.19	\$ 70,565.00	-\$ 7,660.81	89.14%
6150 Information & Notices	139.09	0.00	139.09	
6160 Insurance	0.00	0.00	0.00	
6161 Property & Casualty Insurance	0.00	2,500.00	-2,500.00	0.00%
6162 Workers Comp Insurance	1,007.08	750.00	257.08	134.28%
Total 6160 Insurance	\$ 1,007.08	\$ 3,250.00	-\$ 2,242.92	30.99%
6190 Legal & Professional Services	0.00	0.00	0.00	
6191 Auditing Services	7,063.08	4,200.00	2,863.08	168.17%
6193 Legal Fees	0.00	0.00	0.00	
Total 6190 Legal & Professional Services	\$ 7,063.08	\$ 4,200.00	\$ 2,863.08	168.17%
6210 Licenses, Permits and Fees	1,166.90	2,185.00	-1,018.10	53.41%
6230 Business Meals	0.00	0.00	0.00	
6232 100% Meals	0.00	0.00	0.00	
Total 6230 Business Meals	\$ 0.00	\$ 0.00	\$ 0.00	
6240 Membership Dues	0.00	234.00	-234.00	0.00%
6260 Office Supplies	926.88	920.00	6.88	100.75%
6285 Postage	714.43	300.00	414.43	238.14%
6305 Regulatory Fees	60.49	0.00	60.49	
6325 Rent Expense	0.00	0.00	0.00	
6330 Repairs & Maintenance	0.00	0.00	0.00	
6331 Building Repairs & Maintenance	589.95	200.00	389.95	294.98%
6332 Cleaning	70.29	300.00	-229.71	23.43%

	Actual	Budget	over Budget	% of Budget
6333 Grounds General Maintenance	0.00	0.00	0.00	
6334 Road Maintenance	0.00	0.00	0.00	
6335 Sludge Removal	24,272.50	27,000.00	-2,727.50	89.90%
6336 Tree Maintenance	0.00	0.00	0.00	
6337 Wharf & Floats Maintenance	1,806.63	3,500.00	-1,693.37	51.62%
6341 Browntail Moth Expenses	0.00	0.00	0.00	
6342 General Repairs & Maintenance	6,039.15	34,000.00	-27,960.85	17.76%
6440 Library Operations & Maintenance	0.00	0.00	0.00	
6441 Library Repairs	0.00	0.00	0.00	
Total 6330 Repairs & Maintenance	\$ 32,778.52	\$ 65,000.00	-\$ 32,221.48	50.43%
6344 Safety Committee Operations	0.00	0.00	0.00	
6345 Software	1,647.54	600.00	1,047.54	274.59%
6350 Supplies	15,548.87	23,500.00	-7,951.13	66.17%
6360 Tax Collection Fees	0.00	0.00	0.00	
6370 Training	0.00	0.00	0.00	
6371 Police Training	0.00	0.00	0.00	
Total 6370 Training	\$ 0.00	\$ 0.00	\$ 0.00	
6390 Uniforms, Equipment & Supplies	0.00	0.00	0.00	
6391 Lifeguard Uni/Equip/Supp	0.00	0.00	0.00	
6392 Police Uni/Equip/Supp	0.00	0.00	0.00	
Total 6390 Uniforms, Equipment & Supplies	\$ 0.00	\$ 0.00	\$ 0.00	
6400 Utilities	0.00	0.00	0.00	
6401 Electricity Expense	5,715.97	3,900.00	1,815.97	146.56%
6402 Oil/Propane	480.48	0.00	480.48	
6403 Hydrant Rental	593.01	150.00	443.01	395.34%
6404 Propane	696.06	1,000.00	-303.94	69.61%
6405 Street Lights	0.00	0.00	0.00	
6406 Telephone & Internet Expense	776.09	800.00	-23.91	97.01%
6407 Water & Sewer	1,241.51	1,200.00	41.51	103.46%
Total 6400 Utilities	\$ 9,503.12	\$ 7,050.00	\$ 2,453.12	134.80%
6500 Water Testing	8,425.00	8,300.00	125.00	101.51%

	Actual	Budget	over Budget	% of Budget
6999 Uncategorized Expense	441.84	0.00	441.84	
Total 6000 Expenses	\$ 176,639.07	\$ 212,390.00	-\$ 35,750.93	83.17%
6800 Bond Expenses	0.00	0.00	0.00	
6810 2008 MMBB Bond Principal	5,774.00	5,774.00	0.00	100.00%
6811 2008 MMBB Bond Interest	711.15	1,717.00	-1,005.85	41.42%
6812 2009 MMBB Bond Principal	0.00	0.00	0.00	
6813 2009 MMBB Bond Interest	0.00	0.00	0.00	
6814 2012 USDA Bond Principal	5,056.32	5,261.00	-204.68	96.11%
6815 2012 USDA Bond Interest	2,456.68	2,252.00	204.68	109.09%
6816 2013 MMBB Refinance Bond Principal	11,394.43	11,394.00	0.43	100.00%
6817 2013 MMBB Refinance Bond Interest	3,101.19	6,202.00	-3,100.81	50.00%
6818 2015 BHBT Bond Principal	0.00	0.00	0.00	
6819 2015 BHBT Bond Interest	0.00	0.00	0.00	
6820 2021B MMBB Bond Principal	0.00	0.00	0.00	
6821 2021B MMBB Bond Interest	0.00	0.00	0.00	
Total 6800 Bond Expenses	\$ 28,493.77	\$ 32,600.00	-\$ 4,106.23	87.40%
Total Expenditures	\$ 205,132.84	\$ 244,990.00	-\$ 39,857.16	83.73%
Net Operating Revenue	-\$ 36,961.78	\$ 22,970.00	-\$ 59,931.78	-160.91%
Other Expenditures				
6600 Interest expense	4,034.04	0.00	4,034.04	
7100 Contingency Expenses	0.00	1,070.00	-1,070.00	0.00%
Total Other Expenditures	\$ 4,034.04	\$ 1,070.00	\$ 2,964.04	377.01%
Net Other Revenue	-\$ 4,034.04	-\$ 1,070.00	-\$ 2,964.04	377.01%
Net Revenue	-\$ 40,995.82	\$ 21,900.00	-\$ 62,895.82	-187.20%

