



May 11, 2025 – 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/89685517495?pwd=eTJDS3g3aUpvR2p4cVQ2L3NEVIVoUT09>

*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.**

Meeting Agenda

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

Action Items and Reports

- Approval of April 13, 2025 meeting minutes.*
- Opening bids for grounds maintenance contract and possible approval.
- President's Report*
 - Consideration of motion to support Town of Northport's new Town Hall/Community Center/Fire Station Project. (Information available on the Town of Northport website.)
 - Review proposed Donuts & Dialog dates and topics.
 - Appointment of Nominating Committee: Blair Einstein, Bill Cressey, Amanda Hickman, Judy Metcalf, Joe Reilly.
- Treasurer's Report*
- Village Agent Report*
 - Consideration of Ned Lightner's proposed donation – planting perennials in Blaisdell Park and other Village locations.*
- Office Manager's Report*
- Governance Committee Report*
 - Recommendation to adopt a Policy for the Use of Public Spaces and Parks.*
- Utilities Committee Report
 - Recommendation to amend the Utilities Ordinance to modify the rate structure.*
- Infrastructure Chair Report*
- Town Liaison Report

Other Committee Reports/business (as needed)

Comments by members of the public.

Executive Session for personnel matters pursuant to 1 M.R.S.A. §405(6)(A)

Adjourn

Warrants and Journal Entries: reminder to Board members to review and approve warrants and journal entries that were sent electronically for your review and signature.

*Written materials submitted.

- Draft April 13, 2025 Board meeting minutes

- May 2025 Treasurer’s Report
- May 2025 Village Agent Report
 - Ned Lightner’s proposed donation – planting perennials in Blaisdell Park and other Village locations.
- May 2025 Office Manager Report
 - 2024 General Budget vs. Actual Before Audit
 - 2024 General Statement of Financial Position Pre-Audit
 - 2024 Sewer Budget vs. Actual Pre-Audit
 - 2024 Water Budget v. Actual Pre-Audit
- Proposed Policy for the Use of Public Spaces and Parks
- Proposed amendment to the Utility Ordinance
- Community Action Grant Award notice
- Permit for Bayview Park
- Plan for Bayview Park (2 documents)

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, April 13, 2025**

Overseers, Officers and Staff present; Fred Lincoln; Vicky Matthews; Kris Mix (via Zoom); Elaine Moss (via Zoom); Michael Tirrell (via Zoom); Jeffrey Wilt; President, Janae Novotny; Treasurer, Wendy Huntoon (via Zoom); Village Agent, Bill Paige; Office Manager, Trish Parker; Clerk, Maureen (Beanie) Einstein (via Zoom);

Not present: Celine Bewsher (due to illness)

Public Comments:

Dan Webster (670 Shore Road) noted that there is a basketball net on the perimeter of Merithew Square. He asked if it was approved and going to remain there, as it is not only an eyesore but poses a hazard for folks playing in the street. The basketball court in Ruggles Park should be used and would be the safe alternative.

The Meeting was called to order at 9:00 a.m.

Approval of the Minutes of the Sunday, March 9, 2025 Overseers Meeting.

Janae N. asked if there were questions/comments regarding the minutes of the March 9, 2025 Overseers meeting distributed prior to the meeting.

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Action: Jeffrey W. made a motion, seconded by Elaine M., to approve the minutes of the March 9, 2025 meeting, distributed prior to the meeting as written. Voted – Unanimous.

President’s Report – Janae Novotny

Janae N. referred the Board to her written report circulated prior to the meeting.

As President, Janae N., has appointed Fred Lincoln to fill the Utilities Committee Overseer vacancy. Kris Mix has resigned due to scheduling issues. A minimum of three Overseers needs to be on the Utilities Committee according to the Utility Ordinance.

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Please schedule the following dates for the NVC-hosted, summer 2025 “Donuts & Dialog” events in Community Hall, scheduled from 8-9:30 a.m.

- June 28 – Proposed 2026 NVC Budget
- July 12 – Recent developments with the NVC Utilities Department
- July 26 – Why a village and a town? The Town of Northport’s Select Board will attend.
- August 9 – Infrastructure Needs

Also, make sure you have on your calendars the NVC Annual Meeting on August 12 at 6 p.m. (Board gathers at 5:30 p.m.)

Consideration of Community Hall Requests

Recommendation to approve the use of the Community Hall on August 17, 2025 from 10 a.m. to noon for the annual Bayside Community Food Drive to support the Northport Food Pantry and to waive the rental fee and insurance requirements.

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Action: Vicky M. made a motion, seconded by Fred L. to approve the above recommendation as written. Voted - Unanimous.

Recommendation to approve the Bayside Historical Preservation Society's request to use Community Hall from 8 a.m. to 5 p.m. on Tuesday, August 5, 2025 for BHPS's annual Collectors' Day. (Note that BHPS has submitted the annual \$200 contribution toward Community Hall and the required certificate of liability insurance.)

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Action: Fred L. made a motion, seconded by Jeffrey W., to approve the above recommendation as written. Voted - Unanimous.

Recommendation to approve Bayside Arts' requests for use of NVC facilities as described in Bayside Arts' March 8, 2025 written request subject to submission of the annual \$200 contribution toward Community Hall and the required certificate of liability insurance and compliance with the structural engineer's recommendation regarding installation of equipment in Community Hall.

Action: Jeffrey W. made a motion, seconded by Kris M., to approve the above recommendation as written. Voted - Unanimous.

Recommendation to approve Bayside Arts' use of the basketball court for the annual community dance and Community Hall as a rain location on July 25 from 5 p.m. to 10 p.m. subject to submission of the annual \$200 contribution toward Community Hall and the required certificate of liability insurance.

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Action: Fred L. made a motion, seconded by Jeffrey W., to approve the above recommendation as written. Voted - Unanimous.

Recommendation to approve the request of Victoria Matthews of 33 Griffin Street for the use of Community Hall for CPR classes on Friday, June 6, 2025 from 8 a.m. to 5 p.m. and to waive the rental fee and liability insurance requirements.

Action: Jeffrey W. made a motion, seconded by Fred L., to approve the above recommendation as written. Voted - Unanimous.

Recommendation to approve subject to receipt of the appropriate rental fee and certificate of liability insurance the request of Keith and Maureen Robinson of 789 Shore Road to use Community Hall for dance classes from 9:30 a.m. to 11:30 a.m. on the following Thursdays: July 10, 17, 24, 31 and August 7 and 14, 2025.

Fred L. made a motion, seconded by Jeffrey W., to approve the above recommendation as written. Voted - Unanimous.

Recommendation to approve subject to receipt of the appropriate rental fee and certificate of liability insurance the request of Gayle Koyanagi of 3 Maple Street for Scottish country dancing on Sunday, May 25, 2025 from 12:00 p.m. to 2:00 p.m.

Jeffrey W. made a motion, seconded by Fred L., to approve the above recommendation as written. Voted - Unanimous.

Proposed bid terms for "Property Maintenance and Lawn Care Bid Specifications and Contract, 2025-2028"

Recommendation to approve proposed bid terms for "Property Maintenance and Lawn Care Bid Specifications and Contract, 2025-2028", circulated prior to the meeting. The request for bids will

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be placed in the newspaper, with the plan to have the bids opened and approved at the May Overseers meeting.

Kris M. amended the above recommendation inserting the following wording: ***"the contractor shall pay all costs of defense including reasonable attorney's fees to defend the NVC against such claims."***

Jeffrey W. made a motion, seconded by Kris M., to approve the "Property Maintenance and Lawn Care Bid Specifications" with the above amendment, with the goal to have bids opened up at the May Overseers meeting for approval. Voted - Unanimous.

Treasurer's Report – Wendy Huntoon

Wendy H. referred the Overseers to her written report (with attachments) circulated prior to the meeting.

Detailed 2024 Actuals can be accessed in the Google Drive Excel Spread Sheet.

Village Agent Report – Bill Paige

Bill P. referred the Overseers to his written report (with attachments) circulated prior to the meeting.

Recommendation to approve Paul Overgaag's request for access to NVC property.

Paul Overgaag will be replacing rip rap at the bottom of North Avenue, Village property and Clinton Prock Marine will be bringing in an excavator stored at low tide during the project. Bill P. referred the Overseers to Paul Overgaag's "Application for Use of Village Property for Construction Activity" distributed prior to the meeting.

Jeffrey W. made a motion, seconded by Fred L., to approve Paul Overgaag's request for access to NVC property. Voted – Unanimous.

Recommendation to approve Michael Tirrell's request to extend the Board's prior approval of access to NVC property (next to 10 Maple Street).

Jeffrey W. made a motion, seconded by Fred L., to approve Michael's Tirrell's request for access to Village property. Voted – Unanimous; Michael Tirrell abstained.

Recommendation to consider a structural evaluation of Community Hall as recommended by Gartley & Dorsky in their preliminary structural observation report. A copy of this report was circulated prior to this meeting. Gartly & Dorsky will get back to NVC with an official report hopefully by the next meeting. An "unofficial" cost would be around \$10,000—this approximate fee would be for an "official report" and does not include implementation of said report and any rental equipment needed. Bill P. will get back to the Board with estimated costs after hearing from Gartley & Dorsky, for the May Overseers meeting.

The Structural Observation Report addresses the lighting Bayside Arts has presented. This will be presented to Bayside Arts, which they will have to sign, indicating they will follow the engineer's recommendation of placement of said lights before they proceed with installation.

Wendy H. – Suggested that NVC get a quote for replacement of the PA system and purchase same this year. It could fit into the fiscal 2025 Budget.

Jeffrey W. made a motion, seconded by Michael T., to approve the purchase of a PA portable system up to \$1000.00. Voted – Unanimous.

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Office Managers Report – Trish Parker

Trish P. referred the Overseers to her written report circulated prior to the meeting.

Governance Committee Report – Elaine Moss

Recommendation to adopt a “Board of Overseers Board Member Conduct Policy” circulated prior to the meeting.

Jeffrey W. made a motion, seconded by Michael T., to adopt the “Board of Overseers Board Member Conduct Policy”.

A thorough and lengthy discussion ensued regarding the tone, pros and cons of the Policy. Jeffrey W. withdrew his motion. The recommendation was sent back to the Governance Committee for revision.

Recommendation to adopt a revised “Policy for the Acceptance of Donations”.

Fred L. made a motion, seconded by Jeffrey W., to adopt a revised “Policy for the Acceptance of Donations” with the deletion on the bottom of page A-1 “*Estimate of Present Value/Cost Estimated Useful Life (Yrs.)*, as it is a duplicate of the previous line. Voted – Unanimous.

Utilities – Jeffrey Wilt

There were no exceedances in February. Moore’s Septic was here on April 4th getting us ready for the summer season. Discussion continues with guidance from ARCAP on the rate structure for the Sewer Department. The moratorium we have had on new sewer connections sunsets in mid-April. The connections are at maximum capacity; therefore, there is no longer a need for a moratorium.

There are seven “ready to use” hookups that are not currently being used. The Trustees are looking at having a regular cost associated to these hook-ups for the owners. The Utility Committee will bring their recommended cost for these “ready to use” hook-ups at the next Overseers meeting.

Infrastructure – Celine Bewsher

In Celine B.’s absence, Janae N. stated that although the 2026 budget discussions have not included shoreline stabilization work, Celine B. has worked hard on these projects and the Board will want to keep them in mind moving forward.

Tree Warden Report – Vicky Matthews

Recommendation to share equally with the Erickson’s, owners of the property at 9 Clinton Avenue, the estimated \$2200 cost of pruning a tree on the parties’ shared property boundary. (Note: this request was approved by the Overseers with the previous owners of the property).

Vicky M. made a motion, seconded by Fred L., to approve the above recommendation as written. Voted – Unanimous.

Town Liaison – Janae Novotny

Janae N. has been attending the town’s Selectmen meetings as well as their Budget meetings. The Town is looking at contributing \$30,000 to the Village as they did last year. Broadway is in the works to be paved this year.

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The Town is looking at a Building Permit revision for a substantial renovation.

The Town of Northport will not be receiving \$2.35 million in federal funds for the new Town Office/Community Center project as Congress did not pass a budget for this year. The Town will submit an updated application for congressional funding again. The Town will hold an informational session about the project at the Drinkwater School on Wednesday, April 30, at 6 p.m. Residents are encouraged to attend.

Vicky Matthews stated that the CPR classes that were held last summer were well received. There will be a \$50.00 charge for newcomers and a \$25.00 charge for repeats from last year. Michael T. will post this on the NVC website.

Executive Session – The Board went into Executive Session at 10:26 a.m. and returned to public session at 10:50 a.m.

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Jeffrey W. made a motion, seconded by Michael T. that the NVC engage Becky Gatcomb as an independent contractor to serve as Finance Manager to perform the responsibilities outlined in the NVC Finance Manager position description at the hourly rate of \$45.00 and under the further terms of a contract to be prepared by the President. Voted: Unanimous.

Jeffrey Wilt made a motion, seconded by Fred L. that the NVC fill the Facilities Assistant position at the hourly rate of \$25.00 for a 6-month period from April 15, 2025 through October 15, 2025, including a 30-day probationary period, term renewable by mutual agreement between the President and the employee, to address current general facilities' needs for the general government and utilities departments as directed by the Village Agent and Distribution/Collection Operator. The position is to be filled by Bryan Lhuiller. Voted: Unanimous.

The meeting adjourned at 10:52 a.m.

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Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

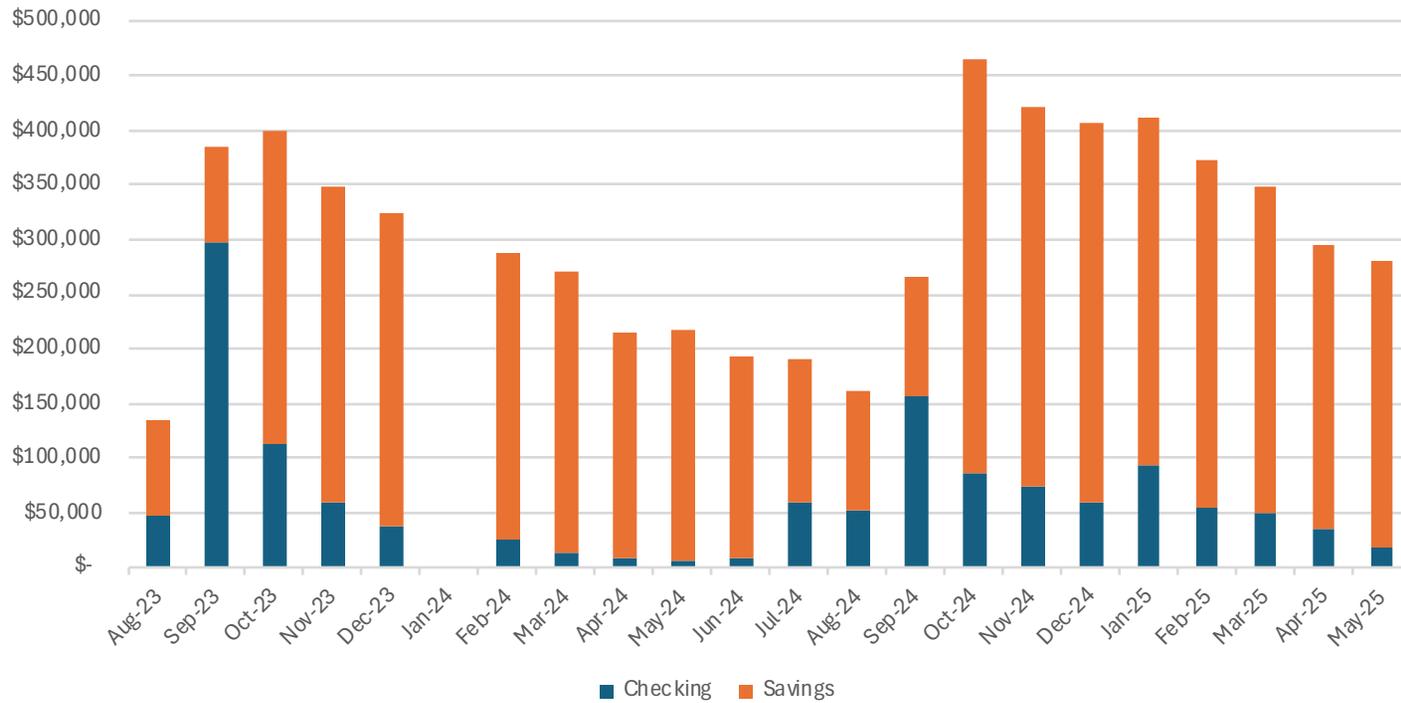
Janae Novotny, President

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Treasurer's Report
05/11/2025

- Warrants, Financial Reports, Bank Statements
 - Provided by Office Manager:
 - April Warrants, 2024 Financial Reports and current Journal Entry Reports
 - Bank Statement – April 2025 bank statements available in the office after May 15th.
- 2026 Budget Workshops
 - Third workshop held on April 27, 2025.
 - Working 2026 Draft - In Progress and Not Final Budget is attached.
 - Contains assumptions which still need to be verified.
 - Updated 2024 Budget vs Actuals, provided by the Office Manager, reflects 2024 close with additional updates and corrections expected, should not be considered the final 2024 Budget vs Actuals. 2023 Statement of Financial Position is included below, includes 2023 JE's but still needs to be reviewed.
- 2024 Close and Audit
 - 2024 GL close and corrections is progressing in anticipation of a May 19, 2025, start for the 2024 Audit. Specific items reviewed:
 - Reconciliation of all accounts, including reviewing any outstanding deposit or expense details; review of expenses including if any were not included on the warrants; review of yearly bank statements.
 - Review of payroll, including the payroll clearing bank account created in 2023 to simplify payroll payments by General, Sewer and Water.
 - Review of the due to/due from, specifically non-payroll, going back to 2022. Understanding payments to date as well as outstanding amounts due typically due to General from Sewer or Water for non-payroll expenses split. The goal is to clear the due to/due in the coming months (account codes 1351-1357 and 2401-2407 on the 2023 Statement of Financial Position).
 - Review of ongoing use of due to/due from even with separate QBO files. Working with the accountant to identify better ways to account for these costs which do not require JEs. A recommendation will be forthcoming.
 - All audited financial reports are available on the nvcmaine.org website.
- Line of Credit
 - No progress to date. Treasurer's focus has been on 2026 budget and 2024 GL close and audit.
 - Began to collect necessary documents and prepare for following up with Bangor Savings Bank and the bond counsel.
- Cash On Hand
 - Attached General Cash on Hand by Month graph shows the historical trend of cash on hand for General.
 - Majority of General's revenue is received in September and October reflecting the yearly tax collection.

General Cash on Hand by Month



	2025 Approved	2026 Budget	Change	% change	Split G/S/W	Comments
Revenue						
4000 Revenue						
4100 General Government Revenue						
4200 General Operating Revenue						
4210 RE Tax Revenue						
4216 2025 RE Tax Revenue	\$509,727.00	\$536,823.00	\$27,096.00	5.32%		Not final; account code updated in final budget
Total 4210 RE Tax Revenue	\$509,727.00	\$536,823.00	\$27,096.00	5.32%		
4230 Town of Northport Revenue	\$30,000.00	\$30,000.00	\$0.00	0.00%		Currently under discussion;
4235 Rent from Utilities	\$0.00	\$0.00	\$0.00	0.00%		
4240 Watercraft Registration Revenue	\$3,770.00	\$5,760.00	\$1,990.00	52.79%		\$75 rowboats (42) and \$30 small watercraft (87);
Total 4200 General Operating Revenue	\$543,497.00	\$572,583.00	\$29,086.00	5.35%		
4300 General Non-Operating Revenue						
4310 Interest Income (G)	\$4,000.00	\$6,000.00	\$2,000.00	50.00%		2026 Interest rates may be lower
4320 Community Hall Rentals	\$750.00	\$600.00	-\$150.00	-20.00%		Reduce to \$600 which is the committed rental (NYC, Bayside Arts and BHPS)
Total 4300 General Non-Operating Revenue	\$4,750.00	\$6,600.00	\$1,850.00	38.95%		
Total 4100 General Government Revenue	\$548,247.00	\$579,183.00	\$30,936.00	5.64%		
Total 4000 Revenue	\$548,247.00	\$579,183.00	\$30,936.00	5.64%		
Total Revenue	\$548,247.00	\$579,183.00	\$29,023.00	5.64%		
Gross Revenue	\$548,247.00	\$579,183.00	\$30,936.00	5.64%		
Expenditures						
6000 Expenses						
6010 1099 Contractors						
6020 Contracted Services						
6021 Mowing & Trimming Service	\$12,550.00	\$14,000.00	\$1,450.00	11.55%	100%	Contract expires Oct 31, 2025; Placeholder May 2025 Meeting
6022 Trash Collection	\$24,000.00	\$24,900.00	\$900.00	3.75%	100%	contract thru 9/17/2026; Increase for last 3 months
Total 6020 Contracted Services	\$36,550.00	\$38,900.00	\$2,350.00	6.43%		
6036 Bookkeeping	\$8,840.00	\$10,000.00	\$1,160.00	13.12%	34%	Assumes increase in hourly rate.
Total 6010 1099 Contractors	\$45,390.00	\$48,900.00	\$3,510.00	7.73%		
6050 Auto Expenses						
6051 Auto Fuel Expense						
6052 Cruiser Fuel	\$1,600.00	\$0.00	-\$1,600.00	-100.00%	100%	Remove for 2026 budget
6053 Truck Fuel	\$2,000.00	\$1,500.00	-\$500.00	-25.00%	50%	2024 Actual \$1000
Total 6051 Auto Fuel Expense	\$3,600.00	\$1,500.00	-\$2,100.00	-58.33%		
6055 Auto Repairs & Maintenance						
6056 Cruiser Maintenance	\$3,520.00	\$0.00	-\$3,520.00	-100.00%	100%	Remove for 2026 budget
6057 Truck Maintenance	\$4,000.00	\$4,000.00	\$0.00	0.00%	50%	50/25/25; should that be changed?
Total 6055 Auto Repairs & Maintenance	\$7,520.00	\$4,000.00	-\$3,520.00	-46.81%		
6058 Mileage Expenses						
6059 Accrue for Truck Replacement	\$16,350.00	\$16,350.00	\$0.00	0.00%	100%	Continues increased truck accrual as well as sander and plow
Total 6050 Auto Expenses	\$27,470.00	\$21,850.00	-\$5,620.00	-20.46%		
6065 Community Events	\$600.00	\$600.00	\$0.00	0.00%	100%	Dialog & Donuts; other community events
6070 Employee Wages & Benefits						
6075 Employee Benefits						
6076 Company Paid Benefits	\$4,000.00	\$4,000.00	\$0.00	0.00%	34%	Insurance, Employee W/S payments, & MMA benefits
6077 Income Protection Plan	\$700.00	\$700.00	\$0.00	0.00%	34%	
Total 6075 Employee Benefits	\$4,700.00	\$4,700.00	\$0.00	0.00%		
6080 Employee Salaries & Wages						
6083 Lifeguard Wages	\$11,200.00	\$10,200.00	-\$1,000.00	-8.93%	100%	2024 Actuals; 7 days 7 hours per day
6084 Office Personnel Wages	\$18,033.00	\$20,000.00	\$1,967.00	10.91%	34%	Review; may be too low when holiday time is taken into account
6084.5 Finance Manager	\$7,947.50	\$4,000.00	-\$3,947.50	-49.67%	34%	Based on expected 2025 actuals
6085 Police Wages	\$10,100.00	\$0.00	-\$10,100.00	-100.00%	100%	Removed for 2026
6088 Village Agent Wages	\$32,450.00	\$44,180.00	\$11,730.00	36.15%	100%	Based on expected 2025 actuals
6088.5 Village Agent Assistant	\$5,200.00	\$5,200.00	\$0.00	0.00%		4 hours per week, 52 weeks @ \$25 per hour; consider increasing
6089 Village Officials Wages	\$650.00	\$650.00	\$0.00	0.00%	100%	No change

	2025 Approved	2026 Budget	Change	% change	Split G/S/W	Comments
6090 Winter Roads Wages	\$10,140.00	\$8,000.00	-\$2,140.00	-21.10%	100%	Accounted here for insurance purposes; 200 hours
Total 6080 Employee Salaries & Wages	\$95,720.50	\$92,230.00	-\$3,490.50	-3.65%		
6095 Payroll Processing Expenses	\$2,200.00	\$2,200.00	\$0.00	0.00%	Per Employee	
6096 Payroll Tax Expenses	\$6,800.00	\$6,800.00	\$0.00	0.00%	50%	Is general 50% of the total payroll tax? This is broken out per employee per payroll separate for each department TP
Total 6096 Payroll Tax Expenses	\$6,800.00	\$6,800.00	\$0.00	0.00%		
Total 6070 Employee Wages & Benefits	\$109,420.50	\$105,930.00	-\$3,490.50	-3.19%		
6150 Information & Notices	\$3,250.00	\$1,500.00	-\$1,750.00	-53.85%	100%	
6160 Insurance						
6161 Property & Casualty Insurance	\$6,250.00	\$7,700.00	\$1,450.00	23.20%	Spreadsheet	Increased 10%
6162 Workers Comp Insurance	\$5,500.00	\$5,500.00	\$0.00	0.00%	Per Employee	TBD from payroll
Total 6160 Insurance	\$11,750.00	\$13,200.00	\$1,450.00	12.34%		
6170 Interest Paid		\$2,000.00	\$0.00			
6190 Legal & Professional Services						
6191 Auditing Services	\$9,000.00	\$7,500.00	-\$1,500.00	-16.67%	30/30/40%	Assumes \$25K for 2025 audit in 2026
6192 Engineering Fees	\$10,000.00	\$10,000.00	\$0.00	0.00%		
6193 Legal Fees	\$10,000.00	\$10,000.00	\$0.00	0.00%	100%	Resort Fee; fire remediation
Total 6190 Legal & Professional Services	\$29,000.00	\$29,500.00	\$500.00	1.72%		
6210 Licenses, Permits and Fees						
6240 Membership Dues	\$750.00	\$750.00	\$0.00	0.00%	100%	
6260 Office Supplies	\$5,000.00	\$1,500.00	-\$3,500.00	-70.00%	34%	Based on actuals
6285 Postage	\$500.00	\$500.00	\$0.00	0.00%	100%	Includes postage for Town mailing
6330 Repairs & Maintenance						
6331 Building Repairs & Maintenance	\$8,000.00	\$33,000.00	\$25,000.00	312.50%	100%	Includes MMA recommendations
6332 Cleaning	\$2,000.00	\$2,000.00	\$0.00	0.00%	34%	\$2000 for General's portion. (includes upstairs)
6333 Grounds General Maintenance	\$18,000.00	\$18,000.00	\$0.00	0.00%	100%	For non-roads or non-wharf maintenance costs including storms
6334 Road Maintenance	\$51,850.00	\$40,000.00	-\$11,850.00	-22.85%	100%	Review
6336 Tree Maintenance	\$10,800.00	\$10,800.00	\$0.00	0.00%	100%	\$7,800 for routine \$3K tree treatments
6337 Wharf & Floats Maintenance	\$41,000.00	\$61,000.00	\$20,000.00	48.78%	100%	Routine wharf maintenance; Bayside Marine; \$20K for new float
6342 General Repairs & Maintenance	\$4,100.00	\$4,100.00	\$0.00	0.00%	100%	
6343 Library Operations & Maintenance	\$500.00	\$500.00	\$0.00	0.00%	100%	Roof repair included in 6331
Total 6330 Repairs & Maintenance	\$136,250.00	\$169,400.00	\$33,150.00	24.33%		
6344 Safety Committee Operations	\$150.00	\$150.00	\$0.00	0.00%	100%	No change
6345 Software	\$5,000.00	\$3,500.00	-\$1,500.00	-30.00%	34%	2024 actuals: (QBs \$750, Old QBs \$600), \$1000 IT, \$500 Google TP)
6360 Tax Collection Fees	\$10,100.00	\$11,870.00	\$1,770.00	17.52%	100%	2% of the total tax revenue collected plus \$970 for software
6370 Training						
6371 Police Training	\$500.00	\$0.00	-\$500.00	-100.00%	100%	
Total 6370 Training	\$500.00	\$0.00	-\$500.00	-100.00%		
6390 Uniforms, Equipment & Supplies						
6391 Lifeguard Uni/Equip/Supp	\$750.00	\$1,000.00	\$250.00	33.33%	100%	Increase to \$1000 - per Bill
6392 Police Uni/Equip/Supp	\$1,000.00	\$0.00	-\$1,000.00	-100.00%	100%	
Total 6390 Uniforms, Equipment & Supplies	\$1,750.00	\$1,000.00	-\$750.00	-42.86%		
6400 Utilities						
6401 Electricity Expense	\$1,200.00	\$1,200.00	\$0.00	0.00%	34% CH 100% Lib	fbl: suggest 10% increase vs. 2025 budget
6402 Oil/Propane	\$1,000.00	\$500.00	-\$500.00	-50.00%	34%	Based on \$425 in 2024
6403 Fire Remediation	\$6,429.00	\$25,000.00	\$18,571.00	288.86%	100%	Adjusted, includes \$6,429 for the hydrant fee.
6405 Street Lights	\$8,000.00	\$8,000.00	\$0.00	0.00%	100%	Consider 10% increase
6406 Telephone & Internet Expense	\$600.00	\$600.00	\$0.00	0.00%	34%	Based on actuals
6407 Water & Sewer	\$3,200.00	\$3,200.00	\$0.00	0.00%	34%	Comparing 2023 actuals and rate increases; ask for updated amount
Total 6400 Utilities	\$20,429.00	\$38,500.00	\$18,071.00	88.46%		
Total 6000 Expenses	\$407,309.50	\$450,650.00	\$43,340.50	10.64%		
6800 Bond Expenses						Updated with 2026 amounts, per respective Amortization Schedules
6812 2009 MMBB Bond Principal	\$0.00	\$0.00	\$0.00	0.00%		Last payment in 2024
6813 2009 MMBB Bond Interest	\$0.00	\$0.00	\$0.00	0.00%		Last payment in 2024
6816 2013 MMBB Refinance Bond Principal	\$6,067.08	\$6,285.50	\$218.42	3.60%	15%	Split 15/30/55 G/S/W; ends 2033
6817 2013 MMBB Refinance Bond Interest	\$1,365.66	\$2,512.91	\$1,147.25	84.01%	15%	Split 15/30/55 G/S/W; ends 2033; budget error 2025

	2025 Approved	2026 Budget	Change	% change	Split G/S/W	Comments			
6818 2015 BHBT Bond Principal	\$21,664.31	\$0.00	-\$21,664.31	-100.00%	100%	Last payment 2025			
6819 2015 BHBT Bond Interest	\$428.46	\$0.00	-\$428.46	-100.00%	100%	Last payment 2025			
6820 2021B MMBB Bond Principal	\$45,019.90	\$45,429.58	\$409.68	0.91%	100%	Last payment 2049			
6821 2021B MMBB Bond Interest	\$38,014.86	\$37,605.18	-\$409.68	-1.08%	100%	Last payment 2049; full interest payment from budget; none from reserves			
Total 6800 Bond Expenses	\$112,560.27	\$91,833.17	-\$20,727.10	-18.41%					
Total Expenditures	\$519,869.77	\$542,483.17	\$22,613.40	4.35%					
Net Operating Revenue	\$28,377.23	\$36,699.83	\$8,322.60	29.33%		Remaining before contingency funds are used.			
Other Expenditures									
7100 Contingency Expenses	\$28,377.00	\$36,700.00	\$8,323.00	29.33%		\$10K Contingency, \$6.7K Payroll, \$20K operating Reserves;			
Total Other Expenditures	\$28,377.00	\$36,700.00	\$8,323.00	29.33%					
Net Other Revenue	-\$28,377.00	-\$36,700.00	-\$8,323.00	29.33%					
Net Revenue	\$0.00	\$0.00	\$0.00	0.00%		Budget always balances			

**Northport Village Corporation
Village Agent Report
May 11, 2025 Board of Overseers Meeting**

Recent activities

- Contracted services: Current lawn/grounds contract expires this fall. The bid specs have been published. Bids are due by noon on May 9 and will be opened at the May 11th Board meeting. The curbside trash pickup contract does not expire until September 2026. Will work on bid specs/new contract in time for 2027 budget planning.
- Continuing to work on getting project estimates for items on the MMA list. Contractors are scheduling out a year or more. May have identified a contractor for Community Hall building/carpentry work. The electrician's estimate for MMA-identified electrical work is \$1200; awaiting electrician's call to schedule the work.
- All winter, I dealt with contractors who repeatedly block village roads during the day with vehicles and equipment while they work on cottages on Main Street, Lower Clinton, North Avenue and George Street. Contractors' activities have increased as Memorial Day approaches.

Village projects/needs for 2026 budget consideration

- Floats replacement: It is still time to begin setting aside and saving money to replace the floats; they are starting to show their age. I recommend that replacing the swim float should be in the 2026 budget. Also recommend that we have a marine engineer draw plans for the floats to make sure they are sturdy enough to meet our needs.
- Community Hall: We are missing some of our wood/metal tables and a couple of plastic tables have been "donated." Our tables are really showing age and wear and need to be replaced. Propose to include for 2026 budget.
- Portable PA system: We need a new system for NVC outside events.
- Parks/Trees: For grounds maintenance, we need to budget for regular pruning of river birch tree by the library, the junipers around the basketball court and the shrubs around Merithew Square.

Village project/needs with future budget implications

- Sander and plow: We should plan to replace sander in 3 years.
- MMA Risk Management recommendations: I am still getting estimates.
- Roads/storm drainage: Area in front of mailboxes at Merithew Square to North Ave and down North Ave to the new hot top needs to be hot-topped, and another storm added. The project needs to be engineered to decide how to handle storm runoff. Lower Clinton Avenue from Merithew Square down needs curbing or storm drain to handle water that is currently washing out the embankment at the bottom of the street.

Wharf and floats

- Wharf: Dallas Fields Dive Service completed the major brace work on the wharf. Remaining repairs will be made in the spring and summer. Expecting a call-back to schedule the work.
- Floats: Excavator scheduled to raise the swim float up on blocks for needed repairs before put in the water for the season.

Utilities

- Most of my time recently has been spent on utilities issues. Seasonal utility customers want their water turned on May 1. Also dealing with customers such as a seasonal water customer who has not paid their utilities bill since July 2024 and showed up just before the office closed on May 2 to pay their bill and demand that their water be turned on immediately.
- Dealing with requests for new water services, including two new constructions on Bluff Road and one off of Route 1.
- Fixing water service/connections in home remodels, including replacing and removing old pipes where the service requires new pipes.
- Regular water and sewer maintenance work and Dig Safe requests.
- Dealing with engineer and electrician working on treatment plant electronics issues.

Miscellaneous

- Worked with Gartley & Dorsky and Maine DEP regarding our shoreline stabilization permit application.
- 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 and shoreline erosion plan we received from the engineer hired by the Town. 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.
- I continue to talk or meet with Town Administrator James Kossouth on a regular basis about items that impact the village. (This month, our monthly discussion took place during fire truck training.)
- I continue to field calls from private contractors working throughout the Village on current and planned projects in the Village, and deal with various villagers with issues they want addressed.
- 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.**

Roads

- As the ground thaws, the streets, Broadway, in particular, will be a mess. Broadway is on the Town's list of roads to pave. Village dirt roads will need repair/maintenance, too. The amount of snow plowing has leveled out the crest in the dirt roads. Working with contractor to start scheduling planned work.
- 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.

Submitted by
Bill Paige, Village Agent.

Attachment B5

As the person who created and has maintained the Bayside Childrens garden for the past many years, I have witnessed the joy that flowers have brought not only to the children but to many of the people of Bayside. This past fall I ,without anyones permission, planted a number of daffodils in Blaisdell park. Daffodils are wonderful because they seem to multiply year after year with little to no maintenance and deer do not eat them. Inspired by the success of this season's blossoms and by a recent visit to my daughter in the Netherlands, I would like to continue adding to the bulb planting in Blaisdell park and this time with the permission of the overseers.

I do not expect this to impact the tax payers of the town or village, nor do I envision any major changes in the care and upkeep of Blaisdell park. The only change in routine to the park maintenance would be to delay mowing the park for perhaps a couple mowings to allow flowers to store energy for next season. This would also help pollinators thrive by allowing some of the wild flowers to blossom.

I would like to fund the purchase of planting materials by having a self service bouquet table set up at an agreeable location in the village for several days in the summer. I would pay for the planting of bulbs whether I am allowed to do this fund raiser but I certainly would appreciate the opportunity to pay for the flower project by selling some flowers that I grow in the summer.

Sincerely,

Ned Lightner

Exhibit A
NVC Donation Form

Northport Village Corporation Donation Form

Donor Name NED LIGHTNER Date MAY 2, 2025
Donor Address 4 MAPLE ST. NORTHPORT ME 04849
Donor Phone 207-323-2430 Donor Email NED.LIGHTNER@GMAIL.COM
Donor Bayside Address 4 MAPLE ST.
Donation Description and Purpose (please be specific) PLANT + DONATE SPRING
EPHIMERALS, MOSTLY NARCISSUS IN BAYSIDE PARKS
MOSTLY IN BLAISDELL PARK
Proposed Location of Donation BLAISDELL PARK BUT SOME SELECT OTHER
SPOTS
Any other information the donor wishes to share regarding the proposed donation
I PLAN TO DO ALL THE WORK MYSELF. PLANTS ARE
PERENNIAL + REQUIRE LITTLE MAINTENANCE, MAY WISH TO DELAY 1ST
MOWING
Community Benefit BEAUTY IN THE SPRING
Estimate of Present Value/Cost DEPENDS ON HOW AMBITIOUS I GET \$1000
Estimated Useful Life (Yrs) 25 yrs (COULD BE MUCH LONGER)
Estimated Average Annual Maintenance Cost to NVC (0)
Estimated Disposal Cost to NVC DONT KNOW, ONLY COSTS IF SOMEONE WANTS TO
DIG THEM UP.

The donation will be reviewed and accepted or declined by the Overseers. The Overseers reserve the right to decline any donation for any reason or no reason, or to impose conditions on the acceptance of the donation.

Exhibit B
NVC Donation Evaluation Checklist

Purpose: The Northport Village Corporation (“NVC”) serves a beneficent community. Donations that provide an overall benefit or enjoyment to the community are appreciated and welcomed for approval consideration by the NVC Board of Overseers.

Donor Information: As provided on the Northport Village Corporation Donation Form attached to this checklist.

Please provide a brief response to the following:

1. Community Benefit:

- a. Is the purpose of the donation for the replacement of existing NVC property that has become obsolete, is nearing the end of its designed lifecycle, or has become inoperable? Explain as necessary. NO
- b. Is the purpose of the donation for the improvement of the operations of the NVC? NO
- c. For donations not involving the express replacement of an existing NVC asset, please describe the anticipated benefit to the NVC community, along with a description of how the ongoing annual maintenance costs and/or potential final disposal expense were determined. JUST Pretty flowers with NO maintenance
- d. For donations of real property, is a survey available, are there any known hazardous conditions associated with the property, and is a building inspection available? Please provide details. NO
- e. For donations intended for the general use of the public, will the donation be implemented or installed in such a manner that the intended benefit or usage is equally available to all members of the public and not implicitly or explicitly excluding any members of the public? FOR ALL TO SEE + SMELL

2. Resources and Capacity:

- a. Does the NVC have existing resources and capacity necessary to effectively utilize and manage the donation? If not, please discuss how this will be accomplished. YES
- b. Will accepting the donation require additional staff, infrastructure, or ongoing support? Explain as necessary. NO

Exhibit B
NVC Donation Evaluation Checklist

c. For the offered item(s), has the appropriate NVC committee or official been engaged for review/approval recommendation (e.g., Parks and Trees for a park bench, the NVC Technology Officer and Office Manager for an office printer, etc.)? No

d. For a single donation exceeding \$250 in estimated value, has the NVC Finance Committee been contacted for a general financial assessment? NO

3. Transparency and Accountability:

a. Is the donation offered with clear terms and conditions? If so, what are they? THIS IS A DONATION TO COMMUNITY

b. Are there any expectations or conditions/restrictions attached to the donation that may impact NVC's decision-making or independence or the value of the donation to NVC? If so, what are they? NO

c. As appropriate, has the village public (and abutters, in the case of a land or building donation or improvement) been given an opportunity to comment on the donation through a public meeting or publicly available record? If so, what has been the reaction of the public? NO

4. **Village Agent Consultation:** Has the NVC Village Agent been consulted for a professional opinion, including concurrence with any related terms and conditions of the offered item(s)? only INFORMAL DISCUSSION WITH BILL

5. **Other Considerations:** Are there any other considerations not listed above that should be considered in the evaluation of the acceptance of the donation? Please attach any pertinent documentation regarding the proposed donation.

NONE that I am aware of but
SEE Attachment

B 5



Office Manager's Report
May 11, 2025
For April 2025

Happy Mother's Day!

The 2024 audit is scheduled to begin on May 19th! I am hoping this will be a relatively easy one, now that the office is organized and functioning as it should. I will keep you updated.

I have now been with NVC for 2 years (on May 30th). We have gotten a lot accomplished! All of the past audits have been completed, with 2024 starting on a normal time, next week. The office has had a cleanup and reorganization. Desks are more functional, I found new to us (used) desks and filing cabinets. Files were straightened out, old files purged and stored, a 3 year filing system created and kept in the office, Google Drive set up and at least the 3 most current years of files and records stored there, although there are many items I have up to 20 years of records stored on the Drive. Accepting of credit cards in the office has been set up and is running effectively with a checks and balance system in place. The warrants have been revamped and are now digitized, with digital signatures, with hard copies kept in the office. All the minutes, meeting materials etc are kept on the Drive. Overseers and Utilities Committee meeting minutes and materials are also kept as a hard copy in the office. I pull Financial reports monthly for the Overseers and Utilities meetings. I work closely with Utilities on their budget process. Employee benefits have been updated to current. I worked with Bangor Savings Bank to obtain a better rate of interest for all the savings accounts of NVC. I move the money from checking to savings for each department to get the most interest possible for NVC. You will notice I put the monthly amount of interest earned beside the account when I provide bank balances. For 2024 General had a total interest gain of \$8,574.36, Water \$5,813.95 and Sewer \$3,245.97. This adds to a yearly total in 2024 for all NVC departments of \$17,634.28. To compare to 2023 the total for the year for all 3 departments was \$3,144.43. Of course, I keep the office open on weekdays for Watercraft registrations, NVC facility use requests, donation requests, collecting utility payments, answering some utility questions and any other questions people may have. This is not a complete list of accomplishments, but you get the idea. It's been a great 2 years.

The office is getting geared up for the 2025 Summer Season. We are looking forward to seeing everyone!

Trish Parker

Office Manager
Northport Village Corporation

Attached to this report:
Bank Account balances printout
Budget vs Actual Reports for each Department for 2025

As of May 7, 2025

General Gov't Checking *2618 Quick Peek

Available Balance**\$20,485.53

Current Balance\$20,485.53

Wastewater Checking *2620 Quick Peek

Available Balance**\$32,453.83

Current Balance\$32,453.83

Water Checking *3143 Quick Peek

Available Balance**\$15,992.30

Current Balance\$15,992.30

BUSINESS COMPLETE *9504 Quick Peek

Available Balance**\$1,000.00

Current Balance\$1,000.00

BUSINESS COMPLETE *1771 Quick Peek

Available Balance**\$8,923.46

Current Balance\$8,923.46

General Gov't Money Market *4006 Quick Peek

Available Balance**\$11,573.91

Current Balance\$11,573.91

Wastewater Sav - ICS B *4739 Quick Peek

Available Balance**\$130,441.17

April Interest \$260.43

Current Balance\$130,441.17

Water Sav - ICS B *4747 Quick Peek

Available Balance**\$182,708.05

April Interest \$1,154.69

Current Balance\$182,708.05

General Gov't Sav - ICS B *9857 Quick Peek

Available Balance**\$261,384.27

April Interest \$1,729.30

Current Balance\$261,384.27

Total Deposit Accounts\$664,962.52

Northport Village Corporation - General

2025 General Jan-March Budget vs Actual

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 General Government Revenue			
4200 General Operating Revenue			
4216 2025 RE Tax Revenue		509,727.00	
4220 Town of Northport Revenue	30,000.00	30,000.00	100.00 %
4240 Watercraft Registration Revenue		3,770.00	
Total 4200 General Operating Revenue	30,000.00	543,497.00	5.52 %
4300 General Non-operating Revenue			
4310 Interest Income	2,215.63	4,000.00	55.39 %
4320 Community Hall Rentals		750.00	
4340 Miscellaneous Revenue	1,544.32		
Total 4300 General Non-operating Revenue	3,759.95	4,750.00	79.16 %
Total 4100 General Government Revenue	33,759.95	548,247.00	6.16 %
Total Revenue	\$33,759.95	\$548,247.00	6.16 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor	123.00		
6020 Contracted Services			
6021 Mowing and Trimming Service		12,550.00	
6022 Trash Collection	6,000.00	24,000.00	25.00 %
Total 6020 Contracted Services	6,000.00	36,550.00	16.42 %
6036 Bookkeeping	3,453.72	8,840.00	39.07 %
Total 6000 1099 Contractors	9,576.72	45,390.00	21.10 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6052 Cruiser Fuel		1,600.00	
6053 Truck Fuel	394.13	2,000.00	19.71 %
Total 6051 Auto Fuel Expense	394.13	3,600.00	10.95 %
6055 Auto Repairs & Maintenance			
6056 Cruiser Maintenance		3,520.00	
6057 Truck Maintenance	8,950.80	4,000.00	223.77 %
Total 6055 Auto Repairs & Maintenance	8,950.80	7,520.00	119.03 %
6059 Accrue for Truck Replacement		16,350.00	
Total 6050 Auto Expenses	9,344.93	27,470.00	34.02 %
6065 Community Events		600.00	
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	317.64	4,000.00	7.94 %
6077 Income Protection Plan	218.80	700.00	31.26 %
Total 6075 Employee Benefits	536.44	4,700.00	11.41 %
6080 Employees Salaries & Wages			

Northport Village Corporation - General

2025 General Jan-March Budget vs Actual

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6083 Lifeguard Wages		11,200.00	
6084 Office Personnel Wages	5,497.90	18,033.00	30.49 %
6084.50 Village Assistant		7,947.50	
6085 Police Wages		10,100.00	
6088 Village Agent Wages	11,534.40	32,450.00	35.55 %
6088.50 Village Agent Assistant		5,200.00	
6089 Village Official Wages		650.00	
6090 Winter Road Wages	5,675.21	10,140.00	55.97 %
Total 6080 Employees Salaries & Wages	22,707.51	95,720.50	23.72 %
6095 Payroll Processing Fees	342.00	2,200.00	15.55 %
6096 Payroll Tax Expense	1,999.27	6,800.00	29.40 %
Total 6070 Employee Wages & Benefits	25,585.22	109,420.50	23.38 %
6150 Information & Notices	96.00	3,250.00	2.95 %
6160 Insurance			
6161 Property & Casualty Insurance		6,250.00	
6162 Workers Comp insurance	-643.00	5,500.00	-11.69 %
Total 6160 Insurance	-643.00	11,750.00	-5.47 %
6190 Legal & Professional Services	2,040.50		
6191 Auditing Services	6,979.83	9,000.00	77.55 %
6192 Engineering Fees		10,000.00	
6193 Legal Fees		10,000.00	
Total 6190 Legal & Professional Services	9,020.33	29,000.00	31.10 %
6240 Membership Dues	241.40	750.00	32.19 %
6260 Office Supplies	503.71	5,000.00	10.07 %
6285 Postage	73.00	500.00	14.60 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	391.39	8,000.00	4.89 %
6332 Cleaning	229.50	2,000.00	11.48 %
6333 Grounds General Maintenance		18,000.00	
6334 Road Maintenance	1,000.00	51,850.00	1.93 %
6336 Tree Maintenance		10,800.00	
6337 Wharf & Floats Maintenance		41,000.00	
6342 General Repairs & Maintenance		4,100.00	
6343 Library Operations & Maintenance		500.00	
Total 6330 Repairs & Maintenance	1,620.89	136,250.00	1.19 %
6344 Safety Committee Operations		150.00	
6345 Software	639.52	5,000.00	12.79 %
6360 Tax Collection Fees	11,603.90	10,100.00	114.89 %
6370 Training			
6371 Police Training		500.00	
Total 6370 Training		500.00	
6390 Uniforms, Equipment, & Supplies			

Northport Village Corporation - General

2025 General Jan-March Budget vs Actual

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6391 Lifeguard - Uniforms, Equipment, & Supplies		750.00	
6392 Police - Uniforms, Equipment, & Supplies	225.81	1,000.00	22.58 %
Total 6390 Uniforms, Equipment, & Supplies	225.81	1,750.00	12.90 %
6400 Utilities			
6401 Electricity Expense	498.15	1,200.00	41.51 %
6402 Oil/Propane	214.88	1,000.00	21.49 %
6403 Hydrant Rental	2,142.84	6,429.00	33.33 %
6405 Street Lights	2,449.18	8,000.00	30.61 %
6406 Telephone & Internet Expenses	455.76	600.00	75.96 %
6407 Water & Sewer	1,376.80	3,200.00	43.03 %
Total 6400 Utilities	7,137.61	20,429.00	34.94 %
6800 Bond Expenses			
6816 2013 MMBB Refinance Bond Principal		6,067.08	
6817 2013 MMBB Refinance Bond Interest	1,365.66	1,365.66	100.00 %
6818 2015 BHBT Bond Principal		21,664.31	
6819 2015 BHBT Bond Interest		428.46	
6820 2021 MMBB Bond Principal		45,019.90	
6821 2021 MMBB Bond Interest	19,007.43	38,014.86	50.00 %
Total 6800 Bond Expenses	20,373.09	112,560.27	18.10 %
Total Expenditures	\$95,399.13	\$519,869.77	18.35 %
NET OPERATING REVENUE	\$ -61,639.18	\$28,377.23	-217.21 %
Other Expenditures			
7100 Contingency Expenses		28,377.23	
Total Other Expenditures	\$0.00	\$28,377.23	0.00%
NET OTHER REVENUE	\$0.00	\$ -28,377.23	0.00 %
NET REVENUE	\$ -61,639.18	\$0.00	0.00%

NVC- WATER

2025 Water Jan-March Budget vs Actual

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 Water Revenue			
4200 Water Operating Revenue			
4210 Water Sales	68,273.43	161,000.00	42.41 %
4220 Rate Increase		42,665.00	
4230 Water Service Fee Revenue		8,000.00	
4240 Hydrant Rental Revenue		6,279.00	
Total 4200 Water Operating Revenue	68,273.43	217,944.00	31.33 %
4300 Water Non-operating Revenue			
4310 Interest Income		3,000.00	
4320 Interest on Loan Receivable Sewer		2,798.32	
Total 4300 Water Non-operating Revenue		5,798.32	
Total 4100 Water Revenue	68,273.43	223,742.32	30.51 %
Total Revenue	\$68,273.43	\$223,742.32	30.51 %
Cost of Goods Sold			
5000 Cost of Goods Sold			
5100 Water Purchases	6,711.60	31,590.00	21.25 %
Total 5000 Cost of Goods Sold	6,711.60	31,590.00	21.25 %
Total Cost of Goods Sold	\$6,711.60	\$31,590.00	21.25 %
GROSS PROFIT	\$61,561.83	\$192,152.32	32.04 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		3,000.00	
6036 Bookkeeping	3,352.14	8,840.00	37.92 %
6047 Water Utilities Superintendent	4,886.39	19,540.00	25.01 %
Total 6000 1099 Contractors	8,238.53	31,380.00	26.25 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	197.07	1,000.00	19.71 %
Total 6051 Auto Fuel Expense	197.07	1,000.00	19.71 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	63.40	1,000.00	6.34 %
Total 6055 Auto Repairs & Maintenance	63.40	1,000.00	6.34 %
Total 6050 Auto Expenses	260.47	2,000.00	13.02 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	308.30	4,000.00	7.71 %
6077 Income Protection Plan	212.37	1,000.00	21.24 %
Total 6075 Employee Benefits	520.67	5,000.00	10.41 %
6080 Employees Salaries & Wages			
6082 Distribution Officer Wages	5,766.76	40,000.00	14.42 %

NVC- WATER

2025 Water Jan-March Budget vs Actual

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6082.5 Assistant DO Wages		7,500.00	
6084 Office Personnel Wages	5,336.20	18,100.00	29.48 %
6084.50 Finance Manager		5,148.00	
6087 Utility Billing Wages	1,070.87	5,000.00	21.42 %
Total 6080 Employees Salaries & Wages	12,173.83	75,748.00	16.07 %
6095 Payroll Processing Fees	171.00	1,100.00	15.55 %
6096 Payroll Tax Expense	1,009.76	5,415.00	18.65 %
Total 6070 Employee Wages & Benefits	13,875.26	87,263.00	15.90 %
6160 Insurance Paid			
6161 Property & Casualty Insurance		1,650.00	
6162 Workers Comp Insurance		1,000.00	
Total 6160 Insurance Paid		2,650.00	
6190 Legal & Professional Services			
6191 Auditing Services	5,894.75	11,000.00	53.59 %
Total 6190 Legal & Professional Services	5,894.75	11,000.00	53.59 %
6210 Licenses, Permits, & Fees		1,800.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	376.63	1,700.00	22.15 %
6285 Postage		1,500.00	
6305 Regulatory Fees		900.00	
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	100.98	500.00	20.20 %
6332 Cleaning	222.75	850.00	26.21 %
6342 General Repairs & Maintenance	2,266.54	5,000.00	45.33 %
Total 6330 Repairs & Maintenance	2,590.27	6,350.00	40.79 %
6345 Software	1,853.24	5,000.00	37.06 %
6350 Supplies	199.41	5,000.00	3.99 %
6400 Utilities			
6401 Electricity Expense	1,669.39	4,000.00	41.73 %
6402 Oil/Propane	208.56	600.00	34.76 %
6406 Telephone & Internet Expenses	151.20	600.00	25.20 %
6407 Water & Sewer	509.61	1,200.00	42.47 %
Total 6400 Utilities	2,538.76	6,400.00	39.67 %
6500 Water Testing	115.00	800.00	14.38 %
6700 Reserve Accrual - Loan from Sewer Interest		2,798.32	
6800 Bond Expenses			
6816 2013 MMBB Refinance Bond Principal		22,245.97	
6817 2013 MMBB Refinance Bond Interest	5,007.44	5,007.44	100.00 %
Total 6800 Bond Expenses	5,007.44	27,253.41	18.37 %
Total Expenditures	\$41,184.06	\$194,094.73	21.22 %
NET OPERATING REVENUE	\$20,377.77	\$ -1,942.41	-1,049.10 %
Other Expenditures			

NVC- WATER

2025 Water Jan-March Budget vs Actual

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
7100 Contingency Expenses		5,911.00	
Total Other Expenditures	\$0.00	\$5,911.00	0.00%
NET OTHER REVENUE	\$0.00	\$ -5,911.00	0.00 %
NET REVENUE	\$20,377.77	\$ -7,853.41	-259.48 %

NVC- Sewer

2025 Jan-March Sewer Budget vs Actual

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4000 Revenue			
4400 Sewer Operating Revenue			
4410 Sewer Fees		316,050.00	
Total 4400 Sewer Operating Revenue		316,050.00	
4600 Sewer Non-operating Revenue			
4610 Interest Income	16.48	2,000.00	0.82 %
4620 Grants		45,000.00	
Total 4600 Sewer Non-operating Revenue	16.48	47,000.00	0.04 %
Total 4000 Revenue	16.48	363,050.00	0.00 %
Total Revenue	\$16.48	\$363,050.00	0.00 %
GROSS PROFIT	\$16.48	\$363,050.00	0.00 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		2,000.00	
6036 Bookkeeping	3,352.14	8,840.00	37.92 %
6047 Sewer Utilities Superintendent	6,616.69	28,060.00	23.58 %
Total 6000 1099 Contractors	9,968.83	38,900.00	25.63 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	197.06	1,000.00	19.71 %
Total 6051 Auto Fuel Expense	197.06	1,000.00	19.71 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	22.49	1,000.00	2.25 %
Total 6055 Auto Repairs & Maintenance	22.49	1,000.00	2.25 %
6059 Accrue for Truck Replacement		2,000.00	
Total 6050 Auto Expenses	219.55	4,000.00	5.49 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	489.19	4,000.00	12.23 %
6077 Income Protection Plan	341.60	1,508.00	22.65 %
Total 6075 Employee Benefits	830.79	5,508.00	15.08 %
6080 Employees Salaries & Wages			
6081 Collection System Operator	3,024.60	10,400.00	29.08 %
6081.5 Assistant CSO		5,000.00	
6084 Office Personnel Wages	5,336.19	18,100.00	29.48 %
6084.5 Finance Manager		5,150.00	
6086 Treatment Plant Operator	9,533.42	34,500.00	27.63 %
6087 Utility Billing Wages	1,070.91	5,000.00	21.42 %
Total 6080 Employees Salaries & Wages	18,965.12	78,150.00	24.27 %
6095 Payroll Processing Fees	171.00	1,100.00	15.55 %

NVC- Sewer

2025 Jan-March Sewer Budget vs Actual

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6096 Payroll Tax Expense	1,760.83	6,370.00	27.64 %
Total 6070 Employee Wages & Benefits	21,727.74	91,128.00	23.84 %
6160 Insurance Paid			
6161 Property & Casualty Insurance		2,500.00	
6162 Workers Comp Insurance		1,300.00	
Total 6160 Insurance Paid		3,800.00	
6170 Interest	654.96		
6190 Legal & Professional Services			
6191 Auditing Services	7,586.38	9,000.00	84.29 %
6192 Engineering Fees		45,000.00	
Total 6190 Legal & Professional Services	7,586.38	54,000.00	14.05 %
6210 Licenses, Permits, & Fees		2,500.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	376.57	1,700.00	22.15 %
6285 Postage		1,500.00	
6305 Regulatory Fees	1,293.84	1,500.00	86.26 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	100.98	500.00	20.20 %
6332 Cleaning	222.75	850.00	26.21 %
6335 Sludge Removal		50,000.00	
6337 Wharf & Floats Maintenance		2,500.00	
6342 General Repairs & Maintenance	5,817.83	17,000.00	34.22 %
Total 6330 Repairs & Maintenance	6,141.56	70,850.00	8.67 %
6345 Software	603.13	5,000.00	12.06 %
6350 Supplies & Chemicals	1,074.49	12,000.00	8.95 %
6400 Utilities			
6401 Electricity Expense	1,538.42	5,300.00	29.03 %
6402 Oil	208.56	600.00	34.76 %
6403 Hydrant Rental	49.83	150.00	33.22 %
6404 Propane		500.00	
6406 Telephone & Internet Expenses	151.20	1,200.00	12.60 %
6407 Water & Sewer	509.61	1,600.00	31.85 %
Total 6400 Utilities	2,457.62	9,350.00	26.28 %
6500 Water Testing	963.25	7,600.00	12.67 %
6800 Bond Expenses			
6810 2008 MMBB Bond Principal		6,658.32	
6811 2008 MMBB Bond Interest	534.20	534.20	100.00 %
6814 2012 MMBB Refinance Bond Principal		5,473.12	
6815 2012 MMBB Refinance Bond Interest		2,039.88	
6816 2013 BHBT Bond Principal		12,134.16	
6817 2013 BHBT Bond Interest	2,731.33	2,731.33	100.00 %
6821 Loan Payment to Water - Principal		18,037.84	

NVC- Sewer

2025 Jan-March Sewer Budget vs Actual

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6822 Loan Payment to Water - Interest		2,798.32	
Total 6800 Bond Expenses	3,265.53	50,407.17	6.48 %
Total Expenditures	\$56,567.75	\$354,535.17	15.96 %
NET OPERATING REVENUE	\$ -56,551.27	\$8,514.83	-664.15 %
Other Expenditures			
7100 Contingency Expenses		4,054.00	
7300 Sewer Reserve Fund		7,200.00	
Total Other Expenditures	\$0.00	\$11,254.00	0.00%
NET OTHER REVENUE	\$0.00	\$ -11,254.00	0.00 %
NET REVENUE	\$ -56,551.27	\$ -2,739.17	2,064.54 %

Northport Village Corporation - General

2024 General Budget vs Actual Before Audit

January - December 2024

	TOTAL		% OF BUDGET
	ACTUAL	BUDGET	
Revenue			
4100 General Government Revenue			
4200 General Operating Revenue			
4210 2024 RE Tax Revenue	486,062.10	485,924.00	100.03 %
4220 Town of Northport Revenue	25,000.00	25,000.00	100.00 %
4230 Rent from Utilities		3,000.00	
4240 Watercraft Registration Revenue	3,570.00	4,100.00	87.07 %
Total 4200 General Operating Revenue	514,632.10	518,024.00	99.35 %
4300 General Non-operating Revenue			
4310 Interest Income	12,434.93	200.00	6,217.47 %
4320 Community Hall Rentals	900.00	1,000.00	90.00 %
4330 Donations	200.00		
4340 Miscellaneous Revenue	6,536.14		
Total 4300 General Non-operating Revenue	20,071.07	1,200.00	1,672.59 %
Total 4100 General Government Revenue	534,703.17	519,224.00	102.98 %
Total Revenue	\$534,703.17	\$519,224.00	102.98 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor	533.00		
6020 Contracted Services			
6021 Mowing and Trimming Service	12,550.02	12,550.00	100.00 %
6022 Trash Collection	24,261.25	24,000.00	101.09 %
Total 6020 Contracted Services	36,811.27	36,550.00	100.71 %
6036 Bookkeeping	9,995.86	6,806.50	146.86 %
Total 6000 1099 Contractors	47,340.13	43,356.50	109.19 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6052 Cruiser Fuel		1,600.00	
6053 Truck Fuel	1,045.05	2,000.00	52.25 %
Total 6051 Auto Fuel Expense	1,045.05	3,600.00	29.03 %
6055 Auto Repairs & Maintenance			
6056 Cruiser Maintenance		3,520.00	
6057 Truck Maintenance	3,711.34	2,500.00	148.45 %
Total 6055 Auto Repairs & Maintenance	3,711.34	6,020.00	61.65 %
6059 Accrue for Truck Replacement		16,350.00	
Total 6050 Auto Expenses	4,756.39	25,970.00	18.31 %
6065 Community Events	134.20	600.00	22.37 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	725.80	4,672.00	15.54 %
6077 Income Protection Plan	853.61	300.00	284.54 %

Northport Village Corporation - General

2024 General Budget vs Actual Before Audit

January - December 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Total 6075 Employee Benefits	1,579.41	4,972.00	31.77 %
6080 Employees Salaries & Wages			
6083 Lifeguard Wages	10,114.09	11,600.00	87.19 %
6084 Office Personnel Wages	22,437.68	25,170.00	89.14 %
6085 Police Wages	50.00	10,100.00	0.50 %
6088 Village Agent Wages	37,266.03	40,996.80	90.90 %
6089 Village Official Wages		650.00	
6090 Winter Road Wages	4,997.70		
Total 6080 Employees Salaries & Wages	74,865.50	88,516.80	84.58 %
6095 Payroll Processing Fees	2,727.46	2,200.00	123.98 %
6096 Payroll Tax Expense	5,718.11	5,500.00	103.97 %
Total 6070 Employee Wages & Benefits	84,890.48	101,188.80	83.89 %
6150 Information & Notices	1,437.15	3,250.00	44.22 %
6160 Insurance			
6161 Property & Casualty Insurance	7,052.33	5,295.00	133.19 %
6162 Workers Comp insurance	4,876.43	3,900.00	125.04 %
Total 6160 Insurance	11,928.76	9,195.00	129.73 %
6190 Legal & Professional Services			
6191 Auditing Services	11,262.66	3,500.00	321.79 %
6192 Engineering Fees		36,000.00	
6193 Legal Fees		2,500.00	
Total 6190 Legal & Professional Services	11,262.66	42,000.00	26.82 %
6240 Membership Dues	229.50	750.00	30.60 %
6260 Office Supplies	1,431.72	4,700.00	30.46 %
6285 Postage		300.00	
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	5,983.58	5,000.00	119.67 %
6332 Cleaning	913.92	1,750.00	52.22 %
6333 Grounds General Maintenance	38,297.24	28,000.00	136.78 %
6334 Road Maintenance	15,705.29	21,000.00	74.79 %
6336 Tree Maintenance	7,365.43	10,800.00	68.20 %
6337 Wharf & Floats Maintenance	45,415.11	35,000.00	129.76 %
6342 General Repairs & Maintenance	782.99	3,550.00	22.06 %
6343 Library Operations & Maintenance	155.00	400.00	38.75 %
Total 6330 Repairs & Maintenance	114,618.56	105,500.00	108.64 %
6344 Safety Committee Operations		150.00	
6345 Software	2,898.91	4,000.00	72.47 %
6360 Tax Collection Fees	15,760.21	9,724.00	162.08 %
6370 Training			
6371 Police Training		500.00	
Total 6370 Training		500.00	
6390 Uniforms, Equipment, & Supplies	28.42		

Northport Village Corporation - General

2024 General Budget vs Actual Before Audit

January - December 2024

	ACTUAL	TOTAL	
		BUDGET	% OF BUDGET
6391 Lifeguard - Uniforms, Equipment, & Supplies	1,810.74	750.00	241.43 %
6392 Police - Uniforms, Equipment, & Supplies	2,061.48	3,250.00	63.43 %
Total 6390 Uniforms, Equipment, & Supplies	3,900.64	4,000.00	97.52 %
6400 Utilities			
6401 Electricity Expense	1,200.62	2,307.00	52.04 %
6402 Oil/Propane	425.00	1,000.00	42.50 %
6403 Hydrant Rental	6,428.52	6,500.00	98.90 %
6405 Street Lights	7,033.03	11,516.00	61.07 %
6406 Telephone & Internet Expenses	1,808.24	560.00	322.90 %
6407 Water & Sewer	2,607.77	3,255.00	80.12 %
Total 6400 Utilities	19,503.18	25,138.00	77.58 %
6800 Bond Expenses			
6812 2009 MMBB Bond Principal	33,984.00	33,984.00	100.00 %
6813 2099 MMBB Bond Interest	706.86	706.86	100.00 %
6816 2013 MMBB Refinance Bond Principal	5,829.97	5,867.20	99.37 %
6817 2013 MMBB Refinance Bond Interest	2,923.44	2,923.44	100.00 %
6818 2015 BHBT Bond Principal	21,221.49	20,788.80	102.08 %
6819 2015 BHBT Bond Interest	843.07	1,275.76	66.08 %
6820 2021 MMBB Bond Principal	44,680.32	44,680.32	100.00 %
6821 2021 MMBB Bond Interest	19,177.21	18,651.78	102.82 %
Total 6800 Bond Expenses	129,366.36	128,878.16	100.38 %
9999 Uncategorized Expense	-541.05		
Total Expenditures	\$448,917.80	\$509,200.46	88.16 %
NET OPERATING REVENUE	\$85,785.37	\$10,023.54	855.84 %
Other Expenditures			
7100 Contingency Expenses	1,797.59	10,024.00	17.93 %
Reconciliation Discrepancies	-1,128.64		
Total Other Expenditures	\$668.95	\$10,024.00	6.67 %
NET OTHER REVENUE	\$ -668.95	\$ -10,024.00	6.67 %
NET REVENUE	\$85,116.42	\$ -0.46	-18,503,569.57 %

Statement of Financial Position
Northport Village Corporation - General
As of December 31, 2024

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1020 BSB Govt Reserve #9857	347,751.05
1005 BSB Gen Govt Checking # 2618	32,194.12
1040 BSB Payroll # 1771	13,179.69
1035 BSB Money Market #4006	11,418.58
1060 Escrow Account 9504	1,000.00
Total for Bank Accounts	\$405,543.44
Accounts Receivable	
1200 Accounts Receivable (A/R)	0
1210 A/R - 2024 RE Taxes	26,077.36
1215 A/R - 2023 RE Taxes	2,425.07
1220 A/R - 2022 RE Taxes	
Total for 1200 Accounts Receivable (A/R)	\$28,502.43
Total for Accounts Receivable	\$28,502.43
Other Current Assets	
1300 Current Assets	
1345 Due from Water - Non-Payroll	12,768.52
1340 Due from Sewer - Non-Payroll	10,868.84
1335 Due from Water - Payroll	9,277.99
1330 Due from Sewer - Payroll	3,990.36
Total for 1300 Current Assets	\$36,905.71
1100 Payments to deposit	10,105.74
Total for Other Current Assets	\$47,011.45
Total for Current Assets	\$481,057.32
Fixed Assets	
1500 Fixed Assets	
1510 Land	1,333,067.00
1520 Machinery & Equipment	484,573.76
1515 Infrastructure	477,467.52
1516 Maple Street Project	156,494.98
1506 Building Improvements	138,076.75
1540 Playground	32,906.75
1530 Vehicles	31,345.00
1511 Land Improvements	1,200.00
1521 Office Equipment	589.98
1560 Accumulated depreciation	-723,811.22
Total for 1500 Fixed Assets	\$1,931,910.52

Statement of Financial Position
Northport Village Corporation - General
As of December 31, 2024

DISTRIBUTION ACCOUNT	TOTAL
1508 Seawall	1,564,698.50
Total for Fixed Assets	\$3,496,609.02
Other Assets	
1615 Investment in General Fund Fixed Assets	-3,496,609.02
Total for Other Assets	-\$3,496,609.02
Total for Assets	\$481,057.32
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable (A/P)	87,708.02
Total for Accounts Payable	\$87,708.02
Credit Cards	
2010 BSB Credit Card	-306.30
Total for Credit Cards	-\$306.30
Other Current Liabilities	
2100 Current Liabilities	0
2120 Deferred Tax revenue	23,000.00
2130 Indemnification Payable	1,000.00
Total for 2100 Current Liabilities	\$24,000.00
2115 Accrued Liabilities	4,374.43
2112 Payroll Clearing	-3,453.00
Total for Other Current Liabilities	\$24,921.43
Total for Current Liabilities	\$112,323.15
Long-term Liabilities	
2800 Bonds Payable	0
2825 2021 Seawall Bond	1,497,428.79
2815 2013 MMBB Refinancing Bond	68,735.75
2820 2015 BHBT Bond	42,441.75
2810 2009 MMBB Bond	33,984.00
Total for 2800 Bonds Payable	\$1,642,590.29
2700 Long-term Liabilities	0
2701 Debit Reserve for Debt Retirement	-1,661,767.50
Total for 2700 Long-term Liabilities	-\$1,661,767.50
Total for Long-term Liabilities	-\$19,177.21
Total for Liabilities	\$93,145.94

Statement of Financial Position
Northport Village Corporation - General
 As of December 31, 2024

DISTRIBUTION ACCOUNT	TOTAL
Equity	
3610 Unassigned Fund	315,169.00
Net Income	85,116.42
3500 Assigned Fund	0
3515 Fund Balance - Playground	19,386.44
3511 Accrue for Village Truck	4,000.00
3513 Fund Balance - Park Bench	610.00
3520 Nonspendable (assigned)	210.30
3514 Fund Balance - Library	100.00
Total for 3500 Assigned Fund	\$24,306.74
3010 Retained Earnings	0
Opening balance equity	
3600 Unreserved	-36,680.78
Total for Equity	\$387,911.38
Total for Liabilities and Equity	\$481,057.32

NVC- Sewer

2024 Sewer Budget vs Actual PreAudit

January - December 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4000 Revenue			
4400 Sewer Operating Revenue			
4410 Sewer Fees	392,291.54	277,625.00	141.30 %
Total 4400 Sewer Operating Revenue	392,291.54	277,625.00	141.30 %
4600 Sewer Non-operating Revenue			
4610 Interest Income	3,841.15	2,000.00	192.06 %
4620 Grants		45,000.00	
Total 4600 Sewer Non-operating Revenue	3,841.15	47,000.00	8.17 %
Total 4000 Revenue	396,132.69	324,625.00	122.03 %
Total Revenue	\$396,132.69	\$324,625.00	122.03 %
GROSS PROFIT	\$396,132.69	\$324,625.00	122.03 %
Expenditures			
6000 1099 Contractors	35.29		
6010 Casual Labor	105.00	2,000.00	5.25 %
6036 Bookkeeping	8,078.07	8,000.00	100.98 %
6047 Sewer Utilities Superintendent	28,833.78	28,060.00	102.76 %
Total 6000 1099 Contractors	37,052.14	38,060.00	97.35 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	429.06	1,200.00	35.76 %
Total 6051 Auto Fuel Expense	429.06	1,200.00	35.76 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	771.74		
Total 6055 Auto Repairs & Maintenance	771.74		
6058 Mileage Expenses		1,000.00	
6059 Accrue for Truck Replacement		2,000.00	
Total 6050 Auto Expenses	1,200.80	4,200.00	28.59 %
6065 Community Events	39.72		
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	357.06	2,500.00	14.28 %
6077 Income Protection Plan	750.65	1,000.00	75.07 %
Total 6075 Employee Benefits	1,107.71	3,500.00	31.65 %
6080 Employees Salaries & Wages			
6081 Collection System Operator	9,418.34	7,500.00	125.58 %
6081.5 Assistant CSO		5,000.00	
6084 Office Personnel Wages	20,675.00	16,715.00	123.69 %
6086 Treatment Plant Operator	31,408.32	30,000.00	104.69 %
6087 Utility Billing Wages	3,789.29	3,750.00	101.05 %
Total 6080 Employees Salaries & Wages	65,290.95	62,965.00	103.69 %

NVC- Sewer

2024 Sewer Budget vs Actual PreAudit

January - December 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6095 Payroll Processing Fees	795.11	1,100.00	72.28 %
6096 Payroll Tax Expense	5,020.60	6,000.00	83.68 %
Total 6070 Employee Wages & Benefits	72,214.37	73,565.00	98.16 %
6150 Information & Notices	261.39		
6160 Insurance Paid			
6161 Property & Casualty Insurance	3,443.98	2,500.00	137.76 %
6162 Workers Comp Insurance	928.70	1,000.00	92.87 %
Total 6160 Insurance Paid	4,372.68	3,500.00	124.93 %
6170 Interest	3,066.30		
6190 Legal & Professional Services			
6191 Auditing Services	34,390.41	10,000.00	343.90 %
6192 Engineering Fees		45,000.00	
Total 6190 Legal & Professional Services	34,390.41	55,000.00	62.53 %
6210 Licenses, Permits, & Fees	60.49	2,500.00	2.42 %
6240 Membership Dues	222.75	300.00	74.25 %
6260 Office Supplies	1,113.90	1,000.00	111.39 %
6285 Postage	802.00	800.00	100.25 %
6305 Regulatory Fees	1,241.93		
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	480.26	500.00	96.05 %
6332 Cleaning	887.04	850.00	104.36 %
6335 Sludge Removal	49,560.00	45,000.00	110.13 %
6337 Wharf & Floats Maintenance		2,500.00	
6342 General Repairs & Maintenance	3,329.16	5,000.00	66.58 %
Total 6330 Repairs & Maintenance	54,256.46	53,850.00	100.75 %
6345 Software	3,622.17	3,500.00	103.49 %
6350 Supplies & Chemicals	9,235.87	15,000.00	61.57 %
6400 Utilities			
6401 Electricity Expense	4,971.11	5,000.00	99.42 %
6402 Oil	412.50	600.00	68.75 %
6403 Hydrant Rental	149.50	150.00	99.67 %
6404 Propane	595.04		
6406 Telephone & Internet Expenses	590.32	900.00	65.59 %
6407 Water & Sewer	1,313.45	1,200.00	109.45 %
Total 6400 Utilities	8,031.92	7,850.00	102.32 %
6500 Water Testing	10,737.00	8,500.00	126.32 %
6800 Bond Expenses			
6810 2008 MMBB Bond Principal	6,020.00	6,020.00	100.00 %
6811 2008 MMBB Bond Interest	699.75	699.75	100.00 %
6814 2012 MMBB Refinance Bond Principal	5,365.81	5,365.81	100.00 %
6815 2012 MMBB Refinance Bond Interest	2,147.19	2,147.19	100.00 %
6816 2013 BHBT Bond Principal	11,749.94	11,749.94	100.00 %

NVC- Sewer

2024 Sewer Budget vs Actual PreAudit

January - December 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6817 2013 BHBT Bond Interest	5,846.88	2,923.44	200.00 %
6821 Loan Payment to Water - Principal		18,037.84	
6822 Loan Payment to Water - Interest		2,798.32	
Total 6800 Bond Expenses	31,829.57	49,742.29	63.99 %
Total Expenditures	\$273,751.87	\$317,367.29	86.26 %
NET OPERATING REVENUE	\$122,380.82	\$7,257.71	1,686.22 %
Other Expenditures			
7300 Sewer Reserve Fund		7,200.00	
Reconciliation Discrepancies	-71.29		
Total Other Expenditures	\$ -71.29	\$7,200.00	-0.99 %
NET OTHER REVENUE	\$71.29	\$ -7,200.00	-0.99 %
NET REVENUE	\$122,452.11	\$57.71	212,185.25 %

NVC- WATER

Budget vs. Actuals: Budgets - Revenues and Expenses - FY24 P&L

January - December 2024

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 Water Revenue			
4200 Water Operating Revenue			
4210 Water Sales	171,772.90	161,000.00	106.69 %
4220 Rate Increase		15,936.00	
4230 Water Service Fee Revenue	1.00	7,750.00	0.01 %
4240 Hydrant Rental Revenue		6,279.00	
Total 4200 Water Operating Revenue	171,773.90	190,965.00	89.95 %
4300 Water Non-operating Revenue			
4310 Interest Income	10,104.53	3,000.00	336.82 %
4320 Interest on Loan Receivable Sewer		2,798.32	
4340 Miscellaneous Revenue	9,419.00		
Total 4300 Water Non-operating Revenue	19,523.53	5,798.32	336.71 %
Total 4100 Water Revenue	191,297.43	196,763.32	97.22 %
Total Revenue	\$191,297.43	\$196,763.32	97.22 %
Cost of Goods Sold			
5000 Cost of Goods Sold			
5100 Water Purchases	27,988.78	31,500.00	88.85 %
Total 5000 Cost of Goods Sold	27,988.78	31,500.00	88.85 %
Total Cost of Goods Sold	\$27,988.78	\$31,500.00	88.85 %
GROSS PROFIT	\$163,308.65	\$165,263.32	98.82 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		3,000.00	
6036 Bookkeeping	9,626.82	8,000.00	120.34 %
6047 Water Utilities Superintendent	23,257.42	19,540.00	119.02 %
Total 6000 1099 Contractors	32,884.24	30,540.00	107.68 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	429.11	1,200.00	35.76 %
Total 6051 Auto Fuel Expense	429.11	1,200.00	35.76 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	771.76	1,000.00	77.18 %
Total 6055 Auto Repairs & Maintenance	771.76	1,000.00	77.18 %
Total 6050 Auto Expenses	1,200.87	2,200.00	54.59 %
6065 Community Events	39.72		
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	537.95	2,500.00	21.52 %
6077 Income Protection Plan	828.57	1,000.00	82.86 %
Total 6075 Employee Benefits	1,366.52	3,500.00	39.04 %

NVC- WATER

Budget vs. Actuals: Budgets - Revenues and Expenses - FY24 P&L

January - December 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6080 Employees Salaries & Wages			
6082 Distribution Officer Wages	32,614.91	31,590.00	103.24 %
6082.5 Assistant DO Wages		7,500.00	
6084 Office Personnel Wages	20,675.10	16,715.00	123.69 %
6087 Utility Billing Wages	3,789.29	3,750.00	101.05 %
Total 6080 Employees Salaries & Wages	57,079.30	59,555.00	95.84 %
6095 Payroll Processing Fees	795.14	1,100.00	72.29 %
6096 Payroll Tax Expense	4,278.90	6,000.00	71.32 %
Total 6070 Employee Wages & Benefits	63,519.86	70,155.00	90.54 %
6150 Information & Notices	218.21		
6160 Insurance Paid			
6161 Property & Casualty Insurance	3,225.00	1,625.00	198.46 %
6162 Workers Comp Insurance	772.66	1,000.00	77.27 %
Total 6160 Insurance Paid	3,997.66	2,625.00	152.29 %
6190 Legal & Professional Services			
6191 Auditing Services	14,435.16	4,600.00	313.81 %
Total 6190 Legal & Professional Services	14,435.16	4,600.00	313.81 %
6210 Licenses, Permits, & Fees	506.00	200.00	253.00 %
6240 Membership Dues	804.00	300.00	268.00 %
6260 Office Supplies	1,268.10	1,000.00	126.81 %
6285 Postage	802.00	800.00	100.25 %
6305 Regulatory Fees	894.00	200.00	447.00 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	480.27	500.00	96.05 %
6332 Cleaning	887.04	850.00	104.36 %
6342 General Repairs & Maintenance	17,618.30	5,000.00	352.37 %
Total 6330 Repairs & Maintenance	18,985.61	6,350.00	298.99 %
6345 Software	2,473.19	3,500.00	70.66 %
6350 Supplies	1,614.27	5,000.00	32.29 %
6400 Utilities			
6401 Electricity Expense	3,373.49	3,600.00	93.71 %
6402 Oil/Propane	450.45	600.00	75.08 %
6406 Telephone & Internet Expenses	596.00	900.00	66.22 %
6407 Water & Sewer	1,313.46	1,200.00	109.46 %
Total 6400 Utilities	5,733.40	6,300.00	91.01 %
6500 Water Testing	715.00	800.00	89.38 %
6600 Lead Pipe Testing Expenses	15,737.35		
6700 Reserve Accrual - Loan from Sewer Interest		2,798.32	
6800 Bond Expenses			
6816 2013 MMBB Refinance Bond Principal	21,541.56	21,541.56	100.00 %
6817 2013 MMBB Refinance Bond Interest	10,719.28	5,359.64	200.00 %
Total 6800 Bond Expenses	32,260.84	26,901.20	119.92 %

NVC- WATER

Budget vs. Actuals: Budgets - Revenues and Expenses - FY24 P&L

January - December 2024

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Total Expenditures	\$198,089.48	\$164,269.52	120.59 %
NET OPERATING REVENUE	\$ -34,780.83	\$993.80	-3,499.78 %
Other Expenditures			
Reconciliation Discrepancies	-154.80		
Total Other Expenditures	\$ -154.80	\$0.00	0.00%
NET OTHER REVENUE	\$154.80	\$0.00	0.00%
NET REVENUE	\$ -34,626.03	\$993.80	-3,484.21 %

POLICY FOR USE OF OUTDOOR PUBLIC SPACES/PARKS

Recognizing that the Bayside is a special place to be enjoyed by all community members, the Board of Overseers has adopted the following guidance regarding the use of public spaces for gatherings and events. This policy is not intended to address the wonderful gathering of neighbors that happen in the daily course of life in the Village, except where noted. Rather, this policy addresses planned gatherings and events.

SCHEDULED EVENTS

Bayside has been the chosen location for many weddings, celebrations of life, and other special events over the years. The persons planning these events have often petitioned the Board of Overseers for approval for the events, which is freely granted. While this had not been a formal policy, the Board has determined that as a best practice the process for such requests and the conditions for use be set forth as policy.

REQUEST TO USE PUBLIC SPACE/PARKS

People requesting to use an outdoor space in one of Buyside's many parks for scheduled events should request permission from the Board of Overseers at least 30 days before the event. The application for permission should include the following information:

- Date and time of event (including how long the event is anticipated to last);
- Anticipated number of guests;
- Whether chairs, tables, or other equipment will be brought to the public space;
- Plan for trash removal and returning space to its condition before the event;
- Confirmation that the applicant understands that the Board of Overseers cannot guarantee exclusive use of the public space and that the Northport Village Corporation is not responsible for any injury to any guests during the event.

The Board of Overseers will review the application as soon as feasible and notify the applicant of the response to the request and any special conditions for the event.

All events shall be subject to the following general conditions:

GENERAL CONDITIONS FOR EVENTS IN PUBLIC SPACES/PARKS

- No event (including set up for the event) shall start before 8 a.m. or extend past 9 p.m. unless specifically approved by the Board of Overseers;
- Generally, events should be limited to three hours or less;
- No physical alteration of the space is allowed;
- Any item brought to the space for the event, including decorations, service items, chairs, etc., must be removed as soon as possible following the event, but no later than the next day;

- All trash and recyclables must be taken away at the end of the event;
- Applicant is financially responsible for any physical damage done to the area, and must notify the Village office or the President of the Board of Overseers of the damage as soon as possible;
- Other park users cannot be excluded from the area during an event, although the applicant/event coordinator can advise that a private event is happening;
- The applicant/event coordinator is responsible for all guests' behavior;
- Maine law prohibits public drinking, and this law will be enforced by public safety/police officers when present and/or when an area is posted for no alcohol consumption – the Board of Overseers cannot specifically approve alcohol consumption in public spaces;
- Use of any sound/amplification system should be used in a manner that minimizes impact on neighboring properties;
- The applicant/event coordinator is responsible for making guests aware of the Northport Village Corporation Parking Ordinance and the limited availability of public parking.

The Northport Village Corporation is not liable for any injury to any person attending an approved event, no matter the cause of that injury. The applicant/event coordinator may want to consider obtaining insurance for the event.

Northport Utilities Trustees: Approved by Unanimous Vote: 4/18/2025:

In accordance with Section 201.1 and 201.3 of the Utilities Ordinance, the Trustees recommend the following Modification and addition to the Utilities Ordinance:

“All those owners of residences or property within the service area of the Northport Village Corporation Wastewater and Sewer System (“the Sewer System”) shall pay the Sewer Service Charges of the Sewer System in accordance with the following Schedule of User Fees:

- A. Owners of residences with have current active connections linked to existing structures shall timely pay as a User Fee the amount assessed as shown on the trimester billing for that residence.
 - a. A “current active connection” is one where there is a residence in existence connected to the sewer system and the connection has not been terminated due to nonpayment or uninhabitability of the residence.
- B. Owners of real estate who have received a permit to connect to the Sewer System but have not yet built their residence or whose residence has been deemed uninhabitable, shall pay a Ready to Serve Fee equal to 25% of the base trimester rate charged as a User Fee for current active connections.
 - a. An owner of real estate who has received a permit to connect but has not yet connected and wishes to be relieved of the duty to pay the Ready to Serve Fee may surrender their permit to connect. In that circumstance, the owner relinquishes their right to a connection and is not entitled to a new connection unless a new permit application, with applicable connection fees, is approved.
- C. The Sewer System is limited to 252 connections as a maximum available connections.
 - a. No property owner is entitled to a connection simply because they own property within the service area of the Sewer System.”



**STATE OF MAINE
GOVERNOR'S OFFICE OF POLICY
INNOVATION AND THE FUTURE**

**Hannah Pingree
Director**

**Janet T. Mills
Governor**

NOTICE OF AWARD RECIPIENTS

April 17, 2025

**SUBJECT: Notice of Recipients of Conditional Awards under Program Statement CAG2024-5,
Community Resilience Partnership Community Action Grant**

Dear Grant Applicant:

This letter is in regard to the Program Statement issued by the State of Maine Governor's Office of Policy Innovation and the Future for the Community Resilience Partnership Community Action Grant. The Office has evaluated the applications received using the evaluation criteria identified in the Program Statement, and the Office is hereby announcing its conditional awards to the following applicants:

- | | | |
|---|-------------------------------------|---|
| 1. Town of Acton | 24. Town of Fryeburg | 48. Town of North Haven |
| 2. Town of Alfred | 25. City of Gardiner | 49. Town of Northport |
| 3. Towns of Arrowsic and
Georgetown | 26. Town of Gorham | 50. Town of Ogunquit |
| 4. City of Auburn | 27. City of Hallowell | 51. Town of Orono |
| 5. City of Bangor | 28. Town of Harpswell | 52. Town of Otisfield |
| 6. City of Bath | 29. Town of Harrison | 53. Town of Owls Head |
| 7. Town of Beals | 30. Town of Hartford | 54. Town of Parsonsfield |
| 8. City of Belfast | 31. Town of Hollis | 55. Penobscot Nation and
Houlton Band of Maliseet
Indians |
| 9. City of Biddeford | 32. Town of Hope | 56. Town of Phippsburg |
| 10. Town of Bowdoinham | 33. Towns of Howland and
Enfield | 57. Cities of Portland and
South Portland |
| 11. Town of Bristol | 34. Town of Islesboro | 58. City of Rockland |
| 12. Town of Brooks | 35. Town of Jay | 59. Towns of Rockport and
Camden |
| 13. Town of Canton | 36. Town of Kennebunk | 60. Town of Rome |
| 14. Town of Cape Elizabeth | 37. Town of Kennebunkport | 61. City of Saco and Town of
Old Orchard Beach |
| 15. Town of Caratunk | 38. Town of Lincoln | 62. Town of Scarborough |
| 16. Towns of Chebeague
and Long Island | 39. Town of Livermore Falls | 63. Town of Shapleigh |
| 17. Town of Corinna | 40. Town of Lubec | 64. Town of Sorrento |
| 18. Town of Cranberry Isles | 41. Town of Machias | 65. Town of South Berwick |
| 19. Town of Cumberland | 42. Town of Mariaville | 66. Town of Southport |
| 20. Town of Dover-Foxcroft | 43. Monhegan Plantation | |
| 21. Town of Durham | 44. Town of Montville | |
| 22. City of Eastport | 45. Town of Mount Vernon | |
| 23. Town of Freeport | 46. Town of Naples | |
| | 47. Town of Newcastle | |

- | | | |
|---|---------------------------|------------------------------------|
| 67. Town of Southwest Harbor | 75. Town of Temple | 87. Town of Waterford |
| 68. Towns of St. George and South Thomaston | 76. Town of Thomaston | 88. City of Waterville |
| 69. Town of Stockton Springs | 77. Town of Topsham | 89. Town of Wayne |
| 70. Town of Stoneham | 78. Town of Tremont | 90. Town of West Bath |
| 71. Town of Stonington | 79. Trescott Township | 91. Town of Westport Island |
| 72. Town of Strong | 80. Town of Union | 92. Town of Wilton |
| 73. Town of Sullivan | 81. Town of Vanceboro | 93. Town of Winthrop |
| 74. Towns of Surry, Brooklin, Castine, and Sedgwick | 82. Town of Verona Island | 94. Town of Woolwich |
| | 83. Town of Vinalhaven | 95. Towns of Yarmouth and Falmouth |
| | 84. Town of Waldoboro | 96. Town of York |
| | 85. Town of Waltham | |
| | 86. Town of Warren | |

The applicants listed above received the evaluation team’s highest scores. The Office will be contacting the aforementioned applicants to negotiate a contract. The Notice of Conditional Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Office and the apparent successful vendor. The awardee shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Office is executed. The Office further reserves the right to cancel this Notice of Conditional Award at any time prior to the execution of a written contract.

As stated in the Program Statement, following announcement of an award decision, scoring and review notes for all submissions will be public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) (1 M.R.S. § 401 et seq.).

Thank you for your interest in doing business with the State of Maine.



Hannah Pingree
 Director, Governor’s Office of Policy Innovation and the Future



DEPARTMENT ORDER

IN THE MATTER OF

NORTHPORT VILLAGE CORPORATION) NATURAL RESOURCES PROTECTION ACT
Northport, Waldo County) ADJACENT ACTIVITY
SHORELINE STABILIZATION) WATER QUALITY CERTIFICATION
L-100014-0001 (approval)) FINDINGS OF FACT AND ORDER

Pursuant to the provisions of 38 M.R.S. §§ 480-A–480-JJ, Section 401 of the Clean Water Act (33 U.S.C. § 1341), and Chapters 310 and 315 of Department rules, the Department of Environmental Protection (Department) has considered the application of NORTHPORT VILLAGE CORPORATION (applicant) with the supportive data and other related materials on file and FINDS THE FOLLOWING FACTS:

1. PROJECT DESCRIPTION:

A. Summary: The applicant proposes to install 134 linear feet of riprap to stabilize an eroding embankment. The riprap will be installed at approximately a 1.5H:1V slope to a height of up to 10 feet. All riprap will be placed above the highest annual tide (HAT) line, with no direct impacts to the coastal wetland.

The applicant also proposes to remove a degraded wooden ramp and construct a four-foot-wide set of wooden stairs to gain access to the resource. The dimensions of the stairs meet the standards set forth in Chapter 305 Section 2 (06-096 Ch. 305, § 2) activities adjacent to protected natural resources. The stairs will be constructed above the highest annual tide (HAT) line, with no direct impact to the coastal wetland. Additionally, the applicant proposes to extend an existing 18-inch culvert and 4-inch drainpipe approximately 34 feet towards the resource to improve stormwater runoff.

The proposed project is shown on a plan titled “Shoreland Stabilization Plan,” prepared by Gartley & Dorsky and dated January 21, 2025. The project is located adjacent to a Tidal Waterfowl and Wading Bird Habitat, a significant Wildlife Habitat, as defined by the Natural Resources Protection Act (NRPA). The project site is located at Bayview Park on Bay Street in the town of Northport.

B. Current Use of the Site: The project site is a public recreational property, with a gazebo located approximately 20 feet from an eroding embankment. The parcel is identified as Lot 126 on Map U5 of the Town of Northport’s tax maps.

2. EXISTING SCENIC, AESTHETIC, RECREATIONAL OR NAVIGATIONAL USES:

The Natural Resources Protection Act (NRPA), in 38 M.R.S. § 480-D(1), requires the applicant to demonstrate that the proposed project will not unreasonably interfere with existing scenic, aesthetic, recreational and navigational uses.

In accordance with Chapter 315, *Assessing and Mitigating Impacts to Scenic and Aesthetic Uses* (06-096 C.M.R. ch. 315, effective June 29, 2003), the applicant submitted a copy of the Department's Visual Evaluation Field Survey Checklist as Appendix A to the application along with a description of the property and the proposed project. The applicant also submitted several photographs of the proposed project site and surroundings.

The proposed project is located adjacent to Penobscot Bay, which is a scenic resource visited by the general public, in part, for the use, observation, enjoyment and appreciation of its natural and cultural visual qualities.

This area experiences mixed residential and commercial use. Abutting properties have existing shoreline stabilizations visible from the resource. The applicant has limited the height of the stabilization to the minimum required to stabilize the embankment to reduce the visibility of the shoreline stabilization from the scenic resource. The applicant will stabilize the remainder of the eroding slope with vegetation and proposes to add a minimum 10-foot native vegetation buffer above the riprap to provide visual screening from the resource and to minimize erosion. The applicant has proposed to remove existing invasive Japanese knotweed (*Fallopia japonica*) and plant a combination of native species in its place. Additionally, stone used for the riprap will be similar in color to the existing beach material. The applicant must monitor the plantings and the plantings must be replaced or maintained as necessary to achieve 85% survival after one full growing season.

The Department staff utilized the Department's Visual Impact Assessment Matrix in its evaluation of the proposed project. The Matrix shows an acceptable potential visual impact rating for the proposed project. Based on the information submitted in the application and the visual impact rating, the Department determined that the location and scale of the proposed activity is compatible with the existing visual quality and landscape characteristics found within the viewshed of the scenic resource in the project area.

The Department finds and determines that the proposed activity will not unreasonably interfere with existing scenic, aesthetic, recreational or navigational uses of the coastal wetland provided that the applicant monitors and maintains the plantings as described above.

3. SOIL EROSION:

The NRPA, in 38 M.R.S. § 480-D(2), requires the applicant to demonstrate that the proposed project will not cause unreasonable erosion of soil or sediment nor

unreasonably inhibit the natural transfer of soil from the terrestrial to the marine or freshwater environment.

For construction, the site will be accessed from a temporary access road in the upland. After project completion, the access road will be removed, and the area will be revegetated. Work will be completed upland from the slope. If work needs to be completed from the intertidal area, timber mats will be used to stage and operate heavy machinery. No equipment will be operated in the water. Material will be stored in the upland greater than 25 feet from the resource.

The applicant submitted an erosion control plan with the application. The stabilization will be constructed in sections that will be stabilized at the end of each workday. The applicant will utilize temporary erosion control measures during construction as needed. All disturbed soil will be seeded and mulched immediately after completion of the project.

The Department finds that the activity will not cause unreasonable erosion of soil or sediment nor unreasonably inhibit the natural transfer of soil from the terrestrial to the marine or freshwater environment.

4. HABITAT CONSIDERATIONS:

The NRPA, in 38 M.R.S. § 480-D(3), requires the applicant to demonstrate that the proposed project will not unreasonably harm significant wildlife habitat, freshwater wetland plant habitat, threatened or endangered plant habitat, aquatic or adjacent upland habitat, travel corridor, freshwater, estuarine or marine fisheries or other aquatic life.

The project area consists of a vegetated eroding bluff with intertidal and subtidal zones composed of rocks and coarse- to fine-grained sand. Rockweed is occasionally present on hard substrate. The shoreline is characterized as high-energy and is exposed to wind and wave action. Shellfish harvesting is prohibited in this location and no soft-shell clams have been documented in the general area. There are no known eelgrass resources in the project location.

According to the Department's Geographic Information System (GIS) database, there is a Tidal Waterfowl and Wading Bird Habitat adjacent to the project site. However, no impacts to the habitat are proposed.

The Department finds that the activity will not unreasonably harm any significant wildlife habitat, freshwater wetland plant habitat, threatened or endangered plant habitat, aquatic or adjacent upland habitat, travel corridor, freshwater, estuarine or marine fisheries or other aquatic life.

5. WATER QUALITY CONSIDERATIONS:

As discussed in Finding 3, the applicant proposes to use erosion and sediment control measures during construction to minimize impacts to water quality from siltation.

The Department does not anticipate that the proposed project will violate any state water quality law, including those governing the classification of the State's waters.

6. WETLANDS AND WATERBODIES PROTECTION RULES:

The applicant proposes to directly alter 134 linear feet adjacent to a coastal wetland to stabilize an eroding shoreline. No temporary impacts to the coastal wetland are proposed for the purpose of construction.

The *Wetlands and Waterbodies Protection Rules*, 06-096 C.M.R. ch. 310 (last amended November 11, 2018), interpret and elaborate on the Natural Resources Protection Act (NRPA) criteria for obtaining a permit. The rules guide the Department in its determination of whether a project's impacts would be unreasonable. A proposed project would generally be found to be unreasonable if it would cause a loss in wetland area, functions and values and there is a practicable alternative to the project that would be less damaging to the environment. Each application for a NRPA permit that involves a shoreline alteration adjacent to a coastal wetland must provide an analysis of alternatives in order to demonstrate that a practicable alternative does not exist. A copy of this Order must be included or referenced with payment submittal.

A. Avoidance. An applicant must submit an analysis of whether there is a practicable alternative to the project that would be less damaging to the environment and this analysis is considered by the Department in its assessment of the reasonableness of any impacts.

The applicant submitted an alternatives analysis for the proposed project completed by Gartley & Dorsky. The purpose of the project is to stabilize an eroding embankment. A gazebo structure is located approximately 20 feet, in some locations, from the top of the embankment. For the proposed stabilization project, the applicant considered not stabilizing the embankment but disregarded this option as erosion would continue, exacerbating unsafe conditions, and would not meet the project purpose. The applicant considered utilizing a soft engineered stabilization using vegetation and determined that vegetation is not sufficient to control the erosion due to high energy wave action and vegetation previously getting destroyed during marine events. The hard armoring on abutting properties also exposes this shoreline to stronger wave action. The applicant considered constructing a riprap stabilization with a slope of 1.75H:1V but disregarded this option to limit soil disturbance and avoid direct impacts to the coastal wetland. The applicant determined that a hybrid stabilization utilizing a combination of hard armoring and vegetation at an average slope of 1.5H:1V would meet the project purpose while minimizing impacts to the greatest practicable extent. Based on these considerations, in

order to meet the stated purpose, some impacts adjacent to the coastal wetland are unavoidable.

B. Minimal Alteration. In support of an application and to address the analysis of the reasonableness of any impacts of a proposed project, an applicant must demonstrate that the amount of wetland to be altered will be kept to the minimum amount necessary for meeting the overall purpose of the project.

The applicant proposes to stabilize areas with active erosion. The riprap will be installed above the HAT line to avoid any direct impacts to the coastal wetland. Existing vegetation will be maintained, and supplemental vegetation will be incorporated above the riprap to minimize any visual impact. The height of the hard armoring is limited to a foot above the Flood Emergency Management Agency (FEMA) base flood elevation, the minimum height necessary to stabilize sediments at risk of wave action. The applicant stated that the proposed project minimizes impacts to the coastal wetland to the greatest practicable extent.

C. Compensation. In accordance with Chapter 310, § 5(C)(6)(b), compensation may be required to achieve the goal of no net loss of coastal wetland functions and values. This project will not result in over 500 square feet of fill in the resource, which is the threshold over which compensation is generally required. Further, the proposed project will not have an adverse impact on marine resources or wildlife habitat as determined by the Department. Therefore, in accordance with Chapter 310, § 5(C)(6)(b), the Department has determined that compensation is not required.

The Department finds that the applicant has avoided and minimized coastal wetland impacts to the greatest extent practicable, and that the proposed project represents the least environmentally damaging alternative that meets the overall purpose of the project

7. OTHER CONSIDERATIONS:

The Department finds, based on the design, proposed construction methods, and location, the proposed project will not inhibit the natural transfer of soil from the terrestrial to the marine environment, will not interfere with the natural flow of any surface or subsurface waters, and will not cause or increase flooding. The proposed project is not located in a coastal sand dune system, is not a crossing of an outstanding river segment, and does not involve dredge spoils disposal or the transport of dredge spoils by water.

BASED on the above findings of fact, and subject to the conditions listed below, the Department makes the following conclusions pursuant to 38 M.R.S. §§ 480-A–480-JJ and Section 401 of the Clean Water Act (33 U.S.C. § 1341):

A. The proposed activity will not unreasonably interfere with existing scenic, aesthetic, recreational, or navigational uses provided that the applicant monitors and maintains vegetation as described in Finding 2.

- B. The proposed activity will not cause unreasonable erosion of soil or sediment.
- C. The proposed activity will not unreasonably inhibit the natural transfer of soil from the terrestrial to the marine or freshwater environment.
- D. The proposed activity will not unreasonably harm any significant wildlife habitat, freshwater wetland plant habitat, threatened or endangered plant habitat, aquatic or adjacent upland habitat, travel corridor, freshwater, estuarine, or marine fisheries or other aquatic life.
- E. The proposed activity will not unreasonably interfere with the natural flow of any surface or subsurface waters.
- F. The proposed activity will not violate any state water quality law including those governing the classifications of the State's waters.
- G. The proposed activity will not unreasonably cause or increase the flooding of the alteration area or adjacent properties.
- H. The proposed activity is not on or adjacent to a sand dune.
- I. The proposed activity is not on an outstanding river segment as noted in 38 M.R.S. § 480-P.

THEREFORE, the Department APPROVES the above noted application of NORTHPORT VILLAGE CORPORATION to stabilize an eroding shoreline as described in Finding 1, SUBJECT TO THE ATTACHED CONDITIONS, and all applicable standards and regulations:

1. Standard Conditions of Approval, a copy attached.
2. The applicant shall take all necessary measures to ensure that its activities or those of its agents do not result in measurable erosion of soil on the site during the construction of the project covered by this approval.
3. Severability. The invalidity or unenforceability of any provision, or part thereof, of this License shall not affect the remainder of the provision or any other provisions. This License shall be construed and enforced in all respects as if such invalid or unenforceable provision or part thereof had been omitted.
4. The applicant shall monitor the plantings and the plantings shall be replaced or maintained as necessary to achieve 85% survival after one full growing season.

THIS APPROVAL DOES NOT CONSTITUTE OR SUBSTITUTE FOR ANY OTHER REQUIRED STATE, FEDERAL OR LOCAL APPROVALS NOR DOES IT VERIFY COMPLIANCE WITH ANY APPLICABLE SHORELAND ZONING ORDINANCES.

DONE AND DATED IN AUGUSTA, MAINE, THIS 1st DAY OF MAY, 2025.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

BY: 
For: Melanie Loyzim, Commissioner

PLEASE NOTE THE ATTACHED SHEET FOR GUIDANCE ON APPEAL PROCEDURES.

EF/L-100014-0001



Natural Resources Protection Act (NRPA) Standard Conditions

THE FOLLOWING STANDARD CONDITIONS SHALL APPLY TO ALL PERMITS GRANTED UNDER THE NATURAL RESOURCES PROTECTION ACT, 38 M.R.S. §§ 480-A ET SEQ., UNLESS OTHERWISE SPECIFICALLY STATED IN THE PERMIT.

- A. Approval of Variations From Plans. The granting of this permit is dependent upon and limited to the proposals and plans contained in the application and supporting documents submitted and affirmed to by the applicant. Any variation from these plans, proposals, and supporting documents is subject to review and approval prior to implementation.
- B. Compliance With All Applicable Laws. The applicant shall secure and comply with all applicable federal, state, and local licenses, permits, authorizations, conditions, agreements, and orders prior to or during construction and operation, as appropriate.
- C. Erosion Control. The applicant shall take all necessary measures to ensure that his activities or those of his agents do not result in measurable erosion of soils on the site during the construction and operation of the project covered by this Approval.
- D. Compliance With Conditions. Should the project be found, at any time, not to be in compliance with any of the Conditions of this Approval, or should the applicant construct or operate this development in any way other the specified in the Application or Supporting Documents, as modified by the Conditions of this Approval, then the terms of this Approval shall be considered to have been violated.
- E. Time frame for approvals. If construction or operation of the activity is not begun within four years, this permit shall lapse and the applicant shall reapply to the Board for a new permit. The applicant may not begin construction or operation of the activity until a new permit is granted. Reapplications for permits may include information submitted in the initial application by reference. This approval, if construction is begun within the four-year time frame, is valid for seven years. If construction is not completed within the seven-year time frame, the applicant must reapply for, and receive, approval prior to continuing construction.
- F. No Construction Equipment Below High Water. No construction equipment used in the undertaking of an approved activity is allowed below the mean high water line unless otherwise specified by this permit.
- G. Permit Included In Contract Bids. A copy of this permit must be included in or attached to all contract bid specifications for the approved activity.
- H. Permit Shown To Contractor. Work done by a contractor pursuant to this permit shall not begin before the contractor has been shown by the applicant a copy of this permit.

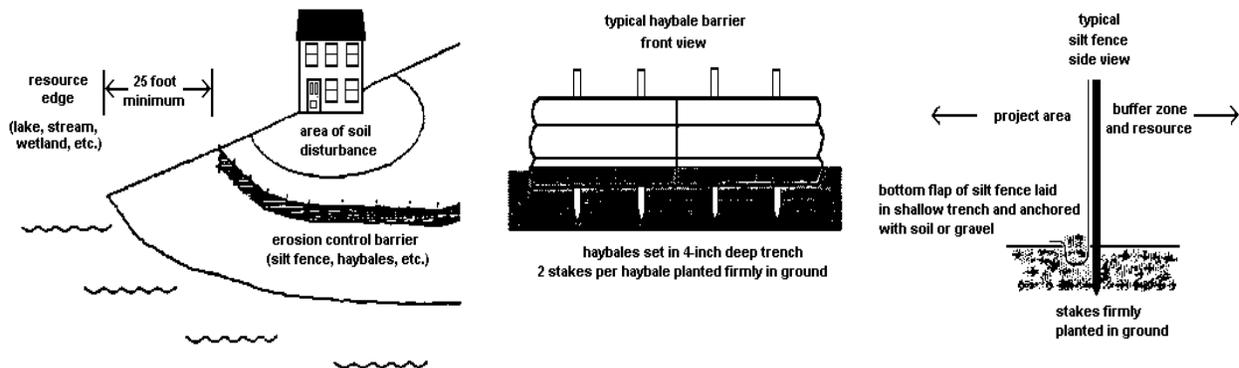


STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION
 17 STATE HOUSE STATION, AUGUSTA, MAINE 04333

Erosion Control for Homeowners

Before Construction

1. If you have hired a contractor, make sure you discuss your permit with them. Talk about what measures they plan to take to control erosion. Everybody involved should understand what the resource is, and where it is located. Most people can identify the edge of a lake or river. However, the edges of wetlands are often not so obvious. Your contractor may be the person actually pushing dirt around, but you are both responsible for complying with the permit.
2. Call around to find where erosion control materials are available. Chances are your contractor has these materials already on hand. You probably will need silt fence, hay bales, wooden stakes, grass seed (or conservation mix), and perhaps filter fabric. Places to check for these items include farm & feed supply stores, garden & lawn suppliers, and landscaping companies. It is not always easy to find hay or straw during late winter and early spring. It also may be more expensive during those times of year. Plan ahead – buy a supply early and keep it under a tarp.
3. Before any soil is disturbed, make sure an erosion control barrier has been installed. The barrier can be either a silt fence, a row of staked hay bales, or both. Use the drawings below as a guide for correct installation and placement. The barrier should be placed as close as possible to the soil-disturbance activity.
4. If a contractor is installing the erosion control barrier, double check it as a precaution. Erosion control barriers should be installed “on the contour,” meaning at the same level or elevation across the land slope, whenever possible. This keeps stormwater from flowing to the lowest point along the barrier where it can build up and overflow or destroy the barrier.



During Construction

1. Use lots of hay or straw mulch on disturbed soil. The idea behind mulch is to prevent rain from striking the soil directly. It is the force of raindrops hitting the bare ground that makes the soil begin to move downslope with the runoff water, and cause erosion. More than 90% of erosion is prevented by keeping the soil covered.
2. Inspect your erosion control barriers frequently. This is especially important after a rainfall. If there is muddy water leaving the project site, then your erosion controls are not working as intended. You or your contractor then need to figure out what can be done to prevent more soil from getting past the barrier.
3. Keep your erosion control barrier up and maintained until you get a good and healthy growth of grass and the area is permanently stabilized.

After Construction

1. After your project is finished, seed the area. Note that all ground covers are not equal. For example, a mix of creeping red fescue and Kentucky bluegrass is a good choice for lawns and other high-maintenance areas. But this same seed mix is a poor selection for stabilizing a road shoulder or a cut bank that you don't intend to mow. Your contractor may have experience with different seed mixes, or you might contact a seed supplier for advice.
2. Do not spread grass seed after September 15. There is the likelihood that germinating seedlings could be killed by a frost before they have a chance to become established. Instead, mulch the area with a thick layer of hay or straw. In the spring, rake off the mulch and then seed the area. Don't forget to mulch again to hold in moisture and prevent the seed from washing away or being eaten by birds or other animals.
3. Keep your erosion control barrier up and maintained until you get a good and healthy growth of grass and the area is permanently stabilized.

Why Control Erosion?**To Protect Water Quality**

When soil erodes into protected resources such as streams, rivers, wetlands, and lakes, it has many bad effects. Eroding soil particles carry phosphorus to the water. An excess of phosphorus can lead to explosions of algae growth in lakes and ponds called blooms. The water will look green and can have green slime in it. If you are near a lake or pond, this is not pleasant for swimming, and when the soil settles out on the bottom, it smothers fish eggs and small animals eaten by fish. There are many other effects as well, which are all bad.

To Protect the Soil

It has taken thousands of years for our soil to develop. Its usefulness is evident all around us, from sustaining forests and growing our garden vegetables, to even treating our septic wastewater! We cannot afford to waste this valuable resource.

To Save Money (\$\$)

Replacing topsoil or gravel washed off your property can be expensive. You end up paying twice because State and local governments wind up spending your tax dollars to dig out ditches and storm drains that have become choked with sediment from soil erosion.



DEP INFORMATION SHEET

Appeals to the Board of Environmental Protection

Date: November 2024 Contact: Clerk.BEP@maine.gov or (207) 314-1458

SUMMARY

This document provides information regarding a person's rights and obligations in filing an administrative or judicial appeal of: (1) a final license decision made by the Commissioner of the Department of Environmental Protection ("DEP"); or (2) an insurance claim-related decision ("Clean-up and Response Fund decision") made by the Commissioner or the Office of State Fire Marshal pursuant to [38 M.R.S. § 568-A](#).

Except as explained below, there are two methods available to an aggrieved person seeking to appeal a license decision made by the Commissioner or a Clean-up and Response Fund decision: (1) an administrative appeal before the Board of Environmental Protection ("Board"); or (2) a judicial appeal before Maine's Superior Court. An aggrieved person seeking review of a license decision or Clean-up and Response Fund decision made by the Board may seek judicial review in Maine's Superior Court.

An appeal of a license decision made by the DEP Commissioner or the Board regarding an application for an expedited wind energy development ([35-A M.R.S. § 3451\(4\)](#)), a general permit for an offshore wind energy demonstration project ([38 M.R.S. § 480-HH\(1\)](#)), or a general permit for a tidal energy demonstration project ([38 M.R.S. § 636-A](#)) must be taken to the Supreme Judicial Court sitting as the Law Court.

I. ADMINISTRATIVE APPEALS TO THE BOARD

LEGAL REFERENCES

A person filing an appeal with the Board should review the applicable rules and statutes, including the DEP's Chapter 2 rule, [Processing of Applications and Other Administrative Matters \(06-096 C.M.R. ch. 2\)](#); Organization and Powers, [38 M.R.S. §§ 341-D\(4\)](#) and [346](#); and the Maine Administrative Procedure Act, [5 M.R.S. § 11001](#).

DEADLINE TO SUBMIT AN APPEAL TO THE BOARD

Within 30 calendar days of the date of: (1) a final license decision of the Commissioner; or (2) a Clean-up and Response Fund decision, an aggrieved person may appeal to the Board for review of that decision. "Aggrieved person" means any person whom the Board determines may suffer a particularized injury as a result of a Commissioner's license decision or a Clean-up and Response Fund decision. A complete appeal must be received by the Board no later than 5:00 p.m. on the 30th calendar day of the decision being appealed. With limited exception, untimely appeals will be dismissed.

HOW TO SUBMIT AN APPEAL TO THE BOARD

An appeal to the Board may be submitted via postal mail or electronic mail (e-mail) and must contain all signatures and required appeal contents. An electronic filing must contain the scanned original signature of the appellant(s). The appeal documents must be sent to the following address.

Chair, Board of Environmental Protection
c/o Board Clerk
17 State House Station
Augusta, ME 04333-0017
Clerk.BEP@maine.gov

The DEP may also request the submittal of the original signed paper appeal documents when the appeal is filed electronically. The risk of material not being received in a timely manner is on the sender, regardless of the method used.

At the time an appeal is filed with the Board, the appellant must send a copy of the appeal to: (1) the Commissioner of the DEP (Maine Department of Environmental Protection, 17 State House Station, Augusta, Maine 04333-0017); (2) the licensee, if the appellant is not the licensee; and (3) if a hearing was held on the application, any intervenors in that hearing proceeding. For appeals of Clean-up and Response Fund decisions made by the State Fire Marshal, the appellant must also send a copy of the appeal to the State Fire Marshal. **Please contact the Board Clerk at clerk.bep@maine.gov or DEP staff at 207-287-7688 with questions or for contact information regarding a specific license or Clean-up and Response Fund decision.**

REQUIRED APPEAL CONTENTS

A written appeal must contain the information specified in Chapter 2, section 23(B) or section 24(B), as applicable, at the time the appeal is submitted. **Please carefully review these sections of Chapter 2**, which is available online at <https://www.maine.gov/sos/cec/rules/06/chaps06.htm>, or contact the Board Clerk to obtain a copy of the rule. Failure to comply with the content of appeal requirements may result in the appeal being dismissed pursuant to Chapter 2, section 23(C) or section 24(C).

OTHER CONSIDERATIONS IN APPEALING A DECISION TO THE BOARD

1. *Be familiar with the administrative record.* Generally, the record on which the Board decides an appeal is limited to the record prepared by the agency in its review of the application, any supplemental evidence admitted to the record by the Board Chair and, if a hearing is held on the appeal, additional evidence admitted during the hearing. A person who seeks to appeal a decision to the Board is encouraged to contact the DEP (or State Fire Marshal for Clean-up and Response Fund decisions made by that agency) to inspect the record before filing an appeal.
2. *Be familiar with the applicable rules and laws.* An appellant is required to identify the licensing criterion or standard the appellant believes was not satisfied in issuing the decision, the bases of the objections or challenges, and the remedy sought. Prior to filing an appeal, review the decision being appealed to identify the rules and laws that are applicable to the decision. An appellant may contact the DEP or Board staff with any questions regarding the applicable rules and laws or the appeal procedure generally.
3. *The filing of an appeal does not operate as a stay to any decision.* If a license has been granted and it has been appealed, the license normally remains in effect pending the processing of the appeal. Unless a separate stay of the decision is requested and granted (*see* Chapter 2, section 23(M)), the licensee may proceed with an approved project pending the outcome of the appeal. Any activity initiated in accordance with the approved license during the pendency of the appeal comes with the risk of not knowing the outcome of the appeal, including the possibility that the decision may be reversed or modified by the Board.
4. *Alternative dispute resolution.* If the appeal participants agree to use mediation or another form of alternative dispute resolution (“ADR”) to resolve the appeal and so notify the Board, the Board will not hear the matter until the conclusion of that effort, provided the participants engaged in the alternative dispute resolution demonstrate satisfactory progress toward resolving the issues. *See* Chapter 2, section 23(H) or contact the Board Executive Analyst (contact information below) for more information on the ADR provision.

WHAT TO EXPECT ONCE YOU FILE A TIMELY APPEAL WITH THE BOARD

The Board will acknowledge receipt of each appeal and develop a service list of appeal participants and any interested persons for use in the appeal proceeding. Electronic mail (e-mail) is the preferred method of communication during an appeal proceeding; however, the Board reserves the right to require paper copies of all filings. Once the Board Chair rules on the admissibility of all proposed supplemental evidence, the licensee (if the licensee is not the appellant) may respond to the merits of the appeal. Instructions specific to each appeal will be provided in correspondence from the Board Executive Analyst or Board Chair.

Generally, once all filings in an appeal proceeding are complete, the DEP staff will assemble a packet of materials for the Board (Board packet), including a staff recommendation in the form of a proposed Board Order. Once available, appeal participants will receive a copy of the Board packet and an agenda with the meeting location and start time. Once finalized, the meeting agenda will be posted on the Board's webpage <https://www.maine.gov/dep/bep/index.html>. Appeals will be considered based on the administrative record on appeal and oral argument at a regular meeting of the Board. *See* Chapter 2, Section 23(I). The Board may affirm all or part of the decision under appeal; affirm all or part of the decision under appeal with modifications, or new or additional conditions; order a hearing to be held as expeditiously as possible; reverse the decision under appeal; or remand the decision to the Commissioner or State Fire Marshal, as applicable, for further proceedings.

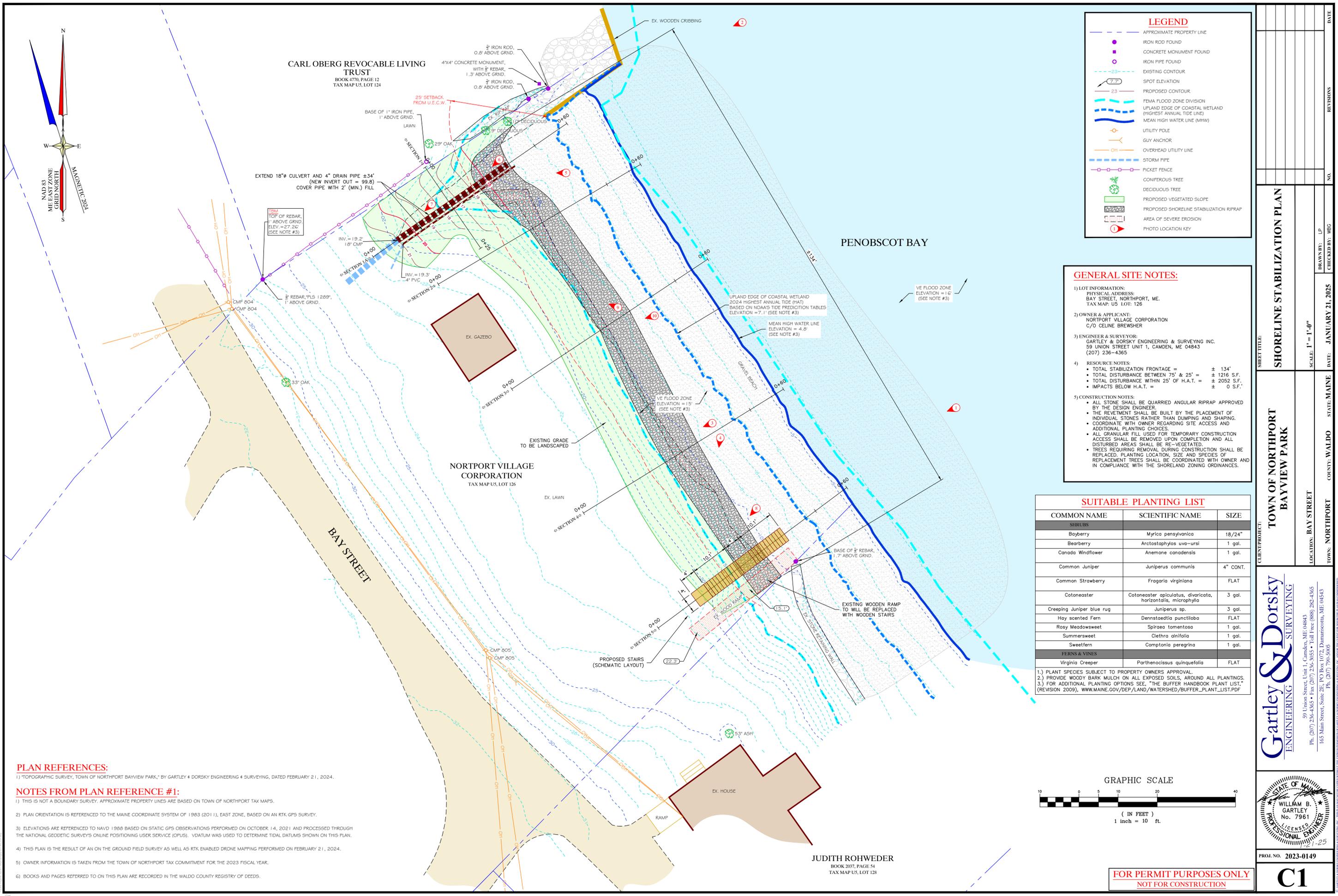
II. JUDICIAL APPEALS

The filing of an appeal with the Board is not a prerequisite for the filing of a judicial appeal. Maine law generally allows aggrieved persons to appeal final license decisions to Maine's Superior Court (*see* [38 M.R.S. § 346\(1\)](#); [Chapter 2](#); [5 M.R.S. § 11001](#); and [M.R. Civ. P. 80C](#)). A judicial appeal by a party to the underlying proceeding must be filed with the Superior Court within 30 days of receipt of notice of the Board's or the Commissioner's decision. For any other aggrieved person, an appeal must be filed within 40 days of the date the decision was rendered. An appeal to court of a license decision regarding an expedited wind energy development, a general permit for an offshore wind energy demonstration project, or a general permit for a tidal energy demonstration project may only be taken directly to the Maine Supreme Judicial Court. *See* 38 M.R.S. § 346(4), the Maine Administrative Procedure Act, statutes governing a particular license decision, and the Maine Rules of Civil Procedure for substantive and procedural details applicable to judicial appeals.

ADDITIONAL INFORMATION

If you have questions or need additional information on the appeal procedure, for administrative appeals contact the Board Clerk at clerk.bep@maine.gov or 207-287-2811 or the Board Executive Analyst at bill.hinkel@maine.gov or 207-314-1458, or for judicial appeals contact the court clerk's office in which the appeal will be filed.

Note: This information sheet, in conjunction with a review of the statutory and rule provisions referred to herein, is provided to help a person to understand their rights and obligations in filing an administrative or judicial appeal, and to comply with notice requirements of the Maine Administrative Procedure Act, 5 M.R.S. § 9061. This information sheet is not intended to supplant the parties' obligations to review and comply with all statutes and rules applicable to an appeal and insofar as there is any inconsistency between the information in this document and the applicable statutes and rules, the relevant statutes and rules apply.



LEGEND

- APPROXIMATE PROPERTY LINE
- IRON ROD FOUND
- CONCRETE MONUMENT FOUND
- IRON PIPE FOUND
- - - EXISTING CONTOUR
- SPOT ELEVATION
- - - PROPOSED CONTOUR
- FEMA FLOOD ZONE DIVISION
- UPLAND EDGE OF COASTAL WETLAND (HIGHEST ANNUAL TIDE LINE)
- MEAN HIGH WATER LINE (MHW)
- UTILITY POLE
- GUY ANCHOR
- OVERHEAD UTILITY LINE
- STORM PIPE
- PICKET FENCE
- CONIFEROUS TREE
- DECIDUOUS TREE
- PROPOSED VEGETATED SLOPE
- PROPOSED SHORELINE STABILIZATION RIPRAP
- AREA OF SEVERE EROSION
- PHOTO LOCATION KEY

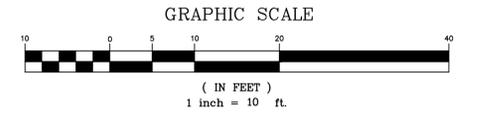
GENERAL SITE NOTES:

- 1) LOT INFORMATION:
PHYSICAL ADDRESS:
BAY STREET, NORTHPORT, ME.
TAX MAP: U5 LOT: 126
- 2) OWNER & APPLICANT:
NORTHPORT VILLAGE CORPORATION
C/O CELINE BREWSHER
- 3) ENGINEER & SURVEYOR:
GARTLEY & DORSKY ENGINEERING & SURVEYING INC.
59 UNION STREET UNIT 1, CAMDEN, ME 04843
(207) 236-4365
- 4) RESOURCE NOTES:
 - TOTAL STABILIZATION FRONTAGE = ± 134'
 - TOTAL DISTURBANCE BETWEEN 75' & 25' = ± 1216 S.F.
 - TOTAL DISTURBANCE WITHIN 25' OF H.A.T. = ± 2052 S.F.
 - IMPACTS BELOW H.A.T. = ± 0 S.F.
- 5) CONSTRUCTION NOTES:
 - ALL STONE SHALL BE QUARRIED ANGULAR RIPRAP APPROVED BY THE DESIGN ENGINEER.
 - THE REVETMENT SHALL BE BUILT BY THE PLACEMENT OF INDIVIDUAL STONES RATHER THAN DUMPING AND SHARPING.
 - COORDINATE WITH OWNER REGARDING SITE ACCESS AND ADDITIONAL PLANTING CHOICES.
 - ALL GRANULAR FILL USED FOR TEMPORARY CONSTRUCTION ACCESS SHALL BE REMOVED UPON COMPLETION AND ALL DISTURBED AREAS SHALL BE RE-VEGETATED.
 - TREES REQUIRING REMOVAL DURING CONSTRUCTION SHALL BE REPLACED. PLANTING LOCATION, SIZE AND SPECIES OF REPLACEMENT TREES SHALL BE COORDINATED WITH OWNER AND IN COMPLIANCE WITH THE SHORELAND ZONING ORDINANCES.

SUITABLE PLANTING LIST

COMMON NAME	SCIENTIFIC NAME	SIZE
SHRUBS		
Bayberry	Myrica pensylvanica	18/24"
Bearberry	Arctostaphylos uva-ursi	1 gal.
Canada Windflower	Anemone canadensis	1 gal.
Common Juniper	Juniperus communis	4" CONT.
Common Strawberry	Fragaria virginiana	FLAT
Cotoneaster	Cotoneaster apiculatus, divaricata, horizontalis, microphylla	3 gal.
Creeping Juniper blue rug	Juniperus sp.	3 gal.
Hay scented Fern	Dennstaedtia punctiloba	FLAT
Rosy Meadowsweet	Spiraea tomentosa	1 gal.
Summersweet	Clethra alnifolia	1 gal.
Sweetfern	Comptonia peregrina	1 gal.
FERNS & VINES		
Virginia Creeper	Parthenocissus quinquefolia	FLAT

1.) PLANT SPECIES SUBJECT TO PROPERTY OWNERS APPROVAL.
 2.) PROVIDE WOODY BARK MULCH ON ALL EXPOSED SOILS, AROUND ALL PLANTINGS.
 3.) FOR ADDITIONAL PLANTING OPTIONS SEE "THE BUFFER HANDBOOK PLANT LIST," (REVISION 2009), WWW.MAINE.GOV/DEP/LAND/WATERSHED/BUFFER_PLANT_LIST.PDF



PLAN REFERENCES:

1) TOPOGRAPHIC SURVEY, TOWN OF NORTHPORT BAYVIEW PARK, BY GARTLEY & DORSKY ENGINEERING & SURVEYING, DATED FEBRUARY 21, 2024.

NOTES FROM PLAN REFERENCE #1:

- 1) THIS IS NOT A BOUNDARY SURVEY. APPROXIMATE PROPERTY LINES ARE BASED ON TOWN OF NORTHPORT TAX MAPS.
- 2) PLAN ORIENTATION IS REFERENCED TO THE MAINE COORDINATE SYSTEM OF 1983 (2011), EAST ZONE, BASED ON AN RTK GPS SURVEY.
- 3) ELEVATIONS ARE REFERENCED TO NAVD 1988 BASED ON STATIC GPS OBSERVATIONS PERFORMED ON OCTOBER 14, 2021 AND PROCESSED THROUGH THE NATIONAL GEODETIC SURVEY'S ONLINE POSITIONING USER SERVICE (OPUS). VDATUM WAS USED TO DETERMINE TIDAL DATUMS SHOWN ON THIS PLAN.
- 4) THIS PLAN IS THE RESULT OF AN ON THE GROUND FIELD SURVEY AS WELL AS RTK ENABLED DRONE MAPPING PERFORMED ON FEBRUARY 21, 2024.
- 5) OWNER INFORMATION IS TAKEN FROM THE TOWN OF NORTHPORT TAX COMMITMENT FOR THE 2023 FISCAL YEAR.
- 6) BOOKS AND PAGES REFERRED TO ON THIS PLAN ARE RECORDED IN THE WALDO COUNTY REGISTRY OF DEEDS.

JUDITH ROHWEDER
 BOOK 2037, PAGE 54
 TAX MAP U5, LOT 128

FOR PERMIT PURPOSES ONLY
NOT FOR CONSTRUCTION

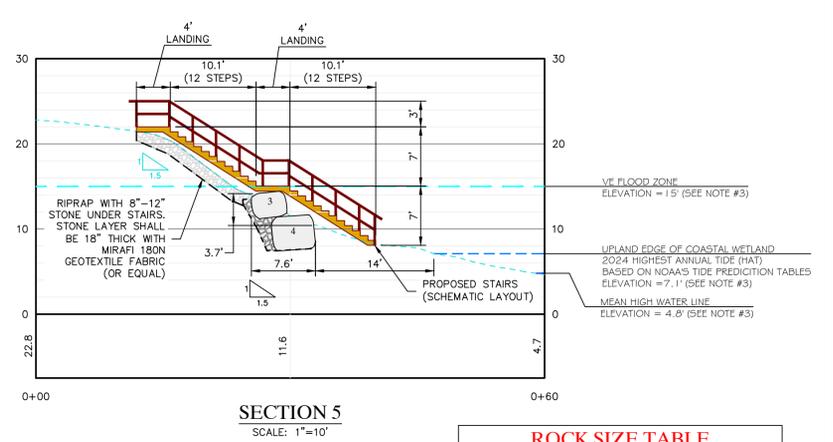
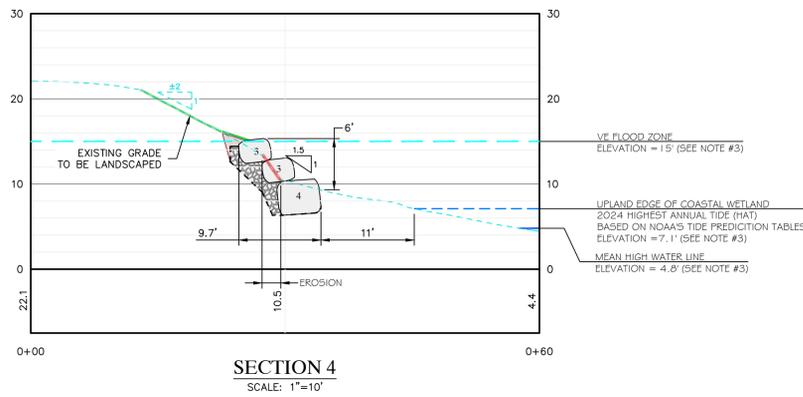
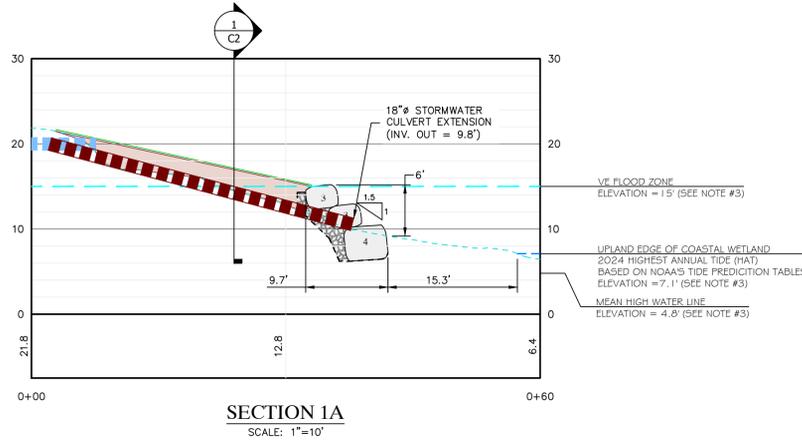
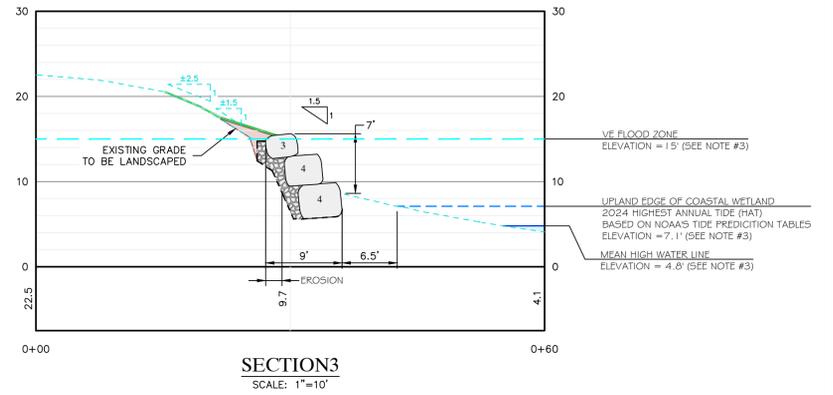
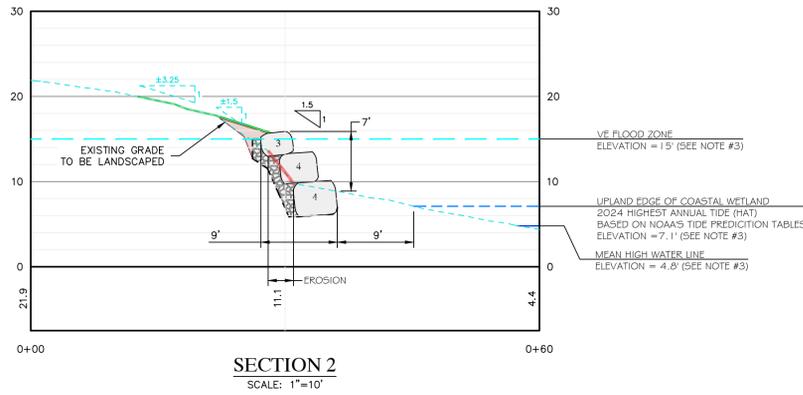
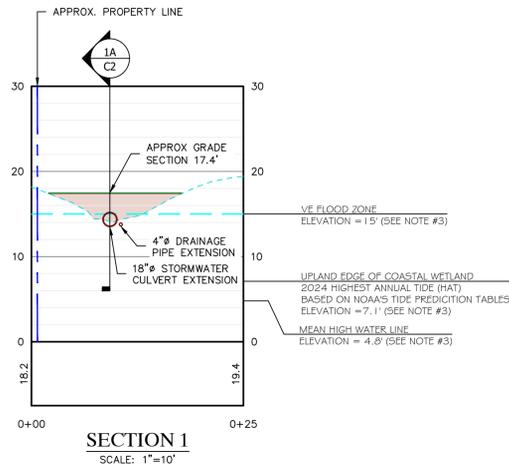
SHORELINE STABILIZATION PLAN	SHEET TITLE:
SCALE: 1" = 1'-0"	DRAWN BY: LP
DATE: JANUARY 21, 2025	CHECKED BY: HBG
COUNTY: WALDO	STATE: MAINE
TOWN OF NORTHPORT	BAYVIEW PARK
CLIENT PROJECT:	LOCATION: BAY STREET
TOWN OF NORTHPORT	COUNTY: WALDO
STATE: MAINE	DATE:
REVISIONS	NO.
DATE	DATE

59 Union Street, Unit 1, Camden, ME 04843
 Ph. (207) 236-4365 • Fax (207) 236-3055 • Toll Free (888) 282-4365
 165 Main Street, Suite 212, PO Box 1072, Damariscotta, ME 04843
 Ph. (207) 790-5005

WILLIAM B. GARTLEY
 No. 7961
 LICENSED PROFESSIONAL ENGINEER

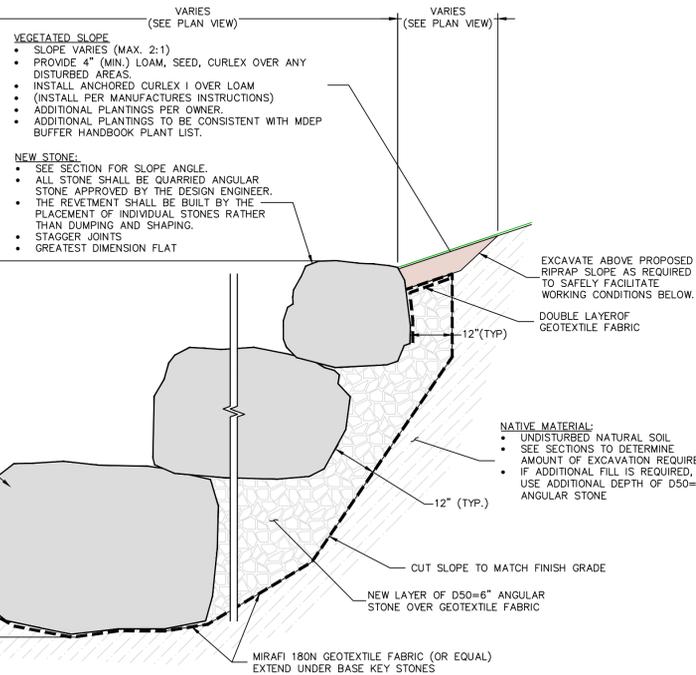
PROJ. NO. 2023-0149

C1



ROCK SIZE TABLE		
ROCK TYPE	MIN. ROCK WEIGHT (POUNDS)	AVERAGE DIMENSION
1	660 LB - 2,400 LB	1'-6" - 2'-6"
2	1,500 LB - 4,500 LB	2'-6" - 3'-6"
3	4,500 LB - 10,000 LB	3'-6" - 4'-6"
4	10,000 LB - 18,000 LB	4'-6" to 5'-6"

- CONSTRUCTION NOTES:**
- ALL STONE SHALL BE QUARRIED ANGULAR STONE APPROVED BY THE DESIGN ENGINEER.
 - ALL GRANULAR FILL USED FOR TEMPORARY CONSTRUCTION ACCESS SHALL BE REMOVED UPON COMPLETION AND ALL DISTURBED AREAS SHALL BE REVEGETATED.
 - TREES REMOVED DURING CONSTRUCTION SHALL BE REPLACED. PLANTING LOCATION, SIZE AND SPECIES OF REPLACEMENT TREES SHALL BE COORDINATED WITH OWNER AND SHALL COMPLY WITH SHORELAND ZONING ORDINANCE REQUIREMENTS.



TYPICAL STONE STABILIZATION DETAIL
NO SCALE

CLIENT/PROJECT: TOWN OF NORTHPORT BAYVIEW PARK

LOCATION: BAY STREET

TOWN: NORTHPORT COUNTY: WALDO STATE: MAINE

DATE: JANUARY 21, 2025

SCALE: 1" = 10'

DRAWN BY: LP

CHECKED BY: HEG

NO. _____

REVISIONS _____

DATE _____

Gartley & Dorsky
ENGINEERING SURVEYING

59 Union Street, Unit 1, Camden, ME 04843
Ph. (207) 236-4365 • Fax (207) 236-3055 • Toll Free (888) 282-4365
165 Main Street, Suite 212, PO Box 1072, Denmark, ME 04843
Ph. (207) 790-5005

WILLIAM B. GARTLEY
No. 7961
LICENSED PROFESSIONAL ENGINEER

PROJ. NO. 2023-0149

C2

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NOT FOR CONSTRUCTION