



July 13, 2025 – 8:00 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.**

Updated Meeting Agenda

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

Action Items and Reports

- Approval of June 8, 2025 and June 28, 2025 meeting minutes.*
- President's Report*
 - Recommendation to approve Laurie Kazilionis' request to use upper Bayview Park for the Annual Porch Party on Saturday, August 16, 2025.
 - Recommendation to approve Carla and John Lojak's request to close Clinton Avenue between George Street and Broadway to through traffic for the annual Chili Party on Saturday, August 30, 2025.
 - Recommendation to approve Northport Yacht Club's request to use five tables for the Mother of All Yard Sales*
 - Recommendation to approve the request of the Campaign to Protect Sears Island to use Community Hall for a community meeting regarding the proposed off-shore wind port at Sears Island at a TBD date after August 23 and to waive the rental fee for this community non-profit.*
 - Recommendation to approve the request of Penobscot Bay Water Keepers about the effort to purchase and protect Little River and to waive the rental fee for this community non-profit.
 - NVC AV operator needed.
- Treasurer's Report*
- Village Agent Report*
- Office Manager's Report*
- Governance Committee Report
- Infrastructure Committee Report*
 - Conference call with Will Gartley regarding shoreline stabilization
 - Information from MEMA
- Parks & Trees Committee/Tree Warden Report*
 - Recommendation to approve expenditure of \$100 for supplies to build a bridge over the marshy area of the Shore/Road footpath.
 - Recommendation to approve expenditure of \$125 for bulbs to be planted in the fall along the Couture boundary of the Shore/Bluff footpath.
- Utilities Committee Report
- Town Liaison Report

Other Committee Reports/business (as needed)

Comments by members of the public.

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 June 8, 2025 and June 28, 2025 Board meeting minutes
- June 2025 President's Report
- June 2025 Treasurer's Report
- June 2025 Village Agent Report
- June 2025 Office Manager Report, including various financial reports
- Parks & Trees June Committee meeting minutes
- Information from MEMA

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, June 8, 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; Village Agent Bill Paige; Officer Manager Trish Parker; Clerk Maureen (Beanie) Einstein (via Zoom)

Not present: Celine Bewsher

Public Comments:

Gina Cressey (Bayview Park) - Regarding the recommendation from the Governance Committee to have the Overseers adopt a “Policy for Use of Outdoor Public Spaces/Parks”, circulated prior to the meeting. Gina C. asked why this Policy was not put forth at a public hearing, and requested they do so. Elaine M., Governance Committee Chair, stated that a Policy is not required to have a public hearing, as would a change to an Ordinance.

Rachel Rosa (7 Auditorium Park) - Requested that the Water & Sewer Budgets be published on the NVC Website.

The Meeting was called to order at 8:10 a.m.

Approval of the Minutes of the Sunday May 11, 2025 Overseers Meeting

Janae N. asked if there were any questions/comments regarding the minutes of the April 13, 2025 Overseers meeting distributed prior to the meeting.

Janae N. - Regarding the rescheduled Donuts & Dialog for July 19 at 8:00 am in the Community Hall;
strike: “downstairs, with a virtual component.” This Donuts and Dialog will be held upstairs in the Community Hall.

Kris M. - Regarding the Code Enforcement Office new hours - add “Fridays” to complete the sentence.

Action: Jeffrey W. made a motion, seconded by Elaine M., to approve the minutes of the May 11, 2025 meeting with the corrections as stated above. Voted – Unanimous.

President’s Report - Janae Novotny

Recommendation to approve Ruggles Park Use Request from GWI to hold an event in Ruggles Park from 11:00 a.m.-1:00 p.m. in July, date pending.

Action: Vicky M. made a motion, seconded by Jeffrey W., to approve the above recommendation for GWI’s use of Ruggles Park for an event. Voted – Unanimous.

Recommendation to approve the Yacht Club's Community Hall use request for the annual pancake breakfast on August 23, 2025 and as a rain location for the Club's annual meeting on August 9 from 6 p.m. to 9:00 p.m., subject to the Club's payment of the annual \$200 fee to support NVC facilities.

Action: Jeffrey W. made a motion, seconded by Kris M., to approve the Yacht Club's Community Hall use request, subject to the Club's payment of the annual \$200 fee to support NVC facilities. Voted – Unanimous.

Recommendation to appoint a Voter Registration Committee

The NVC By-laws require the President to appoint, with the advice and recommendation of the Board, a Voter Registration Committee by June 30 of each year. Janae N. proposed the appointment of Judy Metcalf, Patti Wright, Lisa Fryer & Kris Mix to the Committee. Kris Mix will serve as Chair of the committee and serve as chair for the remainder of her term in office. Overseers were in agreement with this recommendation.

Committee Volunteer List - Janae N. encouraged committee chairs to put together their volunteer list as soon as possible. These lists need to be submitted to the insurance company for "volunteer insurance."

Treasurer's Report - Wendy Huntoon

Wendy H. referred the Overseers to her written report with financial reports circulated prior to the meeting. The fourth 2026 Budget Workshop was held on May 17, 2025. The Proposed 2026 Budget will not be approved by the Overseers until after the Town of Northport's Annual meeting on June 16, 2025.

The Donuts & Dialog on the proposed budget is scheduled on Saturday, June 28 at 8:00 a.m. in the Community Hall. All Overseers are encouraged to attend.

Village Agent Report - Bill Paige

Bil P. referred the Overseers to his written report circulated prior to the meeting.

Bill P. met with John Woolsey, Bayside Arts, regarding engineer-specific recommendations for placement of a lighting system in Community Hall. Bayside Arts will be moving forward with the installation of lights. We will continue to use Bayside Arts PA System. The current microphones are difficult to use and will need replacement.

NVC has been awarded from MMA the MacDonald Safety Grant up to \$3,000 for safety equipment.

Electrical work that MMA has required will be completed by Friday.

Office Managers Report - Trish Parker

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

Governance Committee Report - Elaine Moss

Recommendation to adopt a proposed Policy for the Use of Public Spaces and Parks and Request Form

Elaine M. explained the Policy.

Action: Elaine M. made a motion, seconded by Jeffrey W. to approve the proposed Policy for the Use of Public Spaces and Parks and implement the attached Request Form.

A thorough discussion ensued.

Action: Elaine M. amended the above motion to include, deletion of “cannot specifically” to read the “Board of Overseers is not authorized to approve alcohol consumption in public spaces; to add to comply “with”; and add to the Request Form, question number 11 - A request for a parking plan. Voted – Unanimous.

Recommendation to approve an amendment to the “Policy for Preservation of Public Spaces” to correct an error in who can vote on changes for public land.

Elaine M. explained the recommendation.

Action: Elaine M. made a motion, seconded by Kris M., to approve the revisions to the “Policy for Preservation of Public Spaces” as amended. Voted – Unanimous.

Recommendation to approve a revision to our Zoning Ordinance and request to hold a public meeting on proposed changes.

Elaine M. explained the revisions and thanked Dan Webster for his relentless support and input regarding this redlined version specifically regarding allowable height additions to existing non-conforming structures.

Action: Elaine M. made a motion, seconded by Michael T., to approve the proposed revisions to the NVC Zoning Ordinance and hold a public hearing on the proposed changes this summer 2025. Voted – Unanimous.

Utilities Committee - Jeffrey Wilt

Recommendation to amend the Utilities Ordinance to modify the rate structure approved at the May 2025 Overseers meeting.

Jeffrey W. explained the recommendation. Our Superintendent has recommended modification to the rate structure approved at the May 11, 2025 Overseers meeting: clarifying Section B and removing “252” from Section C.

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 which 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.
 - 1. 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 a permitted connection onto their property 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.
 - 1. 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 the treatment capacity and conditions under the 301(h) Waiver from the EPA.
 - 1. No property owner is entitled to a connection simply because they own property within the service area of the Sewer System.”

Jeffrey W. made a motion, seconded by Elaine M., that the Board of Overseers approve this updated modification to the fee structure. Voted – Unanimous.

Jeffrey W. explained that the Utilities Trustees will hold a Public Hearing on the changes and will bring the Ordinance back to the Overseers for their final approval.

Parks & Trees Committee/Tree Warden Report - Vicky Matthews

Recommendation to approve the request of Margaret Wolley, 38 Clinton, to remove, at her expense, a tree on NVC property whose roots are damaging her porch.

Action: Vicky M. made a motion, seconded by Kris M., that the Overseers approve her request to remove this tree at her expense. Voted – Unanimous.

Recommendation to accept Ned Lightner’s offer to plant bulbs, with boundaries, to facilitate mowing and approval /review of the Parks & Trees Committee.

Action: Vicky M. made a motion, seconded by Elaine M., to accept Ned Lightner’s offer to plant bulbs with boundaries once the Committee and Bill Paige have reviewed and approved his plans. Voted – Unanimous.

Recommendation to approve \$200.00 for the Parks & Trees budget to pay for supplies to erect a bridge on the Shore Road/Bluff path over the marshy area, make the path more navigable and designate markers for the path.

Action: Vicky M. made a motion, seconded by Elaine M., to approve \$200 for the Parks & Trees budget to pay for supplies needed for volunteer work to erect a bridge over the marshy area on the Shore Road/Bluff path. Voted – Unanimous.

Vicky M. presented a request from Rachel Rosa (7 Auditorium Park) regarding two signs in Auditorium Park reading “Do not Park on this Side.” One sign is in front of her porch; Rachel R. would like them moved. After discussion, this request was referred to the Governance Committee.

Town Liaison - Janae Novotny

President’s Certificate - This Certificate basically tells the Northport Tax Collector how much money to collect for NVC taxes. After our overcollection of 2023 taxes, this is for Board review prior to sending the Certificate to Northport. To assure that the amount of taxes to be collected is correct, you will need to compare the amount in the certificate to the amount listed to be raised from property taxes in Article 4 of the Annual Warrant in the 2024 Annual Report. Janae N. requested that each Overseer review the President’s Certificate and confirm that it is accurate.

Northport’s Annual Town Meeting will be on Monday, June 16, at 6:30 p.m.. at the Drinkwater School. The 2025 Northport, Maine Spirit of America Foundation Tribute Award will be presented at the Annual Meeting on June 16 to a Bayside resident.

Other Business Vicky Matthews

Vicky M. reported that the CPR class was held last Friday with 11 folks in attendance. She will be able to schedule another class later this summer if eleven people sign-up. Pass the word!

Public Comments

Bill Cressey, President of Bayside Arts, requested the Overseers to look for a volunteer to set up the portable sound system. Bill has, in the past, set up the system for meetings, etc. He will not be available to do so in the future.

Adjournment

The meeting was adjourned at 9:32 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

And

Janae Novotny, President

Draft

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Saturday, June 28, 2025**

Overseers, Officers and Staff Present: Celine Bewsher; Fred Lincoln; Vicky Matthews; Kris Mix; Elaine Moss; Michael Tirrell; Jeffrey Wilt; President Janae Novotny; Treasurer Wendy Huntoon.

Absent: Clerk Maureen “Beanie” Einstein was unable to join on Zoom.

Public Comments: There were no public comments.

President Janae Novotny called the meeting to order at approximately 9:00 a.m.

Janae N. recommended the approval of the proposed Northport Village Corporation Annual Warrant to be presented at the NVC Annual Meeting on August 12, 2025. Fred L. made a motion, seconded by Jeffrey W. to approve the Northport Village Corporation Annual Warrant to be presented at the NVC Annual Meeting on August 12, 2005. Discussion ensued.

Action: The motion was amended to approve the proposed Warrant as presented with the following changes: in Article 6, substitute “debt” for “indebtedness,” “bond” and “bonds” wherever those words appear in the Article; in Article 10, change “wharf/float” to “swim float”; in Article 12, change “\$20,000” to “\$25,000; add “Opportunity for Public Comment” before “Adjournment,” and to permit the correction of any non-substantive typographical errors in the Warrant. Voted: Unanimous.

The meeting adjourned at approximately 9:45 a.m.

Respectfully submitted,

Janae Novotny, President

President's Report
July 13, 2025

- A. Recommendation to approve a modification of Article 5, paragraph 3 of the 2025 Annual Warrant approved by the Board on June 28, 2025, to insert two missing words as follows:

3. *Validity*

The validity of the voters' ratification of the debt may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue differs from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the debt issue is not affected by reason of the variance.

With the addition of the two missing words, the language of this paragraph in Article 5 is now consistent with the language in Article 6, paragraph 3 (except that the Board changed "bond" in Article 6 to "debt service.")

- B. Recommendation to approve Laurie Kazilionis' request to use upper Bayview Park for the Annual Porch Party on Saturday, August 16, 2025.*
- C. Recommendation to approve Carla and John Lojak's request to close Clinton Avenue between George Street and Broadway to through traffic for the annual Chili Party Saturday evening, August 30, 2025.
- D. Recommendation to approve Northport Yacht Club's request to use five tables for the Mother of All Yard Sales*
- E. Recommendation to approve the request of the Campaign to Protect Sears Island to use Community Hall for a community meeting regarding the proposed off-shore wind port at Sears Island at a TBD date after August 23 and to waive the rental fee for this community non-profit.*
- F. Recommendation to approve the request of Penobscot Bay Water Keepers about the effort to purchase and protect Little River and to waive the rental fee for this community non-profit.*
- G. NVC designated AV operator. Bill Cressy has reminded us that he is no longer available to operate Bayside Arts AV equipment for NVC event. He requests that someone be designated as our AV operator, and Bill will train the person(s) this summer.

*Community Hall use request attached.

Request to use Bayview Park

External

Inbox



Kazilionis, Laurie

Wed, Jul 2, 3:06 PM (7 days ago)

to me

Good afternoon Madam President,

I am writing to request use of Bayview Park for the evening of August 16th for the Annual Porch Party.

As you know – we typically set up seating areas across Rogers Lane to accommodate the number of attendees. We will make sure the park is clean and tidy at the end of the evening.

Thank you – please advise if we have permission to use Bayview Park.

Laurie

s/s



Northport

FACILITIES USE REQUEST FORM

Date July 8, 2025
 Name Chris Buchanan with the Campaign to Protect Sears Island / wahsumkik
 Address 16 Carler Farm Road, Searsport, ME 04974
 E Mail chris.e.buchanan@gmail.com
 Telephone # 207-495-3648

Northport/Bayside Resident? **Y** **N** Bayside taxpayer? **Y** **N**
 Space Requested: Community Hall Community Room
A space for up to 50 people. If the Room is big enough that may be better.

Rental purpose We'd like to do a presentation and Q & A for Bayside residents about the proposed offshore wind port in Searsport. Sears Island is targeted for development but experts have found that the already industrialized Mack Point is completely suitable. Because of the proximity to Bayside / Northport and as valuable greenspace / coastal access in our region, we'd like to share the information we have with folks. We have found that the information provided by the Maine DOT is incomplete and inaccurate. We are a completely volunteer grassroots group at this time so we are also looking for people who want to help protect the Island because we believe that it should be placed under complete conservation because of the value it brings in and of itself to people and nature, and to mitigating climate change.

Rate: Hourly (\$25/hr) 3 hrs including setup/ cleanup Day (\$150/day) _____
 Kitchen Usage Fee (\$50/day) N/A (when food is involved, not beverages only)
 Chairs - \$50.00/day # of chairs requested 60 chairs
 Tables - \$50.00/day # of tables requested 3 tables

Proof of Insurance must be received a minimum of 30 days prior to the event and attached to this document _____ (date received) We will procure event insurance once we have a date.

Date and time requested We are flexible starting Saturday, August 23 and would like to hear from you when it would be best to have this event. Previous events have been on weekday evenings, preferably a Wednesday or Thursday. There are three of us that co-present so if you give us some options we can check our schedules and get back to you, if that works?

By signing this document, you agree that you are the responsible party for this event, and you have read the community hall usage rules and agree to abide by them.
 Signed *Chris Buchanan* Rental payment is due within 7 days of approval of this reservation request.

Payment received \$ _____ By _____
 (NVC office admin.) Date _____

NVC 813 Maine Road, Northport, ME 04849 | 207-535-0251 | www.northportmaine.com

NOTE: If you have advice on how previous groups have arranged a shuttle, that would be greatly appreciated. We anticipate this being an event for Bayside residents and visitors, but we can find a volunteer to provide a shuttle if required by the Overseers. Thank you for considering our application. Best, Chris

will arrange for insurance when date/time is determined.
will arrange for off-site parking/shuttle.
Is it possible to waive fees for nonprofit educational event?



FACILITIES USE REQUEST FORM

Date _____

Name _____

Address _____

E Mail _____

Telephone # _____

Northport/Bayside Resident? Y N

Bayside taxpayer? Y N

Space Requested: Community Hall

Community Room

Rental

purpose _____

Rate: Hourly (\$25/hr) _____ Day (\$150/day) _____

Kitchen Usage Fee (\$50/day) _____ (when food is involved, not beverages only)

Chairs - \$50.00/day # of chairs requested _____

Tables - \$50.00/day # of tables requested _____

Proof of Insurance must be received a minimum of 30 days prior to the event and attached to this document _____ (date received)

Date and time

requested _____

By signing this document, you agree that you are the responsible party for this event, and you have read the community hall usage rules and agree to abide by them.

Signed _____ Rental payment is due within 7 days of approval of this reservation request.

Payment received \$ _____ By _____

(NVC office admin.) Date _____



COMMUNITY HALL USE INFORMATION

Community Hall was created to foster our civic functions as well as the active and vibrant social life of the community. Our goal is a busy and vibrant Community Hall used by many different people. At the same time we need to be mindful of the impact Community Hall use has on the adjoining Bayside community.

Priority for Use

- Northport Village Corporation business
- Bayside and Northport community non-profits (e.g. Bayside Historical Preservation Society, Bayside Arts, Northport Food Pantry) and similar community organizations (e.g. Northport Yacht Club).
- Bayside and Northport residents, family activities (e.g. weddings, birthday parties, memorial services, etc.)
- Bayside and Northport residents, for profit use
- Non-residents, family activities
- Non-resident, for profit use

Scheduling

Individuals wishing to reserve the Community Hall should contact the NVC office to request and submit reservation forms. The Overseers will review these requests, usually at their next regularly scheduled meeting, and will approve, defer a decision to a later meeting or deny the requests. In the event a decision is required between regularly scheduled Overseers meeting, the President has the authority to approve such requests.

Community organizations are requested to submit their reservation requests prior to April 1 of each year. All other interested parties may submit reservation requests beginning April 1.

Special Events

Some events do not fit within these scheduling timeframes (for example: weddings, family reunions, and other events that need significant planning). Please submit these requests in writing whenever you are ready. The Overseers will review the request, usually at their next regularly scheduled meeting.

Considerations for Potential Community Hall Users

- Requests for large blocks of time on multiple days may not be approved. Weekends are a particularly difficult challenge in this regard.
- The Community Hall has very limited parking (4 spaces). Large groups will need to be shuttled from a remote location.
- The occupancy limit for the Hall is 200 people.
- Police officers may be required for traffic control and/or security (larger groups). The requestor will be responsible for the costs of any law enforcement/security presence required by the Overseers for the event.
- No liquor consumption in or around the building.
- No smoking, no candles, no open flames.
- The downstairs meeting room is heated, the upstairs hall is not.

- Community Hall users are required to provide proof of liability insurance protecting the NVC. Insurance sources include, among others, homeowner's insurance, event insurance sponsored by the Maine Municipal Association (information available from the NVC office) or independently secured event insurance.
- **Curfew:** any evening event must conclude no later than 10 PM, cleanup may continue until 10:30 PM if necessary.

Fees

Current fees for the use of Community Hall are described on the NVC Facilities Use Request form. The NVC reserves the right to require a security deposit depending on the planned event.

Specific Rules for Community Hall Use

- **DO NOT BLOCK THE EXITS.** All doors and hallways must be free from obstacles and barriers at all times.
- **NO SMOKING OF ANY SUBSTANCE ANYWHERE ON THE PREMISES.** This includes the porch, back entrance area, and grounds.
- **NO ALCOHOL OF ANY KIND IS ALLOWED ANYWHERE ON THE PREMISES.** This includes the porch, back entrance area and grounds.
- **HOUSEKEEPING.** You are responsible for cleaning the hall, kitchen (if used) and restroom and disposing of trash off site immediately following your event. The Community Hall will be inspected before and after your event. All trash, food, cups and dishes, decorations, etc. that you bring in, you must remove at the conclusion of your use. Place chairs back in the racks and where you found them. Fold tables and place as you found them. Sweep the floors. Other cleaning arrangements will be considered but must be requested at the time the reservation is made.
- **THE BATHROOM SHOULD BE LEFT TIDY.** Make sure paper towels are placed in the trash barrel, not on the floor. Empty the trash barrel as needed to assure the bathroom stays neat. Empty the trash barrel when your event is over.
- **DON'T INVITE PESTS.** The kitchen must be cleaned so that ants and rodents are not attracted to crumbs and spills left behind. This is an old building with lots of entrance points for critters. Treat this kitchen as you would your own.
- **TURN OFF THE LIGHTS; SHUT THE WINDOWS; LOCK THE DOORS.** When you are through with your event, please assure the building is secure. If the windows were closed when you arrived, close them. Turn off all lights. Check the stove and turn it off. Close all doors tightly and assure they are locked.
- **COMMUNITY ROOM.** The wheeled model display cabinets may be moved within the room, but they may not be moved out of the room. Tables and chairs removed from the room must be stored upstairs, as directed by NVC staff, and out of the way of other Community Hall users. NVC AV equipment must be moved only under the supervision of NVC staff. Temporary removal of any BHPS exhibits on the walls must be coordinated with the BHSP.

QUESTIONS? Feel free to ask the Office Manager or Village Agent if you have any questions or concerns. If you observe that something is not working, let them know. The Village is not an Event Manager. It does want to ensure the building is safe, clean and reasonably secure

THANK YOU!

Northport Village Corporation Board of Overseers
Approved March 2023

Protect yourself from claims for injuries or property damage during your event

Are you planning to use or rent a city facility?

TULIP ensures you are protected from liability for injuries and damage that may occur at your event or activity.

Without TULIP, you may be personally responsible for paying claims for bodily injury or property damage during your event or activity. Your homeowner's insurance may cover some situations, but it may be limited and not all claims will be covered.

You can buy insurance through TULIP, a city-sponsored program, or you can purchase a policy through another private insurance carrier.

What does TULIP cover?

This city-sponsored program provides \$1 million in liability coverage for events* such as:

- Receptions
- Reunions
- Festivals
- Concerts
- Job Fairs
- Weddings
- Clubs & Meetings
- Arts & Crafts Fairs
- Many more!

A full listing of covered events is available at

www.intactspecialty.com/entertainment

Please use the online contact information for questions about whether other events are eligible for coverage

Can I get liquor liability coverage from TULIP?

Yes. Liquor liability coverage is available.

How does TULIP work?

Your city has made TULIP coverage available for purchase through a collection of cities and insurers.

After entering event information into the secure web site, an instant quote is generated. Coverage can be purchased online with a credit card.

How much does TULIP cost?

The cost for the \$1 million liability coverage depends upon your unique event, *including things such as:*

- Length of event.
- Number of attendees.
- Whether there are exhibitors or vendors.
- Whether food and alcohol are served.

An instant quote for TULIP coverage is available on the secure web site.

How do I get more information about TULIP?

Visit:

www.intactspecialty.com/entertainment

or contact Susan Kludjian at (978) 661-6662 or Christine Mitchell at (978) 661-6857.

Get a Quote or Purchase TULIP coverage:

Step 1:

Visit

www.intactspecialty.com/entertainment scroll down and click on ..."Planning an Event?" **Get a Free Quote**

Step 2:

Enter...Facility/Venue ID Code

0419 - CHW

Don't have a code? Search "Maine Municipal" from the drop-down list, then select your location.

Step 3:

Describe event or activity

Select from drop-down menu. Click next.

Step 4:

Get your quote

Answer some basic questions and enter your contact and billing information.

Step 5:

Purchase when ready

A credit card is required.



Protect yourself
and your guests
with TULIP coverage

* Exclusions apply if known attendance is greater than 5,000 people prior to the event.



FACILITIES USE REQUEST FORM

Date 3 July 2024
Name Celine Brewster on behalf of MOYS
Address 35 Broadway
E Mail cbrewster@clubsetutoring
Telephone # 857-277-9156
Northport/Bayside Resident? Y N Bayside taxpayer? Y N
Space Requested: Community Hall Community Room
Rental purpose Community Hall Tables

Rate: Hourly (\$25/hr) Day (\$150/day)
Kitchen Usage Fee (\$50/day) (when food is involved, not beverages only)

Chairs - \$50.00/day # of chairs requested
Tables - \$50.00/day # of tables requested 5 tables

Proof of Insurance must be received a minimum of 30 days prior to the event and attached to this document (date received)

Date and time requested { 29th July 6pm-8pm pick-up
27 July 7am-11am

By signing this document, you agree that you are the responsible party for this event, and you have read the community hall usage rules and agree to abide by them.

Signed [Signature] Rental payment is due within 7 days of approval of this reservation request.

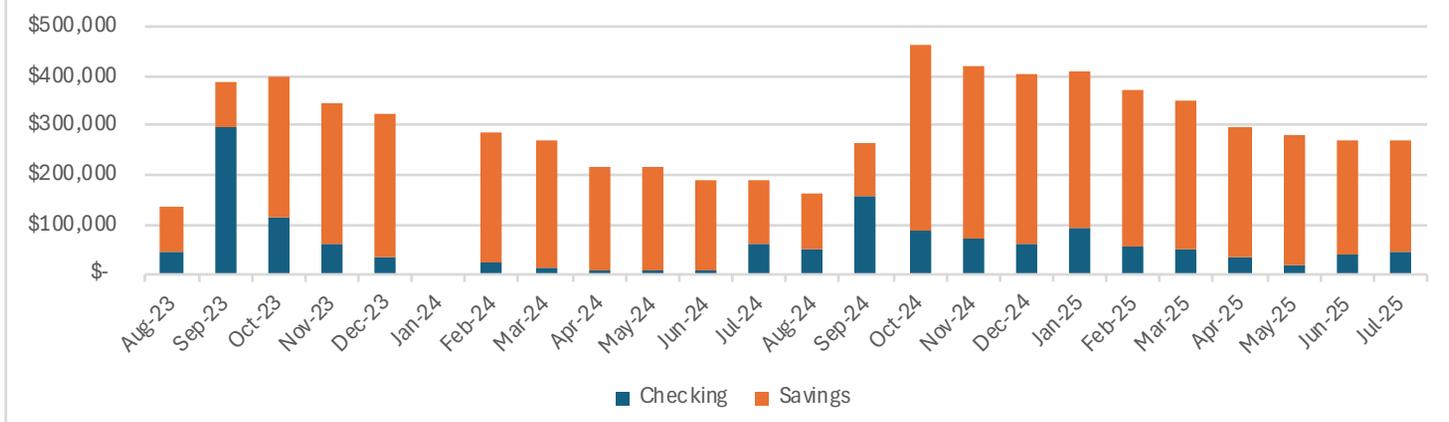
Payment received \$ By
(NVC office admin.) Date

Treasurer's Report
07/13/2025

- Warrants, Financial Reports, Bank Statements
 - Provided by Office Manager:
 - June Warrants, 2025 Budget vs Actuals and current Journal Entry Reports
 - Bank Statement – available in the office.
- 2026 Proposed Budget and Annual Warrant
 - Finance Donuts and Dialog held on June 28, 2025, to review the proposed 2026 NVC General budget with the community. Handouts were provided and available online at nvcmaine.org.
 - Annual Warrant was prepared for review and signature by the Overseers.
- 2024 Audit continues to be on track.
 - All questions have been answered. Next step will be to review the 2024 financial statement and supporting materials and provide any corrections or comments.
 - Updates to the NVC General Ledger will occur after the audit is completed and final 2024 reports including the statement of financial position will be made available publicly.
 - 2025 statement of financial position will be included in the monthly financial reports once the journal entries from the 2024 audit have been entered into the General Ledger.
- Line of Credit
 - NVC's bond counsel is no longer available thus a new bond counsel must be found to proceed with the LoC.
- Cash On Hand
 - 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.
- Publicly available financial information
 - Approved budgets for all departments are available online. The General budget is included as part of the annual warrant and the Sewer and Water budgets are included as part of the Overseers' packet for when the budget was approved. Long-term standalone budgets may be available on the nvcmaine.org website, but that is pending some additional documentation preparation.
 - Audited financial statements are available on the NVC website through 2023, the last year for a completed audit. The 2024 financial statement will be placed online once completed.

- Monthly Financial reports, including budget vs actual for all three departments, are available as attachments to the monthly Overseers meeting agenda as part of the Office Manager's Report.
- Treasurer's reports include a range of financial reports, including draft and unaudited statement of activity, year ending budget vs actual and statement of financial position.
- Bond amortization schedules are available online.

General Cash on Hand by Month



Northport Village Corporation
Village Agent Report
July 13, 2025 Board of Overseers Meeting

Recent activities

- Continuing to work on getting project estimates for items on the MMA list. Contractors are scheduling out a year or more. Identified a contractor for Community Hall building/carpentry work and lab/water shed work; waiting for an estimate. The electrician has done the work required by MMA. I've scheduled the electrician to come back to change out a faulty breaker in the electrical box at the Community Hall.

Wharf and floats

- Wharf: Dallas Fields Dive Service completed the major brace work on the wharf. Remaining repairs will be made in the summer. Weather has not cooperated with scheduling needs.
- Annual Wharf Inspection: Our marine engineer did this year's annual wharf inspection. He visited at dead low tide and again at high tide. He has sent a report that is available in the office, if anyone would like to read it. Based on his report, it appears that the wharf is in very good condition, after the repairs made last year. He stated that this is the best he has seen the wharf since the start of his inspections in 2015. The storms of December 2023 and January 2024 resulted in a lot of damage to the pile bracing, which was detailed in the inspection report dated June 21, 2024. That damage has all been well repaired from what the Inspector could see. He did not see any damage or deterioration that needed repair for this year, other than the ongoing concerns that we have reported in previous years.
- Floats: Working with marine engineer to finalize design and construction plans for swim and boat float construction to make sure they are sturdy enough to meet our needs. I met several times with the Engineer to finalize the design and we should be receiving that shortly. Engineer noted that our floats are designed differently and built much sturdier than most floats along the Eastern Seaboard. This design reflects the fact that our floats are used in open, not shallow water.

Utilities

- Dealing with requests for new water services, including two new constructions on Bluff Road. One of the requested water services has not been scheduled to put in as of yet. The other on Bluff Rd has been all installed from the main into the house. We are waiting for the plumber to install the meter and apparatus to put into service. We have one request for new water service on Route 1. That service has been installed from the main and into the house. We are waiting for the plumber to install the meter and apparatus to put into service.
- Fixing water service/connections and reconfiguring required plumbing and meter set up in several cottages' remodels.
- Supervised the sewer sludge pumpout on June 27th, by Moore's Septic.
- Working with RCAP to complete the work mapping GPS coordinates for sewer manholes.
- I have had several meetings with Dirigo Engineering for mapping sewer lines. The Engineer and Chuck Applebee, Utilities Superintendent, are preparing to get an

environmental company to come in and set up CCTV in the sewer lines to see the conditions of sewer lines and inspecting the sewer outfall pipe per the DEP requirements.

- Regular water and sewer maintenance work and Dig Safe requests are still ongoing.

Roads

- Broadway is on the Town of Northport's roads to pave.
- Working with contractor to start scheduling planned work in Ruggles Park and on Pleasant Street.
- 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.
- We have scheduled and completed most all spring road maintenance.

Miscellaneous

- I continue to talk or meet with Town Administrator James Kossuth on a regular basis about items that impact the village.
- 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.**

Village project/needs with future budget implications •

Sander: We are planning to replace sander in 3 years.

- 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 2027 budget.
- MMA Risk Management recommendations: I am still getting estimates and scheduling work that can be accommodated in the current budget.
- 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.

Submitted by
William Paige, Village Agent



Office Manager's Report
July 13, 2025
For June 2025

People are coming in to register kayaks and dinghies etc. Summer is here! As of July 8th, we have registered 32 Dinghies and 63 Kayaks so far. Please remind everyone to register their watercraft. Keep in mind that the office does not accept cash. We do accept checks and can take credit cards.

The 2024 audit is almost complete. I expect to have the final product within the next few weeks.

The Warrants for June 2025 and the Journal Entry Reports for April and May have been emailed to the Overseers. Please make sure you get all of those signed. As always, please let me know if you have any questions.

We have received the Safety Grant reimbursement of \$3000.00 that was used to purchase road safety equipment. The office is now well organized and we had the reimbursement within approximately 2 weeks of the purchase.

There is a credit that I have applied to the invoice from MMA for Property and Casualty Insurance by removing the Police Department. Once the Police Cruiser is removed, there will be another credit. Since the invoice is paid in 2 payments, the credit is divided that way as well. You will notice all of this documentation in the warrant invoices.

Utility Bills should be going out next week, so keep an eye out for them. If you don't receive yours by the first of August, you are welcome to call the office and I can assist you. You can find the links to pay on our website, but I will add them here as well:

For Sewer Payments: <https://apps1.web.maine.gov/cgi-bin/ePayment/online/disclaimer?sid=2230>

For Water payments: <https://apps1.web.maine.gov/cgi-bin/ePayment/online/disclaimer?sid=2232>

There is a 2.5% fee to use the credit card service. This fee goes directly to the card servicer, NVC does not collect or control this fee.

A reminder that the office also accepts checks - but we do not accept cash.

I hope everyone has a GREAT SUMMER!

Trish Parker

Office Manager

Northport Village Corporation

Attached to this report:

Bank Account balances printout

Budget vs Actual Reports for each Department

As of July 8, 2025

General Gov't Checking *2618 Quick Peek
Current Balance \$48,078.52

Wastewater Checking *2620 Quick Peek
Current Balance \$51,684.14

Water Checking *3143 Quick Peek
Current Balance \$20,533.31

BUSINESS COMPLETE *9504 Quick Peek
Current Balance \$1,000.00

BUSINESS COMPLETE *1771 Quick Peek
Current Balance \$13,451.10

General Gov't Money Market *4006 Quick Peek Interest \$36.97
Current Balance \$11,651.54

Wastewater Sav - ICS B *4739 Quick Peek Interest \$286.43
Current Balance \$51,099.47

Water Sav - ICS B *4747 Quick Peek Interest \$518.85
Current Balance \$160,983.58

General Gov't Sav - ICS B *9857 Quick Peek Interest \$710.55
Current Balance \$222,913.00

Total Deposit Accounts \$581,394.66

Northport Village Corporation - General

General Budget vs Actuals Jan-May 2025

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	205.00		
6020 Contracted Services			
6021 Mowing and Trimming Service	1,792.86	12,550.00	14.29 %
6022 Trash Collection	10,000.00	24,000.00	41.67 %
Total 6020 Contracted Services	11,792.86	36,550.00	32.27 %
6036 Bookkeeping	3,453.72	8,840.00	39.07 %
Total 6000 1099 Contractors	15,451.58	45,390.00	34.04 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6052 Cruiser Fuel		1,600.00	
6053 Truck Fuel	486.85	2,000.00	24.34 %
Total 6051 Auto Fuel Expense	486.85	3,600.00	13.52 %
6055 Auto Repairs & Maintenance			
6056 Cruiser Maintenance		3,520.00	
6057 Truck Maintenance	9,100.80	4,000.00	227.52 %
Total 6055 Auto Repairs & Maintenance	9,100.80	7,520.00	121.02 %
6059 Accrue for Truck Replacement		16,350.00	
Total 6050 Auto Expenses	9,587.65	27,470.00	34.90 %
6065 Community Events		600.00	
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	368.64	4,000.00	9.22 %
6077 Income Protection Plan	328.20	700.00	46.89 %
Total 6075 Employee Benefits	696.84	4,700.00	14.83 %
6080 Employees Salaries & Wages			

Northport Village Corporation - General

General Budget vs Actuals Jan-May 2025

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6083 Lifeguard Wages		11,200.00	
6084 Office Personnel Wages	9,298.25	18,033.00	51.56 %
6084.50 Village Assistant		7,947.50	
6085 Police Wages		10,100.00	
6088 Village Agent Wages	16,840.40	32,450.00	51.90 %
6088.50 Village Agent Assistant	1,243.75	5,200.00	23.92 %
6089 Village Official Wages		650.00	
6090 Winter Road Wages	6,355.21	10,140.00	62.67 %
Total 6080 Employees Salaries & Wages	33,737.61	95,720.50	35.25 %
6095 Payroll Processing Fees	578.00	2,200.00	26.27 %
6096 Payroll Tax Expense	2,907.90	6,800.00	42.76 %
Total 6070 Employee Wages & Benefits	37,920.35	109,420.50	34.66 %
6150 Information & Notices	151.78	3,250.00	4.67 %
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	2,000.20	10,000.00	20.00 %
6193 Legal Fees		10,000.00	
Total 6190 Legal & Professional Services	11,020.53	29,000.00	38.00 %
6240 Membership Dues	241.40	750.00	32.19 %
6260 Office Supplies	913.57	5,000.00	18.27 %
6285 Postage	73.00	500.00	14.60 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	460.75	8,000.00	5.76 %
6332 Cleaning	382.50	2,000.00	19.13 %
6333 Grounds General Maintenance		18,000.00	
6334 Road Maintenance	11,105.00	51,850.00	21.42 %
6336 Tree Maintenance	1,000.00	10,800.00	9.26 %
6337 Wharf & Floats Maintenance	1,288.00	41,000.00	3.14 %
6342 General Repairs & Maintenance		4,100.00	
6343 Library Operations & Maintenance		500.00	
Total 6330 Repairs & Maintenance	14,236.25	136,250.00	10.45 %
6344 Safety Committee Operations		150.00	
6345 Software	1,009.20	5,000.00	20.18 %
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	94.55		

Northport Village Corporation - General

General Budget vs Actuals Jan-May 2025

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	320.36	1,750.00	18.31 %
6400 Utilities			
6401 Electricity Expense	509.83	1,200.00	42.49 %
6402 Oil/Propane	439.66	1,000.00	43.97 %
6403 Hydrant Rental	2,142.84	6,429.00	33.33 %
6405 Street Lights	3,049.43	8,000.00	38.12 %
6406 Telephone & Internet Expenses	759.60	600.00	126.60 %
6407 Water & Sewer	1,376.80	3,200.00	43.03 %
Total 6400 Utilities	8,278.16	20,429.00	40.52 %
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	\$130,537.82	\$519,869.77	25.11 %
NET OPERATING REVENUE	\$ -96,777.87	\$28,377.23	-341.04 %
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	\$ -96,777.87	\$0.00	0.00%

NVC- WATER

Water Budget vs Actual Jan-May

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	8,885.79	31,590.00	28.13 %
Total 5000 Cost of Goods Sold	8,885.79	31,590.00	28.13 %
Total Cost of Goods Sold	\$8,885.79	\$31,590.00	28.13 %
GROSS PROFIT	\$59,387.64	\$192,152.32	30.91 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		3,000.00	
6036 Bookkeeping	3,352.14	8,840.00	37.92 %
6047 Water Utilities Superintendent	8,539.89	19,540.00	43.70 %
Total 6000 1099 Contractors	11,892.03	31,380.00	37.90 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	257.08	1,000.00	25.71 %
Total 6051 Auto Fuel Expense	257.08	1,000.00	25.71 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	138.40	1,000.00	13.84 %
Total 6055 Auto Repairs & Maintenance	138.40	1,000.00	13.84 %
Total 6050 Auto Expenses	395.48	2,000.00	19.77 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	357.80	4,000.00	8.95 %
6077 Income Protection Plan	318.55	1,000.00	31.86 %
Total 6075 Employee Benefits	676.35	5,000.00	13.53 %
6080 Employees Salaries & Wages			
6082 Distribution Officer Wages	14,326.76	40,000.00	35.82 %

NVC- WATER

Water Budget vs Actual Jan-May

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6082.5 Assistant DO Wages	325.00	7,500.00	4.33 %
6084 Office Personnel Wages	9,024.78	18,100.00	49.86 %
6084.50 Finance Manager		5,148.00	
6087 Utility Billing Wages	1,792.75	5,000.00	35.86 %
Total 6080 Employees Salaries & Wages	25,469.29	75,748.00	33.62 %
6095 Payroll Processing Fees	289.00	1,100.00	26.27 %
6096 Payroll Tax Expense	2,067.46	5,415.00	38.18 %
Total 6070 Employee Wages & Benefits	28,502.10	87,263.00	32.66 %
6150 Information & Notices	128.88		
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	1,089.71	1,700.00	64.10 %
6285 Postage	147.86	1,500.00	9.86 %
6305 Regulatory Fees	675.00	900.00	75.00 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	168.30	500.00	33.66 %
6332 Cleaning	371.25	850.00	43.68 %
6342 General Repairs & Maintenance	2,652.02	5,000.00	53.04 %
Total 6330 Repairs & Maintenance	3,191.57	6,350.00	50.26 %
6345 Software	2,204.27	5,000.00	44.09 %
6350 Supplies	1,775.06	5,000.00	35.50 %
6400 Utilities			
6401 Electricity Expense	2,831.83	4,000.00	70.80 %
6402 Oil/Propane	426.73	600.00	71.12 %
6406 Telephone & Internet Expenses	252.00	600.00	42.00 %
6407 Water & Sewer	509.61	1,200.00	42.47 %
Total 6400 Utilities	4,020.17	6,400.00	62.82 %
6500 Water Testing	145.00	800.00	18.13 %
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	\$65,303.62	\$194,094.73	33.65 %
NET OPERATING REVENUE	\$ -5,915.98	\$ -1,942.41	304.57 %

NVC- WATER

Water Budget vs Actual Jan-May

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Other Expenditures			
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	\$ -5,915.98	\$ -7,853.41	75.33 %

NVC- Sewer
Sewer Budget vs Actual Jan-May
 January - December 2025

	ACTUAL	TOTAL BUDGET	% OF BUDGET
Revenue			
4000 Revenue			
4400 Sewer Operating Revenue			
4410 Sewer Fees	107,603.92	316,050.00	34.05 %
Total 4400 Sewer Operating Revenue	107,603.92	316,050.00	34.05 %
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	107,620.40	363,050.00	29.64 %
Total Revenue	\$107,620.40	\$363,050.00	29.64 %
GROSS PROFIT	\$107,620.40	\$363,050.00	29.64 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		2,000.00	
6036 Bookkeeping	3,352.14	8,840.00	37.92 %
6047 Sewer Utilities Superintendent	12,295.76	28,060.00	43.82 %
Total 6000 1099 Contractors	15,647.90	38,900.00	40.23 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	257.07	1,000.00	25.71 %
Total 6051 Auto Fuel Expense	257.07	1,000.00	25.71 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	97.49	1,000.00	9.75 %
Total 6055 Auto Repairs & Maintenance	97.49	1,000.00	9.75 %
6059 Accrue for Truck Replacement		2,000.00	
Total 6050 Auto Expenses	354.56	4,000.00	8.86 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	538.69	4,000.00	13.47 %
6077 Income Protection Plan	533.94	1,508.00	35.41 %
Total 6075 Employee Benefits	1,072.63	5,508.00	19.47 %
6080 Employees Salaries & Wages			
6081 Collection System Operator	5,294.60	10,400.00	50.91 %
6081.5 Assistant CSO	125.00	5,000.00	2.50 %
6084 Office Personnel Wages	9,024.77	18,100.00	49.86 %
6084.5 Finance Manager		5,150.00	
6086 Treatment Plant Operator	15,354.86	34,500.00	44.51 %
6087 Utility Billing Wages	1,792.78	5,000.00	35.86 %
Total 6080 Employees Salaries & Wages	31,592.01	78,150.00	40.42 %
6095 Payroll Processing Fees	289.00	1,100.00	26.27 %

NVC- Sewer
Sewer Budget vs Actual Jan-May
 January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
6096 Payroll Tax Expense	2,810.16	6,370.00	44.12 %
Total 6070 Employee Wages & Benefits	35,763.80	91,128.00	39.25 %
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	1,264.38		
6190 Legal & Professional Services			
6191 Auditing Services	7,586.38	9,000.00	84.29 %
6192 Engineering Fees	9,625.85	45,000.00	21.39 %
Total 6190 Legal & Professional Services	17,212.23	54,000.00	31.87 %
6210 Licenses, Permits, & Fees		2,500.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	1,067.00	1,700.00	62.76 %
6285 Postage	147.85	1,500.00	9.86 %
6305 Regulatory Fees	1,293.84	1,500.00	86.26 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	168.30	500.00	33.66 %
6332 Cleaning	371.25	850.00	43.68 %
6335 Sludge Removal		50,000.00	
6337 Wharf & Floats Maintenance		2,500.00	
6342 General Repairs & Maintenance	27,052.44	17,000.00	159.13 %
Total 6330 Repairs & Maintenance	27,591.99	70,850.00	38.94 %
6345 Software	954.16	5,000.00	19.08 %
6350 Supplies & Chemicals	3,350.02	12,000.00	27.92 %
6400 Utilities			
6401 Electricity Expense	2,322.65	5,300.00	43.82 %
6402 Oil	426.73	600.00	71.12 %
6403 Hydrant Rental	49.83	150.00	33.22 %
6404 Propane		500.00	
6406 Telephone & Internet Expenses	252.00	1,200.00	21.00 %
6407 Water & Sewer	509.61	1,600.00	31.85 %
Total 6400 Utilities	3,560.82	9,350.00	38.08 %
6500 Water Testing	2,497.25	7,600.00	32.86 %
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	5,473.12	100.00 %
6815 2012 MMBB Refinance Bond Interest	2,039.88	2,039.88	100.00 %
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
Sewer Budget vs Actual Jan-May
 January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
6822 Loan Payment to Water - Interest		2,798.32	
Total 6800 Bond Expenses	10,778.53	50,407.17	21.38 %
Total Expenditures	\$121,718.63	\$354,535.17	34.33 %
NET OPERATING REVENUE	\$ -14,098.23	\$8,514.83	-165.57 %
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	\$ -14,098.23	\$ -2,739.17	514.69 %

PARKS AND TREES COMMITTEE

JUNE 7, 2025

Attending: Vicky M. chairperson, Shannon B., Dee G., John h., Bette W., John W., Alma H. (virtual), Don W. (virtual)

1. Ned Lightner presented his request to be allowed to plant bulbs in Blaisdell Park. The committee was unanimous in their recommendation to allow this request. The committee asked that he present a plan to the committee and Bill Paige prior to planting and that the plantings be in “beds” rather than scattered which would make mowing the park easier for the landscapers. Ned agreed to these parameters. A drop dead date was suggested.
2. Rachel Rosa asked the committee about the possibility of removing the parking signs in auditorium Park as the message was vague and the sign is in front of her porch. The committee briefly discussed this request and it was sent to the overseers to be given to the committee governing parking issues.
3. Dan Webster recommended mowing the garden around the tree in Lower Bayview Park. Shannon suggested we maintain the garden for now and she would like to plant other flowering plants as the ones there now are wild flowers. There was a consensus with the committee to keep the garden for now. (This request was taken to the overseers who gave their approval for maintaining the garden and additional plantings.)
4. Alma suggested volunteers do some of the work of maintaining some of the landscaping and gardens in the village that seem to be included in the new landscaping contract. It was agreed by the committee that some pruning and weeding could be done by our committee members and volunteers but also some jobs need to be passed on to the village workers.
5. Emerald Ash Borer injections were discussed. The 2 ash trees in Ruggles Park were injected 3 years ago. It is time to inject again. Vicky will contact Hawkes for cost and timing.
6. A work plan for the Shore/Bluff Path was discussed.
 - A. Create a dry path to navigate over a marshy area of the path. The “Muck Crew” was created. Group consists of Shannon, John H., Dan W. , Don W., Art Hall and Steve Nelson. Vicky will ask overseers for approval of \$200 for supplies for this project based on information Dan Webster sent to the committee.
 - B. A steep area of the path needs review and suggestions as to how to place steps, switchback, etc so it is more enjoyable for walkers. The Muck Crew

will evaluate this and come up with suggestions to be brought back to committee.

- C. A boundary to mark the edge of the path at the Couture property. Dee and Vicky will tackle this project.

Alma alerted us to the threat of ticks this summer and suggested everyone make it a habit of doing a tick check after being outside.

As Tree Warden, Vicky reported that a tree at 38 Clinton will be removed at the owner's expense as it is impinging on her deck and entry stairs.

We got through alot of business and I thank everyone for there attendance and input.

From: Tanya Rucosky <trucosky@sunrisecounty.org>

Sent: Wednesday, July 9, 2025 5:40 AM

To: Philip Pinto <philipalfredpinto@gmail.com>; Kayley Weeks <kweeks@hpcpcme.org>; Allen Kratz <allenwkratz@gmail.com>; Alex Zipparo <azipparo@lcrpc.org>; Cheryl Long <townofvanceboro4@outlook.com>; Ben Levek <bdlevек@gmail.com>; Brian Altavater <b.altvater@outlook.com>; Rick Harter <rick@living-shorelines.com>; Lewis Pinkham <milbridgetown@yahoo.com>; Nancy Hathaway <hathaway.n@gmail.com>; Julie Ward <admin@otisfieldme.gov>; Jodi Mehuren <tcmontville@fairpoint.net>; Steve Pressley <Stevencpressley@yahoo.com>; Fred Porter <islepublicsafety@aim.com>; Deb Seavey <deborahseavey@gmail.com>; Crystal Hitchings <chitchings@sunrisecounty.org>; Sarah O'Malley, <sarahjomalley72@gmail.com>; Bill Zoellick <bill@zoellick.com>; Theresa Munch <swanisle@tdstelme.net>; Linda Nelson <econdev@stoningtonmaine.org>; Walter Lewey <leweywalter0@gmail.com>; Danforth <townofdanforth@gmail.com>; Mary McAleney <mcaleney@gmail.com>; Jasmine Lamb <jasmine.lamb@maine.edu>; Sherry Sullivan <ssullivan@sumnerme.com>; Jerry Wetterskog <jwetterskog@icloud.com>; Joseph Socobasin <ltgovsocobasin@gmail.com>; Gouldsboro <town.manager@gouldsborotown.com>; Sarah Gilbert <sgilbert@barharbormaine.gov>; Matthew Williams <mwilliams@ellsworthmaine.gov>; Jason Joyce <swansislandcharters@gmail.com>; Jeff Milken <millikenj@gmail.com>; Alan Kratz <resilienceworksllc@gmail.com>; Kathy Killian <jonesportgrants@gmail.com>; Brandy Bridges <brandyforprospect@icloud.com>; Chris Stark <ga@townofsurrymaine.com>; Celine Bewsher <cbewsher@clubztutoring.com>; frenchboro@gmail.com <frenchboro@gmail.com>; Peggy Stevens <pegstevens@tds.net>; Cressica Brazier <cressica@gmail.com>; Gary Fearon <gfearon@penobscotnation.org>; Town of Mariaville Select Board <selectboard@mariavilleme.gov>; Michael Burgess <Michael.Burgess@penobscotnation.org>; Valerie Socobasin <vsocobasin@outlook.com>; jenn hayden <jennhaydenconsulting@gmail.com>; Larissa Thomas <lthomasme@gmail.com>; Thomas Kittredge <economicdevelopment@cityofbelfast.org>; Jesse Dunbar <manager@tremont.maine.gov>; Janet Anderson <manager@townofislesboro.com>; Carolyn Ball <cball@southwestharbor.org>; Kimberly Davis <dkimberly765@gmail.com>; Glenda Beal <designersdaughter2@gmail.com>; Lisa Hanscom <Lisa.Hanscom@washingtoncomaineema.gov>; Zach Gosselin <zgosselin@avcog.org>; Denise Barker <ewced@outlook.com>; Robin Pinto <rpinto@arizona.edu>; Tinsley Morrison <tinsleym@gmail.com>; Fred Gralenski <gralf1@wildblue.net>; Patrick Whitney <pcwhitney64@gmail.com>; Linda Meadows <belfastwindowinserts@gmail.com>; Bailey Bowden <clamchair@gmail.com>; Shey Conover <shey@islesboromarine.com>; Brian Schuth <citymanager@eastport-me.gov>; Donna Michaud <townclerk@cutlermaine.gov>; Kevin Southerland <ksoutherland@barharbormail.org>; James Jutras <jjutras@sunrisecounty.org>; Jim Fisher <jimfisher101@gmail.com>; Paige Atkinson <PAWKINSON@islandinstitute.org>; Sonya Le Coute-Dana <slacoute.dana@gmail.com>; Gary Turner <cindygary1983@gmail.com>; Shaun Haskins <shaun@cobscookinstitute.org>; Durlin Lunt <manager@mtdesert.org>; Claus H. <claus@verizon.net>; Lydia Soctomah <lsoctomah15@gmail.com>; John Higgins <scallop75@gmail.com>; Jeanne Peacock <eastportareachamber@gmail.com>; Penny Guisinger <pennyleighg@gmail.com>; Shawn Blodgett <shawn@castine.me.us>; Sandy Fortin <sandyqualitylifeconsultant@gmail.com>; Laura Berry <sustainability@barharbormaine.gov>; James Fortune <james@cranberryisles-me.gov>; Sarah Craighead Dedmon <townmanager@machiasme.org>; Alice Cockerham <acockerham@hpcpcme.org>; Molly Schaufler <mollyschauffler@northportmaine.org>; Randy Curtis <randallkcurtis@gmail.com>; Ben Edwards <ben@schoppee.com>; Lauren Jennings <laurenjennings2018@gmail.com>; Lissa Widoff <lissawidoff@gmail.com>; Peggy Stevens <selectboard1@isleauhautmaine.us>; Wilson Hess <wghess@fairpoint.net>; Michael Sheahan <michael@sheyo.com>; Corrinne Collett

Northport Village Corporation
Infrastructure Committee Report
July 13, 2025
Communication from Maine Emergency Management Agency

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Subject: Federal funds for Hazard Mitigation Revolving Loan Fund

MEMA (Maine Emergency Management Agency) is working to secure up to \$7.5 million in federal funds to seed Maine's first hazard mitigation revolving loan fund. This fund will offer low-interest loans (1% or less) to support county, municipal, and tribal governments in reducing risks from natural hazards and extreme weather.

What Projects Could Be Funded?

Here are examples of eligible projects:

Drainage and stormwater improvements

Shoreline stabilization

Infrastructure or utility protective measures

Wildfire mitigation

Engineering studies or risk assessments

Acquisition, demolition, or elevation of structures and roads

Generators for critical facilities

Local hazard mitigation plan development

What You Need to Do

If your community might be interested in applying for these loans in the future:

Complete this form by 5:00 PM on July 25, 2025

[FORM LINK](#)

This form is not a loan application. It helps MEMA show statewide need and justify its federal funding request.

More About This Opportunity

In April, Maine passed bipartisan legislation (LD 1) that set aside \$750,000 to create the statewide Safeguarding Tomorrow Revolving Loan Fund, managed by MEMA. To secure federal funding to seed this loan program, MEMA needs your input to demonstrate the demand for hazard mitigation project funding across Maine.

An Intended Use Plan—including all community projects submitted through the form—will be shared for public comment before MEMA submits its federal funding application (deadline: September 30, 2025).

Please contact me or Christine Whelan at MEMA via hmagrants@maine.gov if you have any questions!

Tanya Rucosky
Community Resilience Coordinator
Sunrise County Economic Council
(207)259-0647