



October 11, 2026 – 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.

If you would like to attend any Overseers meeting or NVC committee meeting virtually, please contact the NVC office (207-338-0751) to be added to a list of verified attendees. You will need to provide your name, Bayside address and email address. If your property is not in your name, please provide the property owner's name. Once the information is verified, you will receive Zoom links to NVC meetings. This is a temporary measure taken to address disturbing and disruptive interruptions to recent NVC meetings by unauthorized Zoom participants.

*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 September 13, 2026 meeting minutes*
- President's Report
 - Recommendation to approve the following organizational items for the 2026-2027 year: appointment of Infrastructure and Safety Committees.*
 - Recommendation to approve President's Certificate regarding 2027 taxes.*
 - Recommendation to approve invoice from Gartley & Dorsky invoice for \$3981.35 for Auditorium Park project.*
 - Consideration of Gartley & Dorsky proposal for structural assessment of Community Hall.*
 - Update: Curbside trash & recycling
 - Proposed storage agreement with Bayside Marine/Scott Munroe*
- Treasurer's Report*
- Village Agent Report*
 - Consideration of proposal by Critter Control of Southern Maine to address the pigeon problem.*
- Office Manager's Report*
- Tree Warden*
 - Consideration of 9 Clinton Avenue property owner's request to share cost of pruning one tree on neighbor's property and one tree half on NVC property.* Recommendation: no action.
- Utilities Committee Report*
- Town Liaison Report

Other Committee Reports (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.

*Written materials submitted.

- Draft September 13, 2026 Board meeting minutes

- 2026-2027 Infrastructure and Safety Committees Appointments
- President's Certificate
- Gartley & Dorsky invoice
- Gartley & Dorsky proposal regarding Community Hall
- October 2026 Treasurer's Report
- October 2026 Village Agent Report
- Critter Control of Southern Maine Proposal
- October 2026 Office Manager Report
- Zuhlke Proposal – tree pruning at 9 Clinton Avenue
- Utilities Committee Brief for Overseers
- Utilities Committee August 2026 Approved Minutes
- NVC Water Department PUC Fireflow Granted Waiver
- Proposed storage agreement with Bayside Marine/Scott Munroe

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, September 13, 2026**

Overseers, Officers and Staff present: Diana Eastty; Fred Lincoln; Vicky Matthews; Kris Mix; Elaine Moss (via Zoom); Michael Tirrell; Treasurer, Wendy Huntoon; President, Janae Novotny; Village Agent, Bill Paige; Office Manager, Alyssa Haywood; Clerk, Maureen “Beanie” Einstein (via Zoom)

Public Comments - None

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

Approval of the Minutes of the Sunday, August 9, 2026 Board meeting, with the following corrections:

Page 1 - Correct in attendance at the meeting - *Alyssa Hayward to Alyssa Haywood*

Page 1 - In Patty Wright’s request - Change *April 15 to August 15*

Page 1 - Add to 3rd motion - *Voted - Unanimous*

Page 2 - Add to first action motion - *Voted - Unanimous*

Page 2 - Add to 3rd motion - *Voted - Unanimous*

Page 4 - Add to Action - *Elaine M. made a motion seconded by Kris M.*

Action: Michael T. made a motion, seconded by Kris M., to approve the minutes as written with the above corrections. Voted – Unanimous.

President’s Report - Janae Novotny

Recommendations to approve:

1. 2026-2027 schedule of Board meetings (attached); and
2. 2026-2027 NVC Committee chair and membership appointments (attached).
3. Recommendation to appoint Elaine Moss as Chairman to call and conduct a meeting of the Overseers in the absence of the President as described in the NVC Bylaws.
4. Recommendation to appoint Fred Lincoln as Deputy Treasurer to act in the absence of the Treasurer as described in the NVC Bylaws.
5. Recommendation to appoint Ellen McDermott as the Deputy Clerk to act in the Clerk’s absence as described in the NVC Bylaws.
6. Recommendation to appoint Craig Brigham as Wharfmaster to perform the duties described in the NVC Bylaws and to appoint Gordon Fuller, Bill Haverty and Jim Coughlin as Assistant Wharfmaster to assist the Wharfmaster in performing the Wharfmaster’s duties and to appoint to the Waterfront Committee the Commodore of the Northport Yacht Club.
7. Recommendation to appoint Victoria Matthews as Tree Warden to perform the duties described in the NVC Bylaws.

8. Recommendation to grant and affirm the authority of Treasurer Gwendolyn Huntton and President Janae Novotny to open any deposit account(s) in the names of the NVC; endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank; place orders with Bangor Savings Bank for petty cash, coin or other currency drawn on the deposit account(s) of the NVC; and delegate or remote the delegation of a authority relating to all or some of the power(s) granted in this resolution to any person(s) who is a director, officer or employee of the NVC and grant and affirm the authority of Overseer Victoria Matthews to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank.

Action: Michael T. made a motion, seconded by Diane E., to approve the eight recommendations as written above. Voted – Unanimous, except Kris M. abstained with regard to recommendation #6.

Current Warrant and Payment Policy with no changes currently proposed.

Update on curbside trash & recycling pickup - Trash pick-up has been intermittent and incomplete. Janae N. suggests a notice of breach of contract and opportunity to correct the breach to Pinkerton & Sons Disposal. This is the process described in the contract with Pinkerton's.

Action: Kris M. made a motion, seconded by Michael T., to write a letter to Pinkerton's telling them that they are in breach of contract and must perform or the contract will be terminated. Voted – Unanimous.

Update on 19 Griffin Street – Thirty percent of the project has been completed in compliance with the building permit. The owners work full-time in other jobs, and they will try to complete the outside portion of the project within the next year.

Recommended to approve the purchase of a new village truck as authorized by Article 12 at the August 11, 2026 Annual Warrant and approved by the qualified Village voters at the August 11, 2026 Annual Meeting.

Action: Michael T. made a motion, seconded by Fred L., to authorize purchase of a new village truck as approved at the August 11, 2026 Annual Meeting. Voted – Unanimous.

Treasurer's Report - Wendy Huntton

Wendy H. reminded the Board that when we commit to a project in one year and complete it in the next year, we need to track the funds better to understand whether carryover is assigned to reserves or the next year's operating budget. The 2025 audit has been delayed by questions concerning the utilities departments. Her focus going forward will be on Utilities and Utilities budgeting, and she will prepare a budget narrative for the Utilities' budgets. The PUC fire remediation order should be on the October agenda.

Village Agent - Bill Paige

Recommendation to approve Boat Float Bid packet as presented.

Kris M. made a motion, seconded by Fred L., to approve the boat float bid packet as presented, correcting the paragraph numbering on page 1. Voted – Unanimous.

Recommendation to approve Patricia Gardner's Application for Use of Village Property for Construction Activity. (Note: Board approved an earlier application for use of the boat ramp for shoreline stabilization work at 758 Shore Road. The work was not finished last year.)

Action: Kris M. made a motion, seconded by Michael T., to approve the above recommendation as written above. Voted – Unanimous.

A discussion ensued prompted by a comment in the Village Agent report regarding difficulties plowing the roads in Bayview and Auditorium Parks if any cottages are improved for year-round occupancy. Elaine M. agreed that the Governance Committee will work on proposed plowing protocols.

Bill P. will get an estimate on a solution for the current pigeon problem on the dock and wastewater treatment building.

Office Manager's Report - Alyssa Haywood

Alyssa H. referred the Board to her written report circulated prior to the meeting. Elaine M. thanked Alyssa for her work on the annual meeting.

Utilities Committee Report - Fred Lincoln

There have been no violations at the wastewater treatment plant, although some figures are trending higher. Another pumping is scheduled for October. The department budgeted for four pumpings this year, but may do just three. Fred L. reminded Board members that Utilities meeting minutes are posted on the NC website. He also thanked Elaine M. for her interim service on the committee.

Bill P. and Fred L. met with John Woolsey, Carlos Martinez Florez and Vicky M. regarding the wastewater building. A fence is not permitted under the Shoreline Ordinance. Will be talking with Toupie Rooney, Code Enforcement Officer, regarding shoreline zoning, and what can be done to the wastewater building, such as replacing the temporary steps and adding slats along the building foundation.

Town Liaison Report - Janae Novotny

Town Office Update - James Kossuth gave an update on the renovations to move the interim town hall to the house at 8 Beech Hi.. Road.

Waldo County Sheriff's Office Report circulated prior to the meeting. There has been more of a presence in Northport/Bayside this year. Speeding is continued on town road as well as village roads.

Discussion/possible action

Encouraging compliance with NVC Parking Ordinance: Parking has become a bigger issue. Michael T. recommended encouraging compliance with increased communication. Ideas mentioned include, among others, signage, especially in Auditorium Park; a contract with a towing company, requiring community organizations to provide parking monitors for events. Bill P. suggested informing villagers about the parking problems created by contractors. Also discussed was an emergency vehicle test during the summer to identify areas where parking practices need to change to make room for emergency vehicles. Elaine M. will bring it to the Governance Committee and create a map of village parking areas beyond Ruggles Park. The Committee will also research any past agreements between the Board and Auditorium Park property owners regarding parking.

Identifying NVC public walkways for residents and visitor - resident parking only area, maps, etc. discussed. The Governance Committee will work on same and get back to the Board.

Michael T. reported that Communications is in the process of organizing website compliance with the ADA by the 2028 deadline.

Comments by members of the Public

Rachel Rosa (Auditorium Park) is still waiting for a response to her request for public documents. Janae N. will get information to her shortly.

Adjournment

The meeting was adjourned at 10:48 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein

and

Janae Novotny, President

Northport Village Corporation
2026-27 Committee Appointments (Continued)
October 11, 2026

Infrastructure Committee

Kris Mix, Chair
Gordon Fuller
Bill Haverty
David Hecht
Steve Kazilionis
John Lojek
Dan Mooney
Peter Spollett

Safety Committee

Michael Tirrell, Chair
Jessica Cohen
Jim Coughlin
Benie Einstein
Lisa Fryer
Jim Huning
Harry Rosenblum



Certificate of Northport Village Corporation President

I, Janae Novotny, duly elected President of the Northport Village Corporation, do, pursuant to the terms of the Village Corporation Charter, hereby certify that the voters of the Village Corporation at its annual meeting on August 11, 2026, voted that the sum of \$509,850.00 be raised for the year of 2027 (Article 4) through Northport Village Corporation taxes.

Pursuant to the Northport Village Corporation Charter, the assessors for the Town of Northport are hereby requested at the time of the next annual assessment of the town and county taxes in Northport, to assess and collect \$509,850.00 on behalf of the Northport Village Corporation in accordance with the Village Charter and Laws of the State of Maine.

By: _____

Dated: _____

Janae Novotny, President
Northport Village Corporation

Attestation

I, Maureen Einstein, being duly elected Clerk of the Northport Village Corporation, do hereby attest that the above Certificate was signed by Janae Novotny, as President of the Northport Village Corporation and acting with the full authority therefore, in accordance with a vote at the annual meeting of the Corporation held on August 11, 2026, and in accordance with the provisions of the Northport Village Corporation Charter.

By: _____

Dated: _____

Maureen Einstein, Clerk
Northport Village Corporation

Gartley & Dorsky
ENGINEERING & SURVEYING
An Employee Owned Company

Town of Northport
Attn: James Kossuth
administrator@northportmaine.org
16 Beech Hill Road
Northport, ME 04849

Invoice number 230212-5
Date 08/26/2026
Project **20230212 Northport Village - Auditorium
Park, Northport**

Professional Services for the Period Ended: 08/26/2026

001-022 Project Management
Professional Fees

Billed
Amount

846.65

001-021 Engineering Design
Professional Fees

Billed
Amount

110.00

001-060 Permitting
Professional Fees

Billed
Amount

2,962.50

*** Project**
Reimbursables

Billed
Amount

Application Book(s) SML

15.00

Miles

23.20

Plots - D Size 24x36

24.00

Phase subtotal

62.20

Invoice total

3,981.35

Payment is due upon receipt and can be made by cash, check or online ACH payment. ACH payments are subject to a \$10 convenience fee.

Mailing Address is: 59 Union Street, Unit 1, Camden, ME 04843

To avoid a late charge of 1.0% per month full payment must be received within 60 days of invoice date.

Thank you for your business



----- Forwarded message -----

From: **James Kossuth** <administrator@northportmaine.org>

Date: Thu, Sep 17, 2026 at 12:23 PM

Subject: Fwd: 23-0212 invoice 5 date 8-26-26.pdf

To: Janae Novotny <president@nvcmaine.org>

Hi Janae,

We received this invoice from Gartley & Dorsky for some time and permitting for Auditorium Park (see attached). The grant that we had for planning and such expired last October, and the Town hadn't budgeted for additional expenses for this project at this time. From Will's explanation (below), it sounds like all this work was done at the request and direction of the NVC, and should probably be paid by the Village rather than the Town.

Thanks,
James.

James Kossuth
Northport Town Administrator
[16 Beech Hill Road](mailto:administrator@northportmaine.org)
[Northport, ME 04849](mailto:administrator@northportmaine.org)
[207-338-3819 ext 6](tel:207-338-3819)
[207-338-3596 fax](tel:207-338-3596)
administrator@northportmaine.org
www.northportmaine.org

GENERAL EMAIL NOTICE: Under Maine's Freedom of Access Law (also known as "Right to Know"), documents in the possession of public officials about town business are classified as public records. This includes email. Therefore, if anyone requests to see it in writing, we are required to provide it to them. There are very few exceptions to this. The Town of Northport welcomes feedback and questions from our residents, but please keep in mind that it may be shared as it is a public document.

----- Forwarded message -----

From: **William Gartley** <WGartley@gartleydorsky.com>

Date: Tue, Sep 15, 2026 at 2:57 PM

Subject: RE: 23-0212 invoice 5 date 8-26-26.pdf

To: James Kossuth <administrator@northportmaine.org>

Cc: Delisa Morong <DMorong@gartleydorsky.com>

Hello James,

Sorry for the delay in getting back to you, I appreciate the follow up.

Below is a further breakdown of the invoice amounts:

Project Management: \$846.65 – Project Coordination with the Village Corporation during design and final plan review.

Engineering Design: \$ 110.00 – Plan revision per DEP comments.

Permitting: \$2,962.50 - The majority of this \$2,750 was final permit applications to the Maine DEP and ACOE, including responding to their questions. The remaining \$212.50 of this was a site visit to inspect the current condition at the request of the Corporation to assist them with determining how much if anything has changed over the last few years. My understanding is that they were trying to assess if they could wait a year or two to raise the required funds for construction.

Let me know if this gives you the information that you need.

Thanks

Will

Please note that I will be out of the country from September 23rd through October 6th.

William B. Gartley, P.E.

President/CEO



Gartley & Dorsky Engineering & Surveying

An Employee Owned Company

59 Union Street Unit 1, Camden, Maine 04843

P: (207) 236-4365 | F: (207) 236-3055 | C: (207) 596-4656

www.gartleydorsky.com

From: James Kossuth <administrator@northportmaine.org>

Sent: Friday, September 11, 2026 10:39 AM

To: William Gartley <WGartley@GartleyDorsky.com>

Cc: Delisa Morong <DMorong@GartleyDorsky.com>

Subject: Re: 23-0212 invoice 5 date 8-26-26.pdf

Hi Will,

I wanted to follow up on this re the most recent bill for the Auditorium Park work. I want to make sure it gets paid from the appropriate account.

Thanks,

James.

James Kossuth
Northport Town Administrator

[16 Beech Hill Road](#)

[Northport, ME 04849](#)

[207-338-3819 ext 6](#)

[207-338-3596 fax](#)

administrator@northportmaine.org

www.northportmaine.org

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October 7, 2026

Northport Village Corporation (NVC)
Attn: Janae Novotny, President
813 Shore Road
Northport, ME 04849

NVC Community Hall, Northport Maine: Structural Assessment Proposal
Project 2024-0488

Dear Ms. Novotny:

We performed a limited structural assessment of the Community Hall located at 813 Shore Road in Northport, Maine for the Northport Village Corporation (NVC) in 2025. The purpose of that work was to garner an understanding of the structure to facilitate addressing concerns raised by Maine Municipal Association (MMA) in an observations report issued by MMA to NVC. In our Structural Observations Report 1 dated April 8, 2025 we recommended a structural evaluation to assess the capacity of the existing structure, taking into account the original construction and more recent upgrades and modifications. Per your request, we present this proposal to perform the recommended structural evaluation of the NVC Community Hall.

PROJECT UNDERSTANDING

The approximately 45' x 60' building is on the National Register of Historic Places as part of the Bayside Historic District. The main wood-framed building is a historic structure, originally constructed in 1915. The wood framed structure is essentially one large, open room with a stage at the west end and a porch on the east end. The foundation was replaced with a modern cast-in-place concrete foundation in 1994. New interior posts were previously installed to support the assembly hall floor structure (date unknown).

The building is an existing structure and therefore alterations or upgrades would be analyzed according to the International Existing Building Code (IEBC 2021) as adopted, with amendments, by Maine Uniform Building and Energy Code (MUBEC). Leniencies provided to Historic Structures may apply.

Based on our observations, the primary wood-framed structure above the main floor is very lightly framed. In addition, the stage framing was determined to be severely deficient compared to current minimum standards. We anticipate the structural evaluation will identify areas of deficiency, thus our scope of work includes time for developing *conceptual* repair and/or upgrade strategies.

The assembly hall floor structure was not accessible for visual observation during our 2025 visit. The space below this floor is fully finished. This proposal includes limited assessment of the main floor based on the understanding that NVS will remove select ceiling finishes in 3 locations to allow localized observation.

Similarly, the foundation is largely not exposed, except at the stairwell and above grade on the exterior. The lower level finishes cover most of the interior of the foundation walls; or they are buried. This proposal does not include assessment of the foundation beyond what can be readily observed above grade from the exterior or in select exposed interior locations.

PROPOSED WORK SCOPE

We propose to perform the following services:

1. Conduct a site visit to observe and document the existing structure, including the wood roof trusses which will require scaffolding, staging or a lift (by others) and select portions of the assembly hall floor framing which will require openings in the lower level finished ceiling (by others).
2. Perform a structural analysis to determine the approximate design capacity of primary existing structural components and assemblies, including the roof framing, wall framing and floor framing.
3. Identify key deficiencies based on observation and calculation.
4. Assess key deficiencies and repair and upgrade options relative to MUBEC and IEBC (2021).
5. Conduct preliminary analysis to identify conceptual repair and/or upgrade strategies.
6. Generate and issue a written Structural Assessment Report with photo documentation. The report will include observations, assessments and conceptual options for repair and/or upgrade.
7. Perform typical project management as required for completion of tasks included.

EXCLUSIONS

- Temporary scaffolding/staging to access roof structure (interior) for documentation.
- Creation and/or repair of openings (3 recommended) in the lower level ceiling to access the assembly hall floor framing for documentation.
- Assessment of the foundation (mostly buried or hidden by lower level wall finishes).
- Site visits in addition to those identified and/or required to perform the work described above.
- Meetings (will gladly be performed as Additional Service, upon request).
- Detailed structural analysis and/or design.
- Construction documents.
- Bid administration.
- Construction administration.

PROPOSED STRUCTURAL FEE

Our fee for the proposed structural assessment described above is \$11,600.00, plus reimbursable expenses. This proposal is limited to the services described above. If we encounter any change in the description of services, we will communicate the amendment to the work scope and associated fee prior to completion. Any requested Additional Services will be performed at the standard hourly rate in effect at the time services are rendered. See attached Fee Schedule for current rates. Invoices not paid within 60 days of the invoice date will begin to accrue finance charges at a rate of 1% per month on any unpaid balance.

SCHEDULE

We are currently scheduling new work in winter 2027 (January+). Once we begin work, we anticipate it will take approximately 6-8 weeks to perform the structural assessment work outlined herein.

APPROVAL

If you are in agreement with the proposed scope of work, fee and schedule outlined above, please sign and return a copy of this proposal or confirm via email that you would like us to proceed. The schedule identified above is based on our current workload. If we do not receive approval of this proposal within 21 days, the schedule and/or anticipated turn-around time may vary.

Thank you for contacting us to provide a proposal for this work. If you have any questions, please feel free to contact me at (207) 236-4365.

Sincerely,

Gartley & Dorsky Engineering & Surveying, Inc.



Carmen B. Bombeke, PE
Structural Engineering Manager

ACCEPTED BY:

Northport Village Corporation (NVC)
Attn: Janae Novotny, President
813 Shore Road
Northport, ME 04849

Date _____

Enclosures:
Fee Schedule



PROFESSIONAL SERVICES FEE SCHEDULE
EFFECTIVE DATE 3/01/2026

<u>CATEGORY</u>	<u>HOURLY RATE</u>
Principal	\$190.00 - \$240.00
Department Manager	\$155.00 - \$200.00
Senior Engineer	\$145.00 - \$195.00
Project Manager	\$125.00 - \$170.00
Design Engineer	\$95.00 - \$110.00
Engineering Technician	\$105.00 - \$135.00
CAD Technician	\$100.00 - \$125.00
Professional Land Surveyor	\$125.00 - \$165.00
Survey Technician	\$65.00 - \$105.00
Permitting Technician	\$95.00 - \$110.00
Office Manager	\$90.00 - \$100.00

<u>EQUIPMENT CHARGE</u>	<u>CHARGE</u>
Leica Robotic Total Station	\$75 per hour
RTK GNSS System	\$75 per hour
Mapping GPS	\$20 per hour
Distance Meter (Disto)	\$10 per hour

<u>REIMBURSABLES</u>	<u>CHARGE</u>
Application Books:	
Small (up to 25 pages)	\$7.50 each
Medium (26 - 50 pages)	\$12.50 each
Large (51-100 pages)	\$20.00 each
Extra Large (101-250 pages)	\$50.00 each
Prints:	
8.5" x 11"	\$1.00 each
11" x 17"	\$2.00 each
18" x 24"	\$3.25 each
24" x 36"	\$6.00 each
30" x 42"	\$7.50 each
Monuments	
5/8" rebar with plastic cap	\$7.50 each
Stakes, Hubs, Risers	\$2.00 each
Mileage	\$0.725/mile

REIMBURSABLE EXPENSES include mileage for vehicles, and other costs of transportation, shipping, mailing, rental of equipment, copying of plans, deeds, and other documents, use of outside consultants, miscellaneous supplies, and materials, etc. Any overnight personnel requirement will require lodging and meals to be reimbursed.

Gartley & Dorsky Engineering & Surveying, Inc. reserves the right to assign personnel and equipment to the project, and to record billable time, which includes time from the office to the project and return.

STORAGE AGREEMENT & LIABILITY WAIVER

THIS STORAGE AGREEMENT (the "Agreement") is made this ____ day of October, 2026, by and between the Northport Village Corporation, a village corporation organized and existing under the laws of the State of Maine, with a mailing address of 813 Shore Road, Northport, Maine ("NVC"), and Bayside Marine/Scott Munroe (the "Owner").

1. OWNER AND PROPERTY IDENTIFICATION

OWNER: BAYSIDE MARINE/Scott Munroe

TELEPHONE NO.: 207-323-4565

ASSIGNED LOCATION: Ruggles Park

2. TERM AND PERMITTED USE

NVC hereby grants the Owner a non-exclusive, revocable license to store his mooring barge/float (the Float) in Ruggles Park. The permitted storage period shall commence on _____, 2026 and shall expire on _____, 2027 (the "Expiration Date"). This Agreement does not grant any property rights, title, or permanent easement in NVC property.

3. FEES AND REVOCATION

The Owner shall pay a non-refundable storage fee of \$1 and other good and valuable consideration to NVC upon execution of this Agreement. NVC reserves the absolute right to revoke this license at any time, with or without cause, upon thirty (30) days' written notice to the Owner.

4. OPERATIONAL AND ENVIRONMENTAL REQUIREMENTS

- **Identification Tagging:** The Float must have the Owner's name and phone number permanently and legibly marked on a weatherproof tag or surface at all times during storage.
- **Site Maintenance:** The Owner shall keep the storage site free of trash, debris, and tools. No modifications, structures, or alterations to the public land are permitted.
- **Environmental Standards:** In compliance with Maine environmental regulations, the Float must be free of unencapsulated polystyrene foam (styrofoam) and show no signs of leaking hazardous materials, oils, or toxic wood preservatives.

5. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent permitted by law, the Owner shall defend, indemnify, and hold harmless NVC, its officers, officials, boards, agents, and employees from and against any and all claims, demands, suits, losses, damages, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of, relating to, or resulting from the transport, positioning, storage, presence, or removal of the Float on NVC property, including but not limited to claims for personal injury, wrongful death, property damage, or environmental contamination, regardless of whether caused in part by any negligence of NVC.

6. ASSUMPTION OF RISK AND WAIVER

The Owner expressly acknowledges that storing property on public land exposes the property to theft, vandalism, weather extremes, high winds, tidal action, snow loads, and NVC maintenance operations (such as snow plowing). The Owner agrees that storage is entirely at his **own risk**. NVC disclaims all liability for any loss, damage, or destruction of the Owner's property from any cause whatsoever.

7. VIOLATIONS, IMPRESSMENT, AND ABANDONMENT

If the Float is not removed by the Expiration Date, or within thirty (30) days following a notice of revocation, NVC may, at its sole option and without further notice, remove, impound, or store the Float. The Owner shall be liable for all costs incurred by NVC for removal, towing, and storage. Any float remaining impounded or left on NVC property for more than **sixty (60) days** past the deadline shall be legally deemed **abandoned property**. NVC may dispose of, destroy, or sell the abandoned float at public auction in accordance with Maine Revised Statutes (including 30-A M.R.S. § 3106 and 33 M.R.S. Chapter 45) without any liability or further accounting to the Owner.

8. RENEWAL

This agreement will automatically renew each year, unless one of the parties gives written notice to the other party at least sixty days before the renewal date that the contract will not be renewed.

9. GOVERNING LAW AND SEVERABILITY

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Maine. Venue for any legal action shall lie exclusively in the courts of Waldo County, Maine. If any provision of this Agreement is held invalid, the remainder shall continue in full force and effect.

10. NOTICE

Any notice contemplated in this Agreement shall be via USPS Certified Mail as follows:

NORTHPORT VILLAGE CORPORATION
Attn: President
813 Shore Road
Northport, Maine 04849

BAYSIDE MARINE
Attn: Scott Munroe
P.O. Box 295
Belfast, ME 04915

NORTHPORT VILLAGE CORPORATION: BAYSIDE MARINE/SCOTT MUNROE

Janae Novotny, President

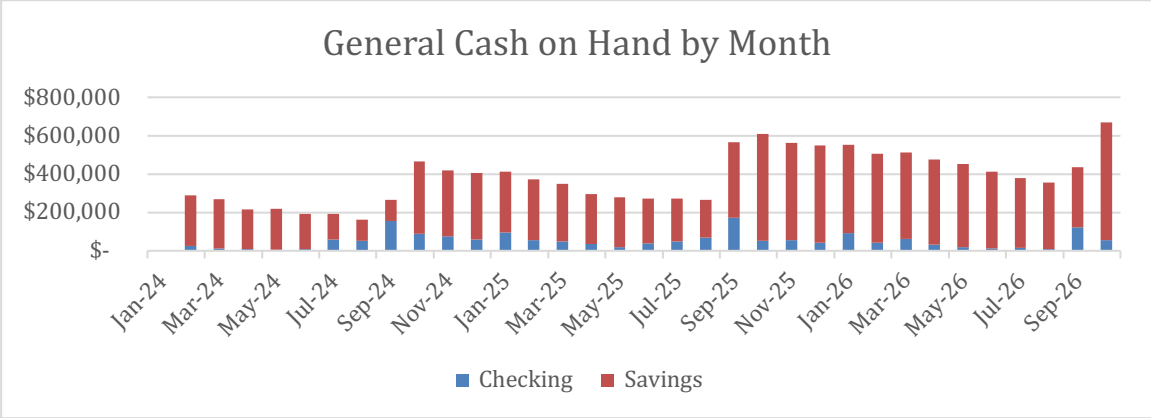
Scott Munroe, Owner

Date: _____

Date: _____

Treasurer's Report
10/11/2026

- Warrants, Financial Reports, Bank Statements
 - September Warrants are provided as part of the Board packet.
 - Bank Statements are available in the office.
- Bangor Savings Bank Online Transition
 - Bangor Savings changed interface for online access necessitating creation of new accounts for all users.
 - Connection between the bank account and General Ledger, through QuickBooks Online needed to be re-established as well. Unfortunately, errors were encountered which are still being corrected.
 - Access to electronic bank statements was delayed, with August and September bank statements becoming available last week.
- FY2025 Audit
 - Draft FY2025 Financial Statements were provided by Purdy Powers and reviewed internally. Errors were identified, corrected and revised FY2025 Financial Statements provided.
 - Management Discussion and Analysis document was reviewed, updated with General, Sewer and Water information and provided to Purdy Powers for inclusion in the final FY2025 Financial Statements.
 - Purdy Powers provided Journal Entries for updating the General Ledger for FY2025. Once entered, final FY2025 financial reports will be provided.
 - Items of note from the FY2025 audit
 - Wastewater was once again not in compliance with USDA Bond reserve requirements. Specifically, the Wastewater savings account must contain the amount required for the reserve by the end of December 2025. Wastewater did have the appropriate amount, but it was spread across the checking and savings accounts.
 - Draft reserve information for all three departments is provided below.
- Cash on Hand
 - The graph below shows the historical trend of cash on hand for General. The significant increase in cash on hand reflects the collection of 2026 taxes, due Sept 30, 2026.

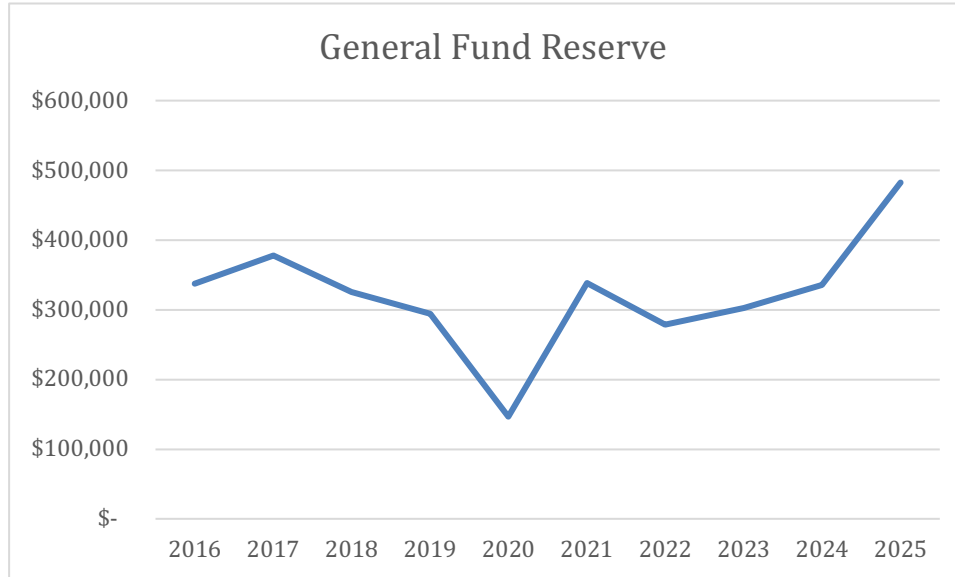


2025 Reserves Information - DRAFT

Below are graphs of reserves for the three NVC departments as of the end of FY2025.

General

The graph below reflects the unassigned reserves for General as of December 31, 2025.

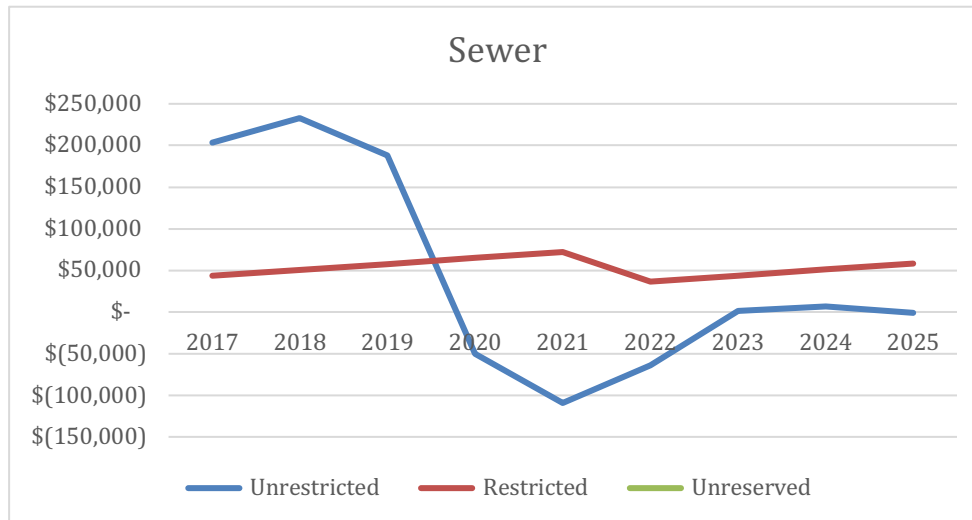


Total unassigned reserves is \$482,444.

Restricted reserves totaled \$40,446 broken down as follows:

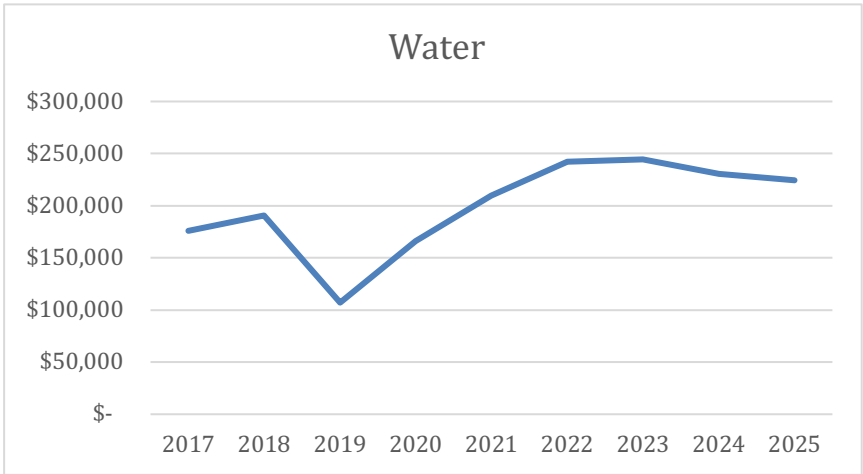
Park Bench	\$ 610
Library	\$ 100
Playground	\$19,386
Village truck	\$20,350

Sewer



Unassigned reserves is -\$1,011. Assigned reserves, a requirement of the USDA Bond and to be used for short-lived expenses are \$58,072.

Water



Unassigned reserves are \$224,238.

Northport Village Corporation
Village Agent Report to the Board of Overseers
October 2026

Recent activities

- Receiving inquiries from potential bidders on the boat float and referring them to our marine engineer.
- Bottom of Ruggles Park: Completed putting down black fabric, jute mat with grass seed and loam to grow grass that our grounds crew can maintain.
- Stable Row: John Woolsey cut back a lot of bushes, weeds, etc., and the grounds crew dug out stumps, cleaned up and cleared out Stable Row and added loam and grass seed.
- Fire pond: working with grounds crew on a plan to clear out the cat-o-nine tails. Probably will not happen until spring.
- Did a drive and walk around with the President to identify village public walkways and looked at other infrastructure issues.

Wharf and floats

- Scott Munroe says that he will finish piling repairs (a small, nuisance job for most contractors).
- Pigeons: Met with Critter Control of Southern Maine to inspect our pigeon problem. They discussed the pros and cons of several options. Their recommendation is attached. See <https://youtu.be/xK/ADP9RHCTM> for demonstration of recommended device.
- Wharf and Float Maintenance: Scheduling any needed repairs for the wharf and float.
- All dinghies must be off the boat float and all personal watercraft removed from village property by the end of the day on October 12th.

Roads

- Planning road preparation work needed for winter and plowing. Still cutting back tree limbs and brush along our roads and finishing the project started last fall.
- Also planning to clean out leaves in the culverts this fall.
- We haven't been billed yet by the Town for our share of storm drain clean-out. Last year it was about \$6,000.

Utilities

- Reviewing draft of new Utilities Terms & Conditions; the draft Climate Adaptation Plan prepared by Dirigo Engineering for the Wastewater Department and the draft Fiscal Sustainability Plan also prepared for Wastewater by Dirigo Engineering.
- Collected the required 10 samples for the copper and lead testing and drove them to the lab.
- Worked with the Alyssa and Amy on the water rate increase mailing.
- Planning work to fix a drainage issue behind the Shore Road pump station. We will need to dig out the ditch behind the pump station and line with rocks this fall.
- Still actively looking for the water leak. An RCAP consultant from Houlton came down and worked with me. We have determined that the leak is in a section of pipe under the road next to the basketball court. The pipe is 8 feet underground and runs from the

bottom of Maple across Broadway and down to the wastewater treatment plant. We are developing plans to address this problem.

- The 3 small pump stations on private properties on Shore Road have been giving weird readings. Stevens Electric changed out three faulty motors on these pump stations and will come back at the end of October for our regular, annual pump station maintenance.
- Annual calibration and certification of our lab equipment completed.
- Working on a new water service application for the new house under construction on Shore Road.
- Weekly trips to the wastewater lab in Wiscasset.
- Dig Safe requests are ongoing.
- Looking at scheduling sewer and water maintenance projects for 2026 and working on budgeting for future utilities projects in 2027.

Miscellaneous

- I continue to talk with 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

- Need a new guardrail at the bottom of Clinton Street (Beale Park).
- Need to budget for increased tree removal costs as the beech trees on NVC property die and fall into Grove Street/Cradle Row.
- Expansion of Grove Street/Cradle Row area for parking.
- Potential need to plow more streets: 32 West Street is being winterized. If the owners use it year-round, we will need to plow West Street. Potential requests for road plowing in areas we have not plowed will present practical problems.
- Sander: We are planning to replace sander for winter 2028.
- Community Hall: We are missing several of our wood/metal tables and a few black folding chairs. A couple of plastic tables have been “donated.” Our tables are really showing age and wear and need to be replaced.
- MMA Risk Management recommendations: I have finished getting estimates for this list and forwarded the estimates to the Budget Workshop; work on these items will begin in 2027.
- 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. This project is related to the potential Auditorium Park shoreline stabilization project. The

Town applied for a grant to study storm water drainage issues throughout the Town, and this area is part of the proposed study.

Respectfully submitted,
William Paige, Village Agent



Critter Control of
Southern Maine

Steadfast
Enterprises, LLC
101 Main St. #404
#404
Topsham, ME 04086

Phone (207) 400 5691
Email southernme@crittercontrol.net
Web www.crittercontrolofsouthernmaine.com

Estimate
#EST 19328

Service Address NORTHPORT VILLAGE 8 Ruggles Pk Northport, ME 04849 Phone: (207) 338 0751	Work Date:	9/24/2026	Man-Hours:	0.70
	Arrival Time:	11:10 AM	Finish Time:	11:54 AM
	Contact:	WILLIAM PAIGE	Technician(s):	COLTON TLUMAC
	Summary	INSPECTION		

Item	Description	Price	Qty	Amount
Inspection residential	Complete inspection of the residential property to locate existing pest infestations, and conditions conducive to future infestation.	\$0.00	1.00	\$0.00
Eagle Eye® installation	The Eagle Eye® device will be permanently mounted to dissuade birds from the building. The sun's rays reflected by the multi-faceted device disrupts the birds' behavior. This is for three wind driven Eagle Eye units, installed.	\$2,600.00	1.00	\$2,600.00

Subtotal	\$2,600.00
Tax	\$0.00
Total	\$2,600.00

Notes:

Installation of three wind driven Eagle Eye units on the post in front of the pier, the peak of the center building, and on the far post water side of the pier.

Video link:

<https://youtu.be/xkAdp9RHCTM>

Brochure link:

chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://birdbarrier.com/wp-content/uploads/Eagle-Eye.pdf

I agree to pay the cost of services as specified above.

Customer Signature

Date

9/25/2026



Photos Before





Office Manager Report - October 2026

Submitted for: Overseers Meeting - Sunday, October 11, 2026

October 5, 2026

Thank you for your time and consideration in the review of my Office Manager's report as submitted for the NVC Overseer's meeting on Sunday, October 11, 2026.

OFFICE DAY TO DAY:

Early to Mid September found me fielding calls regarding the trash pick up schedule change, and assisting customers with utilities billing payments over the phone and in person. As of September 14th, the Utilities Past Due Accounts report showed 17 customers with balances – Water: \$3,224.71; Sewer: \$4,111.21; Sewer RTS: \$221.50 (totaling \$7,557.42). As a result of our combined efforts in contacting residents that week, Bill and Amy had zero disconnections to process on the shut off date (9/21). We now have only three outstanding customer accounts remaining; one is Ready to Serve (no shut off), one a mailing address issue that has been resolved, and the third has been contacted to arrange payment. The current past due balance totals are: Water: \$225.02; Sewer: \$567.21; Sewer RTS \$221.50 (totaling \$1,013.73). I felt this was worth mentioning to highlight the impact of a quick call made from the office to a resident, and the importance of continuing to work together to ensure the utilities accounts are paid in a timely manner.

As the season turned to fall, resident traffic here at the office has slowed over the last couple of weeks. By and large, any residents who stopped in were attempting to pay their Village tax bills. As I do not collect those funds here, but rather Amy processes them as the Tax Collector at the Northport Town Office, I mostly had to turn folks away! Nonetheless, it seems they made the second trip, as we've received a large majority of tax payments owed. The 2026 budget listed \$509,823 for 2026 Tax Revenue; to date \$446,619.02 in tax revenue has been deposited, leaving a remaining balance of \$63,203.98. Based on a conversation with Amy on Monday, I expect there will likely be a round of payments received in early October from individuals who wait to cut the check until the due date of September 30th. We should also confirm any tax abatement requests and adjustments to that total figure that may need to be factored into that outstanding balance figure.

I have been fielding calls regarding seasonal cottage water shut offs from residents and plumbers, which I pass along to Bill for his end of things. I have also worked closely with Bill to finalize the Bayside Boat Float Bid Packet, and have created a tracking tool for any correspondence with contractors reaching out to participate in the bid process.

Following the Overseers Meeting in September I confirmed the Committee Lists and updated the Google Groups with assistance from Shannon (thanks for the heads up, Elaine!). I believe the members and settings for each group have been updated and confirmed as functional.

I continue working with Melissa and Wendy regarding reconciliation of our bank accounts and ledgers. I have a findings report prepared for review and approval based on Melissa's work in our accounts through July 2026. By and large the findings relate to uploading documents and manual records, but some are typos or missed transactions being listed in the warrant. The report prepared provides details of each finding, and the resolution provided, then requests approval signature for record keeping purposes. Melissa and I will work together through the fall to ensure accurate manual record entry is completed in the drive and QBO leading into the audit process early next year. In addition to overall financial record keeping and reconciliation, I have been working on Utilities Budgeting for 2027. The worksheet created with guidance from Fred and Wendy has moved into the next phase of review. I will be working with Melissa, Fred, and Wendy on the narrative, and we intend to work with the Utilities Trustees this month in order to present a draft in November.

DEPOSITS MADE SEPTEMBER 2026:

The values listed below are deposits made for each department in September 2026.

I split the figures for the revenue account codes for the accountant, so left that relevant information here for your reference.

Please Note: Village Tax Bills payments were due September 30th, and a majority of payments had been received. Additional tax revenue deposits made October 1st are included in the totals listed in the Bank Balance section of this report.

General Government Acct. 2618: \$325,511.57

Tax Revenue #4217 \$325,311.57; Donation #4333 \$200.00

Water Acct. 3143: \$9,156.34

Water Revenue #4210 \$9,156.34

Wastewater Acct. 2620: \$15,795.77

Sewer Revenue #4410 \$15,185.02; Sewer RTS Fee #4640 \$110.75; Sewer Dev. Fee #4510 \$500.00

BANK BALANCES: as of October 5, 2026.

Please note: The Autopay balances for the ELAN Visa, Wex, CMP, and Payroll as listed on the September warrants are paid via ACH in September and reflected in the balances below. All checks mailed to vendors in September for the August warrant have been cashed. Tax Revenue deposits made on October 1st are reflected in the balances below, although not listed in the deposit information for September 2026. The General checking account has received deposits for Tax Revenue dated from August 28 - October 1, 2026 totaling \$446,619.02 (of the total \$509,823 due for 2026); transfers have been made totaling \$225,000 into the General Savings account.

General Govt Checking *2618: \$55,574.49

General Gov t Savings *9857: \$614,576.56

General Govt Money Market *4006: \$12,150.13

General Govt Business Checking *9504: \$2,000.00

Wastewater Checking *2620: \$57,620.54

Wastewater Savings ICS*4739: \$90,927.33

Water Checking *3143: \$25,786.09

Water Savings ICS*4747: \$168,745.60

Payroll Business Checking *1771: \$14,005.47

WARRANTS AND JOURNAL ENTRIES SIGNATURES:

All three departments' journal entry reports for accounts reconciled through June 2026 are ready for review and Overseer signature approval, and can be found in the shared drive or available in the NVC Office. The documents were also emailed to the Overseers in August 2026.

All checks from the August 2026 warrant have been cashed. All three departments' warrants for expenses accrued in September 2026 are ready for review and Overseer signature approval.

Please let me know if you require assistance with electronic signature.

QBO BUDGETS VS ACTUALS REPORTS:

In September 2026 Bangor Savings Business Online updated, requiring account reconnection in Quickbooks Online Bank Transactions platform. Unfortunately this process resulted in duplicate checking and savings accounts in the Chart of Accounts for each departments' GL. I am working with Wendy and Lisa to rectify the issue; in the interim, I do not have up to date Budgets vs Actuals reports prepared for review for this meeting. As expense totals for August 2026 and September 2026 are documented in monthly warrants, suitable expense data to make informed decisions for fall purchases and repair planning, as well as Utilities budget forecasting, are available to Overseers and Committee Members.

Respectfully submitted,

Alyssa Haywood

October 5, 2026



PO Box 198 , Greenbush, Maine 04418
2072174131

Proposal

Wednesday, September 23, 2026

Billing Address:

Pam Reeves
9 Clinton Ave
Northport, ME 04849
805-698-4134

Salesperson

Jason Emery
jason@ztreeme.com

Work Site

9 Clinton Ave
Northport, ME 04849

#	Item	Description	Qty	Unit Cost	Cost
1	Maple (Sugar)	Prune (Custom) Sugar Maple is in front of house and overhangs the power and rd..Target pruning deadwood in lg leader overhanging house. Also crown raise several low branches. While pruning assess tree for cabling or bracing. Equipment =mini lift, chip truck and chipper Set lift up in small grass area in front of house. EHO	1	\$2,500.00	\$2,500.00

Front Yard

#	Item	Description	Qty	Unit Cost	Cost
2	Maple	Prune (Custom) Target prune 3 limbs in neighbors Maple that overhangs roof and house service.	1	\$300.00	\$300.00

Subtotal: \$2,800.00

Tax: \$0.00

Total: \$2,800.00

Signature

Date



NVC Utilities Committee – Highlights Brief for Overseers October 6, 2026

As a reminder, detailed utilities meeting minutes, once approved by the trustees, are posted monthly to the NVC.gov website. The committee typically meets on the 3rd Friday of the month, with our next scheduled for Oct. 16.

Wastewater System

1. A scheduled pumping was performed Oct. 2nd by Moore's Septic. This is the 3rd pumping of the year, with no further service currently anticipated in 2026.
2. August 2026 reporting data reflect a continuing trend of no violations for the period; wastewater operations continue measuring within regulatory limits. Sept. report is forthcoming.
3. Dirigo Engineering will be seeking payment on the Fiscal Sustainability Plan (FSP) and Climate Adaptation Plan (CAP) engineering studies as associated with the respective grants. Review of the Dirigo report documents are currently in review with the Utilities Superintendent.
4. Concerns over unpleasant odors from the sewer treatment building at Ruggles Park have been discussed. Primary causes were explained as a number of factors including BOD breakdown, high August usage, high air temperatures, and wind conditions. The issue tends to subside after Labor Day.
5. Aesthetic improvements to the wastewater treatment building at the foot of Ruggles Park continue being discussed, with the potential scope of work less than previously thought. Additional exploratory actions are currently in progress with updates forthcoming.
6. Dirigo Engineering has provided a draft Fiscal Sustainability Plan (FSP) document to NVC, currently in review with the Utilities Superintendent and trustees. Cost for the engineering work are covered by a \$32K DEP grant reimbursement. The passage of the Water Resources Reform and Development Act (WRRDA) of 2014 makes significant changes to Titles I, II, V, and VI of the Federal Water Pollution Control Act, as amended. Effective October 1, 2014, all loan recipients proposing to repair, replace, or expand their treatment works are required to develop and implement a FSP.
7. Dirigo Engineering has provided a draft Climate Adaptation Plan document to NVC, currently in review with the Utilities Superintendent and trustees. The engineering work costs are covered by a \$25K Climate Adaptation Plan (CAP) DEP grant, **to guide NVC longterm planning and implementing of strategies to protect the sanitary sewer facilities from the changing climate and extreme events.**
8. An in-kind allowance up to \$8K was approved by the DEP for NVC organic efforts supporting the above FSP and CAP studies.

Water System

1. A rate increase request of 1.5% (base charge and usage charge) has been submitted to the PUC, with the new rates (if approved) effective beginning with the Dec. 2026 billing period.
2. The State of Maine Public Utilities Commission (MPUC) issued an updated approval on Aug. 11, 2026 to NVC's April 2026 waiver request pertaining to annual Fire Protection contributions by NVC General Government to the Water dept. The waiver is granted, subject to conditions contained in the body of the MPUC's 5-page order. The Utilities Chair is currently seeking further clarification on the discussion and decision language in the waiver document is currently being sought from the Utility Superintendent. While the waiver relaxed significantly higher contribution amounts sought by the MPUC, lesser annual contribution requirements remain to reach \$80K cumulative by the year 2030.
3. An updated draft to the NVC Utilities Terms & Conditions document is currently in review with the committee. Approved language from a similar Maine utility district was leveraged for this purpose, but requires tailoring to fit NVC unique conditions. The committee plans to have an updated document available for the overseers' review in December.
4. Remaining water leaks continue being aggressively pursued and remediated. On the front burner is the water line running along Maple St. beginning across the street of Broadway, then crossing Broadway and running toward the Yacht Club. Ref. Village Agent report.
5. Work related to the water dept. Capacity Development grant, approved by the Maine DHHS Drinking Water Program in March 2026 (75% of project costs up to a max. reimbursement of \$29,999) will begin in 2027.

Financials

1. Customer collections with the most current trimester water and wastewater billings are successful, with total current outstanding receivables less than \$1,000. Next trimester billings will occur in November, with customer receivable due in December.
2. The 2027 Budgeting process for Water and Wastewater are underway. The trustees plan to present the recommended budgets for approval request at the December overseers meeting.
3. Year-to-date 2026 actual costs incurred continue being closely monitored and leveraged in the 2027 budget development process.
4. A review of the current contract with Maine Quality and Compliance Service's, Inc. is being planned in alignment to the 2027 utilities budgeting process.
5. Wastewater Reserves, other than the USDA reserve balance, require attention. Related conversations are currently taking place with the NVC Treasurer, to explore reserve-building opportunities.



NVC Utilities Committee Meeting
Community Hall and by Zoom link
Friday, August 21, 2026, 2:30 P.M.

Trustees Present: Interim Chair Fred Lincoln, Judy Metcalf (Zoom), Casey Brown (Zoom), Diana Eastty, and Elaine Moss

Staff Present: Bill Paige, NVC Village Agent; Chuck Applebee, Utilities Superintendent; Alyssa Haywood, NVC Office Manager

Others: David Crofoot, Emeritus

Community Comments: None

The August 2026 meeting was called to order by the Interim Utilities Chair.

Approve Minutes: Following the chair's announcement of two administrative revisions to the draft July 17, 2026 meeting minutes, a motion for approval was made by Elaine Moss and seconded by Diana Eastty. Motion carried - Unanimous. The approved minutes were posted to the NVC website.

Sewer Pipe Reconfiguration Request – Metcalf: It was agreed to postpone this item to a later meeting date.

Superintendent's Report

1. The July 2026 reporting data reflect no violations for the period; wastewater operations continue measuring within regulatory limits. It was reported that some readings have been trending a bit higher but remain well within regulatory limits.
2. Dirigo Engineering will be seeking payment on the Fiscal Sustainability Plan (FSP) and Climate Adaptation Plan (CAP) engineering studies as associated with the respective grants. Review of the Dirigo report documents are currently in review with the Utilities Superintendent.
3. The State of Maine Public Utilities Commission (MPUC) responded positively on July 14th to NVC's April 2026 Fire Protection Waiver request. The waiver is granted, subject to conditions contained in the body of the MPUC's 6-page order. Laurie Stevens (RCAP Solutions) and Chuck Applebee took an action to solicit clarification from the MPUC pertaining to certain elements of their July 14th correspondence which granted the waiver.
4. The Utilities Superintendent agreed to provide the committee with an updated draft to the Utilities Terms & Conditions document at the Sept. meeting. Context of this item are contained

in the July meeting minutes. Approved language from a similar Maine utility district is being leveraged and providing a savings.

5. A committee discussion ensued regarding an individual concern with a wastewater customer who may be occasionally making ice cream in their home. The primary focus was whether or not this activity poses any risk to NVC's positive performance trend. Two trustees will inform the homeowner of the concern. This will be followed by a conversation by the utility superintendent and the homeowner in order to gain a better understanding of the activity, and to ensure measures are being taken to minimize potential risk to our wastewater system. An update from the Utilities Superintendent will be provided at the Sept. committee meeting.

Village Agent

1. Source(s) of remaining water leaks continue being aggressively pursued and remediated. An updated status will be offered at the Sept. meeting.
2. Concerns have been raised about the unpleasant odors from the sewer treatment building at Ruggles Park. It was explained that this is caused by a number of factors including BOD breakdown, high August usage, high air temperatures, and wind conditions. The issue tends to subside after Labor Day. Possible remediation options were discussed. Casey Brown will be contacting an engineer in the village, who may be available to present solution ideas at the Oct. utilities meeting.
3. Bill updated the committee on discussions still in process with community members, the Parks & Trees Chair, and the Utilities Chair regarding aesthetic improvements to the wastewater treatment building at the foot of Ruggles Park. An earlier contractor estimate reflecting more substantial work was explained in greater detail. Currently, the aforementioned concluded the potential work scope can only involve replacement of the existing stairs and deck, along with vertical slats added to the concrete foundation. The chair has an action to discuss the stairs/deck replacement with the NVC Code Enforcement Officer, and then bring the matter back to Utilities before possibly moving forward to the overseers for consideration.

Financial Review

Customer collections with the second trimester water and wastewater billings are being received very promptly. An outstanding collection status will be provided at the Sept. meeting.

The current 2026 Budget vs. Actuals reports were reviewed by the trustees. The current month Water and Wastewater warrant amounts (approved by the NVC board of overseers at their August meeting) were disclosed to the trustees. This information is helpful not only for current year cost management but also for trend analysis when preparing the 2027 utilities' budgets.

The purchase of a new village truck was approved by NVC voters (Article 12) at the August NVC annual meeting. Funding shortfalls exist in both the water and wastewater truck accrual balances, which need to be addressed. The Water and Wastewater departments have each been sharing 25% of village truck-related costs. Through 2026, the Wastewater and Water departments have accrued \$8,000 and \$4,000, respectively. The utilities chair will consult the NVC Treasurer for options for

covering the remaining funds necessary, which might include use of USDA reserves, general reserves, or available contingency funds.

The most current month Bangor Savings Bank checking and savings balances (both departments) were reported to the committee, with a reminder of the amounts reflecting a point in time with operating expenditure activities ongoing.

Elaine Moss, who is leaving the NVC Utilities Committee in her interim trustee role, was sincerely thanked by committee members for her valuable efforts over the past six months.

The next meeting of the NVC Utilities Committee is scheduled for Sept. 18, 2026 and will be hosted by Trustee Judy Metcalf, due to Fred Lincoln's planned unavailability (foreign travel).

Meeting adjourned at 3:47 p.m.

STATE OF MAINE
PUBLIC UTILITIES COMMISSION

Docket No. 2026-00120

August 11, 2026

NORTHPORT VILLAGE CORPORATION
(WATER DEPARTMENT)
Request for Approval of Waiver
Associated with Fire Protection Service

ORDER NUNC PRO TUNC¹

BARTLETT, Chair; SCULLY and GILBERT, Commissioners

I. SUMMARY

By this Order, the Commission grants, with conditions, the waiver from Chapter 69 of the Commission's Rules as requested by the Northport Village Corporation Water Department (the Water Department) effective August 11, 2026.

II. PROCEDURAL BACKGROUND

On April 30, 2026, the Water Department filed a request for a waiver of the Commission's fire flow requirements in Chapter 69 of the Commission's Rules.²

On May 1, 2026, Commission Staff provided notice of the Water Department's filing and provided an opportunity for interested persons to intervene in this proceeding. The Commission did not receive any petitions to intervene.

III. POSITION OF THE WATER DEPARTMENT

In its filing, the Water Department states that its fire protection obligations are unlike the obligations of other water utilities. Northport Village Corporation is contained within, but a separate legal entity from, the Town of Northport. The Water Department serves approximately 600 of the Town of Northport's approximately 1550 residents. The Water Department maintains eight fire hydrants, seven of which are within Northport Village Corporation itself, with one serving only the Town of Northport.

Northport Village Corporation's residences receive a property tax bill from the Town of Northport, a property tax bill from the Northport Village Corporation, and, for those connected to the public water system, a separate bill that includes both minimum and usage charges. The Water Department bill funds the operation and maintenance of the Northport Village water system.

¹ This Order *nunc pro tunc* replaces the Commission's original August 11, 2026, Order in this Docket, which had clerical errors in sections III and V.

² There is a typographical error in the filing. The date on the filing is April 3, 2026; the Water Department, however, made the filing on April 30, 2026.

Historically, the Town of Northport has not paid public fire protection charges to the Water Department. Instead, the Town of Northport has contributed to the general fund of Northport Village Corporation, funds which are used for general infrastructure projects for Northport Village Corporation and not exclusively for water-related projects and expenses.

The Water Department's public fire protection income comes from the Northport Village Corporation's general government, is funded through the Northport Village Corporation's property tax, and has historically fallen far short of the typical 30% of the Water Department's revenue requirement. Thus, the Water Department has long been out of compliance with Chapter 69 of the Commission's Rules. Notwithstanding the historical practice, Northport Village Corporation has budgeted \$25,000 for the Northport Village Corporation's General Government Fund to pay for 2026 as compared to the \$6,429 that the Northport Village Corporation's General Government Fund paid the Water Department for public fire protection in 2025. The \$25,000, however, still falls short of the 30% of revenue requirement mandated by Chapter 69. If the Town of Northport were to pay the full 30% of revenue requirement, this amount would nearly exceed the entire operating budget of the Northport Fire Department and potentially jeopardize the annual \$30,000 paid by the Town of Northport to support general infrastructure projects.

The Water Department states that it provides limited public fire protection service to the Town of Northport (there are only eight fire hydrants on the system) and that the full 30% of revenue requirement would be excessive and disproportionate relative to its customer base. In addition, the Water Department states that all parties are fully aware of the public fire protection situation in Northport, and that the Water Department has coordinated with the Town of Northport, Northport Village Corporation, the Northport Fire Department, and all other emergency response officials to ensure adequate fire protection.

IV. LEGAL STANDARDS

Chapter 69 of the Commission's Rules established the formula for determining for ratemaking purposes the percentage of gross revenues that water utilities should derive from public fire protection, with a minimum of 6% of revenue derived from public fire protection and a maximum cap of 30% of revenue. MPUC Rules, ch. 69. Chapter 69 provides two methods for determining that percentage. The first method, and by far the most commonly used, is the Fire Protection Allocation Curve, commonly referred to as "the curve." To use the curve, a utility uses a graph provided by the Commission with peak flow on one axis and required fire flow on the other. The point where these two factors intersect corresponds to the revenue requirement percentage. Commonly, the resulting percentage exceeds 30% of revenue requirement and utilities apply the 30% cap. MPUC Rules, ch. 69, § 2.

The second method, which is rarely used due to the complexity and expense involved, is a full allocation study that presents a detailed analysis of the utility's system,

its precise infrastructure and design, its treatment facilities and capacity, and its fire protection infrastructure. A utility then presents the study to the Commission as evidence that it would be unreasonable and inequitable for the utility to determine its public fire protection revenue using the curve. MPUC Rules, ch. 69, § 3.

Chapter 69 also allows the Commission, for good cause shown, to waive the application of any provision in Chapter 69. MPUC Rules, ch. 69, § 7.

V. DISCUSSION AND DECISION

The Water Department is requesting that the Commission allow it to collect nothing in the form of revenue requirement from the Town of Northport and instead allow the Northport Village Corporation General Government to fund what would have been required by Chapter 69. The Water Department's request is based, in large part, on the unique circumstances in which the Water Department exists. Northport Village Corporation is a municipal entity contained entirely within another municipal entity. The Water Department was formed to serve the citizens of Northport Village Corporation, but due to the configuration of the system, the Water Department also serves one fire hydrant outside its boundaries and within the Town of Northport.

Given the unique relationship between Northport Village Corporation and the Town of Northport, the Town of Northport has historically subsidized infrastructure within Northport Village Corporation—last year in the amount of \$30,000. Recently, to ameliorate this situation and to pay a more proportionate share of the public fire protection costs, the Northport Village Corporation General Government has agreed to increase the amount it pays for public fire protection nearly four-fold to \$25,000. This is in addition to the \$30,000 the Town of Northport pays Northport Village Corporation to subsidize general infrastructure. While the \$25,000 still falls short of Chapter 69 standards, in the Commission's view this amount is acceptable in light of the unique circumstances in this case.

Further, the Town of Northport, the Northport Village Corporation, the Water Department, the Northport Fire Department, and the applicable emergency response entities in the area are all aware of the public fire protection situation in this matter and are all working cooperatively to ensure that the citizens of both the Town of Northport and Northport Village Corporation have adequate public fire service.

Given the above, the Commission finds that Water Department has provided good cause to waive the minimum fire protection contribution in Chapter 69, and grants the Water Department's waiver as requested, with the following conditions.

While the Commission finds that the waiver is warranted at this time, the Commission also recognizes that the minimum public fire protection contributions in Chapter 69 exist for important reasons of public safety. To that end, the Commission encourages the Water Department to work cooperatively with the Northport Village Corporation to increase the public fire protection charge over time. Accordingly, the

Commission directs the Water Department to file an update on the progress towards this goal in every subsequent rate proceeding filed pursuant to 35-A M.R.S. §§ 307 or 6104.

VI. ORDERING PARAGRAPH

In light of the foregoing, the Commission

O R D E R S

That the waiver from Chapter 69 of the Commission's Rules as requested by the Northport Village Corporation Water Department is granted subject to the conditions contained in the body of this Order.

Dated at Hallowell, Maine this Eleventh Day of August, 2026

BY ORDER OF THE COMMISSION

/s/ Amy Dumeny

Administrative Director

NOTICE OF RIGHTS TO REVIEW OR APPEAL

5 M.R.S. § 9061 requires the Public Utilities Commission to give each party at the conclusion of an adjudicatory proceeding written notice of the party's rights to seek review of or to appeal the Commission's decision. The methods of review or appeal of Commission decisions at the conclusion of an adjudicatory proceeding are as follows:

1. Reconsideration of the Commission's Order may be requested under Section 11(D) of the Commission's Rules of Practice and Procedure (65-407 C.M.R. ch. 110) within **20** days of the date of the Order by filing a petition with the Commission stating the grounds upon which reconsideration is sought. Any petition not granted within **20** days from the date of filing is denied.
2. Appeal of a final decision of the Commission may be taken to the Law Court by filing, within **21** days of the date of the Order, a Notice of Appeal with the Administrative Director of the Commission, pursuant to 35-A M.R.S. § 1320(1)-(4) and the Maine Rules of Appellate Procedure.
3. Additional court review of constitutional issues or issues involving the justness or reasonableness of rates may be had by the filing of an appeal with the Law Court, pursuant to 35-A M.R.S. § 1320(5).

Pursuant to 5 M.R.S. § 8058 and 35-A M.R.S. § 1320(6), review of Commission Rules is subject to the jurisdiction of the Superior Court.

Note: The attachment of this Notice to a document does not indicate the Commission's view that the particular document may be subject to review or appeal. Similarly, the failure of the Commission to attach a copy of this Notice to a document does not indicate the Commission's view that the document is not subject to review or appeal.