

#### February 13, 2022 – 9:00 a.m.

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

This is a hybrid meeting - in person (masks required) in the Community Room of Community Hall, 813 Shore Road, Northport, ME and virtually at:

https://us02web.zoom.us/j/82271863525?pwd=akpUU0NEb0hMVUpYeWxpSkw0bUZKQT09

#### **Board of Overseers Meeting Agenda - Revised**

- Call to order
- Agenda review
- Comments by members of the public
- Approval of minutes: January 16, 2022 regular meeting and February 6, 2022 meeting
- Village Agent Report (Written report submitted.)
- Treasurer's Report (Written report submitted.)
- Committee Reports, as needed
  - Finance
  - o Governance (Written report and proposed policies submitted.)
    - Recommendations to adopt public access policy as drafted, and proposed remote participation policy as amended pursuant to public comments
  - o Tree Warden and Tree Committee
  - Utilities
  - o Infrastructure (See written report submitted for January 16, 2022 Overseers' meeting.)
    - Recommendation to designate Pleasant Lane as a walkway and notify abutters that it will not be plowed in the winter.
    - Recommendation to mark three village walkways with signs and prevent vehicle access by boulder placement.
    - Recommendation to designate West Avenue as a seasonal access road and sign as such during the winter.
  - Safety
  - Waterfront
    - Recommendation to approve increased personal watercraft and dinghy fees, as previously proposed: Personal watercraft, from \$10 to \$15; dinghy, from \$10 to \$25. Each fee increased by \$5 for applicants who are not residents of the Town of Northport.
  - Communications
  - o Personnel
- Ad Hoc Playground Committee
- Ad Hoc Parking Ordinance Implementation Committee (See written report and recommendations.)
- Technology Officer Report
- President's Report
- Town Liaison Report
- Nordic Aquafarm Update
  - Upstream Watch/DEP proceedings
- Other issues or reports
- Comments by meeting attendees
- Adjourn

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

January 16, 2022 – Hybrid live meeting in Community Hall and virtual via Zoom

**Attendees:** 

President: Janae Novotny

Treasurer: Wendy Huntoon (virtually) Clerk: Beanie Einstein (virtually) Village Agent: William Paige **Overseers:** 

Brady Brim-Deforest Lisa Fryer (virtually) Steve Kazilionis Vicky Matthews Judy Metcalf

Michael Tirrell (virtually)

Jeffrey Wilt

Meeting Called to Order: 9:14 a.m.

#### **Public Comments:**

Dan Webster thanked the Overseers for the attachments included with the Agenda for the meeting. He also noted that the date on the Minutes of the November 14 meeting should be corrected from November 15 to November 14.

Brynna Ledyard, 1 North Avenue, spoke regarding the Proposed Parking Recommendation on North Avenue and requested that the North Avenue parking remain the same without changes. Jutta Van Dirk, 6 North Avenue, and Rachael Rosa, 7 Auditorium Park, also spoke in support of leaving the parking as is.

#### **Approval of Minutes:**

Judy M. made a motion, seconded by Vicky M. to adopt the minutes of the November 14, 2021 meeting as written.

Voted – Unanimously passed.

Jeffrey W. made a motion, seconded by Vicky M. that the minutes of the December 12, 2021 meeting be adopted as written.

Steve K. requested clarification regarding the Motion at the December meeting to authorize spending up to \$5,000.00 as necessary to engage help and complete the Audit, and how these monies would be split with the Utility Department.

The motion from the December 15 minutes read as follows:

That the Village retain the firm Wilkie & Associates, recommended by the Personnel Committee, to do all the work necessary to complete the 2020 Audit, with the Village expending up to \$2500.00 and with the Utility Department being directed to spend the rest

proportionately based on the work done. This recommendation was amended to include work done by Wilkie & Associates and Purdy Powers.

To correct the Minutes, Judy M. made a motion to amend the motion to approve the December 15 minutes, seconded by Jeff Wilt, to correct the minutes to read, that the balance be billed in accordance with the traditional percentage splits with the Utility Department.

Voted - Passed Unanimously.

#### Village Agent's Report: Bill Paige

The Overseers had received Bill Paige's report prior to the meeting (attached).

Janae N. thanked Bill P. for his work behind the scenes in taking care of the Village. The Town of Northport was considering a new ordinance that addressed vehicle weight limits on Town roads, which would have excluded our wastewater treatment plant chemical truck when the roads are posted. Bill P. went to the Town to advocate on the Village's behalf and the new ordinance allows the chemical truck on posted Town roads.

Judy M. questioned the cost sharing of storm drain maintenance between the Town of Northport and the Village. Bill P. explained that the agreement with the Town is that the Town and the Village share equally the cost of maintaining all of the Town's storm drains. Costs have increase so the bill for 2021 for the whole Town of Northport was \$6,000.00. At an upcoming meeting with the Town Select board, Janae N., Bill P, and Jeff W. will talk with the Town about catch basin maintenance cost share.

Michael T. - He will get together with Jeffrey W. to coordinate signage on the waterfront.

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

The bookkeeping firm's last day was January 15. We are currently on the waiting list for a firm in Rockland, Philbrook & Associates. However, they cannot take us on as a client until the second quarter of this year. The Finance Committee and the Personnel Committee have been working together looking for an interim bookkeeper. One person they interviewed has declined the interim position. Anyone in the community who knows someone who might have an interest in interim bookkeeping should contact the Village office. The Treasurer's focus has been on hiring a new bookkeeping firm as well as completing the 2020 Audit.

Michael T. and Brady B. thanked Wendy H., Janae N. and other volunteers who have been spending countless hours working very hard behind the scenes.

#### **Committee Reports:**

**Finance: Judy Metcalf** 

No further report.

**Governance: Judy Metcalf** 

The Committee met last week to prepare for this morning's Public Hearing on the Proposed Remote Participation Policy and Proposed Amendments to the Public Access Policy. Highlights, in the future, will be amended By-Laws so that we can address remote participation of Overseers and addressing public interest in modifications to our Zoning Ordinance.

#### Tree Warden and Tree Committee: Lisa Fryer

Grant's tree service has done extensive pruning. They were unable to do the work at the top of Auditorium Park due to CMP electrical wires. This work will be deferred until the spring at which time they will coordinate with CMP regarding the wires. Their bill will be approximately half of what was quoted, \$1400.00 instead of \$2800.00. Bill P. will be meeting with Grant's to discuss the tree at 34 Clinton Street to see if we should continue to prune or remove the tree. Lisa F. is asking for the Board to approve \$1000.00 out of the tree budget if removal is suggested.

Lisa F. made a motion, seconded by Judy M., to approve \$1,000.00 from the tree budget for the tree at 34 Clinton as needed.

Voted – Unanimously passed.

#### **Utilities: Jeffrey Wilt**

The Committee met on Friday, January 14 and had an extensive discussion on the effluent monitoring data. This data shows a substantial increase in usage of our wastewater treatment facility that is resulting in testing numbers, in some cases, exceeding the limits set by the DEP. There was a particularly concerning result in August where there was significant findings over the limit. This winter's readings have doubled over what they have been in past winters. After much discussion, on January 14, Utility Trustees adopted a moratorium on any new sewer connection permits for the calendar year 2022. This moratorium is for new sewer permits; it does not impact permits that have already been granted.

Currently, there are three new houses under construction. This moratorium will allow the Utility Trustees and staff to push the pause button and take a deeper look into this and come back with recommendations to the Board.

Discussion ensued.

Janae N. - The public needs to be informed in writing. Vicky M. – we need to inform the Town. Judy M. – The public needs to be educated, i.e. only put down wastewater in our system. Putting oils and grease in the system make it work harder and shortens the life of the system. Lisa F. asked for something in writing to post on the NVC website.

David C., Chairman of the Utility Committee, said one of the reasons for the moratorium is to get comparative data to determine whether or not we are actually near or at our capacity. The Utility Superintendent has been directed to prepare trend forecasts.

Jeffrey W. - If we have three months in a row where we exceed our limit the DEP can require us to build a secondary treatment plant whose cost could exceed 10-15 million dollars. The result we received in August was a serious "wake-up call" which we have to pay attention to. The prudent thing to do is further analysis.

Brady B. – Would the moratorium also impact adding new bathrooms, sinks, etc. when expanding a structure? Much discussion ensued.

Brady B. made a motion, seconded by Jeffrey W., to extend the moratorium that was approved by the Utility Trustees, to further limit any expansion of any new sewer connections and plumbing permits to existing sewer lines by adding sinks toilets, tubs and showers.

Voted – Unanimously passed.

Further discussion ensure regarding the need and methods of informing the public and local realtors about the moratorium.

Dan Webster – Attempted to raise a "Point of Order" that extension of the moratorium was not on this meeting's Agenda and the public didn't have the opportunity to know that the Overseers were voting on this especially on something as serious as a moratorium. He suggested tabling the conversation until the public has the opportunity to comment. Discussion ensued.

It was determined that this is an emergency situation and the Utility Trustees and Overseers have dual jurisdiction to approve the moratorium.

Wendy H. - We need a motion to pay an overdue Northeast Laboratory Services bill.

Judy M. Made a motion, seconded by Jeffrey W. that the overdue Northeast Lab bill of approximately \$540.00 have a special warrant for payment.

Voted – Unanimously passed.

Wendy H. perhaps, in the future, Northeast Laboratory Services should be placed on the warrant policy so they could be paid when the bills come in and then ratified on the subsequent warrant.

#### **Infrastructure: Steve Kazilionis**

The residents at 34 Main Street were informed, in writing, to remove their encroachment on Village property by December 1. No action on their part has been taken. Judy M. recommended that a Criminal Trespass Order, which is delivered by the Sheriff's office, be put into place. Vicki M. recommended that the residents first be notified in writing of the pending Criminal Trespass Order. Judy M. will draft a letter to the residents.

Judy M. made a motion, seconded by Jeff W., that a letter be sent to the encroachers of NVC's intent to begin a Criminal Trespass process if necessary. The encroachment would need to be removed within 10 days of receipt of the letter.

Voted – Unanimously passed.

Judy M. – If the encroachment is not removed, the Village has the authority to do so, with the cost of same to be paid by the encroacher.

The Village has repaired the damage at the corner of Oak Street and Maple. The owners of 23 Maple Street reached out to Bill P. to say that they would be responsible for fixing the damage caused when they filled a ditch resulting in overflow and washout on Oak Street and Maple Street. The Village will be sending the bill to the owners of 23 Maple Street.

Steve K. – Is planning to meet with North Avenue and lower Clinton residents and asked if the Overseers had any priority issues. Judy M. mentioned the need to maintain 14-foot roadways.

Mike Lannan approached Steve K. regarding all his files regarding sea wall, North Avenue project, etc. He was unable to upload the files, as they were too large. Brady B. was able to make it possible to do so. Steve K. requested any Overseer in contact with Mike Lannan to encourage him to complete the file transfer.

#### Safety Committee: Michael Tirrell

The Committee will be meeting in the next couple of weeks to get ready for the summer season. He has confirmation that Danny Ryosa would like to return as patrolman for the summer season.

#### **Waterfront Committee: Jeffrey Wilt**

The Committee met last week and is making a recommendation that they modify mandatory registration with an increase in fees:

Dinghy Fee - Increase from \$10.00 to \$25.00 Personal Watercraft (such as kayaks, etc.) Increase from \$10.00 to \$15.00 An additional fee will be added, to the increased fees, for any applicant that is not a Village or Town of Northport resident.

The Committee is having discussions with the Town and Harbormaster Scott Monroe regarding the "no wake zone" in our mooring field. This is becoming more of an issue with people not abiding by the "no wake zone." They are talking about additional signage and additional buoys.

Cradle Park – Informing residents that from July 1 to Labor Day summer storage in Cradle Park is prohibited. The Committee will be vigilant in communicating this to the broader community and also to residents who typically use the area. They will work with the Communications Committee in sending out this information.

#### **Communications Committee: Lisa Fryer**

The Committee continues to refine the website and post information. She is working on the Google Calendar aspect of the website.

Brady B. – Has been working with CUSI, the company who handles our water and sewer billing, regarding online bill paying options. The challenge is the cost. User fees could offset the additional cost, but our small number of customers won't offset the total costs. Even with discounts offered by CUSI, our costs would probably be a few hundred dollars a month. He is continuing to explore other options and exploring creative ways to off set costs. Discussion ensued.

#### **Personnel Committee:**

No Report.

#### Playground Ad Hoc Committee: Brady Brim-Deforest (Report attached)

The Committee has been meeting weekly since October on research, permitting fund raising and manufacturer selection process. Many members of the community participated in one or more meetings. In order to solicit input from the community a survey was distributed in November. 126 community members responded to the survey. The Committee is looking for:

- 1) Approval to offer our current playground structure to a third party to offset the costs of removal.
- 2) Approval to expand the actual footprint of the playground as illustrated on the handout to accommodate ADA "fall space" requirements and allow for the potential addition of a boat adapted for playground use.
- 3) Approval to replace the deteriorating current wooden border with a rubber timber border.
- 4) Approval to use cedar wood chips on top of a textile geo-fabric as the substrate. The cedar mulch comes from Canada and it is resistant to bugs and the like. The cedar

- mulch will need to be replenished periodically, approximately every three years. Based on Cedar Works quote, the committee recommends budgeting about \$1000.00/year.
- 5) The Committee recommends an on-going annual budget line item of \$1500.00.

Cedar Works rendering of the play set structure recommended by the Committee is found on page 10 of his report. The play set structure is a combination of mainly cedar and some metal and plastic. The play set structure itself is designed to accommodate play for children 2-5 as well as play for children 5-12 years old.

Cedar Works recommends a sealant for the play structure, but the Committee does not recommend sealant at this time. The charge is 17% of the cost of the structure, roughly \$4000.00, which would need to be reapplied approximately every three years. The sealant is mostly for aesthetic purposes and would not significantly extend the lifespan of the structure.

The Committee is also recommending a stand-alone "rocker" be included for younger children. It does not require the ADA 6-foot fall zone.

This is not the final plan but the Committee feels strongly that we would like to have the Board's approval of the direction of the recommendations of the committee so we can be more specific with the community as we go forward with the fundraising process. We have received just over \$20,000.00 to date in donations. The gap is approximately \$16,000.00 to cross the threshold. Fundraising continues and an on-line auction, approved by the Board, will begin February 1. The Committee will apply for a permit for the play set structure to the Town's CEO, Tupee Rooney.

The Committee will come back to the Board for a final sign-off and approval. Cedar Works does require 100% payment when the order is placed. Approximate lead-time is 12 weeks. We hope to have the structure in place by July 1.

Judy M. made a motion, seconded by Jeffrey W., to approve the direction of the recommendations put forth by the Committee.

Discussion ensued. Judy M. inquired about the height of the new structure. Brady B. will confirm the dimension and height.

Bill P. – One of his concerns regarding expansion of the playground is proper drainage and washout possibilities and avoiding interference with the sewer pipe. Bill P. and Brady B. will get together for an on-site meeting.

In response to Lisa F.'s suggestion for a disabled-accessible swing seat, Brady B. said the Committee would explore replacing an existing swing with an alternative swing.

Michael T. – Clarified that the Board is not voting on final approval today. Brady B. confirmed the committee is looking for approval of the direction reflected in the Committee's written recommendations submitted to the Board.

Judy M. amended her motion, seconded by Jeffrey W., that the items 1, 2, and 3 under "Next Steps" Section A of the Committee's report be approved by the Board of Overseers.

Voted – Unanimously passed.

**Ad-Hoc Parking Ordinance Implementation Committee: Vicki Matthews** (Committee Parking Recommendations Attached)

The Committee is recommending four signs and road painting where the road is paved to eliminate an abundance of signs. Possible painting at Sea and Bay streets if deemed necessary by the Village Agent. Signage with a QR code allowing the user to access the parking map.

Jeffrey W. made a motion, seconded by Judy M., to adopt all of the committee's recommendation.

Discussion ensued regarding aesthetics, placement of signs; cost of signage, road stenciling and painting, and enforcement; identity of enforcer(s); budget source of funding; public education; material used to inform an individual of an infraction; needed Town approval for signs and painting on Town roads.

Jeffrey W. made a motion, seconded by Judy M., to modify the motion to remove items 13 & 14 from the Parking Recommendations and adopt items 1-12.

Further discussion ensued.

Jeffrey W., then made a motion, seconded by Judy M. to table the motion until further clarification.

Vicki M. thanked Dan Webster and Elaine Moss for their help.

#### **Technology Report: Brady Brim-Deforest**

Brady B. recommended that we set up NVC Maine Facebook and Twitter accounts to secure our name for these accounts, and he will offer suggestions in the future for using them.

Judy M. made a motion, seconded by Brady B. to establish Facebook and Twitter accounts for NVC Maine.

Voted: Unanimously passed.

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

Judy M. made a motion, seconded by Brady B., to approve the memorandum agreement between the Town of Northport and the NVC regarding real estate tax.

Judy M. made a motion, seconded by Jeffrey W.

"That the Northport Village Corporation Board of Overseers adopt the attached new and updated Maine Criminal Justice Academy Board of Trustees Minimum Standards (Mandated Policies):

| Policy 1  | Use of Physical Force Policy  |
|-----------|---|
| Policy 2  | Police Pursuit Policy   |
| Policy 3  | Domestic Violence Policy  |
| Policy 4  | Hostage or Barricaded Subject Incident Policy                         |
| Policy 5  | Response to Mental Illness, Involuntary Commitment & Protection_from  |
|           | Substantial Threats Policy  |
| Policy 6  | Violations of the Maine Civil Rights Act/Hate or Bias Crimes Policy   |
| Policy 7  | Recording of Law Enforcement Interviews of Suspects and Witnesses, to |
|           | Include Investigative Notes and Records in Such Cases Policy          |
| Policy 8  | Public Notification Regarding Persons in the Community Required to    |
|           | Register  |
| Policy 9  | Citizens Complaint Policy   |
| Policy 10 | Criminal Conduct by a Law Enforcement Officer Policy                  |
| Policy 13 | Bias-Based Profiling Policy   |
| Policy 14 | Execution of Unannounced Search Warrants Policy, and                  |

That the President engage individual Overseers, Committees and/or community volunteers to edit and revise NVC's existing policies and prepare new policy language to conform to these mandated policies."

Voted – Unanimously passed.

Janae N. stated that the Overseers needed to schedule workshops soon to address encroachment issues generally, 2023 budget planning and strategic planning.

Jeffrey W. – Bill P., Janae N. and Jeffrey W. will be attending the quarterly Town meeting where they will discuss infrastructure needs, maintenance fees and long-term projects.

#### **Aquafarm Update: Vicki Matthews**

It is still in the courts and may not be settled for several years. Upstream Watch and Harriet Hartley continue to need donations for this on-going legal process.

#### **Comments by Meeting Attendees**

Chris M., North Avenue, would like more clarity from the Board to solve North Avenue parking and traffic issues around parking.

Dan Webster thanked Polly Ireland for removing the tree on Village property behind her house on Maple Street and his sister's, Vicky Webster's house on 15 George Street.

Morgan K., North Avenue, questioned if Beale Walkway was an intersection? Felt there was a lack of communication regarding the sewer moratorium and public input.

Rachael Rosa, 4 Auditorium Park, expressed concerns about increased sewer rates and the sewer moratorium.

#### **Adjournment:**

Hearing no further comments, President Janae N. asked for a motion to adjourn the meeting. The meeting was adjourned at 12:06 p.m.

Respectfully submitted,

Beanie Einstein, Clerk



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

February 6, 2022 – Hybrid live meeting in Community Hall and virtual via Zoom

**Attendees:** 

President: Janae Novotny

Treasurer: Wendy Huntoon (virtually)

Clerk: Beanie Einstein (virtually)

Overseers:

Brady Brim-Deforest Lisa Fryer (virtually)

Steve Kazilionis Vicky Matthews

Judy Metcalf (virtually)
Michael Tirrell (virtually)

Jeffrey Wilt

**Meeting Called to Order:** 9:50 a.m.

#### **Public Comments:**

Christina Bandy, 34 Main Street, said that two trees she believes are on Village property, appeared to be dead and needed to be removed. During the last storm with heavy winds, limbs on one of the trees, fell onto her son's truck. Janae N. referred this matter to the Village Agent, Bill P., and Tree Warden, Lisa F. Lisa F. will communicate with the resident via email on their findings and any action to be taken.

Dan Webster requested an explanation of our bookkeeping fees.

#### **Business Meeting**

Janae N., President, explained that this is a special meeting of the Overseers not an emergency meeting. The Overseers need a motion for approval of the three recommendations that are on the agenda to begin the discussion of these related items.

Brady B. moved, seconded by Jeffrey W., approval of the three recommendations that are on the Agenda for purposes of discussion.

- 1) Recommendation from the Finance and Personnel Committee to engage Wilkie & Associates for interim bookkeeping;
- 2) Recommendation to ratify an agreement with NR Bookkeeping for transition bookkeeping; and
- 3) Recommendation from the Personnel Committee to approve a position announcement/position description for Office Manager.

Janae N. – The Personnel Committee and Finance Committee have found a bookkeeping firm, Philbrook & Associates in Rockland; however, they will not be available to take us as a client until the end of the second quarter. After searching for an interim bookkeeper, they recommend engaging Wilkie & Associates for interim bookkeeping. This firm has been assisting with the audit and is familiar with our books. It makes sense to engage them on a

limited basis until we can transition everything to the new bookkeeping firm. This is also tied into the recommendation for the Office Manager position. The Committees felt that the Officer Manager would be able to handle many of the duties of the previous Finance Manager position for less money and with better efficiency.

The NVC has signed and a new agreement with Nina Richard, NR Bookkeeping Services, for transition bookkeeping, subject to the Overseers' ratification. This Agreement was signed, as there was a project that needed to be completed prior to a tax deadline. Nina R. is working with Wendy H. on transition work. Nina R. terminated her relationship with the NVC in part because her firm did not have the capacity to do everything that the NVC required within our time schedule.

Jeffrey W. – Nina R. had given NVC two months notice and during that time the Finance & Personnel Committees have spent the last two months trying to find firms that could step in to help us with interim bookkeeping. There were not any other options for consideration, which is why they are recommending Wilkie & Associates at the hourly rate they charge of \$150.00.

Steve K. – Inquired about the agreement with NR Bookkeeping and access to QuickBooks on line.

Wendy H. - These files can easily be migrated to NVC for our subscription. We are waiting for input from Philbrook & Associates about what they would like to do from a QuickBooks standpoint.

Steve K. had several questions regarding the job description for the part-time Office Manager position. Discussion ensued regarding eligibility for benefits, weekend work, attendance at Overseers' meeting and assisting with Budget Workshops, assisting with preparation of the annual audit, etc.

Janae N. – She will amend the job description to say "periodic weekend work to attend budget workshops and monthly Sunday Overseers meetings."

Steve K. – Wanted clarification regarding the Office Manager position description regarding "signing" invoices.

Janae N. - The phrase "signing" of invoices will be changed to "approving invoices."

Steve K. suggested that the Overseers validate the budget for this position by looking at past history and hours required with a previous Office Manager.

Judy M. – Due to the critical nature and need to fill this position, the Committees did not have the time to look at the past. The Committees have been optimistic in their numbers and trying their best to deal with this difficult situation in the next several months.

Brady B. – Asked whether the Utility Trustees need to approve the increase in their portion of the Budget.

Judy M. - The Utility Trustees will need to approve these recommendations and "jump on board" as there are no other options at this time.

Jeffrey W. - The Utility Committee meeting will be next Friday and it will be on the Agenda for approval prior to the Overseers meeting on Sunday.

Janae N. asked for any further comments prior to a vote on the three recommendations. There were none.

Judy M. made a motion, seconded by Jeffrey W., to approve the recommendations of the Personnel and Finance Committee to engage Wilkie & Associates for interim bookkeeping and authorize the Officers to sign the letter of engagement.

Voted – Unanimously passed.

To approve the recommendation to ratify the agreement with NR Bookkeeping Services for transition bookkeeping.

Voted – Unanimously passed.

To approve the recommendation by the Personnel Committee to approve position announcement/description for Office Manager as amended during the Overseers discussion.

Voted – Unanimously passed.

Wendy H., Treasurer, wanted to publicly thank Janae N., President, for all the hours and work she has put in as NVC is going through this transition. She thanked her for her efforts and dedication in helping the Committees move this forward and being in the office on a regular basis and paying attention to what is transpiring and working with our current employees.

Hearing no further Overseer concerns or public comments, Janae N. asked for a motion to enter into Executive Session.

Judy M. made a motion, seconded by Jeffrey W., that the Overseers go into Executive Session for personnel matters pursuant to Title 1, Maine Revised Statutes Annotated Sections 405, Subsection 6A (M.R.S.A. ~405(6)(A).

Executive Session: 9:40 a.m.

Overseers returned from Executive Session at approximately 9:55 a.m.

Vicky M. made a motion, seconded by Judy M. to appoint Bill Paige as Interim Office Manager, compensation up to \$1,000 a month.

Voted: Unanimously passed.

The President entertained a motion to adjourn.

The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Beanie Einstein, Clerk



# Northport Village Corporation Village Agent Report February 13, 2022 Board of Overseers Meeting

#### **Parks**

- Ruggles Park: When the floats are removed in the spring, Farley will return to deal with that area.
- Bottom of Ruggles Park: Water running down the public walkway between 3 and 5
  Park Row that washes silt and rocks down the side of the Park Row extension and
  around the corner of the boat ramp down toward the Bay. Met with contractor to
  discuss installing a storm drain to capture that water. Infrastructure Committee is
  discussing.
- Water runoff in front of the new treatment plant: The hot top elevation is not high enough to prevent water runoff from collecting at the stairs to the new treatment plant. In discussion with contractor to remedy. Contractor unofficially saying that it is "up to grade" and not really a problem.
- <u>Parks maintenance</u>: Plan to work with Tree Warden/Tree Committee to recommend scope of a parks/grounds maintenance contract (not the lawn mowing contract.)

#### Wharf and floats

- Infrastructure Committee agrees that wharf delayed maintenance is the first priority.
- Swim float:
  - Will need two new ladders for next summer. Estimated cost is \$325 each.
     Due to supply issues, stainless steel rather than galvanized steel will be used.
     Order has been placed.
  - Metal and woodwork for landing that the ramp sets on the float needs repair.
     Waiting for an estimate from Scott Munroe.
- <u>Boat float repairs:</u> Need new rub rail on south end of the boat float. Have purchased new rub rail and will coordinate with volunteers in the spring to install. Need to inspect boat float and dinghy float for needed repairs.
- <u>Signage</u>: Safety Committee and Wharfmaster have requested new signage regarding swimming safety and fishing rules. Will get estimates when I receive final language from Safety, Waterfront and Wharfmaster and work with Communications to have new signs ready for next season.

#### Roads

- Working with Infrastructure Committee on road issues.
- <u>Broadway:</u> Residents have raised concerns about the October washout between Griffin and Main and the deepening ruts and potholes. I have spoken to the Road Commissioner about this.
- <u>Crushed stone at base of Ruggles Park</u>: During the seawall construction project, I told the project engineer and Infrastructure Committee Chair about my concerns

with the proposed crushed stone. I pointed out that the crushed stone would look good for the first year and then we would have a maintenance issue. Crushed stone does not freeze and would be scooped up by the snowplows. I recommended extending hot top for the parking area in front of the seawall and using gravel for the other areas. This winter, the Town and Village snowplows have plowed up the crushed stone, and we need to decide how to resurface the area in the spring.

- Water at head of Pleasant Lane: Talked with Road Commissioner about possibility of a storm drain on Broadway to address water running down Pleasant Lane. He advised me to have Brown's Excavation to look at it and give an estimate for the work. Brown's has been too busy. He asked me to check into raising the storm drain at Merithew Square to reduce the depth of the "speed bump" there and give him the estimate. Unlikely that the Town will be able to address these issues in the current budget.
- Shore Road and Bluff Road: Asked the Road Commissioner to cut back the brush in the road right-of-way at points along these roads where tree limbs and shrubs are hanging over/in the roadway. Has not been done yet.
- New encroachments on NVC property. 34 Main Street encroachments have not been removed.
- 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. I suggest that we figure out some other ways to communicate this information. Website? Zoning ordinance?

#### **Miscellaneous**

- <u>Trees:</u>
  - o I am following up with 34 Main Street resident concern about dead trees and falling tree limb damage to a vehicle.
  - Met with the arborist to look at a tree in the village right of way at 34 Clinton that the resident had requested the village remove. Confirmed that the arborist had been looking at the wrong tree. Now that we are all on the same page, the arborist agrees with the resident that the tree should be removed. Arborist will give us an estimate. He will not have time to remove it until summer.
- Truck and sander: I'm having issues with both the truck and sander, but I've been too busy recently with snowy and icy roads to take them in for maintenance.
- Merithew Square parking lot: Traditionally, after a snow event, I have plowed the parking area as soon as all of the cars moved out. Maybe because residents are working remotely or are retired, cars are not moving. To avoid damage to cars, all cars must be moved from the area before I can plow it after a storm event.
- I continue to field calls from private contractors working throughout the Village on current and planned projects in the Village.
- I continue to deal with various villagers with issues they want addressed.

- <u>Community Hall cleaning</u>. We still need to find an affordable option for annual spring-cleaning upstairs. (Commercial companies want \$1,000+ for one annual cleaning.) I'm following up with a new lead.
- <u>CMP's replacement of poles on Shore Road and Bluff Road</u>: During this work, I am onsite daily (Dig Safe) showing them where water and sewer lines are.

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

- **Ruggles Park Playground:** Need to identify and budget for annual maintenance costs of playground when finally approved.
- **Basketball court**: Resurfacing needs to be included in 2023 budget.
- **Parking Ordinance Implementation**: Requires new signage and work to prepare Cradle Park/Grove Street for parking.
- **Community Hall**: The back of the hall needs to be assessed for potential reshingling needs. The bottom trim needed to repaired, patched and cracks filled to reduce a rodent issue.
- **Floats replacement:** It is time to begin setting aside and saving money to replace the swim float. Replacement cost ballpark: \$25-45, 000. Then, it will be time to save for a new boat float. Working on refining a cost estimate.
- **Inshore mooring block for the boat float**: The block is near the end of its life and needs to be replaced.
- I am still seeking estimates from companies and individuals who consistently do good work with projects like Merithew Square and Library ground maintenance, so that we can add these areas to our parks maintenance plan to be included in the budget and managed by the Village. Donations can continue to be accepted, as available, and the work will be arranged for and overseen by the Village.
- **Bayview Park**: The estimate to reshingle the gazebo (old gatehouse roof) on Bay Street with good architect shingles, and add some needed bracing is \$5,000.

#### **Recent Utilities Activities**

- Researching future water line on Bluff Road.
- Several phone calls and explanations to Route 1 business owner about the steps and costs required for a new water service at the specific location.

Submitted by Bill Paige, Village Agent.

### Treasurer's Report 02/13/2022

#### Warrants

- Warrants will be available at the meeting for review and signature by the Overseers.
  - Warrants and bills are being done by hand for the January bills as the transition is being done from NR Bookkeeping (Dec 2021 warrants) to Wilke & Associates (Feb 2022 warrants). Office staff and Officers are reviewing and assembling the information.
  - In order to maintain appropriate separation of functions an Overseer (Jeffrey Wilt) will be writing the checks for the January 2022 bills with the President signing the checks.
  - Information will be entered into the general ledger after the warrants are approved and bills are paid.
- o Interim Bookkeeping bill paying process (recommended)
  - It is recommended that while Wilke & Associates are preforming the accounting, the warrant process resumes to online review and approval.
  - Bangor Savings e-bill function can add up to a 7-day delay in sending out the checks. Moving the warrant review process to before the Overseers meeting the checks can be sent out earlier in the month.

#### • Financial Reports

 No financial reports are provided due to the lack of bookkeeping support for most of January 2022.

#### • Bookkeeping and Finance Manager

- o Wilke & Associates was engaged as interim Bookkeeping/Accounting firm.
- The interim Office Manager will perform some of the finance manager duties until the approved Office Manager position is filled.
- o Budgeted and projected 2022 Office budget information was provided at the 02/06/2022 with new positions budgeted for just a partial (10 months) year.

#### • NVC Office Support

- Provided roughly 20 hour per week on office, bookkeeping and financial management support, including working with office staff, contracted vendors (NR Bookkeeping, Wilke & Associates, Prudy Powers).
- Worked with NVC overseers, officers and staff on online security issues as it relates to financial matters: secure document repository; NVC's ability to secure Personally Identifiable Information (PII); mechanism for implementing two-factor authentication for access to bookkeeping portal.
- Gap in bookkeeping services has necessitated the request for an extension for the Workman's Compensation Insurance worker's payroll audit which is due on February 11, 2022.

#### • 2020 Audit

- O Continue to work with Wilke & Associates and Purdy Powers to resolve outstanding 2020 audit issues. Work has slowed due to the transition from NR
- Financial Controls Needs to be reviewed by the Overseers to ensure that stated controls are followed. (See document repository)

### Governance Committee Report For Overseers Meeting 2/13/2022

The Governance Committee met on Saturday, February 5, 2022 at 9:30. The participants were Dan Webster, Elaine Moss, Beverly Crofoot, and Jeffrey Wilt. Chris Maseychik also shared input.

#### Action Items for Overseers:

- Remote Participation Policy: The Governance Committee reviewed the revision of the Remote Participation Policy which arose from the public comments at the public hearing on 1/16. That policy was amended to reinforce that whether or not the Overseers meeting remotely, a remote access option will be made available to the public.

  Recommend that the Overseers adopt as amended. (Copy attached)
- **Public Access Policy:** the revised Public Access Policy is in order for adoption. No changes in the draft have been made as a result of the public hearing, where no comments were made on the policy. **Recommend that the Overseers adopt as drafted. (Copy Attached).**

#### Other Business:

- Fireworks Ordinance. The display arranged by private citizens on Village property on New Years Eve was enjoyable and appeared safe. It was also a violation of the absolute prohibition against such use. The Committee will be incorporating recommended language to allow some limited fireworks only in "off season" circumstances (1) with prior notice and approval from the Overseers; (2) only on the public beach or causeway; and (3) with a specific description of the type of fireworks to be used. Notice to the Fire Department will be a precondition of the permission.

Under the state law which permitted limited use of consumer fireworks and municipal control of same, only the municipality can adopt or amend the ordinance. The town worked with the Village to do that in 2012. Recommended language will be developed for next Governance Committee meeting (3/5) and presented to Overseers and Town. A public hearing will be required.

Public Lands, Parks, and Paths –Discrete signs will be developed and recommended for all identified public pathways to remind all of their existence and remind all to be use respectfully. The sense of the committee that a Policy Statement should be developed whereby publicly owned land (see partial map attached hereto) will remain forever the property of the Village. It was the sense of the committee that short term "gain" by disposing of such greenspace through sale or otherwise would place undue burden on the Village infrastructure through potential development. Elaine volunteered to draft first draft for committee review.

The Committee reinforced that the Board of Overseers should continue its enforcement and removal of personal property installed on village property, including within the full width of village streets and ways.

- Zoning Ordinance review and revision: Goals were identified for review:

- Clarity and cross-referencing of provisions so that provisions are not overlooked (examples: accessory structure set back; lot coverage)
- Better management of and prevention of loss of pervious surface by using shoreland zone ordinance as guide; look at roof run off and storm water run off issues; driveway building.
- Better management of parking by considering and preserving off street parking as part all permitted renovation;
- Consistency in lot coverage provisions in varying districts;
- Clearer mapping;
- Evaluate impact on community of rental use of property
- Clarify provisions for Board of Appeals proceedings and variances (as noted by community members as necessary and requested by Board of Appeals members in 2021)
- As part of "donuts and dialogue" discussions assure community shares its interests in aesthetic elements of ordinance
- Confer and cooperation with town re: all the above.

New Business to consider at next meeting:

Bylaws revisions?

As may be necessitated to consider revision of quorum requirements.

Next meeting: Saturday, March 5, 2022 at 9:30 via Zoom.

Members of the public who are interested in joining or sharing ideas should contact me at metcalf442@myfairpoint.net

Judy Metcalf

#### **Northport Village Corporation**

#### **Policy for Public Access**

Reflecting changes adopted on 10/11/09 RECOMMENDED CHANGES as of 11/14/21

Maine law provides as follows:

"Except as otherwise provided by statute, a person has the right to inspect and copy any public record in accordance with [1 M.R.S. § 408-A] within a reasonable time of making the request to inspect or copy the public record." 1 M.R.S. § 408-A ("Public records available for inspection and copying")

In order to assure that the Village citizens and the general public have access to these public records, the Village hereby adopts the following policies, all as permitted by the Law:

- 1. Public records. "The term "public records" means [generally] any written, printed or graphic matter or any mechanical or electronic data compilation from which information can be obtained, directly or after translation into a form susceptible of visual or aural comprehension, that is in the possession or custody of the [Village or its officials][Need to define "officials." I would assume public records of the Village would include communications not just of "officials" but also of, for example, vendors and committee members? (DTW)] and has been received or prepared for use in connection with the transaction of public or governmental business or contains information relating to the transaction of public or governmental business." 1 M.R.S. §§ 402(3) and 402(3A) ("Definitions | Public records").
- 2. Exclusions. The statute and definitions exclude many categories from the definition of Public Records, including: employees' personnel files; Village papers and reports until signed and publicly distributed, working papers, drafts and interoffice and intraoffice memoranda used or maintained by any Overseer or Officer, committee chairperson to prepare proposed papers or reports for consideration by Village Overseers; and those matters which are designated as confidential or privileged under the law in 1 M.R.S.A. § 402(3A). The Village will comply with the mandate of the statute to read any exceptions narrowly so as to assure as complete public access as required by the laws of Maine.
- 3. The right to inspect. "A person may inspect any public record during reasonable office hours." 1 M.R.S. § 408-A(1). The Village will not charge a fee for inspection unless the public record "cannot be inspected without being converted or compiled." See below for the amount and scope of an allowed fee in the event compilation or the like is requested or required.
- **4.** The right to copy. "A person may copy a public record in the office of the agency or official having custody of the public record during reasonable office

hours or may request that the agency or official having custody of the record provide a copy." 1 M.R.S. § 408-A(2). The amount of the charge is set forth below.

- **5.** Acknowledgement and time estimate. The Village will acknowledge any requests within five working days of receipt. The Village's acknowledgment will include an estimate of the time necessary to comply with request, identify any clarifications of the scope of the request, and include an estimate of potential cost of production. 1 M.R.S. § 408-A(3).
- **6.** No requirement to create new record. The Village has no duty to create a public record that does not exist. 1 M.R.S. § 408-A(6).
- 7. Electronically stored public records. The Village recognizes that Public Records include those Public Records stored electronically, in the cloud or otherwise [Consider instead "either on-site or off-site" (DTW)]. Those documents will be produced in paper form. 1 M.R.S. § 408-A(7).
- **8.** No right to harass. The right of public access does not allow any requesting party to berate, harass, or intimidated any employee or representative of the Northport Village Corporation. The right of public access must be exercised in the lobby or community room of the Village Office at a reasonably scheduled time. No original records belonging to the Northport Village Corporation shall be removed by any requesting party at any time. [The Village may deny a request if it is perceived to be made inconsistently with the rights of access.][This language is not in the statute. Suggest changing to the language used in the statute, which references a request that is "unduly burdensome or oppressive." (DTW)] In that circumstance, the Village must comply with 1 M.R.S. §§ 408-A(4), 408-A(4-A).
- **9. Right to protest or challenge failure to comply with requests.** If a member of the public believes that the Village's response to any request for access does not comply with request or the law, the person may avail himself or herself of the rights under 1 M.R.S. §§ 409 ("Appeals") and 410 ("Violations").

#### 10. Fees.

- a. **Paper Copies.** From original paper source or from electronic copies, \$0.25 per copy. Postage will be charged with a handling fee of \$2.00, in addition to the copy cost.
- b. **Research**. If the Village must research public records according to selection criteria set by the requestor (other than for records of a specific type): \$15.00 per hour, provided, however, that there shall be no research charge for standing orders other than for research required at the time the standing order is initiated.
- c. **Payment**. Payment may be required in advance if the estimate of cost exceeds \$100, subject to prompt refund of any excess amount received. If

advance payment is inadequate, final payment shall be made before delivery of copies.

d. Nothing in this section shall limit the right of the Village to distribute copies free of charge in connection with the conduct of a public proceeding.

#### Resources:

- 1 M.R.S. § 402: https://www.mainelegislature.org/legis/statutes/1/title1sec402.html
- 1 M.R.S. § 408-A: https://www.mainelegislature.org/legis/statutes/1/title1sec408-A.html
- 1 M.R.S. § 409: https://www.mainelegislature.org/legis/statutes/1/title1sec409.html
- 1 M.R.S. § 410: https://www.mainelegislature.org/legis/statutes/1/title1sec410.html

For Review: 10-31-21

As further revised and recommended: 1/12/22

As further revised and recommended after public hearing 1/16/2022; approved by Governance

Committee, 2/5/22

#### REMOTE PARTICIPATION POLICY

Board of Overseers Northport Village Corporation

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, the above-named Board of Overseers adopts the following policy to govern the participation, via remote methods, of members of the Board of Overseers and the public in the public proceedings or meetings of the Board of Overseers.

Members of the Board of Overseers are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the Board of Overseers to meet via remote methods, or in the absence of a member due to illness or significant difficulty traveling to the meeting location. The chair or presiding officer of the Board of Overseers, in consultation with other members if appropriate and possible, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. A member who is unable to attend a meeting in person will notify the chair or presiding officer as far in advance as reasonably possible.

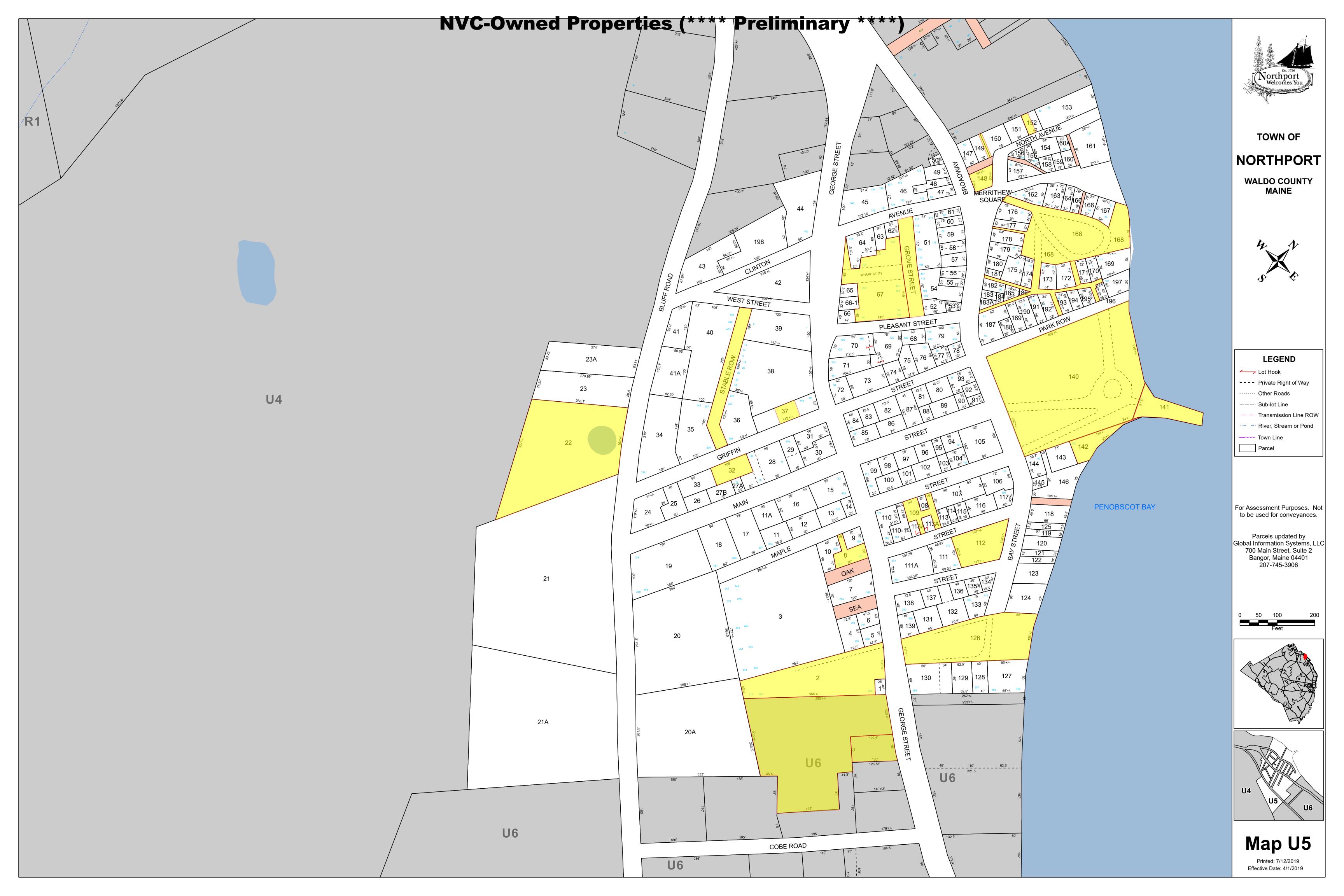
Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

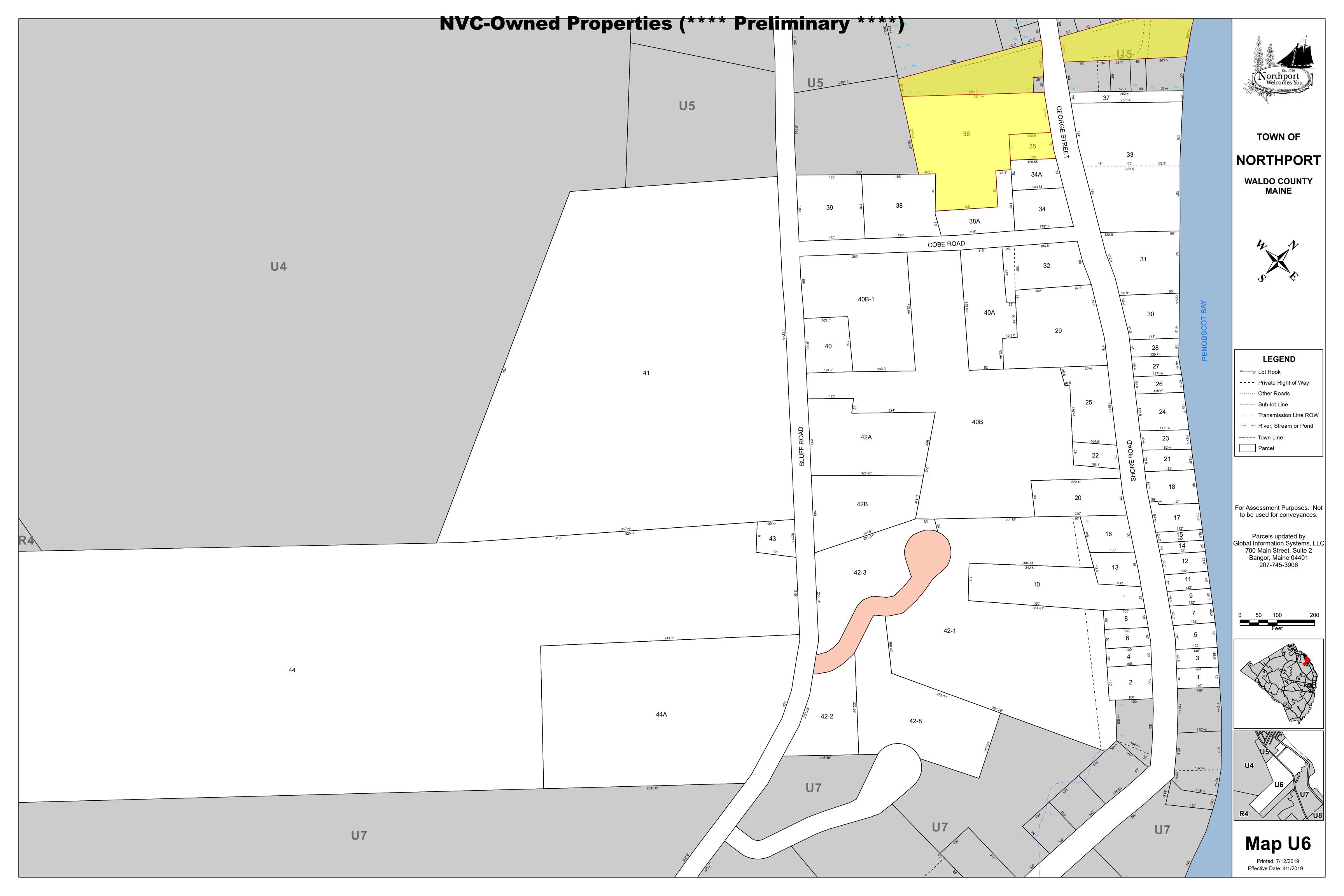
The public will be provided a meaningful opportunity to attend via remote methods when any member of the Board of Overseers participates via remote methods. If public input is allowed or required at the meeting, an effective means of communication between the Board of Overseers and the public will also be provided. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire Board of Overseers to meet using remote methods.

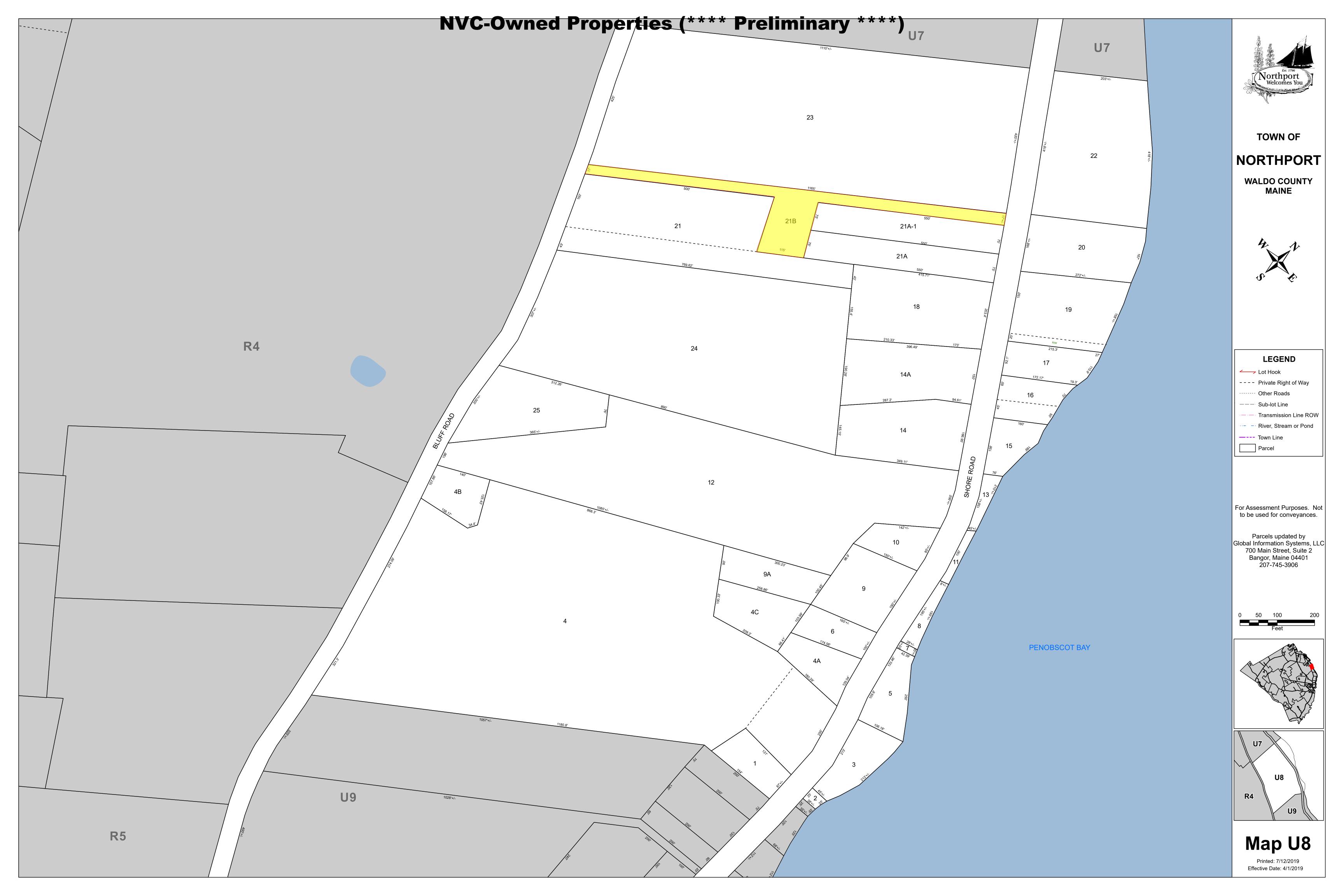
Notice of all meetings will be provided in accordance with 1 M.R.S. § 406 and any applicable charter, ordinance, policy, or bylaw. It is the intention of the Overseers to allow the public to observe all meetings remotely so long as the means is available regardless of whether the Overseers Meeting is a remote meeting or in person meeting. Notice of Public Meetings will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify a location where the public may attend the meeting in person. The Board of Overseers may not determine that public attendance at a proceeding will be limited solely to remote methods except when an emergency or urgent issue exists that requires the public body to meet by remote methods. The Board of Overseers will make all documents and materials to be considered by the Board of Overseers available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the Board of Overseers.

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the Board of Overseers and the public.

This policy will remain in force indefinitely unless amended or rescinded.







NORTHPORT VILLAGE

#### Real Estate Tax Commitment Book - 2.610

08/05/2021

10:55 AM 2021 Northport Village Corporation Page 39 Building Exemption Account Name & Address Land Assessment Tax 84,000 1254 NELSON, STEVEN E 188,800 272,800 712.01 NELSON, VICKI H 0.09 Acres 0 481 ELIOT STREET Soft: 0.00 0.00 0 Mixed: MILTON MA 02186 0.00 Hard: 0 B4193P065 16 AUDITORIUM PARK U05-176 B4193P65 08/15/2017 525,400 1154 NORTHPORT GOLF CLUB 131,600 657,000 1,714.77 C/O PAUL DOODY 181.80 Acres PO BOX 187 Soft: 0.00 0 BELFAST ME 04915 Mixed: 0.00 0 Hard: 0.00 0 B0664P0203 581 BLUFF ROAD U04-25 B664P203 B4617P233 03/05/2021 1197 NORTHPORT GOLF CORP., 62,500 0 0 62,500 163.13 THE C/O PAUL DOODY Acres 48.00 PO BOX 187 0.00 0 Soft: BELFAST ME 04915 0.00 0 Mixed: 0.00 Hard: 0 B1421P0156 2 CROSS STREET R01-03 B1421P156 1155 NORTHPORT VILLAGE CORP. 39,600 800 0.00 40,400 Ω 17 Village Corp.... \*OLD JAIL 0.12 Acres Soft: 0.00 0 NORTHPORT ME 04849 0.00 0 Mixed: 0.00 Hard: Ω

32 GRIFFIN STREET U05-032 1156 NORTHPORT VILLAGE CORP.

|      |                         | /      |      | , |                 |   |      |
|------|-------------------------|--------|------|---|-----------------|---|------|
|      | *NEAR CRADLE PARK       | Acres  | 0.64 |   | 17 Village Corp |   |      |
|      |                         | Soft:  | 0.00 | 0 |                 |   |      |
|      | NORTHPORT ME 04849      | Mixed: | 0.00 | 0 |                 |   |      |
|      |                         | Hard:  | 0.00 | 0 |                 |   |      |
|      | 7 PLEASANT STREET       |        |      |   |                 |   |      |
|      | U05-067                 |        |      |   |                 |   |      |
| 1157 | NORTHPORT VILLAGE CORP. | 39,500 |      | 0 | 39,500          | 0 | 0.00 |
|      | 813 SHORE ROAD          | Acres  | 0.10 |   | 17 Village Corp |   |      |
|      |                         | Soft:  | 0.00 | 0 |                 |   |      |
|      | NORTHPORT ME 04849      | Mixed: | 0.00 | 0 |                 |   |      |
|      |                         | Hard:  | 0.00 | 0 |                 |   |      |
|      | 12 MAPLE STREET         |        |      |   |                 |   |      |
|      | U05-109                 |        |      |   |                 |   |      |

10,200

156,100

n

0.00

145,900

|              | Land       | Building   | Exempt  | Total      | Tax        |
|--------------|------------|------------|---------|------------|------------|
| Page Totals: | 1,001,700  | 226,600    | 236,000 | 992,300    | 2,589.91   |
| Subtotals:   | 39,177,800 | 17,578,800 | 236,000 | 56,520,600 | 147,518.90 |

NORTHPORT VILLAGE

10:55 AM

### Real Estate Tax Commitment Book - 2.610 2021 Northport Village Corporation

08/05/2021

Page 40

| 7 9 9 9 1 1 1     | Nama ( Address          |         | _    | _        | CC  | Errompt i on | 7   | Page | T0   |
|-------------------|-------------------------|---------|------|----------|-----|--------------|-----|------|------|
| -                 | Name & Address          | Land    |      | Building |     | Exemption    |     |      | Tax  |
| 1158              | NORTHPORT VILLAGE CORP. | 39,900  |      | 0        |     | 39,900       | 0   |      | 0.00 |
|                   | *BLAISDELL PARK         | Acres   | 0.27 |          | 17  | Village Corp | • • |      |      |
|                   |                         | Soft:   | 0.00 | 0        |     |              |     |      |      |
|                   | NORTHPORT ME 04849      | Mixed:  | 0.00 | 0        |     |              |     |      |      |
|                   |                         | Hard:   | 0.00 | 0        |     |              |     |      |      |
|                   |                         |         |      |          |     |              |     |      |      |
|                   | 3 SEA STREET            |         |      |          |     |              |     |      |      |
|                   | U05-112                 |         |      |          |     |              |     |      |      |
| 1159              | NORTHPORT VILLAGE CORP. | 308,500 |      | 0        |     | 308,500      | 0   |      | 0.00 |
|                   | *LOWER BAYVIEW PARK     | Acres   | 1.10 |          | 17  | Village Corp |     |      |      |
|                   |                         | Soft:   | 0.00 | 0        |     |              |     |      |      |
|                   | NORTHPORT ME 04849      | Mixed:  | 0.00 | 0        |     |              |     |      |      |
|                   | NORTHI ORT THE 0 TO 19  | Hard:   | 0.00 | 0        |     |              |     |      |      |
|                   |                         | nara.   | 0.00 | o o      |     |              |     |      |      |
|                   | 1 BAYVIEW PARK          |         |      |          |     |              |     |      |      |
|                   | U05-126                 |         |      |          |     |              |     |      |      |
| 1160              |                         | 311,300 |      | 0        |     | 211 200      | 0   |      |      |
| 1100              | NORTHPORT VILLAGE CORP. |         |      | 0        | 1.0 | 311,300      | 0   |      | 0.00 |
| 1                 | *RUGGLES PARK           | Acres   | 2.20 | _        | Τ./ | Village Corp | • • |      |      |
| 1                 |                         | Soft:   | 0.00 | 0        |     |              |     |      |      |
|                   | NORTHPORT ME 04849      | Mixed:  | 0.00 | 0        |     |              |     |      |      |
|                   |                         | Hard:   | 0.00 | 0        |     |              |     |      |      |
|                   |                         |         |      |          |     |              |     |      |      |
|                   | 1 RUGGLES PARK          |         |      |          |     |              |     |      |      |
|                   | U05-140                 |         |      |          |     |              |     |      |      |
| 1161              | NORTHPORT VILLAGE CORP. | 406,000 |      | 24,900   |     | 430,900      | 0   |      | 0.00 |
|                   | *WHARF                  | Acres   | 0.10 |          | 17  | Village Corp |     |      |      |
|                   |                         | Soft:   | 0.00 | 0        |     |              |     |      |      |
|                   | NORTHPORT ME 04849      | Mixed:  | 0.00 | 0        |     |              |     |      |      |
|                   |                         | Hard:   | 0.00 | 0        |     |              |     |      |      |
|                   |                         |         |      |          |     |              |     |      |      |
|                   | 2 RUGGLES PARK          |         |      |          |     |              |     |      |      |
|                   | U05-141                 |         |      |          |     |              |     |      |      |
| 1162              | NORTHPORT VILLAGE CORP. | 406,000 |      | 0        |     | 406,000      | 0   |      | 0.00 |
|                   | *YACHT CLUB LAND        | Acres   | 0.05 |          | 17  | Village Corp |     |      |      |
|                   |                         | Soft:   | 0.00 | 0        |     | 3 1          |     |      |      |
|                   | NORTHPORT ME 04849      | Mixed:  | 0.00 | 0        |     |              |     |      |      |
|                   |                         | Hard:   | 0.00 | 0        |     |              |     |      |      |
|                   |                         | nar a   | 0.00 | · ·      |     |              |     |      |      |
|                   | 8 RUGGLES PARK          |         |      |          |     |              |     |      |      |
| 1                 | U05-142                 |         |      |          |     |              |     |      |      |
| 1162              | NORTHPORT VILLAGE CORP. | 106,500 |      | 0        |     | 106,500      | 0   |      | 0.00 |
| 1103              |                         |         | 0.06 | U        | 1 7 |              | _   |      | 0.00 |
| 1                 | *BEALE PARK             | Acres   |      | ^        | Τ/  | Village Corp | • • |      |      |
| 1                 | MODELLEONE ME 04040     | Soft:   | 0.00 | 0        |     |              |     |      |      |
| 1                 | NORTHPORT ME 04849      | Mixed:  | 0.00 | 0        |     |              |     |      |      |
| 1                 |                         | Hard:   | 0.00 | 0        |     |              |     |      |      |
|                   |                         |         |      |          |     |              |     |      |      |
|                   | 30 BROADWAY             |         |      |          |     |              |     |      |      |
|                   | U05-148                 |         |      |          |     |              |     |      |      |
| $116\overline{4}$ | NORTHPORT VILLAGE CORP. | 307,700 |      | 0        |     | 307,700      | 0   |      | 0.00 |
| 1                 | *AUDITORIUM PARK        | Acres   | 0.76 |          | 17  | Village Corp | • • |      |      |
| 1                 |                         | Soft:   | 0.00 | 0        |     |              |     |      |      |
|                   | NORTHPORT ME 04849      | Mixed:  | 0.00 | 0        |     |              |     |      |      |
| 1                 |                         | Hard:   | 0.00 | 0        |     |              |     |      |      |
| 1                 |                         |         |      |          |     |              |     |      |      |
| 1                 | 20 AUDITORIUM PARK      |         |      |          |     |              |     |      |      |
| 1                 | U05-168                 |         |      |          |     |              |     |      |      |
|                   |                         |         |      |          |     |              |     |      |      |

|              | Land       | Building   | Exempt    | Total      | Tax        |
|--------------|------------|------------|-----------|------------|------------|
| Page Totals: | 1,885,900  | 24,900     | 1,910,800 | 0          | 0.00       |
| Subtotals:   | 41,063,700 | 17,603,700 | 2,146,800 | 56,520,600 | 147,518.90 |

| count | Name & Address                     | Land            |      | Building | Corporation Ass | Page<br>sessment | Т |
|-------|------------------------------------|-----------------|------|----------|-----------------|------------------|---|
| 1165  | NORTHPORT VILLAGE CORP.            | 54,900          |      | 102,800  | 157,700         | 0                | 0 |
|       | *WATER TREATMENT PLANT & RESERVOIR | Acres           | 1.70 | ·        | 17 Village Corp |                  |   |
|       |                                    | Soft:           | 0.00 | 0        |                 |                  |   |
|       | Northport ME 04849                 | Mixed:          | 0.00 | 0        |                 |                  |   |
|       |                                    | Hard:           | 0.00 | 0        |                 |                  |   |
|       | 533 BLUFF ROAD                     |                 |      |          |                 |                  |   |
| 1166  | U05-022                            | 111 000         |      |          | 111 000         |                  |   |
| 1166  | NORTHPORT VILLAGE CORP.            | 111,800         |      | 0        | 111,800         | 0                | ( |
|       | *UPPER BAYVIEW PARK                | Acres           | 1.00 | _        | 17 Village Corp |                  |   |
|       |                                    | Soft:           | 0.00 | 0        |                 |                  |   |
|       | Northport ME 04849                 | Mixed:          | 0.00 | 0        |                 |                  |   |
|       |                                    | Hard:           | 0.00 | 0        |                 |                  |   |
|       | 3 GEORGE STREET<br>U05-002         |                 |      |          |                 |                  |   |
| 1167  | NORTHPORT VILLAGE CORP.            | 72,100          |      | 79,700   | 151,800         | 0                | ( |
|       | *COMMUNITY HALL                    | Acres           | 0.20 | •        | 17 Village Corp |                  |   |
|       |                                    | Soft:           | 0.00 | 0        |                 |                  |   |
|       | NORTHPORT ME 04849                 | Mixed:          | 0.00 | 0        |                 |                  |   |
|       | 1011111 0111 112 0 10 15           | Hard:           | 0.00 | 0        |                 |                  |   |
|       | 813 SHORE ROAD<br>U06-35           |                 |      |          |                 |                  |   |
| 1168  | NORTHPORT VILLAGE CORP.            | 13,500          |      | 0        | 13,500          | 0                | ( |
|       | *SAMWAY GIFT                       | Acres           | 0.45 |          | 17 Village Corp |                  |   |
|       |                                    | Soft:           | 0.00 | 0        |                 |                  |   |
|       | NORTHPORT ME 04849                 | Mixed:          | 0.00 | 0        |                 |                  |   |
|       |                                    | Hard:           | 0.00 | 0        |                 |                  |   |
|       | 629 SHORE ROAD<br>U08-21-B         |                 |      |          |                 |                  |   |
| 1333  | NORTHPORT VILLAGE CORP.            | 39,500          |      | 0        | 39,500          | 0                | ( |
| 1333  | 813 SHORE ROAD                     | Acres           | 0.10 | 0        | 17 Village Corp | · ·              | ` |
|       |                                    | Soft:           | 0.00 | 0        |                 |                  |   |
|       | NORTHPORT ME 04849                 | Mixed:          | 0.00 | 0        |                 |                  |   |
|       | NORTH ORT PIE 01019                | Hard:           | 0.00 | 0        |                 |                  |   |
|       | 19 GEORGE STREET<br>U05-008        |                 |      |          |                 |                  |   |
| 1810  | NORTHPORT VILLAGE<br>CORPORATION   | 36,500          |      | 0        | 36,500          | 0                | ( |
|       | 813 SHORE ROAD                     | Acres           | 0.06 |          | 17 Village Corp |                  |   |
|       |                                    | Soft:           | 0.00 | 0        |                 |                  |   |
|       | NORTHPORT ME 04849                 | Mixed:          | 0.00 | 0        |                 |                  |   |
|       | NORTHFORT PIE 04049                | Mixed:<br>Hard: | 0.00 | 0        |                 |                  |   |
|       |                                    | воб58Р0019      | 0.00 | U        |                 |                  |   |
|       | GRIFFIN STREET                     |                 |      |          |                 |                  |   |

|              | Land       | Building   | Exempt    | Total      | Tax        |
|--------------|------------|------------|-----------|------------|------------|
| Page Totals: | 328,300    | 182,500    | 510,800   | 0          | 0.00       |
| Subtotals:   | 41,392,000 | 17,786,200 | 2,657,600 | 56,520,600 | 147,518.90 |

| 10:55 AM | I   | 2021 Nor        | thpor | t Village | nt Book - 2. Corporation |            | 08/05/2021<br>Page 42 |
|----------|---|-----------------|-------|-----------|--------------------------|------------|-----------------------|
|          | Name & Address                            | Land            |       | Building  | Exemption                | Assessment | Tax                   |
| 1088     | NORTHPORT VILLAGE CORPORATION             | 22,100          | )     | 0         | 22,100                   | 0          | 0.00                  |
|          | 813 SHORE ROAD                            | Acres           | 1.60  |           | 17 Village Corp          |            |                       |
|          |   | Soft:           | 0.00  | 0         | 1 15                     |            |                       |
|          | NORTHPORT ME 04849                        | Mixed:          | 0.00  | 0         |                          |            |                       |
|          |   | Hard:           | 0.00  | 0         |                          |            |                       |
|          |   | B3937P030       |       |           |                          |            |                       |
|          | 817 SHORE ROAD                            |                 |       |           |                          |            |                       |
|          | U06-36                                    |                 |       |           |                          |            |                       |
|          | B3937P30 02/08/2015                       |                 |       |           |                          |            |                       |
| 1169     | NORTHPORT YACHT CLUB                      | С               | )     | 25,800    | 0                        | 25,800     | 67.3                  |
|          | PO BOX 957                                |                 |       |           |                          |            |                       |
|          | BELFAST ME 04915                          |                 |       |           |                          |            |                       |
|          | 10 RUGGLES PARK                           |                 |       |           |                          |            |                       |
|          | U05-142-L                                 |                 |       |           |                          |            |                       |
| 1255     | NOTTINGHAM PROPERTIES,                    | 412,200         | )     | 211,900   | 0                        | 624,100    | 1,628.9               |
| 1233     | LLC                                       | 112,200         | ,     | 211,500   | O                        | 021,100    | 1,020.9               |
|          | 9 WEST 8TH STREET                         | Acres           | 1.00  |           |                          |            |                       |
|          |   | Soft:           | 0.00  | 0         |                          |            |                       |
|          | NEW YORK NY 10011                         | Mixed:          | 0.00  | 0         |                          |            |                       |
|          |   | Hard:           | 0.00  | 0         |                          |            |                       |
|          |   | B1728P0290      |       |           |                          |            |                       |
|          | 626 SHORE ROAD                            |                 |       |           |                          |            |                       |
|          | U08-20                                    |                 |       |           |                          |            |                       |
|          | B1728P290 B4099P155 09/                   | 14/2016         |       |           |                          |            |                       |
| 1102     | NOVOTNY, JANAE H                          | 305,000         | )     | 93,900    | 0                        | 398,900    | 1,041.1               |
|          | 7 PARK ROW                                | Acres           | 0.04  |           |                          |            |                       |
|          |   | Soft:           | 0.00  | 0         |                          |            |                       |
|          | NORTHPORT ME 04849                        | Mixed:          | 0.00  | 0         |                          |            |                       |
|          |   | Hard:           | 0.00  | 0         |                          |            |                       |
|          | 5   | B1946P0040      |       |           |                          |            |                       |
|          | 7 PARK ROW                                |                 |       |           |                          |            |                       |
|          | U05-194                                   |                 |       |           |                          |            |                       |
| 060      | B3927P67 08/22/2013                       | 105 000         | \     | 61 000    | 0                        | 247 600    | 646.2                 |
| 900      | OATES-NIES, KATHLEEN 427 SAINT MARKS AVE. | 185,800         | 0.05  | 61,800    | U                        | 247,600    | 040.2                 |
|          | 12/ SAINI MAKAS AVE.                      | Acres<br>Soft:  | 0.05  | 0         |                          |            |                       |
|          | WESTFIELD NJ 07090                        | Sort:<br>Mixed: | 0.00  | 0         |                          |            |                       |
|          | MEDILIGIO IN 0/030                        | Mixed:<br>Hard: | 0.00  | 0         |                          |            |                       |
|          |   | пати.           | 0.00  | U         |                          |            |                       |

B4202P303 09/12/2017

U05-174

12 AUDITORIUM PARK

1178 OBERG, COLLEEN M 411,000 55,100 466,100 1,216.52 OBERG, CARL I Acres 0.10

776 LIGHTWOOD LANE Soft: 0.00 0 Mixed: 0.00 0 HARTWELL GA 30643 Hard: 0.00 0

B4202P303

B4117P279

4 BAY STREET U05-124

|              | Land       | Building   | Exempt    | Total      | Tax        |
|--------------|------------|------------|-----------|------------|------------|
| Page Totals: | 1,336,100  | 448,500    | 22,100    | 1,762,500  | 4,600.13   |
| Subtotals:   | 42,728,100 | 18,234,700 | 2,679,700 | 58,283,100 | 152,119.03 |

#### **NVC General Budget 2022**

| •  | 2021       | 2022       |
|--|------------|------------|
|  | Approved   | Approved   |
|  | Budget     | Budget     |
| Ordinary Revenue/Expenditure             | Duagot     | Daagot     |
| Revenue                                  |            |            |
| 4000 · Operating Revenue                 |            |            |
| 4005 · Taxes-Real Estate                 | 232,238.00 | 295,600.00 |
| 4010 · Late Fees - User                  | 0.00       | 250,000.00 |
| 4030 · Town Reimbursement                | 25,000.00  | 10,000.00  |
| 4064 · Rent From Utilities               | 3,000.00   | 3,000.00   |
| Total 4000 · Operating Revenue           | 260,238.00 | 308,600.00 |
| Total 1000 Operating Norollad            | 200,200.00 | 000,000.00 |
| 4100 · Nonoperating Revenue              |            |            |
| 4035 · Interest Income - Reserves        | 2,800.00   | 900.00     |
| 4058 · Community Hall Rental             | 0          | 700.00     |
| 4075 · Watercraft Registration Fees      | 0.00       | 300.00     |
| Total 4100 · Nonoperating Revenue        | 2,800.00   | 1,900.00   |
| Total Revenue                            | 263,038.00 | 310,500.00 |
| Gross Revenue                            | 263,038.00 | 310,500.00 |
|  |            |            |
| Expenditures                             |            |            |
| 6000 · Administration                    |            |            |
| 6001 · Office Supplies                   | 750.00     | 750.00     |
| 6002 · Postage                           | 350.00     | 350.00     |
| 6041 · Property and Casualty Insurance   | 4,400.00   | 4,705.00   |
| 6042 · MMA Membership                    | 234.00     | 231.00     |
| 6060 · Professional Services             |            |            |
| 6055 · Office - Services Purchased       | 100.00     | 100.00     |
| 6061 · Financial Officer                 | 6000.00    | 5,000.00   |
| 6062 · Accounting                        | 4200.00    | 3,300.00   |
| 6063 · Auditors                          | 2,800.00   | 2,800.00   |
| 6064 · Payroll Service                   | 1,545.00   | 1,545.00   |
| Total 6060 · Professional Services       | 14,645.00  | 12,745.00  |
| 6125 · Tax Collection                    | 4,520.00   | 4,650.00   |
| 6700 · Village Truck                     |            |            |
| 6701 · Gas-Truck                         | 1,000.00   | 1,000.00   |
| 6702 · Truck Maintenance                 | 600.00     | 1,500.00   |
| 6704 · Accrue For Truck Replacement      | 2,000.00   | 2,000.00   |
| Total 6700 · Village Truck               | 3,600.00   | 4,500.00   |
| Total 6000 · Administration              | 28,499.00  | 27,931.00  |
| 6199 · Employee Wages and Benefits       |            |            |
| 6010 · Village Officials                 | 1,100.00   | 1,100.00   |
| 6020 · Village Agent                     | 20,000.00  | 21,000.00  |
| 6030 · Office Personnel                  | 3000.00    | 10,200.00  |
| 6180 · Payroll Taxes                     | 2,650.00   | 3,600.00   |
| 6190 · Employee Benefits                 |            |            |
| 6094 · Company Paid Benefits             | 3500.00    | 3,500.00   |
| 6191 · Workers Compensation Insurance    | 1,900.00   | 2,400.00   |
| 6192 · Income Protection Plan            | 300.00     | 300.00     |
| Total 6190 · Employee Benefits           | 5,700.00   | 6,200.00   |
| Total 6199 · Employee Wages and Benefits | 32,450.00  | 42,100.00  |

#### **NVC General Budget 2022**

|  | 0004       | 2000       |
|--|------------|------------|
|  | 2021       | 2022       |
|  | Approved   | Approved   |
| - II - II  | Budget     | Budget     |
| Ordinary Revenue/Expenditure             |            |            |
| Revenue                                  |            |            |
| 4000 · Operating Revenue                 |            |            |
| 4005 · Taxes-Real Estate                 | 232,238.00 | 295,600.00 |
| 4010 · Late Fees - User                  | 0.00       | -          |
| 4030 ⋅ Town Reimbursement                | 25,000.00  | 10,000.00  |
| 4064 · Rent From Utilities               | 3,000.00   | 3,000.00   |
| Total 4000 · Operating Revenue           | 260,238.00 | 308,600.00 |
|  |            |            |
| 4100 · Nonoperating Revenue              |            |            |
| 4035 · Interest Income - Reserves        | 2,800.00   | 900.00     |
| 4058 · Community Hall Rental             | 0          | 700.00     |
| 4075 · Watercraft Registration Fees      | 0.00       | 300.00     |
| Total 4100 · Nonoperating Revenue        | 2,800.00   | 1,900.00   |
| Total Revenue                            | 263,038.00 | 310,500.00 |
| Gross Revenue                            | 263,038.00 | 310,500.00 |
|  |            |            |
| Expenditures                             |            |            |
| 6000 · Administration                    |            |            |
| 6001 · Office Supplies                   | 750.00     | 750.00     |
| 6002 · Postage                           | 350.00     | 350.00     |
| 6041 · Property and Casualty Insurance   | 4,400.00   | 4,705.00   |
| 6042 · MMA Membership                    | 234.00     | 231.00     |
| 6060 · Professional Services             |            |            |
| 6055 · Office - Services Purchased       | 100.00     | 100.00     |
| 6061 · Financial Officer                 | 6000.00    | 5,000.00   |
| 6062 · Accounting                        | 4200.00    | 3,300.00   |
| 6063 · Auditors                          | 2,800.00   | 2,800.00   |
| 6064 · Payroll Service                   | 1,545.00   | 1,545.00   |
| Total 6060 · Professional Services       | 14,645.00  | 12,745.00  |
| 6125 · Tax Collection                    | 4,520.00   | 4,650.00   |
| 6700 · Village Truck                     |            |            |
| 6701 · Gas-Truck                         | 1,000.00   | 1,000.00   |
| 6702 · Truck Maintenance                 | 600.00     | 1,500.00   |
| 6704 · Accrue For Truck Replacement      | 2,000.00   | 2,000.00   |
| Total 6700 · Village Truck               | 3,600.00   | 4,500.00   |
| Total 6000 · Administration              | 28,499.00  | 27,931.00  |
|  |            |            |
| 6199 ⋅ Employee Wages and Benefits       |            |            |
| 6010 · Village Officials                 | 1,100.00   | 1,100.00   |
| 6020 · Village Agent                     | 20,000.00  | 21,000.00  |
| 6030 · Office Personnel                  | 3000.00    | 10,200.00  |
| 6180 · Payroll Taxes                     | 2,650.00   | 3,600.00   |
| 6190 · Employee Benefits                 |            |            |
| 6094 · Company Paid Benefits             | 3500.00    | 3,500.00   |
| 6191 · Workers Compensation Insurance    | 1,900.00   | 2,400.00   |
| 6192 · Income Protection Plan            | 300.00     | 300.00     |
| Total 6190 · Employee Benefits           | 5,700.00   | 6,200.00   |
| Total 6199 · Employee Wages and Benefits | 32,450.00  | 42,100.00  |
|  |            |            |

#### **NVC General Budget 2022**

| NVO General Budget 2022  | 2024   | 2022                                    |
|--|--|---|
|  | 2021   | 2022                                    |
|  | Approved   | Approved                                |
| Outlines Burney/Europetitions  | Budget   | Budget                                  |
| Ordinary Revenue/Expenditure   |  |   |
| Revenue  |  |   |
| 4000 · Operating Revenue   | 200 000 00   | 205 200 20                              |
| 4005 · Taxes-Real Estate   | 232,238.00   | 295,600.00                              |
| 4010 · Late Fees - User  | 0.00   | -                                       |
| 4030 · Town Reimbursement  | 25,000.00  | 10,000.00                               |
| 4064 · Rent From Utilities   | 3,000.00   | 3,000.00                                |
| Total 4000 · Operating Revenue   | 260,238.00   | 308,600.00                              |
| 4100 · Nonoperating Revenue  |  |   |
| 4035 · Interest Income - Reserves  | 2,800.00   | 900.00                                  |
|  | 2,800.00   | 700.00                                  |
| 4058 · Community Hall Rental   |  |   |
| 4075 · Watercraft Registration Fees  | 0.00   | 300.00                                  |
| Total 4100 · Nonoperating Revenue  Total Revenue   | 2,800.00   | 1,900.00                                |
| Gross Revenue  | 263,038.00   | 310,500.00                              |
| Gross Revenue  | 263,038.00   | 310,500.00                              |
| Expenditures   |  |   |
| 6000 · Administration  |  |   |
| 6001 · Office Supplies   | 750.00   | 750.00                                  |
| 6002 · Postage   | 350.00   | 350.00                                  |
| 6041 · Property and Casualty Insurance   | 4,400.00   | 4,705.00                                |
| 6042 · MMA Membership  | 234.00   | 231.00                                  |
| 6060 · Professional Services   |  |   |
| 6055 · Office - Services Purchased   | 100.00   | 100.00                                  |
| 6061 · Financial Officer   | 6000.00  | 5,000.00                                |
| 6062 · Accounting  | 4200.00  | 3,300.00                                |
| 6063 · Auditors  | 2,800.00   | 2,800.00                                |
| 6064 · Payroll Service   | 1,545.00   | 1,545.00                                |
| Total 6060 · Professional Services   | 14,645.00  | 12,745.00                               |
| 6125 · Tax Collection  | 4,520.00   | 4,650.00                                |
| 6700 · Village Truck   | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,  | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |
| 6701 · Gas-Truck   | 1,000.00   | 1,000.00                                |
| 6702 · Truck Maintenance   | 600.00   | 1,500.00                                |
| 6704 · Accrue For Truck Replacement  | 2,000.00   | 2,000.00                                |
| Total 6700 · Village Truck   | 3,600.00   | 4,500.00                                |
| Total 6000 · Administration  | 28,499.00  | 27,931.00                               |
|  | Service Control of the Control of th | FIGURE CONTRACTOR CONTRACTOR            |
| 6199 · Employee Wages and Benefits   |  |   |
| 6010 · Village Officials   | 1,100.00   | 1,100.00                                |
| 6020 · Village Agent   | 20,000.00  | 21,000.00                               |
| 6030 · Office Personnel  | 3000.00  | 10,200.00                               |
| 6180 · Payroll Taxes   | 2,650.00   | 3,600.00                                |
| 6190 · Employee Benefits   |  |   |
| 6094 · Company Paid Benefits   | 3500.00  | 3,500.00                                |
| 6191 · Workers Compensation Insurance  | 1,900.00   | 2,400.00                                |
| 6192 · Income Protection Plan  | 300.00   | 300.00                                  |
| Total 6190 · Employee Benefits   | 5,700.00   | 6,200.00                                |
| Total 6199 · Employee Wages and Benefits   | 32,450.00  | 42,100.00                               |
| and the particular par |  |   |

## NORTHPORT VILLAGE CORPORATION WATER DEPARTMENT 2022 BUDGET

|   | 2021         | 2022           |  |  |
|---|--------------|----------------|--|--|
|   | BUDGET       | DRAFT          |  |  |
| INCOME                                      |              |                |  |  |
| OPERATING INCOME                            |              |                |  |  |
| 4830-LATE FEES-USERS                        | 0            | 0              |  |  |
| 4840-HYDRANT RENTAL                         | 5,315        | 5,315          |  |  |
| 4810-WATER SALES                            | 160,866      | 161,838        |  |  |
| 4820-SERVICE FEES                           | 8,800        | 8,000          |  |  |
| TOTAL OPERATING INCOME                      | 174,981      | 175,153        |  |  |
| NON OPEDATING INCOME                        |              |                |  |  |
| NON-OPERATING INCOME                        | 0            | 0              |  |  |
| 2510-NEW SERVICE FEES                       | 0            | 0              |  |  |
| TOTAL INCOME                                | 174,981      | 175,153        |  |  |
| EXPENSE                                     |              |                |  |  |
| COST OF GOODS SOLD                          |              |                |  |  |
| 5100WATER PURCHASES                         | 24,300       | 24,300         |  |  |
| TOTAL COGS                                  | 24.300       | 24,300         |  |  |
| 101/12 0000                                 | 21,000       | 21,000         |  |  |
| GROSS PROFIT                                | 150,681      | 150,853        |  |  |
| SKSSS KSI II                                | 100,001      | 100,000        |  |  |
| ADMINISTRATION                              |              |                |  |  |
| 6350-OFFICE SUPPLIES                        | 750          | 800            |  |  |
| 6285-POSTAGE                                | 250          | 275            |  |  |
| 6210-LICENSES, PERMITS & FEES               | 1,750        | 1,800          |  |  |
| ****-BANK CHARGES                           | 0            | 0              |  |  |
| 6061-PROPERTY AND CASUALTY INS              | 1,575        | 1,625          |  |  |
| 6240-MMA MEMBERSHIP                         | 234          | 234            |  |  |
| 6345-OFFICE SOFTWARE                        | 600          | 600            |  |  |
| TOTAL ADMINISTRATION                        | 5,159        | 5,334          |  |  |
|   |              |                |  |  |
| PROFESSIONAL SERVICES                       |              |                |  |  |
| 6035-FINANCIAL MANAGER/OFFICER              | 6,000        | 7,500          |  |  |
| 6036-ACCOUNTING/BOOKKEEPING                 | 4,200        | 1,300          |  |  |
| 6191-AUDITORS                               | 4,600        | 4,600          |  |  |
| 6095-PAYROLL SERVICE                        | 765          | 750            |  |  |
| 6192-ENGINEERING                            | 0            | 0              |  |  |
| ****-LEGAL FEES                             | 0            | 0              |  |  |
| TOTAL PROFESSIONAL SERVICES                 | 15,565       | 14,150         |  |  |
|   |              |                |  |  |
| VILLAGE TRUCK                               | 500          | 500            |  |  |
| 6053-GAS                                    | 500          | 500            |  |  |
| 6057-REPAIRS                                | 300          | 300            |  |  |
| 6059-ACCRUE FOR TRUCK REPLACEMENT           | 1,000        | 1,000          |  |  |
| TOTAL VILLAGE TRUCK                         | 1,800        | 1,800          |  |  |
|   |              |                |  |  |
| EMPLOYEE WAGES & BENEFITS                   | 4 100        | 4 100          |  |  |
| 6084-BILLING CLERK<br>6037-OFFICE ASSISTANT | 4,100<br>600 | 4,100<br>3,600 |  |  |
| SSS. STRICE ACCIONATION                     | 000          | 0,000          |  |  |

| 6082 DISTRIBUTION OPERATOR                  | 19,500        | 20,085       |  |  |
|---|---------------|--------------|--|--|
| ***TRAINING/CERTIFICATION                   | 0             | 0            |  |  |
| 6047-UTILITIES SUPERINTENDENT               | 12,855        | 12,855       |  |  |
| 6015-CASUAL LABOR                           | 6,000         | 6,000        |  |  |
| 6096-PAYROLL TAXES                          | 4,500         | 1,800        |  |  |
| TOTAL EMPLOYEE WAGES                        | 47,555        | 48,440       |  |  |
| EMPLOYEE BENEFITS                           |               |              |  |  |
| 6076-COMPANY PAID BENEFITS                  | 1,900         | 1,100        |  |  |
| 6162-WORKER'S COMPENSATION                  | 750           | 750          |  |  |
| 6077-INCOME PROTECTION                      | 730<br>315    | 750<br>320   |  |  |
| TOTAL EMPLOYEE BENEFITS                     | 2,965         | 2,170        |  |  |
| TOTAL LIMIT LOTLE BENEFITS                  | 2,900         | 2,170        |  |  |
| 6200-BUILDING & UTILITIES                   |               |              |  |  |
| 6401-ELECTRICITY                            | 1,900         | 1,900        |  |  |
| 6406-PHONE/PAGER/INTERNET                   | 600           | 800          |  |  |
| 6402-FUEL                                   | 300           | 300          |  |  |
| 6407-WATER & SEWER                          | 450           | 1,200        |  |  |
| 6325BUILDING RENT                           | 3,000         | 3,000        |  |  |
| 6331-CH REPAIRS AND MAINTENANCE             | 200           | 200          |  |  |
| 6332-CH CLEANING TOTAL BUILDING & UTILITIES | 300<br>6,750  | 300<br>7,700 |  |  |
| TOTAL BOILDING & OTILITIES                  | 0,730         | 1,100        |  |  |
| <b>OPERATION &amp; MAINTENANCE</b>          |               |              |  |  |
| 6500-WATER TESTING                          | 600           | 1,200        |  |  |
| 6331-BUILDING REPAIRS                       | 250           | 250          |  |  |
| 6350-SUPPLIES/ 2 hydrants                   | 3,500         | 13,500       |  |  |
| ****-OUTSIDE SERVICES                       | 400           | 300          |  |  |
| 6342-REPAIRS & MAINTENANCE                  | 4,400         | 6,000        |  |  |
| ****-NEW SERVICE EXPENSES                   | 0             | 0            |  |  |
| TOTAL OPERATION & MAINTENANCE               | 9,150         | 21,250       |  |  |
|   | 00.044        | 400.044      |  |  |
| TOTAL OPERATING EXPENSE                     | 88,944        | 100,844      |  |  |
| LONG TERM DEBT                              |               |              |  |  |
| 6816-PRIN 2013 MMBB REFI 55% Oct 23         | 19,752        | 20,293       |  |  |
| 6817-INT 2013 MMBB REFI 55% Oct 23          | 12,509        | 11,968       |  |  |
| TOTAL LONG TERM DEBT                        | 32,261        | 32,261       |  |  |
| 101/12 20110 1211111 2221                   | 02,201        | 02,201       |  |  |
| TOTAL EXPENSE                               | 121205        | 133105       |  |  |
|   |               |              |  |  |
| NET ORDINARY INCOME                         | 29476         | 17748        |  |  |
|   |               |              |  |  |
| OTHER INCOME                                |               |              |  |  |
| 4610-INTEREST INCOME                        | 500           | 500          |  |  |
|   |               |              |  |  |
| OTHER EXPENSE                               |               | 10.5:-       |  |  |
| 7100-CONTINGENCIES                          | 29,976        | 18,248       |  |  |
| 9011-SINKING FUND/RESERVES                  | 0             | 0            |  |  |
| TOTAL OTHER EXPENSE                         | 29,976 18,248 |              |  |  |

# NORTHPORT VILLAGE CORPORATION SEWER DEPARTMENT 2022 BUDGET

| OLIVER DEI ARTIMENT                                  | 2022    | BODOLI              |       |            |
|--|---------|---------------------|-------|------------|
|  | 2021    |                     | 2022  |            |
|  |         | BUDGET              | DRAFT |            |
| INCOME   |         |                     |       |            |
| OPERATING INCOME                                     |         |                     |       |            |
| 4510-USER FEES                                       | \$      | 174,260.00          | \$    | 175,688.00 |
| 4520-LATE FEES-USERS                                 | \$      | -                   | \$    | ,<br>-     |
| TOAL OPERATING INCOME                                | \$      | 174,260.00          | \$    | 175,688.00 |
|  |         | ·                   |       | ·          |
| 4100-NONOPERATING INCOME                             |         |                     |       |            |
| 4910-INTEREST  | \$      | _                   | \$    | _          |
| 2510-NEW SERVICE DEPOSITS                            | \$      | _                   | \$    | _          |
|  | \$      | -                   | \$    | -          |
| TOTAL NON-OPERATING INCOME                           | Ф       | -                   | Ф     | -          |
|  | •       | 4 <b>-</b> 4 000 00 | •     | .==        |
| TOTAL INCOME   | \$      | 174,260.00          | \$    | 175,688.00 |
|  |         |                     |       |            |
| EXPENSES   |         |                     |       |            |
| <u>ADMINISTRATION</u>                                |         |                     |       |            |
| 6260-OFFICE SUPPLIES                                 | \$      | 750.00              | \$    | 800.00     |
| 6285-POSTAGE   | \$      | 250.00              | \$    | 275.00     |
| 6210-LICENSES, PERMITS & FEES                        | \$      | 1,200.00            | \$    | 1,900.00   |
| ****-BANK CHARGES                                    | \$      | -                   | \$    | -          |
| 6161-PROPERTY AND CASUALTY INSURANCE                 | \$      | 1,470.00            | \$    | 2,500.00   |
| 6240-MMA MEMBERSHIP                                  | \$      | 234.00              | \$    | 234.00     |
| 6345-OFFICE SOFTWARE                                 | \$      | 600.00              | \$    | 600.00     |
| TOTAL ADMINISTRATION                                 | \$      | 4,504.00            | \$    | 6,309.00   |
| TOTAL ADMINISTRATION                                 | Ψ       | 4,304.00            | Ψ     | 0,309.00   |
| PROFESSIONAL SERVICES                                |         |                     |       |            |
| PROFESSIONAL SERVICES 6035-FINANCIAL MANAGER/OFFICER | \$      | 6,000.00            | \$    | 7,500.00   |
| 6036-ACCOUNTING/BOOKKEEPING                          | \$      | 4,200.00            | \$    | 1,300.00   |
|  |         | -                   |       | •          |
| 6191-AUDITORS  | \$      | 3,600.00            | \$    | 4,200.00   |
| 6095-PAYROLL SERVICE                                 | \$      | 765.00              | \$    | 800.00     |
| 6192-ENGINEERING                                     | \$      | -                   | \$    | -          |
| ****-LEGAL FEES                                      | \$      | -                   | \$    | -          |
| TOTAL PROFESSIONAL SERVICES                          | \$      | 14,565.00           | \$    | 13,800.00  |
|  |         |                     |       |            |
| VILLAGE TRUCK  |         |                     |       |            |
| 6053-GAS   | \$      | 500.00              | \$    | 500.00     |
| 6057-REPAIRS   | \$      | 300.00              | \$    | 300.00     |
| 6059-ACCRUE FOR TRUCK REPLACEMENT                    | \$      | 1,000.00            | \$    | 1,000.00   |
| TOTAL 6700-VILLAGE TRUCK                             | \$      | 1,800.00            | \$    | 1,800.00   |
|  |         |                     |       |            |
| EMPLOYEE WAGES & BENEFITS                            |         |                     |       |            |
| 6084-BILLING CLERK                                   | \$      | 4,100.00            | \$    | 4,100.00   |
| 6037-OFFICE ASSISTANT                                | \$      | 600.00              | \$    | 3,600.00   |
| ****-TRAINING/CERTIFICATION                          | \$      | _                   | \$    | -          |
| 6081-COLLECTION SYSTEM OPERATOR                      | \$      | 4,230.00            | \$    | 4,357.00   |
| 6086-TREATMENT PLANT OPERATOR                        | \$      | 30,500.00           | \$    | 30,500.00  |
| 6046-UTILITIES SUPT                                  | \$      | 12,855.00           | \$    | 12,855.00  |
| 6015-CASUAL LABOR                                    | \$      | 4,800.00            | \$    | 500.00     |
| 6096-PAYROLL TAXES                                   | э<br>\$ | 6,100.00            | \$    | 3,700.00   |
|  | 4       | 3, 130.00           | Ψ     | 3,7 50.00  |

| TOTAL EMPLOYEE WAGES                     | \$ | 63,185.00  | \$       | 59,612.00   |
|--|----|------------|----------|-------------|
| EMPLOYEE BENEFITS                        |    |            |          |             |
| 6076-COMPANY PAID BENEFITS               | \$ | 2,450.00   | \$       | 1,600.00    |
| 6162-WORKER'S COMPENSATION               | \$ | 1,204.00   | \$       | 750.00      |
| 6077-INCOME PROTECTION                   | \$ | 350.00     | \$       | 320.00      |
| TOTAL EMPLOYEE BENEFITS                  | \$ | 4,004.00   | \$       | 2,670.00    |
|  |    | ,          | •        | •           |
| BUILDING & UTILITIES                     |    |            |          |             |
| 6401-ELECTRICITY                         | \$ | 2,400.00   | \$       | 3,000.00    |
| 6406-PHONE/PAGER/INTERNET/DIALER         | \$ | 900.00     | \$       | 800.00      |
| 6402-FUEL                                | \$ | 400.00     | \$       | 500.00      |
| 6407-WATER/SEWER                         | \$ | 450.00     | \$       | 1,200.00    |
| 6325-BUILDING RENT                       | \$ | -          | \$       | -           |
| 6331-CH REPAIRS AND MAINTENANCE          | \$ | 204.00     | \$       | 200.00      |
| 6332-COMMUNITY HALL CLEANING             | \$ | 300.00     | \$       | 300.00      |
| TOTAL BUILDING & UTILITIES               | \$ | 4,654.00   | \$       | 6,000.00    |
| OPERATION & MAINTENANCE                  |    |            |          |             |
| 6500-EFFLUENT TESTING                    | \$ | 5,400.00   | \$       | 6,350.00    |
| 6331-BUILDING REPAIRS                    | \$ | 480.00     | \$       | 250.00      |
| 6350-SUPPLIES/CHEMICALS                  | \$ | 12.600.00  | \$       | 17,600.00   |
| 6335-SLUDGE REMOVAL                      | \$ | 10,250.00  | \$       | 27,000.00   |
| ****-OUTSIDE SERVICES                    | \$ | 300.00     | \$       | 300.00      |
| 6342-REPAIRS AND MAINTENANCE             | \$ | 5,000.00   | \$       | 5,000.00    |
| ****-NEW SERVICE EXPENSES                | \$ | -          | \$       | -           |
| 6337-WHARFS, FLOATS & OUTFALL REPAIRS    | \$ | 1,500.00   | \$       | 1,500.00    |
| 4840-HYDRANT RENTAL                      | \$ | 150.00     | \$       | 150.00      |
| TOTAL OPERATION & MAINTENANCE            | \$ | 35,680.00  | \$       | 58,150.00   |
|  |    |            |          |             |
| TOTAL OPERATING EXPENSE                  | \$ | 128,392.00 | \$       | 148,341.00  |
|  |    |            |          |             |
| LONG TERM DEBT SERVICE                   |    |            |          |             |
| 6810-2008 MMBB-PRINCIPAL May 1/Nov 1     | \$ | 2,310.00   | \$       | 2,020.00    |
| 6811-2008 MMBB-INTEREST Nov 1            | \$ | 5,288.00   |          | 5,499.00    |
| 6814-2012 USDA RD-PRINCIPAL Jun 19       | \$ | 5,056.00   |          | 5,157.00    |
| 6815-2012 USDA RD-INTEREST Jun 19        | \$ | 2,457.00   |          | 2,356.00    |
| 6816-2013 MMBB REFI-PRINCIPAL Nov 1      | \$ | 10,774.00  |          | 11,069.00   |
| 6817-2013 MMBB REFI-INTEREST May 1/Nov 1 | \$ | 6,822.00   | \$       | 6,528.00    |
| TOTAL LONG TERM DEBT                     | \$ | 32,707.00  | \$       | 32,629.00   |
| TOTAL EXPENSE                            | \$ | 161,099.00 | \$       | 180,970.00  |
|  | +  | ,000.00    | <b>~</b> |             |
| NET ORDINARY INCOME                      | \$ | 13,161.00  | \$       | (5,282.00)  |
|  |    |            |          |             |
| OTHER INCOME                             |    |            |          |             |
| 4610-INTEREST INCOME - RESERVES          | \$ | 100.00     | \$       | 100.00      |
|  |    |            |          |             |
| OTHER EXPENSE                            |    |            |          |             |
| 8218-CONTINGENCIES                       | \$ | 6,061.00   |          | (12,382.00) |
| ****-SINKING FUND/RESERVES               | \$ | _          | \$       | -           |
|  |    |            |          |             |
| ****-USDA RD RESERVE TOTAL OTHER EXPENSE | \$ | 7,200.00   | \$       | 7,200.00    |

#### Parking Recommendations

From the Ad Hoc Parking Ordinance Implementation Committee February 8, 2022

We recommend focusing on communication and education during the first full summer of implementing the Parking Ordinance adopted on July 11, 2021.

- 1. Signage with a QR Code allowing the user to access the parking map with their phone to be placed at the top of Ruggles Park on a sign pole or the bulletin board, and at lower area of Ruggles Park, possibly utilizing telephone pole.
- 2. Signage of parking map with QR Code at the seawall.
- 3. A "No parking this side of street" at top of Park Row on right side.
- 4. A "No parking this side of street" by kayak storage.
- 5. A "No parking this side of street" on Bay Street, about midway along the Blaisdell Park border.
- 6. A "No parking this side of street" on Sea Street, near upper border of Blaisdell Park.
- 7. A "No overnight parking" sign at the seawall.
- 8. A "No parking between signs" as designated on the map on lower Main Street.
- 9. A "No parking between signs" on right side of Ruggles Park (commonly referred to as lower Maple Street), as shown on map.
- 10. Areas for possible "No Parking" signs or painting:
  - a. Lower vertex at bottom of playground
  - b. By water treatment facility
  - c. Circle at bottom of Ruggles Park
- 11. Place parking information in with utility bills in March.
- 12. Recommend that all rental agents for Bayside property owners give parking flyer to renters and make available on their websites.
- 13. Parking flyer featured in all Bayside websites.
- 14. Parking flyer given to people registering their watercraft.
- 15. Parking flyer given to Yacht Club to distribute to members, stressing importance of compliance.
- 16. Special Parking Permit for those given special permission to park in an area, to place in their car.
- 17. Parking Violation warning notice to inform owners of cars parked in violation of the ordinance, including the nature of the violation, to reinforce key aspects of the Parking Ordinance. Draft document is submitted for Overseers' consideration.



Midlation #

### **Parking Warning**

You are in violation of the Parking Ordinance of the Northport Village Corporation (Bayside). This warning is to inform you that further violations may result in a fine, as stipulated in the ordinance.

| VIOIALIOII #  |            |
|---|------------|
| License plate #:  |            |
| Vehical make/model:   |            |
| Location:   |            |
| Date:   |            |
| Time:   |            |
| Issued by:  |            |
| The check marks below indicate the violation  | n:         |
| Vehicle parked in NO PARKING zo Vehicle parked OVERNIGHT Vehicle parked in HANDICAPPED Vehicle obstructing PASSAGEWAN Other | space<br>′ |
|   |            |

Violations: May result in fines of \$25 to \$200 per day. *Please see reverse side for info on Parking Ordinance.* 

On all Village roads: Emergency vehicles require a 14' passageway at all times.

#### **NO PARKING AREAS IN BAYSIDE**

- In front of any public or private driveway (whether the driveway is occupied or not) or mailboxes
- Within 15 feet of an intersection (where any two roads come together)
- Within 15 feet of a fire hydrant on the hydrant side of the street
- Sign-posted "No Parking" zones
- Fire Department Area: Within 15 feet of the Fire Department driveway, on both sides of the street
- Ruggles Park: As stipulated by ordinance or park signage
- Auditorium Park: Only available to cottages on Park
- George Street: No parking on the Community Hall side between Rogers Lane and Cobe Road
- Rogers Lane: No parking on the Bayview Park side
- Lower Bayview Park: No parking on either side (except for unloading/loading with a 15-minute maximum)
- Bay Street and Sea Street: No parking on Blaisdell Park side
- Shore Road at Kelly Cove: No parking on the inland side across the street from the parking area just north of the bridge
- Motorhomes: No overnight parking is allowed in any Village parking area or along Village roads.

Learn more at www.nvcmaine.org or use QR code here

