



October 12, 2025 – 9:00 a.m.

Meeting of the Northport Village Corporation Board of Overseers

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

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

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

Meeting Agenda

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

Action Items and Reports

- Approval of September 14, 2025 meeting minutes*
- President's Report
 - Winter Parking Ban: Recommend approval of publication of annual winter parking ban notice in a local newspaper. (Sample notice included at the bottom of the agenda.)
 - President's enforcement of Zoning Ordinance sign limits.
 - President approved last-minute, weather-related request of Bayside resident to rent Community Hall for a family & friend Rosh Hashanah celebration on September 23.
- Treasurer's Report*
- Village Agent Report*
- Office Manager's Report*
- Parks & Tree Committee/Tree Warden Report*
- Utilities Committee Report
 - Recommend approval of Nancy P. Scholhamer (Trust)'s sewer connection application for 18 Bay Street.
 - Recommend approval of Utilities Department's filing with the PUC a revised rate schedule with an 1.5% increase effective November 15, 2025.
- Town Liaison Report

Discussion

- Janae Novotny: availability of tables and chairs for community events.
- Fred Lincoln: consider purchasing new chairs for Board meetings.*

Other Committee Reports/business (as needed)

Comments by members of the public

Adjourn

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

*Written materials submitted:

- Draft September 14, 2025 Board meeting minutes
- October 2025 Treasurer's Report
- October 2025 Village Agent Report
- October 2025 Office Manager Report

Example of Winter Parking Ban notice:

NORTHPORT VILLAGE CORPORATION PUBLIC NOTICE – WINTER PARKING BAN

Please take notice that the winter parking ban is now in effect within the limits of the Northport Village Corporation. From November 15, 2025 through April 15, 2026, parking on all Village roads and streets is prohibited between the hours of 7:00 p.m. and 7:00 a.m. During a snow event requiring plowing, parking is prohibited during ALL hours on Village roads and streets. Authorization has been given for all vehicles so parked to be removed and put into storage, and all expenses will be charged to the owner. The Northport Village Corporation will not be responsible for any damages to vehicles so removed. As ordered by the Board of Overseers, Northport Village Corporation. By Maureen Einstein, Clerk.

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, September 14, 2025**

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

Not Present: Overseer, Jeffrey Wilt; Treasurer, Wendy Huntoon

Public Comments

Rachel Rosa (7 Auditorium Park) - Request having NVC Budgets available online, as is done in many communities.

Dan Webster (670 Shore) - A request from Tim Samway (614 Shore Road) to ask the Treasurer and Finance Committee about the feasibility of changing the due date for Village taxes from September 1 to September 15. This change would allow for delays in the mailing and forwarding of tax bills.

The Meeting was called to order at 9:05 a.m.

Approval of the Minutes of the August 10, 2025, Overseers Meeting

Janae N. asked if there were any questions/comments regarding the minutes of the August 10, 2025, Overseers meeting, which were distributed before the meeting.

Action: Kris M. made a motion, seconded by Fred L., to approve the minutes of the August 10, 2025, meeting as written. Voted – Unanimous.

President’s Report - Janae Novotny

Organization actions and information:

Recommendation to approve the 2025-2026 schedule of Board meetings. (Attached.)

2025-2026 NVC Committee chair and membership appointments. (Attached.)

Recommendation to appoint Victoria Matthews as Chairman to call and conduct a meeting of the Overseers in the absence of the President, as described in the NVC Bylaws.

Recommendation to appoint Fred Lincoln as Deputy Treasurer to act in the absence of the Treasurer as described in the NVC Bylaws.

Recommendation to appoint Ellen McDermott (89 Clinton Avenue) as the Deputy Clerk to act in the Clerk’s absence as described in the NVC Bylaws.

Recommendation to appoint Craig Brigham as Wharfmaster to perform the duties described in the NVC Bylaws and to appoint Gordon Fuller, Bill Haverty, and Jim Coughlin as Assistant Wharfmasters to assist the Wharfmaster in performing the Wharfmaster’s duties.

Recommendation to appoint Victoria Matthews as Tree Warden to perform the duties described in the NVC Bylaws.

Recommendation to grant and affirm the authority of Treasurer Gwendolyn Huntoon and President Janae Novotny to open any deposit account(s) in the names of the NVC; endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank; place orders with Bangor Savings Bank for petty cash, coin or currency drawn on the deposit account(s) of the NVC; and

delegate or revoke the delegation of authority relating to all or some of the power(s) granted in this resolution to any person(s) who is a director, officer or employee of the NVC and to grant and affirm the authority of Overseer Victoria Matthews to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank.

Vicky M. made a motion, seconded Elaine M., to approve the first eight recommendations as written above. Voted – Unanimous.

Recommendation to approve the Certificate of the NVC President for the collection of 2026 NVC Taxes.

Action: Fred L. made a motion, seconded by Elaine M., to approve the Certificate of the NVC President for the collection of 2026 NVC taxes. Voted – Unanimous.

Current Warrant and Payment Policy was distributed before the meeting for information only. No changes are currently proposed.

Potential dates for an (all) overseer orientation meeting: Saturday, 9/27 at 9 a.m., Sunday, 9/28 at 3:30 p.m.; Saturday, October 4 at 9 a.m., Sunday, October 5 at 3:30 p.m. After discussion, it was decided that Sunday, October 19, from 10:00 a.m.-12:00 p.m. is scheduled for the Overseer Orientation.

Consideration of Trish Parker's offer to purchase for \$1,000 the 2010 Ford Crown Victoria that has served as the NVC police cruiser.

Action: Fred L. made a motion, seconded by Michael T., to accept Trish Parker's offer to purchase for \$1,000 the 2010 Ford Crown Victoria. Voted – Unanimous.

Trish P. will be responsible for removing all decals on the vehicle and the cost of same.

Recommendation to accept a donation of \$200 from the Samway family for library grounds maintenance.

Action: Michael T. made a motion, seconded by Elaine M., to accept the Samway family's donation of \$200 for library grounds maintenance. Voted – Unanimous.

Library Director: Jennika Lundy has held this position (with help from Sue Ellen Fleming and Heidi Von Bergen) for the past 10 years. She will not be able to continue this work. Janae N. will ask Dan W. to circulate to the community the need for a new director. The Bayside Library is open from Memorial Day through Labor Day. Vicky M. volunteered to lead the search for a new Library Director.

Use of Merithew Square: Johanna Knott (Auditorium Park) has requested use of Merithew Square on October 11, from 11 a.m.-10:00 p.m., with a rain date of October 12, for the Merithew Square Annual Oktoberfest. She has also requested the use of NVC chairs and tables for that day.

It is a policy of the NVC not to lend/rent the Community Hall's tables and chairs outside of the Community Hall.

Fred L. made a motion, seconded by Kris M., to approve Johanna Knott's request to use Merithew Square on October 11, 2025 from 11 a.m.-10:00 p.m., (with a rain date of October 12) for the Merithew Square Annual Oktoberfest without the use of the Community Hall's table and chairs. Voted – Unanimous.

Treasurer's Report - Wendy Huntoon

Janae N. referred the Overseers to Wendy Huntoon's written report, with financial statements, circulated before the meeting.

Village Agent - Bill Paige

Bill P. referred the Overseers to his written report circulated before the meeting.

Office Managers Report - Trish Parker

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

Governance - Elaine Moss

Recommendation to hire the law firm of Brann & Isaacson for Bond counsel, etc.

Outside counsel search: After an exhaustive search, the Governance Committee is recommending that we engage Brann & Isaacson, a state-wide law firm with offices in Lewiston and Portland, as our Counsel.

Action: Elaine M. made a motion, seconded by Vicky M., to enter into an agreement with Brann & Isaacson to serve as our Counsel in an as-needed basis." Voted – Unanimous.

Recommendation to approve revisions to the NVC Zoning Ordinance. These revisions were previously reviewed by the Board and subject to a public hearing.

Action: Elaine M. made a motion, seconded by Vicky M., to approve the revisions to the NVC Zoning Ordinance. Voted – Unanimous.

(Note: A Scribner's error on page 29, Article 5.1.3, was corrected, which does not need an amendment to the Ordinance.)

Fire Ordinance – In conjunction with the Safety, the Committee will undertake examination/revision of our current Fire Ordinance due to recent concerns about fires on the beach.

Parks & Trees Committee/Tree Warden - Vicky Matthews

Request approval of the expenditure of \$600 to remove a tree adjacent 625 Shore Road on the Shore/Bluff Footpath. The tree is dead with the potential to fall on a house.

Action: Vicky M. made a motion, seconded by Fred L., to approve an expenditure of \$600 to remove a tree adjacent to 625 Shore Road on the Shore/Bluff Footpath. Voted – Unanimous.

Request approval of monies to improve the area in lower Bayview Park where a new tree was planted and invasive growth removed. Recommendation is to remove the roots of invasive plants, replace the tree that has not thrived, cover the area with black tarp to kill any remaining roots, and plant a new tree and grass next year.

After consideration by the Parks & Trees Committee, the above request was withdrawn. They will reevaluate this area next year after "nature has had time to take its course", in hopes of rectifying this situation.

Request authorization to apply for a grant from the Maine Trails Program. Joe Reilly and John Hoy will be writing this grant and need Board of Overseer approval.

Action: Vicky M. made a motion, seconded by Elaine M., to approve the application for a grant to the Maine Trails Program. Voted – Unanimous.

Safety - Michael Tirrell

Citizen concern regarding beach fires: Michael T. has received a letter from John Bartusek (752 Shore Road) that was distributed before the meeting, regarding his concern about fires on the beach on his property (750 Shore Road) and the neighboring property (752 Shore Road). A thorough discussion ensued. As discussed, the Governance Committee will be looking at updating the NVC Fire Ordinance in conjunction with the Safety Committee's input.

Utilities Committee - Elaine Moss

Request approval to expend funds from the utilities budgets to connect the lab/water building and garage to the internet and install outside security cameras.

Action: Elaine M. moved, seconded by Fred L., to approve expenditure of funds from the utilities budgets to connect the lab/water building and the garage to the internet and install outside security cameras. Voted – Unanimous.

Two sewer application requests have been submitted for a primary dwelling on 3 Oak Street, and one for an accessory unit on 3 Oak Street. The Utility Trustees have approved the request for the primary dwelling, which has a building permit. The Trustees informed the applicant, Jim Bahoosh, that a building permit has to be attained for the accessory unit from the CEO of the Town of Northport before a decision on approving a sewer connection is made.

Action: Elaine M. made a motion, seconded by Fred L., to approve Jim Bahoosh's application for one sewer connection at his property at 3 Oak Street, Map U05, Lot 116. Voted - 5 in favor; Vicky M. abstained.

Property owners of 30 Main Street request for a new sewer connection: James and Vivien Leary, 30 Main Street, Map U-05, Lot 17, are requesting a single sewer connection for their property.

Action: Elaine M. made a motion, seconded by Vicky M., to approve a sewer connection for the property of James and Vivien Leary, on 30 Main Street, Map U-05, Lot 17. Voted – Unanimous.

Town Liaison Report - Janae Novotny

The Town of Northport has applied for another "Community Resiliency Partnership Grant" to address stormwater drainage throughout the town.

Northport "Palooza" is scheduled for Saturday, September 20, 2025, at Northport's town hall. This event is a celebration for community building and fundraising. Please come!

Public Comments

Chris Maseychik, (5 North Avenue) - Stormwater drainage on North Avenue needs to be addressed and remedied.

Adjournment

The meeting was adjourned at 10:33 a.m.

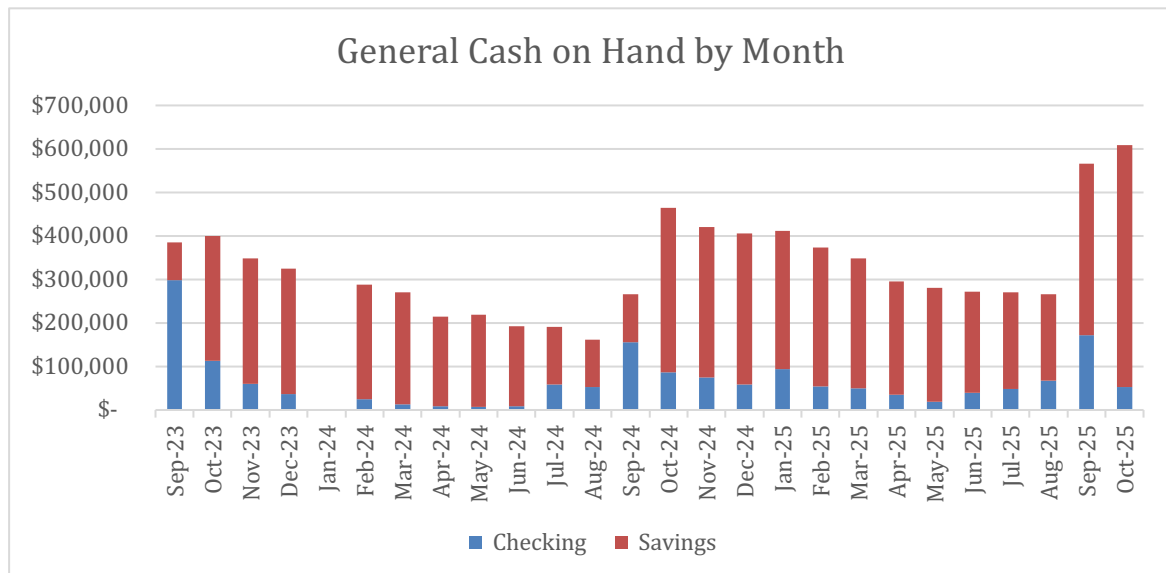
Respectfully submitted,

Maureen Einstein, Clerk

Janae Novotny, President

Treasurer's Report 10/12/2025

- Warrants, Financial Reports, Bank Statements
 - Provided by Office Manager:
 - September Warrants, 2025 Budget vs Actuals and current Journal Entry Reports
 - Bank Statement – available in the office after the 15th.
- 2024 Audit
 - Completed and available online.
 - Comments by the auditors are being reviewed.
- Utilities 2026 Budgets
 - Attended the September Utilities meeting with Finance Manager Becky Gatcoub. Introduced Becky to the Utilities Trustees and discuss the process for putting together the 2025 Utilities budgets.
- Outstanding Tax balances. As of October 8, 2025, below are the outstanding tax amounts for each fiscal year. A reminder that NVC books are done on an accrual basis of all tax revenue is booked the year it is billed.
 - 2025 – 26 tax bills for a total of \$26,456
 - 2024 – 3 tax bills for a total of \$1,736
 - 2023 – 1 tax bill for a total of \$1,075
- Cash On Hand
 - General Cash on Hand by Month graph shows the historical trend of cash on hand for General.
 - Majority of General's revenue is received in September and October reflecting the yearly tax collection.



Northport Village Corporation
Village Agent Report
October 12, 2025 Board of Overseers Meeting

Recent activities

Wharf and floats

- Wharf: Working with Scott Munroe to finish piling repairs (a small, nuisance job for most contractors). Scott Munroe is looking into ways to implement the marine engineer's recommendation to paint the fender pilings to protect the fiberglass. This is not a structural issue. It probably will require annual painting. The fender pilings fend off objects in the water from hitting structural elements of the dock. Someone removed a bolt that secured a piling and left the bolt on the deck and the piling leaning. The current fix is temporary, and Scott is also looking into repairing that.
- Floats: . When the floats come out of the water, we will have to fix the temporary repair of the out-of-place skid on the boat float.
- As a reminder, all boats have to be off the boat float by the end of day, October 13th, 2025, in preparation of the floats to begin to come out of the water on October 14th for the 2025 season. If there are any unforeseen storms between now and then, this could result in an earlier removal of the floats.
- Weather: I'm following weather reports about potential hurricanes.

Utilities

- Third pump out at the wastewater treatment plant was completed on Saturday.
- After many phone calls and reminders, I went door-to-door to collect overdue utilities before shutting off their water. Collected all but one overdue account. The customer finally paid after their water was turned off.
- Responding to requests for early water shut off.
- Getting estimates for pending new water services.
- Worked with Performance Paving to raise sewer manhold covers and water main gate valve covers on Broadway during the paving process.
- Fixed several small water leaks. In the process of fixing a slightly bigger water leak. There is an old seasonal water line that needs to be replaced. Working on getting an estimate to get these summer water services replaced and brought up to date to try and avoid these small inconvenient water leaks.
- Still working on the elusive water leak.
- Installed a new water service on Bluff Road that the property owners will activate in the spring.
- Cleaned out dead trees behind the lab/garage area used by the yacht club for sailing school boats storage. Leveled the area with fill from the Pleasant Street project
- Sewer maintenance work and Dig Safe requests are still ongoing.
- Worked with excavation contractor at the NVC Treatment Plant to raise all the sewer covers up to ground level. There are 32 sewer covers in all. They are now all

accessible for sewage pump outs and cleanings. Grass is coming in nicely between wastewater treatment plant and yacht club.

- Two new sewer connections have been approved. One new application is pending Board approval at the October meeting.

Roads

- The Town of Northport completed paving the entire length of Broadway, from Bay St. to Bayside Rd. I am planning to add gravel to the Merithew Square parking area to raise it up to the level of the new pavement.
- Preparing to post and publish winter parking ban notice after Board approval.
- Property owner complaints about water runoff from village roads: Whenever I have an opportunity, I advise property owners building new structures or doing major remodels to build their foundations higher than the crest of the road grade to avoid flooding. Property owners who ignore this advice then complain that runoff from the road floods their property and they want the village to do something about it.

Miscellaneous

- I continue to talk or meet with Town Administrator James Kossuth on a regular basis about items that impact the village.
- I continue to field calls from private contractors working throughout the Village on current and planned projects in the Village, and deal with various villagers with issues they want addressed.
- My cell phone is also my personal phone. **If you have my number, do not give it out to anyone. The Village office phone is the right number to use for Village business.**

Village project/needs with future budget implications

- Sander: We are planning to replace sander in 3 years.
- Community Hall: We are missing some of our wood/metal tables and a couple of plastic tables have been “donated.” Our tables are really showing age and wear and need to be replaced.
- MMA Risk Management recommendations: I am still getting estimates and scheduling work that can be accommodated in the current budget.
- Roads/storm drainage: Area in front of mailboxes at Merithew Square to North Ave and down North Ave to the new hot top needs to be hot-topped, and another storm added. The project needs to be engineered to decide how to handle storm runoff. Lower Clinton Avenue from Merithew Square down needs curbing or storm drain to handle water that is currently washing out the embankment at the bottom of the street. This project is related to the potential Auditorium Park shoreline stabilization project. The Town applied for a grant to study storm water drainage issues throughout the Town, and this area is part of the proposed study.

Submitted by
William Paige, Village Agent



Office Manager's Report
October 12, 2025
For September 2025

I am pleased to report that the 2024 Audit has been completed. We had a good report. If you would like a "hard copy", there is one available for Overseers in the office.

The holiday season is sneaking up on us! I wanted to let everyone know that the Office will be closed the week of Thanksgiving (November 24th-28th) and the last 2 weeks of the year (December 22-January 2nd). The office will reopen on January 5th, 2026.

Trish Parker

Office Manager

Northport Village Corporation

Attached to this report:

Bank Account balances printout

Budget vs Actual Reports for each Department

AS OF OCTOBER 6, 2025

General Gov't Checking *2618 Quick Peek
Available Balance**\$52,987.43

Wastewater Checking *2620 Quick Peek
Available Balance**\$42,745.67

Water Checking *3143 Quick Peek
Available Balance**\$31,215.94

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

BUSINESS COMPLETE *1771 Quick Peek
Available Balance**\$13,445.62

General Gov't Money Market *4006 Quick Peek
Available Balance**\$11,769.60

Interest \$37.35

Wastewater Sav - ICS B *4739 Quick Peek
Available Balance**\$76,606.49

Interest \$153.42

Water Sav - ICS B *4747 Quick Peek
Available Balance**\$132,373.98

Interest \$1254.26

General Gov't Sav - ICS B *9857 Quick Peek
Available Balance**\$555,497.26

Interest \$423.25

Total Deposit Accounts\$917,641.99

Northport Village Corporation - General

2025 General Budget vs Actual Jan-August

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 General Government Revenue			
4200 General Operating Revenue			
4216 2025 RE Tax Revenue		509,727.00	
4220 Town of Northport Revenue	33,000.00	30,000.00	110.00 %
4240 Watercraft Registration Revenue	3,860.00	3,770.00	102.39 %
Total 4200 General Operating Revenue	36,860.00	543,497.00	6.78 %
4300 General Non-operating Revenue			
4310 Interest Income	8,203.02	4,000.00	205.08 %
4320 Community Hall Rentals	950.00	750.00	126.67 %
4340 Miscellaneous Revenue	1,934.50		
Total 4300 General Non-operating Revenue	11,087.52	4,750.00	233.42 %
Total 4100 General Government Revenue	47,947.52	548,247.00	8.75 %
Total Revenue	\$47,947.52	\$548,247.00	8.75 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor	328.00		
6020 Contracted Services			
6021 Mowing and Trimming Service	7,164.29	12,550.00	57.09 %
6022 Trash Collection	16,000.00	24,000.00	66.67 %
Total 6020 Contracted Services	23,164.29	36,550.00	63.38 %
6036 Bookkeeping	6,902.68	8,840.00	78.08 %
Total 6000 1099 Contractors	30,394.97	45,390.00	66.96 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6052 Cruiser Fuel		1,600.00	
6053 Truck Fuel	734.70	2,000.00	36.74 %
Total 6051 Auto Fuel Expense	734.70	3,600.00	20.41 %
6055 Auto Repairs & Maintenance			
6056 Cruiser Maintenance		3,520.00	
6057 Truck Maintenance	9,100.80	4,000.00	227.52 %
Total 6055 Auto Repairs & Maintenance	9,100.80	7,520.00	121.02 %
6059 Accrue for Truck Replacement		16,350.00	
Total 6050 Auto Expenses	9,835.50	27,470.00	35.80 %
6065 Community Events		600.00	
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	641.93	4,000.00	16.05 %
6077 Income Protection Plan	492.30	700.00	70.33 %
Total 6075 Employee Benefits	1,134.23	4,700.00	24.13 %
6080 Employees Salaries & Wages			

Northport Village Corporation - General

2025 General Budget vs Actual Jan-August

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6083 Lifeguard Wages	7,743.78	11,200.00	69.14 %
6084 Office Personnel Wages	14,874.25	18,033.00	82.48 %
6084.50 Finance Manager	107.10	7,947.50	1.35 %
6085 Police Wages		10,100.00	
6088 Village Agent Wages	27,420.40	32,450.00	84.50 %
6088.50 Village Agent Assistant	1,593.75	5,200.00	30.65 %
6089 Village Official Wages		650.00	
6090 Winter Road Wages	6,355.21	10,140.00	62.67 %
Total 6080 Employees Salaries & Wages	58,094.49	95,720.50	60.69 %
6095 Payroll Processing Fees	923.50	2,200.00	41.98 %
6096 Payroll Tax Expense	5,037.42	6,800.00	74.08 %
Total 6070 Employee Wages & Benefits	65,189.64	109,420.50	59.58 %
6150 Information & Notices	1,596.76	3,250.00	49.13 %
6160 Insurance			
6161 Property & Casualty Insurance	2,714.78	6,250.00	43.44 %
6162 Workers Comp insurance	-643.00	5,500.00	-11.69 %
Total 6160 Insurance	2,071.78	11,750.00	17.63 %
6190 Legal & Professional Services	2,040.50		
6191 Auditing Services	20,339.58	9,000.00	226.00 %
6192 Engineering Fees	2,000.20	10,000.00	20.00 %
6193 Legal Fees		10,000.00	
Total 6190 Legal & Professional Services	24,380.28	29,000.00	84.07 %
6240 Membership Dues	241.40	750.00	32.19 %
6260 Office Supplies	1,274.85	5,000.00	25.50 %
6285 Postage	201.58	500.00	40.32 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	3,383.15	8,000.00	42.29 %
6332 Cleaning	612.00	2,000.00	30.60 %
6333 Grounds General Maintenance	1,337.07	18,000.00	7.43 %
6334 Road Maintenance	14,199.03	51,850.00	27.38 %
6336 Tree Maintenance	1,225.00	10,800.00	11.34 %
6337 Wharf & Floats Maintenance	4,571.75	41,000.00	11.15 %
6342 General Repairs & Maintenance		4,100.00	
6343 Library Operations & Maintenance		500.00	
Total 6330 Repairs & Maintenance	25,328.00	136,250.00	18.59 %
6344 Safety Committee Operations		150.00	
6345 Software	1,717.26	5,000.00	34.35 %
6360 Tax Collection Fees	11,603.90	10,100.00	114.89 %
6370 Training			
6371 Police Training		500.00	
Total 6370 Training		500.00	
6390 Uniforms, Equipment, & Supplies	94.55		

Northport Village Corporation - General

2025 General Budget vs Actual Jan-August

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6391 Lifeguard - Uniforms, Equipment, & Supplies	698.29	750.00	93.11 %
6392 Police - Uniforms, Equipment, & Supplies	156.00	1,000.00	15.60 %
Total 6390 Uniforms, Equipment, & Supplies	948.84	1,750.00	54.22 %
6400 Utilities			
6401 Electricity Expense	829.64	1,200.00	69.14 %
6402 Oil/Propane	623.26	1,000.00	62.33 %
6403 Fire Remediation	4,285.68	6,429.00	66.66 %
6405 Street Lights	5,376.07	8,000.00	67.20 %
6406 Telephone & Internet Expenses	1,215.36	600.00	202.56 %
6407 Water & Sewer	2,407.44	3,200.00	75.23 %
Total 6400 Utilities	14,737.45	20,429.00	72.14 %
6800 Bond Expenses			
6816 2013 MMBB Refinance Bond Principal	6,067.08	6,067.08	100.00 %
6817 2013 MMBB Refinance Bond Interest	2,731.32	1,365.66	200.00 %
6818 2015 BHBT Bond Principal		21,664.31	
6819 2015 BHBT Bond Interest		428.46	
6820 2021 MMBB Bond Principal	45,019.90	45,019.90	100.00 %
6821 2021 MMBB Bond Interest	38,014.86	38,014.86	100.00 %
Total 6800 Bond Expenses	91,833.16	112,560.27	81.59 %
Total Expenditures	\$281,355.37	\$519,869.77	54.12 %
NET OPERATING REVENUE	\$ -233,407.85	\$28,377.23	-822.52 %
Other Expenditures			
7100 Contingency Expenses		28,377.23	
Total Other Expenditures	\$0.00	\$28,377.23	0.00%
NET OTHER REVENUE	\$0.00	\$ -28,377.23	0.00 %
NET REVENUE	\$ -233,407.85	\$0.00	0.00%

NVC- WATER

2025 Water Budget vs Actual Jan-August

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 Water Revenue			
4200 Water Operating Revenue			
4210 Water Sales	140,042.36	161,000.00	86.98 %
4220 Rate Increase		42,665.00	
4230 Water Service Fee Revenue	600.00	8,000.00	7.50 %
4240 Hydrant Rental Revenue		6,279.00	
Total 4200 Water Operating Revenue	140,642.36	217,944.00	64.53 %
4300 Water Non-operating Revenue			
4310 Interest Income	3,488.79	3,000.00	116.29 %
4320 Interest on Loan Receivable Sewer		2,798.32	
4340 Miscellaneous Revenue	313.16		
Total 4300 Water Non-operating Revenue	3,801.95	5,798.32	65.57 %
Total 4100 Water Revenue	144,444.31	223,742.32	64.56 %
Total Revenue	\$144,444.31	\$223,742.32	64.56 %
Cost of Goods Sold			
5000 Cost of Goods Sold			
5100 Water Purchases	20,151.16	31,590.00	63.79 %
Total 5000 Cost of Goods Sold	20,151.16	31,590.00	63.79 %
Total Cost of Goods Sold	\$20,151.16	\$31,590.00	63.79 %
GROSS PROFIT	\$124,293.15	\$192,152.32	64.68 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		3,000.00	
6036 Bookkeeping	6,699.66	8,840.00	75.79 %
6047 Water Utilities Superintendent	13,038.87	19,540.00	66.73 %
Total 6000 1099 Contractors	19,738.53	31,380.00	62.90 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	381.00	1,000.00	38.10 %
Total 6051 Auto Fuel Expense	381.00	1,000.00	38.10 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	138.40	1,000.00	13.84 %
Total 6055 Auto Repairs & Maintenance	138.40	1,000.00	13.84 %
Total 6050 Auto Expenses	519.40	2,000.00	25.97 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	622.24	4,000.00	15.56 %
6077 Income Protection Plan	477.82	1,000.00	47.78 %
Total 6075 Employee Benefits	1,100.06	5,000.00	22.00 %
6080 Employees Salaries & Wages			

NVC- WATER

2025 Water Budget vs Actual Jan-August

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6082 Distribution Officer Wages	23,856.76	40,000.00	59.64 %
6082.5 Assistant DO Wages	325.00	7,500.00	4.33 %
6084 Office Personnel Wages	14,436.78	18,100.00	79.76 %
6084.50 Finance Manager	103.95	5,148.00	2.02 %
6087 Utility Billing Wages	2,909.76	5,000.00	58.20 %
Total 6080 Employees Salaries & Wages	41,632.25	75,748.00	54.96 %
6095 Payroll Processing Fees	461.75	1,100.00	41.98 %
6096 Payroll Tax Expense	3,345.28	5,415.00	61.78 %
Total 6070 Employee Wages & Benefits	46,539.34	87,263.00	53.33 %
6150 Information & Notices	181.18		
6160 Insurance Paid			
6161 Property & Casualty Insurance	574.11	1,650.00	34.79 %
6162 Workers Comp Insurance		1,000.00	
Total 6160 Insurance Paid	574.11	2,650.00	21.66 %
6190 Legal & Professional Services			
6191 Auditing Services	23,707.75	11,000.00	215.53 %
Total 6190 Legal & Professional Services	23,707.75	11,000.00	215.53 %
6210 Licenses, Permits, & Fees		1,800.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	1,312.99	1,700.00	77.23 %
6285 Postage	466.36	1,500.00	31.09 %
6305 Regulatory Fees	1,125.00	900.00	125.00 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	238.92	500.00	47.78 %
6332 Cleaning	594.00	850.00	69.88 %
6342 General Repairs & Maintenance	5,001.02	5,000.00	100.02 %
Total 6330 Repairs & Maintenance	5,833.94	6,350.00	91.87 %
6345 Software	2,874.04	5,000.00	57.48 %
6350 Supplies	3,928.81	5,000.00	78.58 %
6400 Utilities			
6401 Electricity Expense	3,690.85	4,000.00	92.27 %
6402 Oil/Propane	604.93	600.00	100.82 %
6406 Telephone & Internet Expenses	403.20	600.00	67.20 %
6407 Water & Sewer	1,022.06	1,200.00	85.17 %
Total 6400 Utilities	5,721.04	6,400.00	89.39 %
6500 Water Testing	473.00	800.00	59.13 %
6700 Reserve Accrual - Loan from Sewer Interest		2,798.32	
6800 Bond Expenses			
6816 2013 MMBB Refinance Bond Principal	22,245.97	22,245.97	100.00 %
6817 2013 MMBB Refinance Bond Interest	10,014.88	5,007.44	200.00 %
Total 6800 Bond Expenses	32,260.85	27,253.41	118.37 %
Total Expenditures	\$145,490.64	\$194,094.73	74.96 %

NVC- WATER

2025 Water Budget vs Actual Jan-August

January - December 2025

	ACTUAL	TOTAL	
		BUDGET	% OF BUDGET
NET OPERATING REVENUE	\$ -21,197.49	\$ -1,942.41	1,091.30 %
Other Expenditures			
7100 Contingency Expenses		5,911.00	
Total Other Expenditures	\$0.00	\$5,911.00	0.00%
NET OTHER REVENUE	\$0.00	\$ -5,911.00	0.00 %
NET REVENUE	\$ -21,197.49	\$ -7,853.41	269.91 %

NVC- Sewer

2025 Sewer Budget vs Actual Jan-August

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4000 Revenue			
4400 Sewer Operating Revenue			
4410 Sewer Fees	215,086.00	316,050.00	68.05 %
Total 4400 Sewer Operating Revenue	215,086.00	316,050.00	68.05 %
4600 Sewer Non-operating Revenue			
4610 Interest Income	1,804.33	2,000.00	90.22 %
4620 Grants	4,812.92	45,000.00	10.70 %
4630 Miscellaneous Revenue	80.00		
Total 4600 Sewer Non-operating Revenue	6,697.25	47,000.00	14.25 %
Total 4000 Revenue	221,783.25	363,050.00	61.09 %
Total Revenue	\$221,783.25	\$363,050.00	61.09 %
GROSS PROFIT	\$221,783.25	\$363,050.00	61.09 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		2,000.00	
6036 Bookkeeping	6,699.66	8,840.00	75.79 %
6047 Sewer Utilities Superintendent	20,312.11	28,060.00	72.39 %
Total 6000 1099 Contractors	27,011.77	38,900.00	69.44 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	380.99	1,000.00	38.10 %
Total 6051 Auto Fuel Expense	380.99	1,000.00	38.10 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	97.49	1,000.00	9.75 %
Total 6055 Auto Repairs & Maintenance	97.49	1,000.00	9.75 %
6059 Accrue for Truck Replacement		2,000.00	
Total 6050 Auto Expenses	478.48	4,000.00	11.96 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	803.94	4,000.00	20.10 %
6077 Income Protection Plan	822.45	1,508.00	54.54 %
Total 6075 Employee Benefits	1,626.39	5,508.00	29.53 %
6080 Employees Salaries & Wages			
6081 Collection System Operator	10,854.60	10,400.00	104.37 %
6081.5 Assistant CSO	312.50	5,000.00	6.25 %
6084 Office Personnel Wages	14,436.77	18,100.00	79.76 %
6084.5 Finance Manager	103.95	5,150.00	2.02 %
6086 Treatment Plant Operator	23,980.10	34,500.00	69.51 %
6087 Utility Billing Wages	2,909.82	5,000.00	58.20 %
Total 6080 Employees Salaries & Wages	52,597.74	78,150.00	67.30 %

NVC- Sewer

2025 Sewer Budget vs Actual Jan-August

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6095 Payroll Processing Fees	461.75	1,100.00	41.98 %
6096 Payroll Tax Expense	4,473.24	6,370.00	70.22 %
Total 6070 Employee Wages & Benefits	59,159.12	91,128.00	64.92 %
6150 Information & Notices	52.30		
6160 Insurance Paid			
6161 Property & Casualty Insurance	1,749.61	2,500.00	69.98 %
6162 Workers Comp Insurance		1,300.00	
Total 6160 Insurance Paid	1,749.61	3,800.00	46.04 %
6170 Interest	1,264.38		
6190 Legal & Professional Services			
6191 Auditing Services	20,946.13	9,000.00	232.73 %
6192 Engineering Fees	9,625.85	45,000.00	21.39 %
Total 6190 Legal & Professional Services	30,571.98	54,000.00	56.61 %
6210 Licenses, Permits, & Fees	67.56	2,500.00	2.70 %
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	1,290.25	1,700.00	75.90 %
6285 Postage	466.35	1,500.00	31.09 %
6305 Regulatory Fees	1,293.84	1,500.00	86.26 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	238.92	500.00	47.78 %
6332 Cleaning	594.00	850.00	69.88 %
6335 Sludge Removal	32,610.00	50,000.00	65.22 %
6337 Wharf & Floats Maintenance		2,500.00	
6342 General Repairs & Maintenance	15,667.44	17,000.00	92.16 %
Total 6330 Repairs & Maintenance	49,110.36	70,850.00	69.32 %
6345 Software	1,623.93	5,000.00	32.48 %
6350 Supplies & Chemicals	7,604.00	12,000.00	63.37 %
6400 Utilities			
6401 Electricity Expense	3,302.02	5,300.00	62.30 %
6402 Oil	604.93	600.00	100.82 %
6403 Hydrant Rental	99.67	150.00	66.45 %
6404 Propane		500.00	
6406 Telephone & Internet Expenses	403.20	1,200.00	33.60 %
6407 Water & Sewer	1,022.06	1,600.00	63.88 %
Total 6400 Utilities	5,431.88	9,350.00	58.09 %
6500 Water Testing	4,265.25	7,600.00	56.12 %
6800 Bond Expenses			
6810 2008 MMBB Bond Principal		6,658.32	
6811 2008 MMBB Bond Interest	534.20	534.20	100.00 %
6814 2012 MMBB Refinance Bond Principal	5,473.12	5,473.12	100.00 %
6815 2012 MMBB Refinance Bond Interest	2,039.88	2,039.88	100.00 %
6816 2013 BHBT Bond Principal	12,134.18	12,134.16	100.00 %

NVC- Sewer

2025 Sewer Budget vs Actual Jan-August

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
6817 2013 BHBT Bond Interest	5,462.66	2,731.33	200.00 %
6821 Loan Payment to Water - Principal		18,037.84	
6822 Loan Payment to Water - Interest		2,798.32	
Total 6800 Bond Expenses	25,644.04	50,407.17	50.87 %
Total Expenditures	\$217,319.40	\$354,535.17	61.30 %
NET OPERATING REVENUE	\$4,463.85	\$8,514.83	52.42 %
Other Expenditures			
7100 Contingency Expenses		4,054.00	
7300 Sewer Reserve Fund		7,200.00	
Total Other Expenditures	\$0.00	\$11,254.00	0.00%
NET OTHER REVENUE	\$0.00	\$ -11,254.00	0.00 %
NET REVENUE	\$4,463.85	\$ -2,739.17	-162.96 %

PARKS AND TREES COMMITTEE

August 5, 2025

Attending: Vicky M. chairperson, Dee G., John H., Bette W., John W., Alma H. Don W. ,Lisa F., Bette W., John W., Joe R.

1. Vicky listed 2 other projects for the footpath: stairs on the steep area of the footpath and cleaning up the finger area. Discussion followed about necessity and design. It was decided to schedule a meeting to discuss these two items as more time was needed than we had today.
2.]A tree at the bottom of Ruggles Park lost a branch in the last wind storm. The tree is struggling but still vital. Estimated cost to remove the tree by Grant's Tree Service is \$3000.00. The tree presents no risk to life or property at this time and provides some stability to the shoreline. It was decided to leave the tree at this time.
3. Beech trees at Merrithew Square and Pleasant Street have signs of Beech Tree Disease and Beech Tree Leaf Disease. Information was shared on possible treatments available, one that John H. had tried. No current treatment is guaranteed and further research is needed to determine if a treatment is feasible for village Beech trees. We would only treat trees in busy public areas of the village.
4. Vicky distributed Ned Lightner's plan for planting flowers in Blaisdell Park (attachment). Two beds would be done each year to a total of 6 beds. The committee approved the plan and Vicky will show the plan to overseers at the next meeting. It is noted that Alma H. feels that planting along the border of the street is more reasonable and she will talk to Ned about this. Also noted that Dan Webster feels this may be setting a precedent that presents many other problems and issues.
5. John W presented plans for landscaping and esthetic improvements at the utility plant at the bottom of Ruggles Park. John will meet with Bill Paige and the utility manager for their approval of the plan.

6. There was a suggestion to move the footpath signage so it is more visible from the road. The decision to not move the signage at this time as it is felt the visibility was sufficient ,
7. Vicky presented the option of placing plants evenly space along the Couture boundary of the footpath. Discussion followed that perhaps plants were not the best option due to lack of sun, drainage and upkeep. John W. and Dee G. will revisit the site and explore other options.
8. Alma reported that the area surrounding the Katsur tree in lower Bayview Park is becoming overgrown again with invasive plants. The tree is not thriving. John W., Shannon B. and Alma H. will evaluate and present best options.
9. Vicky reported that there is a Maine Trail Program that currently has money for grants for Maine trail. John Hoy and Joe Riley will acquire further information and develop a grant proposal for improvements to ShoreBluff Footpath. The deadline for the grant proposal is at the end of September.

Resident Tony Dallman asked about hours for usage of the footpath as his property abuts the path from Shore Road. There are no hours specified or posted. No change was recommended by the committee.

Respectfully submitted by
Victoria Matthews, Chairperson

ARKS AND TREES COMMITTEE

September 11, 2025

Attending: Vicky M. chairperson, Dee G., John H., Bette W., John W., Alma H. Don W. , Joe R.

1. Village resident Tony Dallman was unable to attend the meeting and sent an email expressing concern about the development of the footpath as it abuts his Shore Road property. His warranty deed from the purchase of his property states "only wood cutting permitted" for a pedestrian pathway. The warranty deed for the parcel of land deeded to the Village states that the parcel is for non residential or commercial use and remains "forever green". A letter from the Samways at the time the gift was given to the Village (1987) states that the intent is to provide additional open and green space "to be used for passive recreation". Tim Samway was present at the meeting and provided additional clarity as well as support for the development of the footpath. The committee feels that the development of the footpath is an appropriate use of the property and in keeping with the wishes of the donors. John Hoy offered to examine the deeds further. Vicky will communicate with Mr. Dallman.
2. Vicky reported that a dead poplar tree on the footpath at the boundary of the Dallman property will be removed at the request of Mr. Dallman. The cost for removal is \$600. The arborist will cut the trunk of the tree into 14-16 inch stumps to possibly be used for seating for rest stops on the path.
3. John W. gave an update on the potential landscaping project for the utilities building. He has received approval from Bill Paige and the utilities manager for the improvements. They may include raised beds for plants and an enclosure with a 'barn door' access for the outside generator. He will provide drawings at a later date.

4. John W. reported on the lower Bayview Park area around the new tree. Plants were cut down and the recommendation is to dig up remaining roots mechanically and return to grass next fall. Katura tree is not thriving so replace it with a tulip tree or a river birch. After discussion the committee recommends mowing around the tree, see if grass grows in naturally and give time for Katura tree to improve. Reevaluate next fall.
5. John W. and Dee G. did an on site visit of the footpath where it abuts the Couture property. Due to limited sunlight they recommend an approximate 300 foot long stone boundary with a large stone placed approx every 5 feet. Tim Samway reports there is a possibility of getting stones donated from a village resident. Vicky will follow up on possible donation of stones.
6. Joe Riley reported that the Maine Trail Program Grant is due September 26, 2015. He and John H. hope to meet that deadline. If awarded grant monies they would be used to improve accessibility of the footpath, most likely steps on the steep incline.
7. Alma H. reported that trees in Blaisdall Park appear to have been pruned without authorization and the mowers are mowing over exposed roots. It was suggested to have the mower not mow beyond the drop line of the trees. It was also suggested that since children play in the trees the branches be kept low. I will ask Bill Paige.
8. It was reported that there are piles of pulled weeds and debris in Auditorium Park and Bayview Park. I will ask Bill about this.
9. The design for steps on the steep area of the footpath was discussed. Pressure treated wood approx 2' x 10" with rebar is suggested. Include a ditch if possible for drainage control. This could be done with or without grant money.
10. A discussion to consider cleaning up the finger portion of the path was tabled for a later date.

Victoria Matthews, Chairperson

NVC Meeting Room Chair Examples (all with high consumer rating, warranty, & free return)

Concept A: \$90 ea. @ Staples; polyurethane, 18.3" wide foam seat, wheels, no height adjustment, stackable



Concept B: \$70 ea. @ Amazon; polyvinyl, no assembly required, good cushioning, ease of stacking;



Concept C: \$95 ea. @ Amazon; faux leather (vinyl), superior 21" cushion; adjustable height; movement glide

