

Eliot Select Board Agenda
Eliot Budget Committee (participating in “Informational Public Hearing”)
Thursday May 9, 2024, 5:30 PM Town Hall
Meeting Room and use of the OWL for Remote via ZOOM
(Amended May 6, 2024)

Call to order.

- A. Roll Call**
- B. Pledge of Allegiance**
- C. Public Comments**
- D. Approval of Minutes**
- E. Public Hearings**
 - 1.Information FY 25 Annual Budget Hearing
 - 2. Review of June 11, 2024, Town Meeting Referendum Warrant
- F. Reports** Town Manager
- G. Appointments/Resignations** M Thompson AIP
- H. New Business**
 - 1. Town Hall Construction Management RFP (Port City)
 - 2. Sewer Rate Study Presentation (Tighe and Bond)
 - 3. Recreation Department Policy Request, Ban Dogs from Athletic Fields
 - 4. Recreation Director Request to use \$26,000 Parks Reserves for repairs.
 - 5. **MSAD #35 Budget Validation Warrant**
- I. Old Business**
 - 1.Moses Gerrish Farmer Road and Main Street Active Transportation Study Agreement
 - 2.1 Ians Lane L. Mohtashami Offer to Gift Land
- J. Public Approval of Warrants**
 - Payroll Warrant(s)
 - #106 \$48,642.77
 - #108 \$52,648.70
 - A/P Warrant(s)
 - #105 \$5,177.43
 - #107 \$108,717.07
 - #109 \$80,492.59

K. Adjourn

Topic: Eliot Select Board

Time: May 9, 2024 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86272011488?pwd=3HCs7sUI0HGYfkt7aV5SGar9h3jrMu.1>

Meeting ID: 862 7201 1488 Passcode: 416696

One tap mobile

+16469313860,,86272011488#,,, *416696# US

Dial by your location

• +1 646 558 8656 US (New York)

• +1 646 931 3860 US

Meeting ID: 862 7201 1488

Passcode: 416696

Find your local number: <https://us06web.zoom.us/j/kHPMOwh4l>

Eliot Town Manager Report May 2, 2024

**Submitted by
Michael J. Sullivan to the Eliot Selectboard**

Honorable Select Board, this is an abridged accounting of some of the projects and issues I and the dedicated municipal staff have been working on lately for the benefit of the Town of Eliot and its citizens.



Eastern Trails Meeting.

It was standing room only in Eliot Town Hall on April 30 as people from all over attended an update about planning and design of the Eastern Trail in Maine as it winds way from South Portland south through the North and South Berwick, Eliot to Kittery and on to New Hampshire. The Town of Eliot's hardworking State Representative Michelle Meyer was in attendance providing remarks and support for this incredible public amenity, thank you Rep Meyer!

This meeting was held in Eliot because of the efforts of Planner Jeff Brubaker who recognizes the possibility and importance of Eliot being included in the Eastern Trails network. This will be a substantial asset for Eliot. Having cyclists visit Eliot allows them to become intimately familiar way with the town in a way a car does not allow, spend money at Eliot businesses and consider Eliot as a great place to live or work. We should consider it a form and function of advertising that benefits all. Thank you, Jeff!

Thank you to Dean Williams and SMPDC and the team from VHB and to all the visitors from all over Maine that are excited and supportive of moving this project forward! Great job to all the other partners and participants as well.

Right of Way (ROW).

We recently had some inquiries about “right of way” rights and responsibilities. There seems to be a misunderstanding about what purpose the ROW serves and what the town can, cannot, should or should not do in the ROW.

For those who do not know what a ROW is primarily a defined strip of land along a public accepted roadway (varies in size) that the town has an easement to remove growth, objects fences or walls if they present a danger to the public. There are some nuance to this, but for the sake of this discussion I will not bore you with those exceptions.

The ROW is similar to any other easement, it gives a party (in this case the town) some rights, but it is still your land. The question has come up a few times around trees in the ROW and whose responsibility it is to maintain or remove the tree.

Below is a response from Maine Municipal Association Legal Department (they also are our insurance carrier).

*The municipality **may** at its expense remove healthy or dead trees located within the right of way if they pose a safety hazard to the traveling public or impede the municipality’s ability to maintain the road. If a tree is located in the right of way but is not (in the determination of the municipal officers or road commissioner) a safety hazard, then the municipality is under no duty to remove it, even if the abutter requests removal. **If the reason for removing the tree is to protect an abutter’s house or property, rather than the traveling public, then the abutter should pay the costs of removal.** Trees located outside the road right of way should not be removed by the municipality without the landowner’s permission. The municipality may cut any limbs in the air or roots on the ground that intrude into the right of way, even if the trunk of the tree is outside the right of way.*

The policy of the Town of Eliot is we do not, should not, cannot do work on private property, this includes the ROW, with the exception in the ROW when it “poses a safety hazard to the traveling public”. I would respectfully suggest that if a town was responsible for removing any and all tree in all ROWs the effect on the budget would be astronomical, therefore impacting property taxes for even people on private roads. Thank you to all those who maintain their ROW with safety of the “traveling public” in mind.

Town Hall Project Update.

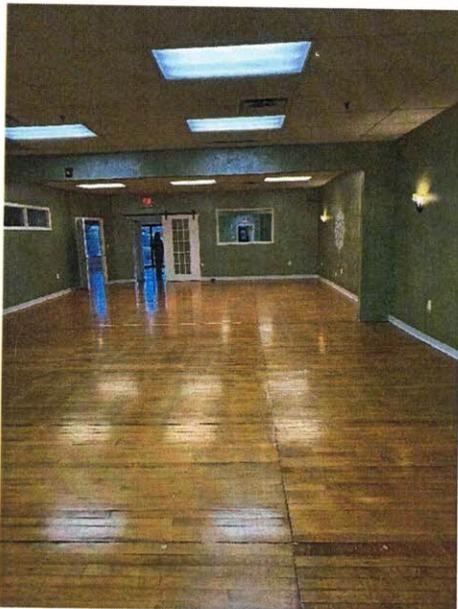
As was discussed over the last few Select Board meetings, we have secured temporary space for Town Hall operations after an exhaustive search throughout Eliot.



After some negotiation the landlord (Sea Dog Realty) worked with us to fit the cost into a reasonable and affordable agreement. We did look at several alternatives as we made are way through the town and there is few commercial spaces in Eliot which could accommodate the operation from parking to office space to location easily.

Thank you to all those who made extrodianary efforts from the Congregational Church to Green Acres B'Hai thank you for trying to make this need for space work.

This space is 3100 square feet, has accessible bathrooms, heat, A/C, wired for internet, plenty of parking and centrally located. It is smaller that the Town Hall space we occupy now (4200sq.ft.), but doeable.



There are logistics which will need to be addressed for storage, security and IT. There will be less availability for meeting space for the 12 months we plan on being in the temp space, but we will be working through those challenges over the next few months.

The preliminary design is in its final stages, the bond anticipation notes will be up for sale shortly and the SB will be asked to consider a Construction Manager at Risk model at the upcoming meeting. Given all the moving parts the project seems to be inching in the right direction.

The expectation is we will be in this space some time around Labor Day and hopefully will be moving back to the “new” Town Hall the following Labor Day. Once a final lease is signed we will make a more prescribed announcement and have a signage strategy in place to guide the public.

Respectfully submitted,

Michael J. Sullivan

Michael J. Sullivan
Town of Eliot, Manager

From: [michael thompson](#)
To: [Michael Sullivan](#)
Subject: Resignation
Date: Tuesday, April 30, 2024 9:30:14 PM

To Mike Sullivan:

Dear Mike,

It is with some regret that, for various personal reasons, I must submit my resignation from my seat at the Aging in Place Committee, effective immediately. I did announce to the members at last week's meeting that that meeting would be my last one. I hope that you can accept my resignation. I will still be happy to volunteer for the committee as I am able, and help the town in that manner going forward. I thank you in advance for your acceptance, and for your continued excellent stewardship of AIP and all of the town matters that you do.

Kind regards, Mike Thompson.

Sent from my iPhone

April 24, 2024



Mr. Michael Sullivan, Town Manager
Town of Eliot, Maine
1333 State Road
Eliot, Maine
03903

RE: Construction Manager at Risk for Town Hall Renovation

Dear Mr. Sullivan,

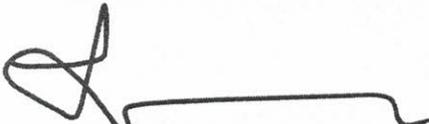
As you know, we have completed Design Documents and we have a cost estimate from PCM Company for the renovation and expansion of the Town Hall. The initial cost estimate for the proposed project is over the allotted budget. While we would be able to meet the budget by reducing the square footage, we understand that the Town needs to maintain the proposed footprint to meet their programming needs. For this reason, we need to find other ways of saving monies. We feel that it would be in the best way and in the best interest of the Town to hire a Construction Manager at Risk (CMAR) to work with the design team to maximize the budget and maintain the construction schedule.

The biggest advantage of a CMAR for your project is that a CMAR will be able to provide real time estimating and guidance to any proposed to value engineering changes. This will allow the Town and the design team to understand how any proposed changes will affect the project. Also, a CMAR would help the projects in many other ways. Including enabling the design team to investigate the existing structure more effectively (i.e. selected demo / repair as required) which will allow the design team to maximize the existing structural elements. CMAR will also prequalify local sub-contractors allowing more local sub-contractors to be part of the renovation / expansion. Contractors with bid projects do not have the time to vet local subs, and in order to be successful in providing the winning bid for a project, they need to go with the lowest sub-bid prices instead of working with the local subs.

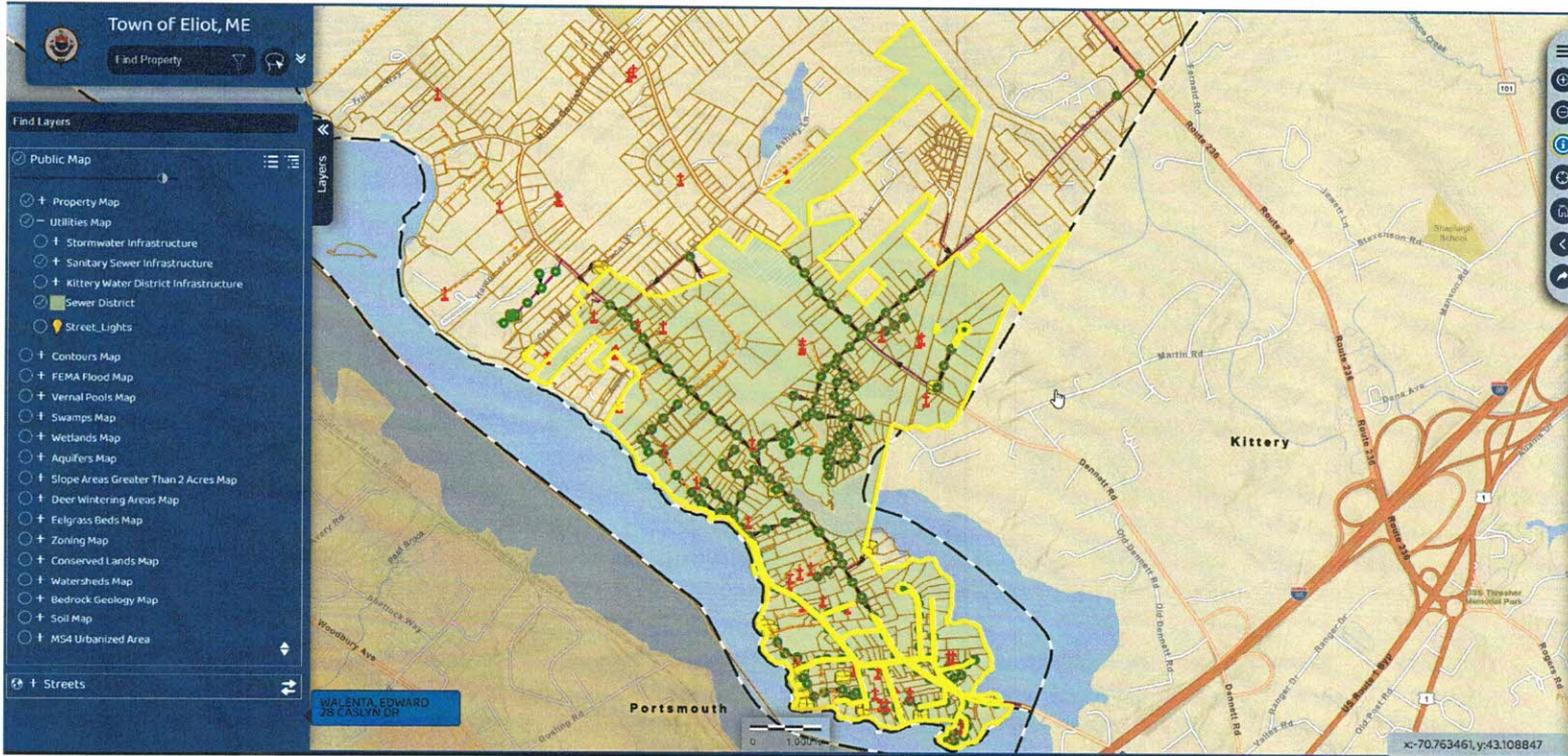
I will be happy to answer any questions you might have.

Sincerely,

PORT CITY ARCHITECTURE



Lita Semrau, AIA, Principal
Port City Architecture



SEWER RATE EVALUATION

Eliot Maine

INTRODUCTION

- **Tighe & Bond is the Owner's Project Manager**
- **Sewer Project Costs Increasing**
 - Bonded \$22.6 M in year 2018
 - Projected cost \$26.1 M through 2026
 - Projected Budget Shortfall \$3.5 M
 - Kittery Pump Station 7 has some unknowns, ongoing
 - Kittery WWTF upgrade 10 years out, not included
- **Sewer rates have not changed for 10+ years**
- **No SRF loan (before Sewer Projects)**
- **Does the Town want the Sewer Project's projected \$3.5 M shortfall funded through municipal bonds (rate is 4%)?**
- **Time for a rate study to adjust to known reality and prepare for future**

RATE FUNDAMENTALS

Rate Setting Principals & Goals

1 Recover full cost of service



All Requirements
Met



Fully
Staffed



Proactive
Repair & Maintenance

2 Distribute costs equitably



Residential
- VS -
Non-Residential



Large Households
- VS -
Small Households



Essential Use
- VS -
Discretionary Use

3 Provide revenue stability & resource protection



Usage
Trends



Rate
Design

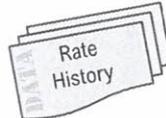


Permit
Limits

EXISTING DATA



- FY21 Expense Summary - Sewer.xlsx
- FY21 Revenue Summary - Sewer.xlsx
- FY22 Expense Summary - Sewer.xlsx
- FY22 Revenue Summary - Sewer.xlsx
- FY23 Expense Summary - Sewer.xlsx
- FY23 Revenue Summary - Sewer.xlsx
- FY24 Budget.pdf
- Pages from FY24 Budget.pdf
- Pages from FY24 Budget.xlsx
- Eliot-FY22-FS-Final (002).pdf
- Eliot-FY22-ML-Final (003).pdf
- Eliot-FY22-SAS114-Final.pdf



Sewer Rates 2020-2023.pdf



- Clean-Water-SRF-Application-Final-9.6.2023.pdf
- cwsrf amortization schedule.xlsx



Kittery Water District - Eliot Customer Billing Data 2020 - 2023.xlsx

Contains all water usage data, no correlation between sewer accounts and water accounts available.

- 1stQtr21CreatedBillsReport.pdf
- 1stQtr22CreatedBillsReport.pdf
- 1stQtr23CreatedBillsReport.pdf
- 2ndQtr21CreatedBillsReport.pdf
- 2ndQtr21CreatedBillsReportBk1.pdf
- 2ndQtr22CreatedBillsReport.pdf
- 2ndQtr23CreatedBillsReport.pdf
- 3rdQtr20CreatedBillsReport.pdf
- 3rdQtr21CreatedBillsReport.pdf
- 3rdQtr22CreatedBillsReport.pdf
- 3rdQtr23CreatedBillsReport.pdf
- 4thQtr20CreatedBillsReport.pdf
- 4thQtr21CreatedBillsReport.pdf
- 4thQtr22CreatedBillsReport.pdf

Consists of all billed sewer usage in Eliot, usage and base charge values determined by converting pdf's to excel files, calculating usage charge by cons value, subtracting from 'regular' total and matching against meter charges.

Book		Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*760	300	178	122.34	0.00	0.00	0.00	0.73	123.07	639480	ACKERMAN, JEANNE Y	
*750	1700	1314	191.41	0.00	0.00	0.00	1.14	192.55	638290	ADAMS, RALPH S	
*620	800	522	143.26	0.00	0.00	0.00	0.85	144.11	332600	ADVENT CHRISTIAN CHURCH	
*620	600	0	111.52	0.00	0.00	0.00	0.66	112.18	332580	ADVENT CHRISTIAN SOCIETY CHURCH	
*740	621	308	130.25	0.00	0.00	-3.19	0.76	127.82	843100	AIELLO, GAIL	

PROJECTING EXPENSES (REVENUE NEEDS)



Sewer Rate Model

	Budget	Projected		Projected		Projected		Esc. Factor
	FY24	FY25	FY26	FY27	FY28	FY29	FY30	
70 - Sewer Department								
01 - General								
Due to other fund ①	\$ 36,750	\$ 39,000	\$ 41,000	\$ 43,000	\$ 45,000	\$ 47,000	\$ 49,000	3.50%
03 - Employee Expenses	\$ 2,500	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	\$ 7,000	\$ 8,000	8.0%
05 - Service Fees ②	\$ 225,000	\$ 248,000	\$ 273,000	\$ 301,000	\$ 332,000	\$ 366,000	\$ 403,000	10.0%
10 - Contract Svc ③	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	0.0%
15 - Utilities	\$ 4,000	\$ 5,000	\$ 6,000	\$ 7,000	\$ 8,000	\$ 9,000	\$ 10,000	10.0%
16 - Swr Constr.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10.0%
20 - Supplies	\$ 2,500	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	\$ 7,000	\$ 8,000	10.0%
25 - Rep. & Maint	\$ 500	\$ 1,000	\$ 2,000	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	10.0%
65 - Debt Service	\$ 98,491	\$ 98,485	\$ 98,482	\$ 98,477	\$ 98,473	\$ 98,468	\$ 98,465	
New Debt Service		\$ 308,000	\$ 1,573,035	\$ 1,606,723	\$ 1,599,723	\$ 1,592,722	\$ 1,585,723	
99 - Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal	\$ 369,741	\$ 730,485	\$ 2,026,518	\$ 2,094,201	\$ 2,124,196	\$ 2,157,190	\$ 2,193,188	
05 - Pump St.#1								
15 - Utilities	\$ 1,600	\$ 2,000	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	\$ 7,000	10.0%
20 - Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10.0%
25 - Rep. & Maint	\$ 6,000	\$ 7,000	\$ 8,000	\$ 9,000	\$ 10,000	\$ 11,000	\$ 13,000	10.0%
Subtotal	\$ 7,600	\$ 9,000	\$ 11,000	\$ 13,000	\$ 15,000	\$ 17,000	\$ 20,000	
10 - Pump St.#2								
05 - Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10.0%
10 - Contract Svc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10.0%
15 - Utilities	\$ 700	\$ 1,000	\$ 2,000	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	10.0%
25 - Rep. & Maint	\$ 8,000	\$ 9,000	\$ 10,000	\$ 11,000	\$ 13,000	\$ 15,000	\$ 17,000	10.0%
Subtotal	\$ 8,700	\$ 10,000	\$ 12,000	\$ 14,000	\$ 17,000	\$ 20,000	\$ 23,000	
15 - Pump St.#3								
15 - Utilities	\$ 300	\$ 1,000	\$ 2,000	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	5.0%
25 - Rep. & Maint	\$ 15,000	\$ 17,000	\$ 19,000	\$ 21,000	\$ 24,000	\$ 27,000	\$ 30,000	10.0%
Subtotal	\$ 15,300	\$ 18,000	\$ 21,000	\$ 24,000	\$ 28,000	\$ 32,000	\$ 36,000	
16 - Pump St.#4								
15 - Utilities	\$ -	\$ -	\$ 2,000	\$ 3,000	\$ 4,000	\$ 4,000	\$ 4,001	5.0%
25 - Rep. & Maint	\$ -	\$ -	\$ 19,000	\$ 21,000	\$ 24,000	\$ 27,000	\$ 30,000	10.0%
Subtotal	\$ -	\$ -	\$ 21,000	\$ 24,000	\$ 28,000	\$ 31,000	\$ 34,001	
17 - Pump St.#5								
15 - Utilities	\$ -	\$ -	\$ 2,000	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	5.0%
25 - Rep. & Maint	\$ -	\$ -	\$ 19,000	\$ 21,000	\$ 24,000	\$ 27,000	\$ 30,000	10.0%
Subtotal	\$ -	\$ -	\$ 21,000	\$ 24,000	\$ 28,000	\$ 32,000	\$ 36,000	
<i>Delta Previous</i>								
TOTAL EXPENSES	\$ 401,341	\$ 767,485	\$ 2,112,518	\$ 2,193,201	\$ 2,240,196	\$ 2,289,190	\$ 2,342,189	

Dashboard

Notes & Key Points

1. Description taken from FY24 budget document, assumed to be indirect / reimbursements for treasurer, etc.
2. Kittery Sewer Service Charges
3. Placeholder for professional services related to TIFF, Consulting services, etc.
4. Annual cost escalation factors.

PROJECTING EXPENSE – DEBT SERVICE

From September 13 Clean-Water-Application

Source of Funds	
Amount you are requesting from the Bond Bank (include the forgiven amount)	\$ 14,100,000.00
Other Federal grant or loan	
Other State grant or loan	\$ 4,500,000.00
Applicant's share	
Other funding source TIF Fund	\$ 4,000,000.00
Other funding source	\$ 3,500,000.00
Total Source of Funds:	\$ 22,600,000.00

DIRECTIONS:

- STEP 1: Click in cell D10 and enter the applicant's name.
- STEP 2: Click in cell D12 and enter the financing amount.
- STEP 3: Click in cell D14, click on the dropdown arrow and select the financing term, 1-30 years.
- STEP 4: Click in cell D16, click on the dropdown arrow and select the applicant's fiscal year end.
- STEP 6: Click on the tab labeled "Level Debt" or "Level Principal" to view the estimate.

Please note estimates generated using this file are for estimate purposes only and actual borrowing costs may vary.

BORROWER NAME ==>

FINANCING AMOUNT ==> 18,600,000.00 *Assumed no Principal Forgiveness*

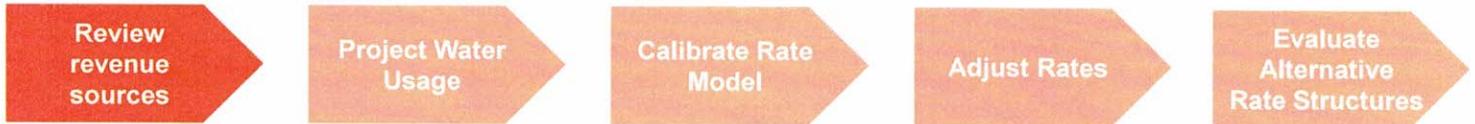
TERM ==> 20 *Assumed 20 Year Note @4% interest*

FISCAL YEAR END ==> 06/30

INTEREST RATE ==> 3.00% *Assumed*

ESTIMATE OF DEBT SERVICE								
PREPARED ON 04/27/2024								
	DATE	PRINCIPAL	RATE	INTEREST	MMBB FEE	DEP ADMIN FEE	TOTAL	DEBT
TOTALS		18,600,000.00		6,363,944.41	374,459.12	873,738.07	26,212,141.60	26,212,141.60
1	10/01/2024	-		238,700.04	3,580.50	8,354.50	250,635.04	
2	04/01/2025	692,212.00	3.000%	279,000.05	14,568.18	33,992.42	1,019,772.65	1,270,407.69
3	10/01/2025			268,616.87	4,029.25	9,401.59	282,047.71	
4	04/01/2026	712,979.00	3.000%	268,616.87	14,723.94	34,355.86	1,030,675.67	1,312,723.38
5	10/01/2026			257,922.18	3,868.83	9,027.28	270,818.29	
6	04/01/2027	734,368.00	3.000%	257,922.18	14,884.35	34,730.16	1,041,904.69	1,312,722.98
7	10/01/2027			246,906.66	3,703.60	8,641.73	259,251.99	
8	04/01/2028	756,398.00	3.000%	246,906.66	15,049.57	35,115.66	1,053,469.89	1,312,721.88
9	10/01/2028			235,560.69	3,533.41	8,244.62	247,338.72	
10	04/01/2029	779,091.00	3.000%	235,560.69	15,219.78	35,512.81	1,065,384.28	1,312,723.00
11	10/01/2029			223,874.32	3,358.11	7,835.60	235,068.03	
12	04/01/2030	802,464.00	3.000%	223,874.32	15,395.07	35,921.84	1,077,655.23	1,312,723.26
13	10/01/2030			211,837.36	3,177.56	7,414.31	222,429.23	
14	04/01/2031	826,538.00	3.000%	211,837.36	15,575.63	36,343.14	1,090,294.13	1,312,723.36
15	10/01/2031			199,439.29	2,991.59	6,980.38	209,411.26	
16	04/01/2032	851,333.00	3.000%	199,439.29	15,761.58	36,777.03	1,103,310.90	1,312,722.16
17	10/01/2032			186,669.29	2,800.04	6,533.43	196,002.76	
18	04/01/2033	876,874.00	3.000%	186,669.29	15,953.15	37,224.02	1,116,720.46	1,312,723.22
19	10/01/2033			173,516.18	2,602.74	6,073.07	182,191.99	
20	04/01/2034	903,180.00	3.000%	173,516.18	16,150.44	37,684.37	1,130,530.99	1,312,722.98
21	10/01/2034			159,968.48	2,399.53	5,598.90	167,966.91	
22	04/01/2035	930,275.00	3.000%	159,968.48	16,353.65	38,158.52	1,144,755.65	1,312,722.56
23	10/01/2035			146,014.35	2,190.22	5,110.50	153,315.07	
24	04/01/2036	958,183.00	3.000%	146,014.35	16,562.96	38,646.91	1,159,407.22	1,312,722.29
25	10/01/2036			131,641.60	1,974.62	4,607.46	138,223.68	
26	04/01/2037	986,929.00	3.000%	131,641.60	16,778.66	39,149.87	1,177,869.53	
27	10/01/2037			116,837.66	1,752.56		118,590.22	
28	04/01/2038	1,016,537.00	3.000%	116,837.66	17,000.00		1,133,537.66	
29	10/01/2038			101,589.60			101,589.60	
30	04/01/2039	1,047,033.00	3.000%	101,589.60			1,148,622.60	

PROJECTING REVENUES



Historic Revenue Summary (Actuals)					
Sum of YTD Revenue Type	Category	Year	FY21	FY22	FY23
Rate	05 - Sewer User Fees		\$ 6,529		
	90 - Sewer User Fees		\$ 254,466	\$ 212,594	\$ 232,971
	98 - Sewer Flat		\$ 257,590	\$ 262,037	\$ 259,874
Rate Total			\$ 518,585	\$ 474,631	\$ 492,845
Non-Rate	91 - Sewer Supplemental		\$ 120	\$ 135	\$ 120
	92 - Sewer Abatement		\$ (148)	\$ -	\$ -
	93 - Sewer Interest		\$ 2,812	\$ 1,722	\$ 1,855
	94 - Sewer Lien Interest		\$ 519	\$ 680	\$ 715
	95 - Sewer Costs		\$ 1,366	\$ 1,375	\$ 1,596
	99 - Sewer Reserve Fee		\$ 99,091	\$ 101,969	\$ 101,563
	01 - S/W Better.				\$ -
	05 - Transfer In			\$ 341,855	
Non-Rate Total			\$ 103,761	\$ 447,736	\$ 105,849
Grand Total			\$ 622,346	\$ 922,367	\$ 598,694

Notes & Key Points

1. Source data: "Revenue Summary spreadsheet. What is basis of flat fees / expansion customers?"
2. Source unclear
3. Discuss basis of calculation



TIF

March 31, 2009

Daniel Blanchette
Administrative Assistant
Town of Eliot
1333 State Rd
Eliot, ME 03903

Dear Mr. Blanchette:

The Maine Department of Economic and Community Development ("the department") has reviewed and approved the Town of Eliot's designation of the **Route 236 Municipal Development Tax Increment Financing (TIF) District** ("the District") and Development Program ("development program") effective today.

Based on the Town of Eliot's application, the department notes and approves the following:

- The District term is for a period of thirty (30) years
- Original Assessed Value of the District is \$14,920,400 as of 03/31/2008
- Capture and retain 100% of the increased assessed value from both taxable real and personal property improvements in the District and apply the TIF revenues towards the following activities as listed in the development program
 - o Engineering study
 - o Debt service on water/sewer improvements and extensions
 - Activities financed through municipal bonded indebtedness must be completed within 5 years of this approval letter
 - o Water/sewer treatment
 - o Administrative/professional costs
- Anticipated TIF revenues for the duration of the District will be fully accounted for via authorized project costs. The town will provide a modified list of project costs within 30 days to satisfy this requirement.

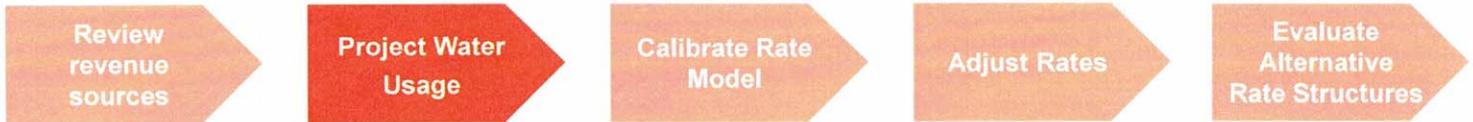
Exhibit C-1: Estimated Captured Assessed Values

Tax Year	Projected Increased Assessed Value Compressor St.	Projected Increased Assessed Value Laug Office Bldg.	Projected Increased Assessed Value Rest of District	Combined Projected Increased Assessed Value	Percent of Value Captured	Projected Mil Rate	Projected New Taxes Captured	Town TIF Revenue
1 2009-2010	\$32,303,800	\$1,695,000	\$0	\$33,998,800	100%	12.00	\$407,986	\$407,986
2 2010-2011	\$30,688,610	\$1,695,000	\$0	\$32,383,610	100%	12.00	\$388,603	\$388,603
3 2011-2012	\$29,154,180	\$1,695,000	\$0	\$30,849,180	100%	12.00	\$370,190	\$370,190
4 2012-2013	\$27,696,471	\$1,695,000	\$1,000,000	\$30,391,471	100%	12.00	\$364,698	\$364,698
5 2013-2014	\$27,142,541	\$1,695,000	\$1,000,000	\$29,837,541	100%	12.00	\$358,050	\$358,050
6 2014-2015	\$26,599,690	\$1,695,000	\$1,500,000	\$29,794,690	100%	12.00	\$357,536	\$357,536
7 2015-2016	\$26,067,696	\$1,695,000	\$4,000,000	\$31,762,696	100%	12.00	\$381,152	\$381,152
8 2016-2017	\$25,546,343	\$1,695,000	\$4,125,000	\$31,366,343	100%	12.00	\$376,396	\$376,396
9 2017-2018	\$25,035,416	\$1,695,000	\$4,250,000	\$30,980,416	100%	12.00	\$371,765	\$371,765
10 2018-2019	\$24,534,707	\$1,695,000	\$4,500,000	\$30,729,707	100%	12.00	\$368,756	\$368,756
11 2019-2020	\$24,044,013	\$1,695,000	\$4,750,000	\$30,489,013	100%	12.00	\$365,868	\$365,868
12 2020-2021	\$23,563,133	\$1,695,000	\$6,750,000	\$32,008,133	100%	12.00	\$384,098	\$384,098
13 2021-2022	\$23,091,870	\$1,695,000	\$6,916,667	\$31,703,537	100%	12.00	\$380,442	\$380,442
14 2022-2023	\$22,630,033	\$1,695,000	\$7,083,333	\$31,408,366	100%	12.00	\$376,900	\$376,900
15 2023-2024	\$22,177,432	\$1,695,000	\$7,250,000	\$31,122,432	100%	12.00	\$373,469	\$373,469
16 2024-2025	\$21,733,884	\$1,695,000	\$7,625,000	\$31,053,884	100%	12.00	\$372,647	\$372,647
17 2025-2026	\$21,299,206	\$1,695,000	\$8,000,000	\$30,994,206	100%	12.00	\$371,930	\$371,930
18 2026-2027	\$20,873,222	\$1,695,000	\$8,300,000	\$30,868,222	100%	12.00	\$370,419	\$370,419
19 2027-2028	\$20,455,757	\$1,695,000	\$8,600,000	\$30,750,757	100%	12.00	\$369,009	\$369,009
20 2028-2029	\$20,046,642	\$1,695,000	\$8,900,000	\$30,641,642	100%	12.00	\$367,700	\$367,700
21 2029-2030	\$19,645,709	\$1,695,000	\$9,200,000	\$30,540,709	100%	12.00	\$366,489	\$366,489
22 2030-2031	\$19,252,795	\$1,695,000	\$9,500,000	\$30,447,795	100%	12.00	\$365,374	\$365,374
23 2031-2032	\$18,867,739	\$1,695,000	\$10,000,000	\$30,562,739	100%	12.00	\$366,753	\$366,753
24 2032-2033	\$18,490,385	\$1,695,000	\$10,500,000	\$30,685,385	100%	12.00	\$368,225	\$368,225
25 2033-2034	\$18,120,577	\$1,695,000	\$11,000,000	\$30,815,577	100%	12.00	\$369,787	\$369,787
26 2034-2035	\$17,758,165	\$1,695,000	\$11,500,000	\$30,953,165	100%	12.00	\$371,438	\$371,438
27 2035-2036	\$17,403,002	\$1,695,000	\$12,000,000	\$31,098,002	100%	12.00	\$373,176	\$373,176
28 2036-2037	\$17,054,942	\$1,695,000	\$12,125,000	\$30,874,942	100%	12.00	\$370,499	\$370,499
29 2037-2038	\$16,713,843	\$1,695,000	\$12,250,000	\$30,658,843	100%	12.00	\$367,906	\$367,906
30 2038-2039	\$16,379,566	\$1,695,000	\$12,375,000	\$30,449,566	100%	12.00	\$365,395	\$365,395
30-year total								\$ 11,162,656

Notes & Key Points

1. Sewer comes on-line. What are increases (TIF revenue) based on, how has it trended against actuals? Should we expect it to change once sewer connections are available?
2. Has this been extended, amended or updated?
3. Used in projections, assume values will increase

PROJECTING REVENUES



Projected Increase in Customers & Flow

	Flow (GPD)	Customers	
		No. Accounts	ADF/ Acct
Current	75,401 ¹	Current 695 ¹	112.88
Projected - Existing area	27,000 ²	Projected 532 ³	-
Projected - Phase 1 TIF	42,000 ⁴		
Total	144,401	Total 1,200	2,100
Total Increase	69,000	Total Increase 532 ³	
As %	92%	As % 73%	
As % Annual	4.6%	As %/ year 3.6%	

From 2012 Underwood Value Engineering Report

Table 2. Design Flows – based on 20 year planning flow projections.

	Average Daily Flow, GPD	Peak Flow, GPM
Existing today, w/o TIF (3 year average)	147,000	700 gpm, based on storm events (PF = 7)
Existing sewer areas expansion – 20 yr	27,000	
I/I Reduction assumed (30%)	(24,000)	
Phase I TIF and adjacent basins – 20 yr (Note 1)	42,000	
Phase I Total	192,000	700 gpm (PF= 4.8) (Note 2)
Phase 2 TIF and other areas in Eliot – 20 yr	222,000	
Phase I and II Total	414,000	
IMA Total (draft)	400,000	1,100 GPM (PF = 4.0)

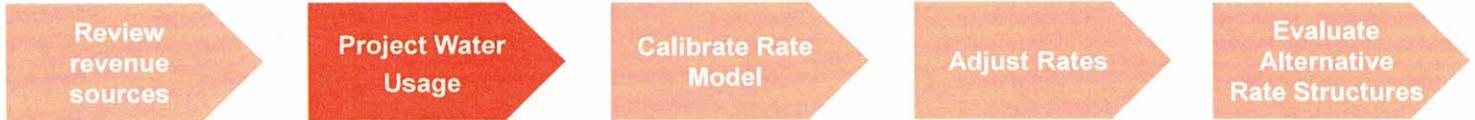
Notes:

- Phase I flows include new sewers or connections in SB-5A and SB-6 only.
- Peak flowrate and peaking factor to be verified depending on actual I/I reductions.

Notes & Key Points

- Based upon 2023 Eliot billing data (note: flow decreased considerably from 2012 due to decrease in infiltration/Inflow)
- From 2012 Underwood report
- From discussion with Town indicating that total customer count is expected to be ~1,200
- Annual increases used in rate model

PROJECTING REVENUES



No. Units Served - Historic Values

Meter Size	Actual			Projected						
	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
5/8" Meter	581	609	596	617	640	663	687	711	737	763
1" Meter	3	3	3	3	3	3	3	4	4	4
1.1/2" Meter	39	38	40	41	43	44	46	48	49	51
2" Meter	6	6	6	6	6	7	7	7	7	8
4" Meter	1	1	1	1	1	1	1	1	1	1
5/8" Meter	21	21	22	23	24	24	25	26	27	28
Total	651	678	668	692	717	743	770	797	826	856
Delta Previous		▲ 4.1%	▼ 1.5%	▲ 3.6%	▲ 3.6%	▲ 3.6%	▲ 3.6%	▲ 3.6%	▲ 3.6%	▲ 3.6%

1

Total Usage (CF)

Historic Values

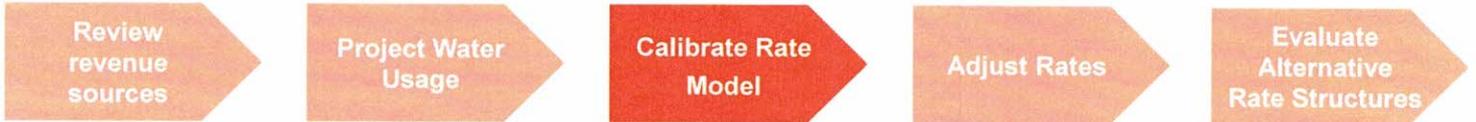
Projected Values

Description	Actual			Projected						
	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Total Cons	3,952,164	3,897,982	3,679,304	3,848,552	4,025,585	4,210,762	4,404,457	4,607,062	4,818,987	5,040,661
Total	3,952,164	3,897,982	3,679,304	3,848,552	4,025,585	4,210,762	4,404,457	4,607,062	4,818,987	5,040,661
Delta Previous		▼ 1.4%	▼ 5.6%	▲ 4.6%	▲ 4.6%	▲ 4.6%	▲ 4.6%	▲ 4.6%	▲ 4.6%	▲ 4.6%

Notes & Key Points

1. Unidentified meter size accounts assumed to be 5/8"

PROJECTING REVENUES

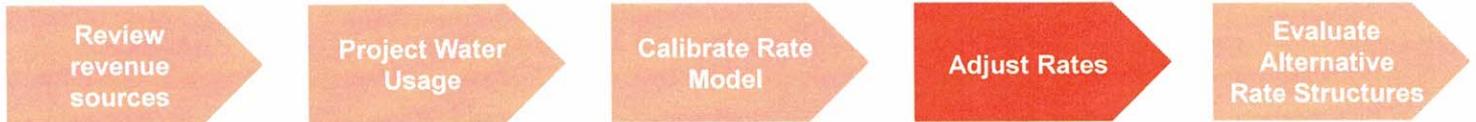


Model Calibration					
Year	Commitments	Model	Delta (total)	Delta (%)	
FY21	\$ 596,376	\$ 555,877	\$ (40,499)	-7.3%	
FY22	\$ 596,999	\$ 564,271	\$ (32,728)	-5.8%	
FY23	\$ 586,196	\$ 547,225	\$ (38,971)	-7.1%	

Notes & Key Points

1. Totals from Eliot bill data used for commitment values. Poor calibration attributed to source data processing described on source data page 4.

PROJECTING NON RATE REVENUES



Non Rate Revenue Trending

Category	Year			Trend	Average	Starting Value	Escalator
	FY21	FY22	FY23				
91 - Sewer Supplemental	\$ 120	\$ 135	\$ 120		\$ 125	\$ 150	0.0%
92 - Sewer Abatement	\$ (148)	\$ -	\$ -		\$ (49)	\$ -	0.0%
93 - Sewer Interest	\$ 2,812	\$ 1,722	\$ 1,855		\$ 2,130	\$ 1,750	0.0%
94 - Sewer Lien Interest	\$ 519	\$ 680	\$ 715		\$ 638	\$ 600	0.0%
95 - Sewer Costs	\$ 1,366	\$ 1,375	\$ 1,596		\$ 1,446	\$ 1,500	0.0%
99 - Sewer Reserve Fee	\$ 99,091	\$ 101,969	\$ 101,563		\$ 100,874	\$ -	0.0%
01 - SW Better.			\$ -		\$ -	\$ -	0.0%
05 - Transfer In		\$ 341,855			\$ 341,855	\$ -	0.0%
	\$ 103,761	\$ 447,736	\$ 105,849			\$ 4,000	

1

2

System Development Charges

Category	Charge	FY25	FY26	FY27	FY28	FY29	FY30
5/8" Meter	\$ 1,000	\$ 24,000	\$ 23,000	\$ 27,500	\$ 27,500	\$ 29,700	\$ 27,000
3/4" Meter	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,100	\$ -	\$ -
1" Meter	\$ 2,500	\$ 5,000	\$ 2,500	\$ 5,500	\$ 5,500	\$ 2,750	\$ 5,000
1-1/2" Meter	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Total		\$ 29,000	\$ 30,500	\$ 33,000	\$ 34,100	\$ 32,450	\$ 37,000

Notes & Key Points

1. Need basis of calculation to project
2. Based upon estimated annual increase in no. of customers

EXISTING RATES AND CHARGES

Fixed and Consumption Charges (January 2018)

METER SIZE	TOTAL QUARTERLY FIXED CHARGE*	PORTION OF FIXED TOTAL FOR RESERVES
5/8 in. meter	111.52	31.26
3/4 in. meter	111.52	31.26
1 in. meter	154.48	42.34
1 ½ in. meter	200.28	56.14
2 in. meter	322.06	90.28
3 in. meter	1,221.08	342.29
4 in. meter	1,554.50	435.75
6 in. meter	2,330.62	653.31
8 in. meter	5,458.98	1,530.24
Expansion Users (EDUs)	111.52	31.26

*Consumption charge = \$6.08 per 100 cubic foot in addition to quarterly fixed charges

System Development Charges

Meter Size	Equivalent EDUs	Estimated Use, gpd	SDC	
5/8" and 3/4"	1.00	120	\$1,000	each
1"	2.50	300	\$2,500	each
1-1/2"	5.00	600	\$5,000	each
2" and greater	varies	as approved by Town	\$8.33	per gpd

Note: Usage for 1" and 1 ½" meters based on Meter Equivalent Ratio per AWWA M1.

Notes & Key Points

1. Which customers does this apply to?
2. Are these charged to connections to new portions of system? (look too low)

PROFORMA

TOTAL EXPENSES	\$ 401,341	\$ 767,485	\$ 2,112,518	\$ 2,193,201	\$ 2,240,196	\$ 2,289,190	\$ 2,342,189
	▲ 307.5%	▲ 91.2%	▲ 175.3%	▲ 3.8%	▲ 2.1%	▲ 2.2%	▲ 2.3%

Existing Rate Structure

	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Revenue				10.0%	10.0%	10.0%	10.0%
Rate Revenue	\$ 512,246	\$ 533,473	\$ 554,888	\$ 605,752	\$ 692,523	\$ 791,419	\$ 906,118
Liens, Penalties & PY	\$ 170,015	\$ 167,458	\$ 174,286	\$ 181,393	\$ 193,440	\$ 216,379	\$ 247,324
Non-Rate	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
TFF		\$ 308,000	\$ 1,573,035	\$ 1,606,723	\$ 1,599,723	\$ 1,592,722	\$ 1,585,723
System Dev. Charges		\$ 29,000	\$ 30,500	\$ 33,000	\$ 34,100	\$ 32,450	\$ 37,000
TOTAL REVENUE	\$ 686,261	\$ 1,041,931	\$ 2,336,709	\$ 2,430,869	\$ 2,523,786	\$ 2,636,970	\$ 2,780,165

TIF fund	\$ 5,200,000	\$ 5,200,000	\$ 5,264,647	\$ 4,062,031	\$ 2,824,316	\$ 1,592,293	\$ 366,061
Transfer In	\$ -	\$ 372,647	\$ 370,419	\$ 369,009	\$ 367,700	\$ 366,489	\$ 366,490
Transfer Out	\$ -	\$ (308,000)	\$ (1,573,035)	\$ (1,606,723)	\$ (1,599,723)	\$ (1,592,722)	\$ (1,585,723)
	\$ 5,200,000	\$ 5,264,647	\$ 4,062,031	\$ 2,824,316	\$ 1,592,293	\$ 366,061	\$ (853,172)
Reserves (Begin)	\$ 136,348	\$ 421,268	\$ 695,714	\$ 919,906	\$ 1,157,573	\$ 1,441,164	\$ 1,788,944
Net Revenue	\$ 284,920	\$ 274,446	\$ 224,192	\$ 237,668	\$ 283,590	\$ 347,780	\$ 437,976
Capital Outlay							
Retained Earnings (End)	\$ 421,268	\$ 695,714	\$ 919,906	\$ 1,157,573	\$ 1,441,164	\$ 1,788,944	\$ 2,226,920
(as % OpEx -no debt)	114%	95%	45%	55%	68%	83%	102%

Notes & Key Points

1. Set to equal total new debt service
2. Based upon original TIF revenue projections (p. 8)
3. Taken from Sewer betterment fund reserve and treated like enterprise reserve fund.

USER IMPACTS

Typical Residential Customer Impacts

Calculations based on 5/8" meter customer using 20 HCF per quarter

Quarterly Bill

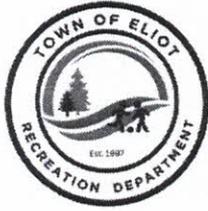
Scenario	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Regular Rate	\$ 112.74	\$ 112.74	\$ 112.74	\$ 112.74	\$ 124.02	\$ 136.42	\$ 150.06	\$ 165.07

Annual Cost

Scenario	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Typical Residential Customer	\$ 450.97	\$ 450.97	\$ 450.97	\$ 450.97	\$ 496.07	\$ 545.67	\$ 600.24	\$ 660.26
<i>Increase</i>		\$ -	\$ -	\$ -	\$ 45.10	\$ 49.61	\$ 54.57	\$ 60.02

RATE STUDY RECOMMENDATIONS

- 1. Increase sewer rates to keep up with inflation.**
- 2. Town decision how to manage budget shortfall of \$3.5M?**
- 3. Utilize (decrease) cash on hand (TIF funds) over the next 5 years.**
- 4. Re-evaluate rates when system is online in 2026 and again within 5 years.**
- 5. Improve accuracy by verifying information over time.**



Eliot Recreation Department

1333 State Road - Eliot, Maine 03903

Heather Muzeroll-Roy, Director
Meg Roche, Program Coordinator
Lindsay Jardine, Admin. Assistant & Event Coordinator

April 25, 2024

To: Mike Sullivan, Town Manager
Cc: Norm Albert, Public Works Director
Fr: Heather Muzeroll-Roy, Recreation Director
Re: No Dogs Allowed on Athletic Fields

Currently dogs are allowed at all town parks, and must be leashed. Signage has been placed at the parks to remind people of this. It's hit or miss as to whether people follow this rule. However, the one thing that myself and other league coaches are noticing more frequently are people letting their dogs run freely off leash on the playing fields. Frost Tufts and Murray Rowe are becoming more and more of a dog park, as witnessed this past weekend with someone letting their 3 dogs run freely in the baseball field at Murray Rowe.

The parks are extremely busy this time of year and coaches are having to do 'doggie duty' prior to playing on the fields. With that, I would like to add a new policy to not allow dogs on any athletic fields in the Town of Eliot.

I have reached out to various Maine Parks and Rec departments. Please see below samples of policies:

- A. Domestic Animals must be leashed, and owners must follow the Town's Animal Control Ordinance.
- B. Owners must carry their own pet waste bags, immediately clean up after pets and properly dispose of waste (see Trash/Carry Out).
- C. **Animals are not allowed on the athletic fields.**

'Dogs are prohibited on City-owned or controlled athletic fields, fenced in playgrounds, playground equipment, and school yards.'

At this time, I am proposing that we place simple signage at both Frost Tufts and Murray Rowe (2 per field) denoting:

Animals are not allowed on the athletic fields at any time.

Thank you for your attention to this matter.

Sincerely,

Heather Muzeroll-Roy
Heather Muzeroll-Roy, Director
Eliot Recreation Department

Eliot Recreation Department

1333 State Road - Eliot, Maine 03903

Heather Muzeroll-Roy, Director
Meg Roche, Program Coordinator
Lindsay Jardine, Admin. Assistant & Event Coordinator

April 23, 2024

To: Mike, Sullivan, Town Manager
Cc: Norm Albert, Public Works
Fr: Heather Muzeroll-Roy, Director
Re: Request of funds

Per our conversations, please find below request for funds for Murray Rowe Park, Frost Tufts Park and the Eliot Rec. Barn on Dixon Road.

The **Eliot Rec. Barn** currently has a leak in the roof that needs immediate repairs. There is also no power to the outside lights. It seems the wiring was done incorrectly and needs to be re-directed. The barn floor needs to be repaired as well as there are several rotten boards throughout the footprint.

Frost Tufts is need of electrical work at the shed, pavilion light and courts lights. Roofing repairs (shingles) are also needed at the pavilion.

Murray Rowe needs roof repair to the smaller shed. However, both sheds need trim boards replaced. The larger shed would also benefit from new plywood near the garage door and a new outside light as the current one is broken.

I am requesting the following funds to be used from the Parks/Rec reserved account to repair the above mentioned.

\$7000.00 Electricity: \$5000.00 Frost Tufts
 \$2000.00 Rec. Barn

\$15,000.00 Building Repairs: Dixon Rd Red Barn \$4,025.00
 Murry Rowe L.L. \$3,360.00
 Frost Tuff Patio \$4,475.00
 TOTAL \$11,860.00
 PLUS 15% For Bid \$1,779.00
 TOTAL \$13,639.00 estimate

\$5000 Barn Floor Dixon Road:
 Material \$1,000.00
 Labor \$3,000.00
 TOTAL \$4,000.00 estimate

Thank you in advance for this consideration.

Heather Muzeroll-Roy, Eliot Recreation Director

**WARRANT AND NOTICE OF ELECTION CALLING
MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 35
BUDGET VALIDATION REFERENDUM
(20-A M.R.S. § 1486)**

TO: Ryan Cormier, a resident of Maine School Administrative District No. 35 (the “District”) composed of the Towns of Eliot and South Berwick, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within the District, namely, the Towns of Eliot and South Berwick, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective Municipal Officers. The Municipal Officers shall meet forthwith and countersign this warrant and notice of election. The Municipal Officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF ELIOT
DISTRICT BUDGET VALIDATION REFERENDUM
WARRANT AND NOTICE OF ELECTION**

York County, ss.

State of Maine

TO: Wendy Rawski, Clerk of Eliot: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

TO THE VOTERS OF ELIOT: You are hereby notified that a District budget validation referendum election will be held at the Marshwood Middle School, 626 Dow Highway in the Town of Eliot on Tuesday, June 11, 2024 for the purpose of determining the following question:

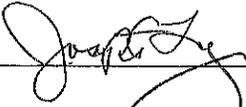
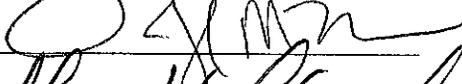
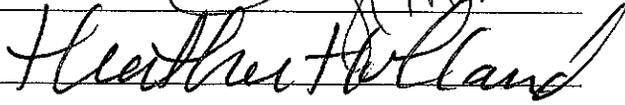
Question 1: Do you favor approving the Maine School Administrative District No. 35 budget for the upcoming school year that was adopted at the latest District budget meeting?

The polls must be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

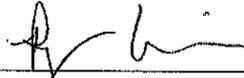
A person who is not registered as a voter may not vote in any election.

Given under our hand this day, May 1, 2024 at South Berwick, Maine.

 _____	 _____
 _____	 _____
 _____	 _____

A majority of the School Board of Maine School Administrative District No. 35

A true copy of the Warrant and Notice of Election, attest:



Ryan Cormier
Resident of
Maine School Administrative District No. 35

Countersigned this _____ day of _____, 2024 at Eliot, Maine.

A majority of the Municipal Officers of Eliot, Maine

A true copy of the Warrant and Notice of Election, attest:

Wendy Rawski, Municipal Clerk
Eliot, Maine

RETURN

York County, ss.

State of Maine

TO: The School Board of Maine School Administrative District No. 35
_____, 2024

Pursuant to the within warrant and notice of election, directed to me, I have served in hand upon the municipal clerk of Eliot, an attested copy of this warrant and notice of election, directing the Municipal Officers of said municipality to call a Maine School Administrative District No. 35 budget validation referendum at said time and place and for the purposes therein stated.

Ryan Cormier
Resident of
Maine School Administrative District No. 35

RETURN

York County, ss.

State of Maine

TO: The Municipal Officers of the Town of Eliot

I certify that I have notified the voters of the Town of Eliot of the time and place of the Maine School Administrative District No. 35 budget validation referendum by posting an attested copy of the within warrant and notice of election as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION OF POSTING</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said municipality and being at least seven days next prior to election day.

Dated at Eliot, Maine: _____, 2024

Wendy Rawski, Clerk
Eliot, Maine



TOWN OF ELIOT MAINE

PLANNING OFFICE

1333 State Road

Eliot ME, 03903

April 22, 2024

Stephen Cole
Regional Planner
Maine Department of Transportation
16 State House Station
Augusta, ME 04333
(via email)

Subject: Simplified Acquisition Request
WIN 028726.00 – Village Partnership Initiative Planning Study, Moses Gerrish Farmer Rd./Main St. (Route 103)

Dear Mr. Cole:

The Municipality of Eliot is requesting approval of a proposal for professional planning services for the subject project from Stantec Consulting Services, Inc., which is prequalified by MaineDOT in the service categories of 103.60 – Planning-Feasibility Studies and 209.10 – Pedestrian/Bicycle Facilities Design.

Since the cost is estimated to be \$25,000 or less – based on the signed VPI/PPI Planning Study Grant Agreement – we request approval to use Simplified Acquisition, allowing us to solicit a proposal from one consultant prequalified by MaineDOT to perform the service.

We have already procured Stantec for the State-Beech Active Transportation and Infrastructure Project (which includes work on WIN 028462.00) through a competitive RFQ process consistent with the LPA Manual. It would be efficient to retain Stantec to also conduct this Planning Study. Their team is familiar with Eliot as a whole and Eliot Village specifically, and this Planning Study area is adjacent to their ongoing design work on State and Beech Rds. We believe they are well-qualified and in an ideal position to conduct the Planning Study.

We understand that MaineDOT cannot participate financially in contract costs exceeding \$25,000, since Simplified Acquisition will be used, and that we must use a separate process to solicit additional consultant services (if required). We will ensure that Stantec's invoicing and the Town's reimbursement for WIN 028726.00, the Planning Study, will be separate from invoicing and reimbursement for WIN 028462.00.

Stantec has submitted a proposal for WIN 028726.00, the Planning Study, which is attached. Please review the proposal and notify us if we are approved to negotiate and award a contract with this firm. We understand that we cannot award a contract without your approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Brubaker". The signature is fluid and cursive, with the first name "Jeff" and the last name "Brubaker" clearly distinguishable.

Jeff Brubaker, AICP
Town Planner

Cc (via email): Michael J. Sullivan, Town Manager



Stantec Consulting Services Inc.
2211 Congress Street, Suite 380, Portland ME 04102

March 28, 2024
File: Not Assigned

Attention: Jeff Brubaker, AICP, Town Planner
Town of Eliot Planning Office
1333 State Rd
Eliot, ME 03903

Dear Jeff,

Reference: Proposal for Moses Gerrish Farmer Road and Main Street Active Transportation Feasibility Study - Eliot

Stantec Consulting Services Inc. is submitting this proposal for planning services for the Moses Gerrish Farmer Road and Main Street Active Transportation Feasibility Study project on Moses Gerrish Farmer Road and Main Street from Moses Gerrish Farmer Road to Greenwood Street. This active transportation feasibility study will evaluate existing conditions on each roadway, gather public input, and report the feasibility of roadway elements such as sidewalks, wider shoulders, traffic calming, signage, and off road – bicycle facilities to improve bicycle and pedestrian safety.

Scope of Work

A description of each task and the assumptions made in the development of the Scope of Work is outlined below.

Task 1 – Site Visit

Stantec will participate in an initial field visit led by Town staff. During this field visit our team will walk or bike the entire project area with Town staff and discuss barriers and opportunities and document existing conditions.

Task 2 – Desktop Analysis

Stantec will establish a planning-level understanding of existing roadway conditions in the study area, including infrastructure, travel demand, operations, and safety. This effort will begin with a review of prior studies and plans. Stantec will build on this understanding through the site visit in Task 1. Our review of the existing conditions will focus on how the study area functions for people traveling by all modes of transportation. The type of data included in the desktop analysis will include, but are not limited to:

- Existing traffic data
- Speed limits
- Crash and incident data
- Facilities for people walking and rolling, including sidewalks and crosswalks
- Bicyclist and pedestrian activity
- Right-off-way information
- Utilities
- Environmental resources

Reference: **Proposal for Moses Gerrish Farmer Road and Main Street Active Transportation Feasibility Study - Eliot**

- Location of public and private parking facilities (on and off-street)

Stantec will submit a draft a desktop analysis report to the Town summarizing the existing conditions. Upon receiving a consolidated set of comments from the Town, we will submit a final Desktop Analysis Report.

Task 3 – Public Meeting

- 3.1** Stantec will develop a presentation and graphics for one (1) public meeting. The presentation will include a summary of existing conditions on Moses Gerrish Farmer Road and Main Street and an overview of roadway elements that will be evaluated in the Feasibility Report.
- 3.2** Stantec will present the existing conditions and potential roadway elements at the public meeting and elicit feedback from the community. The Town will be responsible advertising and promoting the meeting and providing a venue.

Task 4 – Feasibility Report

The Feasibility Report will include the following elements:

- A summary of the existing conditions within the study area
- Typical sections of the design alternatives being evaluated
- A high-level cost analysis of design alternatives being compared in the Feasibility Report. Linear foot costs will be established for each alternative.
- An alternative matrix comparing criteria such as cost, Right-of-Way Impacts, Environmental Impacts, Safety Improvement, and Vehicle Speed Reduction.

Stantec will submit a Draft Feasibility Report to the town for feedback. After receiving a consolidated set of comments from the Town and attending a virtual meeting with Town staff to review and receive feedback, Stantec will develop and submit a final Feasibility Report.

Meetings and Coordination

The following projects meetings are anticipated:

- One (1) Site Visit
- One (1) Public Meeting
- One (1) meeting with Town staff to review the Draft Feasibility Report

Reference: Proposal for Moses Gerrish Farmer Road and Main Street Active Transportation Feasibility Study - Eliot

Schedule

Submission	Date
Notice to Proceed	April 5, 2024
Site Visit	April 24, 2024
Draft Desktop Analysis Submittal	May 10, 2024
Final Desktop Analysis Submittal	May 31, 2024
Public Meeting	June 12, 2024
Draft Feasibility Report Submittal	July 19, 2024
Final Feasibility Report Submittal	August 16, 2024

Assumptions

- Survey will not be collected and plans will use available aerial imagery.
- The town will provide GIS data for right-of-way, utilities, environmental resources, and land use

Fee

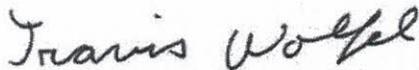
For the scope of services described herein, we request compensation in the amount of \$14,892.48 including expenses. Please refer to the cost proposal attached to this proposal for a full breakdown on expenditures.

Closure

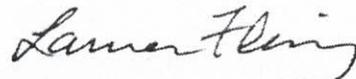
Please do not hesitate to contact me or Lauren with any questions or comments regarding the material presented. Thank you for selecting Stantec for this work assignment. We all look forward to working with you and your staff.

Best regards,

Stantec Consulting Services, Inc.



Travis Wolfel PE
Project Manager
Phone: (207) 887-3422
Travis.Wolfel@Stantec.com



Lauren Fleming PE
Principal, Transportation
Phone: (207) 887-3440
Lauren.Fleming@stantec.com

Attachment: Cost Proposal

Feb 27, 2024

Eliot Conservation Commission
Atten: Mike Sullivan, Town Manager
1333 State Road
Eliot, Maine 03903

Layli Mohtashami
427 S Nevada Way
Mesa, Az 85204

Dear Eliot Conservation Commission,

I own 6 acres located at 001 Ians Lane. Eagles, butterflies and other endangered species reside on the property. I have had a survey done by Attar Engineering and a land sewage plan done by Mike Cuomo. Code Enforcement Officer Shelly Bishop has copies of the plans. I will send as attachments to requested emails.

To protect the species and donate the land to Town of Eliot is my desire. I was hoping to reside in Eliot for health reasons. But i do not have the funds to purchase another property. I would like the residents of Eliot to enjoy the eagles and have the birds continue to enjoy the land. The presence of eagles, endangered shrubs and butterflies was confirmed by Sebago Technics of South Portland, Maine.

I consulted Pat Bedard's office. I will be able to pay for legal fees for the deed transfer and registration with the County of York. Please let me know who will be listed as the deed's owner. Pat's legal aid will then be able to transfer and register the deed.

I hope I will be issued a tax deductible receipt for the land valued at \$71,000.00 and the survey \$15,000.00/water study \$400. I would like to place a marker at my own expense on the land and name the land "Layli's Preserve, a Baha'i gift to the Town of Eliot." Let me know if there are any objections.

Thank you very much,



Layli Mohtashami

P.S. I paid \$125,000.00 for the 6 acres in 2020.

Payroll Warrant

Pay Date: 04/25/2024

04/25/2024

Page 1

WARRANT: 106

Check	D / D	Check	Employee	Gross Pay
15732	350.00	424.58	4501 JAY P. MUZEROLL	1,000.35
15733	0.00	237.70	1284 Josie H Ouellette	264.60
15734	300.00	939.02	3010 Norman R Albert	1,900.00
115732	843.23	0.00	1005 MELISSA T. ALBERT	1,559.60
115733	334.55	0.00	1053 Ann S Lukejord	362.26
115734	963.77	0.00	1059 Kristin D McNulty	1,600.00
115735	701.96	0.00	1104 Sierra A Pawnell	954.00
115736	1,696.98	0.00	1041 Michael J. Sullivan	2,346.40
115737	270.31	0.00	6084 Robert B. Veino	299.33
115738	652.35	0.00	1077 Mikayla L.F. Ferrara	954.00
115739	701.96	0.00	1068 Kylie R Gordon	954.00
115740	1,187.23	0.00	1010 WENDY J. RAWSKI	1,730.80
115741	912.31	0.00	1101 Lauren A Small	1,326.77
115742	979.75	0.00	1003 Rochelle M Bishop	1,502.80
115743	988.38	0.00	1032 Jeffery S. Brubaker	1,607.20
115744	1,044.00	0.00	1099 Donald K Ferrara	1,576.80
115745	666.20	0.00	1069 Kim R Tackett	990.00
115746	785.85	0.00	5078 Casey R Cyr	1,263.99
115747	772.17	0.00	5053 BRIAN P. DELANEY	1,367.20
115748	949.52	0.00	5076 William A. Dries	1,434.68
115749	861.31	0.00	5077 Robert Govoni	1,305.05
115750	858.82	0.00	5019 Ronald H Lund	1,509.20
115751	811.21	0.00	5074 Ryan D. Mazur	1,436.73
115752	1,186.01	0.00	5068 ELLIOTT L. MOYA	2,230.80
115753	638.72	0.00	5071 JUDITH F. SMITH	912.40
115754	640.07	0.00	3104 Douglas M Blaisdell	1,059.61
115755	683.07	0.00	3116 Austin D Mahoney	1,018.00
115756	1,055.44	0.00	3013 Kasey A Roß	1,502.67
115757	764.05	0.00	1026 David R Ross-Lyons	1,114.80
115758	900.26	0.00	3028 JAMES G. ROY	1,421.21
115759	292.48	0.00	3008 DONALD E. SYLVESTER	316.71
115760	319.57	0.00	3102 RONALD PEARSON	406.98
115761	427.77	0.00	1263 Thomas J. Phillips, III	530.66
115762	304.33	0.00	3083 RALPH E. PLACE	385.52
115763	233.05	0.00	3084 Daryl R Theriault	319.77
115764	304.47	0.00	3059 Robert H. Whittaker	377.91
115765	276.10	0.00	3110 Nicholas P Willis	345.99
115766	481.69	0.00	1310 Lindsay M. Jardine	632.50
115767	949.00	0.00	1060 HEATHER MUZEROLL-ROY	1,500.00
115768	787.42	0.00	1286 Megan E Roche	1,080.63
115769	351.51	0.00	1297 Nancy Young	380.63
115770	311.12	0.00	1081 Ella G Vennard	352.63
115771	0.00	28,537.99	D / D 9 KENNEBUNK SAVINGS BANK	
15735	0.00	54.74	T & A 9 Mission Square	
15736	0.00	54.74	T & A 10 Mission Square	
115772	0.00	11,050.79	T & A 1 Kennebunk Savings Bank	
115773	0.00	180.00	T & A 7 Maine State Retirement Service	
115774	0.00	2,073.80	T & A 4 Treasurer of State	

WARRANT: 108

Check	D / D	Check	Employee	Gross Pay
15737	0.00	209.36	4517 ROBERT O. MCPHERSON	285.00
15738	350.00	424.58	4501 JAY P. MUZEROLL	1,000.35
15739	0.00	237.70	1284 Josie H Ouellette	264.60
15740	300.00	1,098.01	3010 Norman R Albert	2,150.00
115737	843.18	0.00	1005 MELISSA T. ALBERT	1,559.60
115738	334.55	0.00	1053 Ann S Lukegard	362.26
115739	963.71	0.00	1059 Kristin D McNulty	1,600.00
115740	885.96	0.00	1104 Sierra A Pawnell	1,204.00
115741	1,858.83	0.00	1041 Michael J. Sullivan	2,596.40
115742	264.12	0.00	6084 Robert B. Veino	291.24
115743	652.30	0.00	1077 Mikayla L.F. Ferrara	954.00
115744	885.96	0.00	1068 Kylie R Gordon	1,204.00
115745	1,187.18	0.00	1010 WENDY J. RAWSKI	1,730.80
115746	787.72	0.00	1101 Lauren A Small	1,135.20
115747	979.69	0.00	1003 Rochelle M Bishop	1,502.80
115748	988.32	0.00	1032 Jeffery S. Brubaker	1,607.20
115749	1,043.95	0.00	1099 Donald K Ferrara	1,576.80
115750	666.15	0.00	1069 Kim R Tackett	990.00
115751	814.44	0.00	5078 Casey R Cyr	1,308.59
115752	1,036.75	0.00	5053 BRIAN P. DELANEY	1,777.36
115753	1,236.81	0.00	5076 William A. Dries	1,959.14
115754	1,237.21	0.00	5077 Robert Govoni	1,977.93
115755	1,366.31	0.00	5019 Ronald H Lund	2,448.25
115756	817.71	0.00	5074 Ryan D. Mazur	1,448.54
115757	1,185.96	0.00	5068 ELLIOTT L. MOYA	2,230.80
115758	638.70	0.00	5071 JUDITH F. SMITH	912.40
115759	640.06	0.00	3104 Douglas M Blaisdell	1,059.60
115760	683.07	0.00	3116 Austin D Mahoney	1,018.00
115761	983.38	0.00	3013 Kasey A Ross	1,406.00
115762	763.99	0.00	1026 David R Ross-Lyons	1,114.80
115763	900.27	0.00	3028 JAMES G. ROY	1,421.20
115764	377.71	0.00	3008 DONALD E. SYLVESTER	410.55
115765	319.57	0.00	3102 RONALD PEARSON	406.98
115766	412.26	0.00	1263 Thomas J. Phillips, III	509.85
115767	304.32	0.00	3083 RALPH E. PLACE	385.51
115768	233.05	0.00	3084 Daryl R Theriault	319.77
115769	304.47	0.00	3059 Robert H. Whittaker	377.91
115770	276.10	0.00	3110 Nicholas P Willis	345.99
115771	485.78	0.00	1310 Lindsay M. Jardine	638.00
115772	898.93	0.00	1060 HEATHER MUZEROLL-ROY	1,500.00
115773	939.51	0.00	1286 Megan E Roche	1,287.50
115774	266.66	0.00	1297 Nancy Young	288.75
115775	137.37	0.00	1103 Amanda E McKay	148.75
115776	129.29	0.00	1081 Ella G Vennard	140.00
115777	0.00	30,381.30	D / D 9 KENNEBUNK SAVINGS BANK	
15741	0.00	54.74	T & A 9 Mission Square	
15742	0.00	54.74	T & A 10 Mission Square	
115778	0.00	12,289.24	T & A 1 Kennebunk Savings Bank	

Warrant 105

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
02991 Kennebunk Savings						
1144	999999	04	K McNulty March cc chgs	2/28/24-3/28/24		
Zoom			E 01-01-13-02		95.94	0.00
			Technology / Software			
Godaddy.com			E 01-01-13-02		46.34	0.00
			Technology / Software			
			Invoice Total-		142.28	
1144	999999	04	W Rawski March cc chgs	2/28/24-3/28/24		
Bj's			E 15-15-20-04		145.37	0.00
			Supplies / Election			
Hannaford			E 15-15-20-04		59.68	0.00
			Supplies / Election			
			Invoice Total-		205.05	
1144	999999	04	N Albert March cc chgs	2/28/24-3/28/24		
Market Basket			E 20-01-20-40		20.00	0.00
			Supplies / Dept./Office			
			Invoice Total-		20.00	
1144	999999	04	E Moya March cc chgs	2/28/24-3/28/24		
Chiplab.com			E 10-05-20-40		258.75	0.00
			Supplies / Dept./Office			
Westfield State			E 01-01-03-02		150.00	0.00
			Employees / HR			
			Invoice Total-		408.75	
1144	999999	04	H Muzeroll-Roy Mar cc chg	2/28/24-3/28/24		
FSP Blast party rental			E 31-02-55-01		379.05	0.00
			Prog. Exp. / Sup. & Mat.			
Dollar general			E 31-02-55-01		12.50	0.00
			Prog. Exp. / Sup. & Mat.			
Walmart.com			E 30-01-04-03		39.68	0.00
			Comm. Relati / Spec.Events			
BJ's wholesale			E 31-02-55-01		54.75	0.00
			Prog. Exp. / Sup. & Mat.			
WB Mason			E 30-01-20-40		59.08	0.00
			Supplies / Dept./Office			
Walmart.com			E 30-01-04-03		12.40	0.00
			Comm. Relati / Spec.Events			
Dollar General			E 30-01-04-03		4.00	0.00
			Comm. Relati / Spec.Events			
			Invoice Total-		561.46	
1144	999999	04	J Muzeroll March cc chgs	2/28/24-3/28/24		
Home Depot - floors			E 10-01-24-20		76.12	0.00
			Rep. & Maint / Building			
Home depot - mtg room			E 93-16-99-01		133.45	0.00
			Misc. / Misc.			
Home depot- reg.paint mtg			E 93-16-99-01		20.32	0.00
			Misc. / Misc.			
			Invoice Total-		229.89	
1144	999999	04	M Albert March cc chgs	2/28/24-3/28/24		
Emergency Housing			E 50-01-61-04		770.00	0.00
			Assistance / Housing			
SHRM Cert Class			E 01-01-03-05		1,370.00	0.00
			Employees / Training			
Employee Handbook			E 01-01-03-05		400.00	0.00
			Employees / Training			

Warrant 105

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Emergency Housing			E 50-01-61-04		770.00	0.00
			Assistance / Housing			
DocuSign			E 01-01-13-02		300.00	0.00
			Technology / Software			
Invoice Total-					3,610.00	
Vendor Total-					5,177.43	
Prepaid Total-					5,177.43	
Current Total-					0.00	
EFT Total-					0.00	
Warrant Total-					5,177.43	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

DocuSigned by:
Richard Donhauser
 DocuSigned by:
 Richard Donhauser
William Widi
 E32B0CFFFF404C8...
 William Widi

Bruce Cabot Trott
 Stanley Shapleigh

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
01445 Allegiant Care						
1192	32858	04	June Health Premium	June2024		
June Health Premium	E 01-01-03-10				3,464.16	0.00
	Employees / Health Ins.					
June Health Premium	G 01-2229-00				734.84	0.00
	Health/Alleg					
			Vendor Total-		4,199.00	
02854 Amazon Capital Services						
1192	32859	04	Cleaning supplies	1P7C-3VJK-3CK3		
Cleaning supplies	E 10-05-20-40				65.46	0.00
	Supplies / Dept./Office					
			Invoice Total-		65.46	
1192	32859	04	Hwy office supplies	1NTF-TNTJ-7QY9		
Hwy office supplies	E 20-01-20-40				17.58	0.00
	Supplies / Dept./Office					
			Invoice Total-		17.58	
1192	32859	04	Hwy office supplies	1VYK-VYXR-9MCX		
Hwy office supplies	E 20-01-20-40				32.07	0.00
	Supplies / Dept./Office					
			Invoice Total-		32.07	
1192	32859	04	Laser Measure - Assessor	1G79-LX1H-6T7C		
Laser Measure - Assessor	E 01-03-20-40				179.99	0.00
	Supplies / Dept./Office					
			Invoice Total-		179.99	
1192	32859	04	Tape Measure	1JRN-MF7V-DWFL		
Tape Measure	E 01-03-20-40				22.97	0.00
	Supplies / Dept./Office					
			Invoice Total-		22.97	
1192	32859	04	Treasurer supplies	13VX-NVLD-QM3P		
Treasurer supplies	E 01-01-20-40				97.56	0.00
	Supplies / Dept./Office					
			Invoice Total-		97.56	
			Vendor Total-		415.63	
00035 AMERICAN SECURITY ALARM, INC.						
1192	32860	04	T-station alarm	161147		
T-station alarm	E 20-25-24-20				85.00	0.00
	tation - Rep. & Maint / Building					
			Vendor Total-		85.00	
02044 AT New Hampshire, LLC						
1192	32861	04	Truck #4 Door	X702037408-01		
Truck #4 Door	E 20-01-24-15				93.16	0.00
	Rep. & Maint / Vehicle					
			Vendor Total-		93.16	
01659 Atlantic Recycling Equipment, LLC						
1192	32862	04	Roll offs	1812		
Roll offs	E 90-21-99-01				19,800.00	0.00
	tation - Misc. / Misc.					
			Vendor Total-		19,800.00	
00109 CENTRAL MAINE POWER						

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
1192	32864	04	27 Dixon Rd 3/14-4/10		712002013836	
27 Dixon Rd 3/14-4/10			E 10-05-15-02		40.65	0.00
			Utilities / Electricity			
			Invoice Total-		40.65	
1192	32864	04	Harold L Dow Hwy Trf		707002044899	
Harold L Dow Hwy Trf			E 20-25-15-02		31.91	0.00
			tation - Utilities / Electricity			
			Invoice Total-		31.91	
1192	32864	04	Route 236 Rd 3/13-4/9		720001944882	
Route 236 Rd 3/13-4/9			E 10-30-15-03		48.83	0.00
			Utilities / Communicat.			
			Invoice Total-		48.83	
1192	32864	04	1333 State Rd 3/14-4/10		712002013838	
1333 State Rd 3/14-4/10			E 01-01-15-02		40.65	0.00
			Utilities / Electricity			
			Invoice Total-		40.65	
1192	32864	04	New Kittery Rd 3/13-4/9		714001999045	
New Kittery Rd 3/13-4/9			E 10-35-10-06		47.61	0.00
			Contract Svc / contract fee			
			Invoice Total-		47.61	
1192	32864	04	Main St 3/14-4/10		725001765320	
Main St 3/14-4/10			E 70-10-15-02		66.99	0.00
			Utilities / Electricity			
			Invoice Total-		66.99	
1192	32864	04	Cor State/Bolthill Rd		706002056163	
Cor State/Bolthill Rd			E 10-35-10-06		31.91	0.00
			Contract Svc / contract fee			
			Invoice Total-		31.91	
1192	32864	04	Route 236-Beech Rd		723001875914	
Route 236-Beech Rd			E 10-35-10-06		31.91	0.00
			Contract Svc / contract fee			
			Invoice Total-		31.91	
1192	32864	04	Rte 236 (Garage)		723001876424	
Rte 236 (Garage)			E 20-01-15-02		31.91	0.00
			Utilities / Electricity			
			Invoice Total-		31.91	
1192	32864	04	HL Dow Hwy 3/14-4/10		704002066266	
HL Dow Hwy 3/14-4/10			E 20-25-15-02		40.65	0.00
			tation - Utilities / Electricity			
			Invoice Total-		40.65	
1192	32864	04	Pleasant St 3/14-4/10		704002067292	
Pleasant St 3/14-4/10			E 70-05-15-02		40.65	0.00
			Utilities / Electricity			
			Invoice Total-		40.65	
1192	32864	04	Route 236 3/13-4/9		713002004722	
Route 236 3/13-4/9			E 10-30-15-03		64.01	0.00
			Utilities / Communicat.			
			Invoice Total-		64.01	
1192	32864	04	Dixon Ave 3/13-4/9		725001766170	
Dixon Ave 3/13-4/9			E 70-15-15-02		51.28	0.00
			Utilities / Electricity			

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account		Proj			
				Invoice Total-	51.28	
				Vendor Total-	568.96	
00121 Cintas Corporation #758						
1192	32865	04	4/19 Uniforms	4190131603		
4/19 Uniforms			E 20-01-03-15		144.70	0.00
			Employees / Uniforms			
				Vendor Total-	144.70	
02674 Cintas Fire 636525						
1192	32866	04	Sprinkler Head Replacemen	0F95547007		
Sprinkler Head Replacemen			E 10-05-24-20		4,046.51	0.00
			Rep. & Maint / Building			
				Vendor Total-	4,046.51	
02953 Clean Harbors Environmental Services						
1192	32867	04	T-station oil disposal	94365444		
T-station oil disposal			E 20-25-10-28		377.00	0.00
			tation - Contract Svc / Disposal			
				Vendor Total-	377.00	
01337 CNC ELECTRIC						
1192	32868	04	Frost Tufts Electric	3419		
Frost Tufts Electric			E 90-10-99-01		1,500.00	0.00
			Misc. / Misc.			
				Vendor Total-	1,500.00	
00131 COMCAST						
1192	32869	04	Hwy Cable 4/20-5/19	05.04.2024		
Hwy Cable 4/20-5/19			E 20-01-05-02		151.44	0.00
			Service Fees / Communicatio			
				Vendor Total-	151.44	
01513 Consolidated Communications						
1192	32870	04	DPW 4/18-5/17 Phones	04.18.2024		
DPW 4/18-5/17 Phones			E 20-01-05-02		407.09	0.00
			Service Fees / Communicatio			
				Invoice Total-	407.09	
1192	32870	04	Town Hall 4/18-5/17 Phone	04.18.2024		
Town Hall 4/18-5/17 Phone			E 01-01-05-02		713.34	0.00
			Service Fees / Communicatio			
				Invoice Total-	713.34	
				Vendor Total-	1,120.43	
02523 Creative Digital Services						
1192	32871	04	Sewer Billing Postage	118875		
Sewer Billing Postage			E 70-01-20-05		363.44	0.00
			Supplies / Postage			
				Vendor Total-	363.44	
02181 Environmental Projects, Inc.						
1192	32872	04	Oil water separator pump	20419		
Oil water separator pump			E 20-25-10-28		4,370.00	0.00
			tation - Contract Svc / Disposal			
				Vendor Total-	4,370.00	

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
02134 Hanging by a Thread						
1192	32873	04	PD Uniforms	24-0010		
PD Uniforms	E 10-05-03-15				170.00	0.00
	Employees / Uniforms					
			Vendor Total-		170.00	
00265 HAYDEE'S PEST-FREE MANAGEMENT, INC.						
1192	32874	04	Tstation pest control	168474		
Tstation pest control	E 20-25-24-20				80.00	0.00
	tation - Rep. & Maint / Building					
			Vendor Total-		80.00	
02015 HEATWAVE OIL, LLC						
1192	32875	04	Tstation Heat	246347		
Tstation Heat	E 20-25-15-01				495.72	0.00
	tation - Utilities / Heating					
			Invoice Total-		495.72	
1192	32875	04	Winter diesel	246221		
Winter diesel	E 20-05-20-10				1,505.18	0.00
	Supplies / Fuel					
			Invoice Total-		1,505.18	
			Vendor Total-		2,000.90	
01928 HUSSEY SEPTIC, INC.						
1192	32876	04	Frost Tufts port-a-potty	P12112		
Frost Tufts port-a-potty	E 20-01-05-09				325.00	0.00
	Service Fees / Toilets					
			Invoice Total-		325.00	
1192	32876	04	MurrayRowe port-a-potty	P12113		
MurrayRowe port-a-potty	E 20-01-05-09				175.00	0.00
	Service Fees / Toilets					
			Invoice Total-		175.00	
			Vendor Total-		500.00	
00830 HYGRADE BUSINESS GROUP, INC.						
1192	32877	04	1st Qtr 2024 Sewer Billin	835704		
1st Qtr 2024 Sewer Billin	E 70-01-05-25				240.82	0.00
	Service Fees / Printing					
			Vendor Total-		240.82	
02475 Leaf						
1192	32878	04	PD Copier lease	16371169		
PD Copier lease	E 07-02-65-08				205.73	0.00
	Debt Service / Leases					
			Vendor Total-		205.73	
00969 Maine Association of Assessing Officers						
1192	32879	04	Assessor Training	1000470478		
Assessor Training	E 01-03-03-05				55.00	0.00
	Employees / Training					
			Vendor Total-		55.00	
00444 MAINE TOWN & CITY CLERK'S ASSN						
1192	32880	04	KGordon Notary Training	1000457025		

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
KGordon Notary Training	E 01-02-03-05				30.00	0.00
Employees / Training						
Vendor Total-					30.00	
01435 NEW ENGLAND BACKFLOW, INC.						
1192	32881	04	Backflow testing - PD	28474		
Backflow testing - PD	E 10-05-24-20				170.00	0.00
Rep. & Maint / Building						
Invoice Total-					170.00	
1192	32881	04	Hwy Backflow testing	28473		
Hwy Backflow testing	E 20-01-24-95				55.00	0.00
Rep. & Maint / Grounds						
Invoice Total-					55.00	
Vendor Total-					225.00	
02875 Pro-Vision Video Systems						
1192	32882	04	Body Cam software	SMX-21348		
Body Cam software	E 10-05-10-11				3,780.00	0.00
Contract Svc / Software						
Vendor Total-					3,780.00	
02773 Quadient Leasing USA, Inc.						
1192	32883	04	Qtrly lease fee - postage	Q1295460		
Qtrly lease fee - postage	E 07-02-65-08				432.81	0.00
Debt Service / Leases						
Vendor Total-					432.81	
01753 Town of Kittery Sewer Department						
1192	32884	04	Repairs - Pump 1&2	170692		
Repairs - Pump 1&2	E 90-25-99-01				5,949.30	0.00
Misc. / Misc.						
Invoice Total-					5,949.30	
1192	32884	04	Pumps 1&2 maint.	1351545-46		
Pumps 1&2 maint.	E 70-05-24-10				210.00	0.00
Rep. & Maint / Equipment						
Pumps 1&2 maint.	E 70-10-24-10				210.00	0.00
Rep. & Maint / Equipment						
Invoice Total-					420.00	
1192	32884	04	weekly station checks	4124		
weekly station checks	E 70-15-24-10				396.00	0.00
Rep. & Maint / Equipment						
weekly station checks	E 70-05-24-10				396.00	0.00
Rep. & Maint / Equipment						
weekly station checks	E 70-10-24-10				396.00	0.00
Rep. & Maint / Equipment						
Invoice Total-					1,188.00	
Vendor Total-					7,557.30	
00725 TREASURER OF STATE						
1192	32885	04	BMV 4/3-4/11	4/3-4/11		
BMV 4/3-4/11	G 01-2040-00				35,380.21	0.00
DMV Regs						
Invoice Total-					35,380.21	
1192	32885	04	BMV 4/11-4/18	4/11-4/18		

Warrant 107

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
BMV 4/11-4/18			G 01-2040-00		18,531.63	0.00
	DMV Regs					
			Invoice Total-		18,531.63	
			Vendor Total-		53,911.84	
00730 Treasurer, State of Maine						
1192	32886	04	Tstation license	DEP0402241SWF		
Tstation license			E 20-25-10-28		324.00	0.00
			tation - Contract Svc / Disposal			
			Vendor Total-		324.00	
00906 W.B. MASON COMPANY, INC.						
1192	32887	04	Water	245839402		
Water			E 10-05-20-40		71.82	0.00
			Supplies / Dept./Office			
			Vendor Total-		71.82	
02850 White Cap LP						
1192	32888	04	Cold patch	50026345446		
Cold patch			E 20-01-20-32		1,529.50	0.00
			Supplies / Gravel Mater			
			Invoice Total-		1,529.50	
1192	32888	04	Cold patch	50026354260		
Cold patch			E 20-01-20-32		367.08	0.00
			Supplies / Gravel Mater			
			Invoice Total-		367.08	
			Vendor Total-		1,896.58	
			Prepaid Total-		0.00	
			Current Total-		108,717.07	
			EFT Total-		0.00	
			Warrant Total-		108,717.07	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

 DocuSigned By:
 Richard Donhauser
 DocuSigned By:
 81E91EFC0ECS406...
 Richard Donhauser
 William Widi
 E32B0CFFFF404C8...
 William Widi

 Bruce Cabot Trott

 Stanley Shapleigh

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
02854 Amazon Capital Services						
1201	32889	05	Hwy office & TS bags	1L67-16PP-GXVK		
Hwy office			E 20-01-20-40		21.21	0.00
			Supplies / Dept./Office			
TS Bags			E 20-25-20-58		59.38	0.00
			tation - Supplies / PAYT			
			Vendor Total-		80.59	
01659 Atlantic Recycling Equipment, LLC						
1201	32890	05	Tarp	1841		
Tarp			E 20-25-24-10		313.25	0.00
			tation - Rep. & Maint / Equipment			
			Vendor Total-		313.25	
00072 BERNSTEIN,SHUR,SAWYER & NELSON						
1201	32891	05	Planning	4064347		
Planning			E 05-05-99-01		213.50	0.00
			Misc. / Misc.			
			Invoice Total-		213.50	
1201	32891	05	Staples	4064349		
Staples			E 01-01-10-02		3,236.00	0.00
			Contract Svc / Legal Serv.			
			Invoice Total-		3,236.00	
1201	32891	05	General	4064348		
General			E 01-01-10-02		637.50	0.00
			Contract Svc / Legal Serv.			
			Invoice Total-		637.50	
1201	32891	05	Franck	4055993		
Franck			E 01-01-10-02		142.00	0.00
			Contract Svc / Legal Serv.			
			Invoice Total-		142.00	
1201	32891	05	General	4064350		
General			E 01-01-10-02		681.00	0.00
			Contract Svc / Legal Serv.			
			Invoice Total-		681.00	
			Vendor Total-		4,910.00	
00121 Cintas Corporation #758						
1201	32892	05	4/26/24 Uniforms	4190868891		
4/26/24 Uniforms			E 20-01-03-15		84.16	0.00
			Employees / Uniforms			
			Vendor Total-		84.16	
00131 COMCAST						
1201	32893	05	PEG access	9964-42024		
PEG access			E 93-23-99-01		172.89	0.00
			Misc. / Misc.			
			Vendor Total-		172.89	
02972 Gatehouse Media Massachusetts I, Inc.						
1201	32894	05	Public Hearing	0006313402		
Public Hearing			E 01-01-04-01		216.54	0.00
			Comm. Relati / Ads/Notices			

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account		Proj			
				Vendor Total-	216.54	
00247 Granite State Minerals, Inc.						
1201	32895	05	Salt	INV083600		
Salt			E 20-05-20-31		5,064.63	0.00
			Supplies / Sand & Salt			
				Vendor Total-	5,064.63	
00343 L.W. MORGRIDGE & SON, INC.						
1201	32896	05	T/S Pumping	25106		
T/S Pumping			E 20-25-24-20		470.00	0.00
			tation - Rep. & Maint / Building			
				Vendor Total-	470.00	
00000 Lauren Small						
1201	32897	05	Mileage reimbursement	4/2024		
Mileage reimbursement			E 01-02-03-06		301.50	0.00
			Employees / Mileage			
Tolls			E 01-02-03-05		14.20	0.00
			Employees / Training			
				Vendor Total-	315.70	
02884 Nedra Sahr						
1201	32898	05	Reimburse AIP Expenses	05.01.2024		
Constant Contact			E 05-01-99-01		102.01	0.00
			Misc. / Misc.			
Staples - brochures			E 05-01-99-01		13.89	0.00
			Misc. / Misc.			
Bench Plaque			E 05-01-99-01		18.00	0.00
			Misc. / Misc.			
				Vendor Total-	133.90	
02551 Nest & Sons, Inc.						
1201	32899	05	Catch Basins - Annual	59821		
Catch Basins - Annual			E 20-30-10-41		2,520.00	0.00
			Contract Svc / Engineering			
				Vendor Total-	2,520.00	
02350 New England Kenworth						
1201	32900	05	Truck 1	CP548781		
Truck 1			E 20-01-24-15		24.01	0.00
			Rep. & Maint / Vehicle			
				Vendor Total-	24.01	
00474 NORTHEAST HYDRAULICS, INC.						
1201	32901	05	Truck 4	84791		
Truck 4			E 20-01-24-10		417.50	0.00
			Rep. & Maint / Equipment			
				Invoice Total-	417.50	
1201	32901	05	Truck 4	84823		
Truck 4			E 20-01-24-10		675.92	0.00
			Rep. & Maint / Equipment			
				Invoice Total-	675.92	
				Vendor Total-	1,093.42	
00358 Randy M. Buccini						

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
1201	32902	05	PEG access		4.30.2024	
PEG access			E 93-23-99-01		510.00	0.00
			Misc. / Misc.			
Vendor Total-					510.00	
02108 ReVision Holdings LLC						
1201	32903	05	Power Purchase Agreement		9215	
Power Purchase Agreement			E 10-05-15-02		1,043.02	0.00
			Utilities / Electricity			
Power Purchase Agreement			E 01-01-15-02		521.51	0.00
			Utilities / Electricity			
Power Purchase Agreement			E 10-01-15-02		447.00	0.00
			Utilities / Electricity			
Power Purchase Agreement			E 10-30-15-03		149.00	0.00
			Utilities / Communicat.			
Power Purchase Agreement			E 70-01-15-02		1,564.53	0.00
			Utilities / Electricity			
Vendor Total-					3,725.06	
02717 Shredding on Site						
1201	32904	05	T/S Shredding		0132630	
T/S Shredding			E 20-25-10-28		57.50	0.00
			tation - Contract Svc / Disposal			
Vendor Total-					57.50	
02824 The Goodyear Tire & Rubber Co.						
1201	32905	05	Tires		068-1082452	
Tires			E 20-01-24-10		1,549.40	0.00
			Rep. & Maint / Equipment			
Vendor Total-					1,549.40	
01418 T-Mobile						
1201	32906	05	TH cells 3/21-4/20		3/21/24-4/20/24	
Admin			E 01-01-05-02		87.75	0.00
			Service Fees / Communicatio			
Land use			E 01-03-05-02		87.75	0.00
			Service Fees / Communicatio			
PW			E 20-01-05-02		58.50	0.00
			Service Fees / Communicatio			
CSD			E 30-01-05-02		54.14	0.00
			Service Fees / Communicatio			
Vendor Total-					288.14	
01853 Town Hall Streams, LLC						
1201	32907	05	Monthly streams		15619	
Monthly streams			E 01-01-05-24		250.00	0.00
			Service Fees / Video Stream			
Vendor Total-					250.00	
00725 TREASURER OF STATE						
1201	32908	05	BMV report		4.18.24-4.25.24	
BMV report			G 01-2040-00		37,054.11	0.00
			DMV Regs			
Invoice Total-					37,054.11	
1201	32908	05	BMV Report		4/25/24-4/30/24	

A / P Warrant

Warrant 109

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
BMV Report			G 01-2040-00		21,593.64	0.00
	DMV Regs					
			Invoice Total-		21,593.64	
			Vendor Total-		58,647.75	
00906 W.B. MASON COMPANY, INC.						
1201	32909	05	Notary supply - wendy	246115913		
Notary supply - wendy			E 01-01-20-40		65.65	0.00
	Supplies / Dept./Office					
			Vendor Total-		65.65	
			Prepaid Total-		0.00	
			Current Total-		80,492.59	
			EFT Total-		0.00	
			Warrant Total-		80,492.59	

WE THE SELECTMEN OF THE TOWN OF ELIOT AUTHORIZE THE TOWN TREASURER
Kristin McNulty TO PAY THE INVOICES ON THIS WARRANT.

Lauren Dow

Bruce Cabot Trott

Richard Donhauser

Stanley Shapleigh

William Widi