



Banking Services Proposal

Presented To



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Presented By
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Waterville Branch





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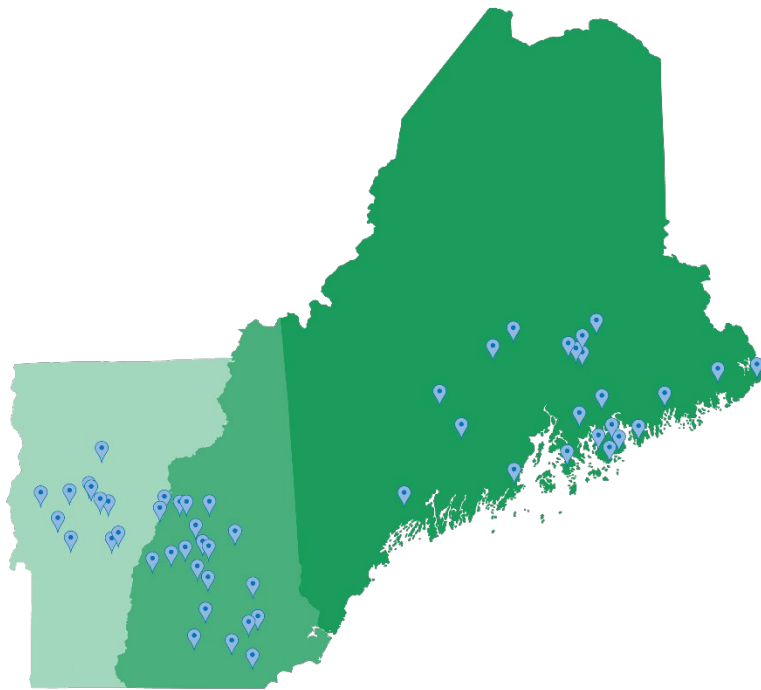
About Us

Our New England Roots

Founded in 1887, Bar Harbor Bank & Trust has more than \$3.9 billion in assets and is an independent community bank. We are the only community bank headquartered in Northern New England with branches in Maine, New Hampshire and Vermont. Our teams live and work in the communities we serve, and we have 100,000+ customers and 500+ employees.

Locations

we operate more than 50 full service branches throughout Maine, New Hampshire, and Vermont.



Our Community Commitment

For over 135 years, we have been a true community partner by contributing to the economic health and strength of the communities we serve. We offer community support through a variety of programs including local community giving and paid volunteer time for employees.

What Makes Us Different

When you bank with Bar Harbor Bank & Trust you will enjoy our community bank qualities: local decisions, flexible terms, competitive rates, and rapid response times. We are big enough to have the strength and technologically advanced tools businesses need, but small and local enough to build long-term personal relationships. We invest in and value long-term customer relationships. Our experienced Bankers take the time to understand your goals, your cash flow, and your challenges, and work with you to provide the right solution for your financial needs.





Bank History

Founded in 1887, Bar Harbor Bank & Trust is the only independent community bank headquartered in Northern New England with branches in Maine, New Hampshire, and Vermont. Customers enjoy a community bank culture of personal, responsive, local service combined with corporate bank capabilities and talent. A team of more than 500 employees delivers financial solutions, including wealth management, to individuals, businesses, municipalities and non-profits through more than 50 convenient branch locations.

Bar Harbor Bank & Trust makes continual investments in processes, products, technology, training, leadership, and infrastructure to deliver the best possible customer service. Our philosophy of initiative, perseverance, and one-on-one personal interactions has built a tradition of trust. We take pride in maintaining long-term relationships with our customers. In addition to a full suite of personal and business banking services, Bar Harbor Bank & Trust also offers wealth management services delivered through Bar Harbor Wealth Management, a subsidiary of the Bank, and Bar Harbor Financial Services, a branch of Infinex Investments, Inc., providing retirement planning, investment management, brokerage and insurance services.

Bar Harbor Bank & Trust has expanded through a combination of organic growth and acquisition. In 2010 the Bank operated 12 locations along the Downeast coast of Maine, and in 2012 it acquired Border Trust Company, enlarging its market area to southern Midcoast Maine. In 2016, Bar Harbor Bank & Trust acquired the Lake Sunapee Bank group of companies creating organizational efficiencies, increased lending capacity, product development and other strategic growth opportunities. A like-minded partner with similar geographic attributes, the acquisition expanded the Bank's service area across state borders into New Hampshire and Vermont, areas of population density and economic diversification.

In 2018 Bar Harbor Bank & Trust opened a new branch location in Manchester, New Hampshire. 2019 began with the opening of a newly created Loan Production Office in Portland, Maine as the Bank continued its strategy of targeted expansion of relationship banking. Later that year, the Bank grew its Maine market to 22 branches with the acquisition of eight branches in Central Maine from People's United Bank. Additionally, the Bank opened a full service branch in Bedford, NH in 2020.

Bar Harbor Bankshares (NYSE American: BHB) is the parent company of its wholly owned subsidiary, Bar Harbor Bank & Trust. Operating over 50 locations across Maine, New Hampshire and Vermont, Bar Harbor Bank & Trust is headquartered in Bar Harbor, Maine and has more than \$3.7 billion in assets. As a leading Northern New England community bank, Bar Harbor Bank & Trust offers a full range of personal and business banking services, as well as wealth management services through its subsidiaries Bar Harbor Trust Services and Charter Trust Company. For more information about Bar Harbor Bank & Trust, visit www.barharbor.bank or call 888-853-7100. Member FDIC.

Our Mission Statement

Bar Harbor Bankshares, an independent community banking organization, encourages and supports the personal and professional development of its employees, dedicates itself to consistent service of the highest level for all customers, and recognizes its responsibility to be an active participant in, and advocate for, community growth and prosperity.





A-Account Structure

Branch Locations

Bar Harbor Bank & Trust has over 50 branch locations. The ones closest to the Town of Belgrade are:

Waterville Branch	335 Main Street, Waterville, ME 04901
Lobby/Drive-up Hours	Monday-Friday: 9:00AM-4:00PM Saturday: 9:00AM-12:00PM
South China Branch	368 Route 3, China, ME 04358
Lobby/Drive-up Hours	Monday-Thursday: 7:30AM-4:00PM Friday: 7:30AM-5:00PM Saturday: 9:00AM-12:00PM

Courier Services

When it comes to convenience, there is no need to leave your office to make a deposit of coin, currency and checks. The safety of your money is our highest priority. Our courier service can be scheduled for a routine, recurring stop at your business to pick up deposits. Your deposit will be delivered to the bank in a sealed, tamper-evident bag for immediate deposit. The cost of this service is \$22 per pickup.

Accounts

We can provide combined or separate monthly statements for each account showing all of the activity for the month. At any time, the Town has the option to open additional accounts-both zero-balance or regular and to add sweep accounts at the proposed price.

The Town will have a team of Bar Harbor Bank & Trust professionals who will be reviewing the accounts on a regular basis to ensure that the town is being made aware of new products and features as well as increasing rates based on market conditions.

Bar Harbor Bank & Trust can offer an Annual Percentage Yield of **4.25%** for the Sweep Account.

The waived service fees (See Section E) and premium rate are based on a comprehensive relationship.





B-Availability of Funds

Bar Harbor Bank & Trust agrees to credit the Town's General Account for incoming wire transfers same day if received by 4:30PM. Wire transfers received after 4:30PM would be credited to your account the next banking day. Wire transfers would be posted to your General Account and would automatically sweep into your ICS Account that evening.

Please find the availability schedule to follow, labeled as Exhibit A. Any future changes to this schedule, the bank will notify the town of in writing.

C-Account Report and Reconciliation

Monthly account statements reflecting business through the last day of the month will be sent to the Town no later than the 10th day of the following month. If the Town chooses electronic statements, the statement is generally received the day following the last day of the month. Copies of checks and debit/credit memos will be returned with the statement. Account Analysis statements will be sent by the last day of the following month and are available online.

D-Other Bank Services and Conditions

Checks returned because of insufficient funds or un-cleared funds, the bank will make one attempt to present the checks again if under \$1,000. For items that are returned in the amount of \$1,000 or higher or after a second attempt, the bank will return to the Town for processing.

The Bank will provide all specified supplies as listed in the Request for Proposal including self-inking stamps, coin wrappers, bill bands, coin envelopes, deposit bags, night deposit bags, duplicate deposit slips etc.

Bank errors will be corrected within 3 business days and listed as a separate transaction.

We have a team of knowledgeable, dedicated professionals who will provide ongoing advice and consultation concerning the Town's needs and as requested. Specific information regarding your relationship team is on page 7. All on this team have the authority to make timely decisions in the normal course of business on their own.

Bar Harbor Bank & Trust is an Equal Opportunity Employer and Lender.





Dedicated Relationship Team

Our team of dedicated professionals is here to support you no matter what your needs are.



Jennifer Seekins
SVP, Treasury Services Sales
E-mail: jseekins@barharbor.bank
Phone: 207-949-4023

Jennifer is a Certified Treasury Professional, leads the Treasury Services Group in helping businesses increase productivity and profitability using cash management tools. Jennifer specializes in supporting Maine corporations, non-profits and municipalities with their Treasury management needs; improving efficiency, maximizing cash flow and decreasing risk. Jenn's team responsibilities includes relationship reviews to ensure all needs and products are best serving you, negotiating rates and pricing, managing collateral structures, and answering questions or guiding you on current and future strategic initiatives from a liquidity and financial management perspective.



Rebecca Gagne
AVP, Treasury Support Manager
Email: rgagne@barharbor.bank
Phone: 207-776-1972

Rebecca has over 10 years' experience in the banking industry as a treasury and cash management support professional. She leads the Bank's Treasury Support Team in meeting the day-to-day needs of cash management customers. The Treasury Support Team provides technical support and training for electronic banking services to commercial customers. They onboard new customers and provide timely responses to customer service requests.



Lisa Veazie
SVP, Regional Market Manager
Email: lveazie@barharbor.bank
Phone: 207-460-1384



Kristen Manson
**Branch Relationship Manager,
Waterville Branch**
Email: kmanson@barharbor.bank
Phone: 207-416-4138

Retail Banking Team-Lisa Veazie and Kristen Manson

This team, which includes the branch manager, regional managers, and all customer service members, are available to assist with transactional questions, executing transactions, and answering questions that arise. Examples of their service include opening new accounts, handling in-branch and night drop transactions, assisting with future changes to account signers or accounts types, answering statement questions, and so much more!





Transition Timeline and Next Steps

Bar Harbor Bank will work with the Town of Belgrade to ensure a timely and seamless transition. We understand that changing banks is not easy, but we will be with you every step of the way to assist in the process. Your relationship team will facilitate the process. Should you choose to proceed, the next steps for completing the proposal and transitioning your account would include:

Banking Transition Checklist

The checklist below provides an overview of the steps that will occur to ensure a seamless transition.

Part 1: Partnership Established

- Determine signers on new accounts.
- Determine online banking administrator(s) and users.
- Sign bank paperwork, forms, and agreements to establish new accounts.
- Order checks and deposit slips.
- Order debit cards.
- Submit credit card application and order credit cards.
- Review your current bank statements to make a list of vendors who will need to be provided with updated banking information.
- Contact your accounting software company to obtain instructions on adding new accounts to your system, changing check printing routing and account numbers, and/or changing file specifications if applicable.

Part 2: Transition Begins

- Move initial funds into new account(s).
 - Determine the outstanding check amount at your previous bank. Keep funds in the account to cover those transactions and any other charges you will receive.
 - Transfer the remainder of funds to your new account(s). This can be done via check, wire, or ACH transfer.
- Contact vendors to change account and routing numbers for electronic payments.
- Update any accounting software or business systems with your new account information.
- Receive new checks, deposit slips, debit cards, and credit cards.
- Receive Remote Deposit Capture Machine (if applicable).
- Work with your banker to complete training on new services.
- Complete any file testing necessary (for example, ACH file testing).

Part 3: Transition Completed

- Confirm that all testing and online banking transactions were successful.
- Confirm that vendors have changed the routing/account numbers for your transfers.
- Turn off services at previous bank.
- Move remaining funds from previous bank/close account.
- Schedule any follow-up trainings needed.
- Review new bank and account analysis statements.
- Begin fully utilizing your new accounts and services.





Treasury Services

Our solutions help businesses of all sizes with growth, profitability, efficiency, and risk. We offer tools that can help you:

Manage and Mitigate Risk

- ACH Debit Filter/Block
- Positive Pay
- Bar Harbor Card Control
- Insure excess funds through CDARS¹ and ICS²

Streamline Day to Day Cash Management

- Bar Harbor Business Online offers:
 - Multiple users with customized user levels
 - Real time information and history available 24/7
 - Download transaction history in various file format
 - Transfer funds and much more

Facilitate Payables and Receivables

- Business Debit MasterCard ®
- ACH
- Wires – domestic and international
- Remote Deposit Capture
- Credit Card Processing
- Courier Service
- Credit Cards
- Sweep Services

Make Your Cash Work Harder

- Increase interest earnings and maximize working cash
- Reduce interest expense with Sweep to Line of Credit Use Qualifying balances to offset service charges
- Use Automated Sweep Services to fully automate your daily bank account cash positioning, which can help lower your borrowing costs and maximize interest earned on deposits

¹Limits apply. Funds may be submitted for placement only after a depositor enters into a CDARS Deposit Placement Agreement with Bar Harbor Bank & Trust. The agreement contains important information and conditions regarding the placement of funds. CDARS and Certificate of Deposit Account Registry Service are registered service marks of Promontory Interfinancial Network, LLC.

²Placement of customer funds through the ICS service is subject to the terms, conditions, and disclosures set forth in the agreements, including the ICS Deposit Placement Agreement. Limits and customer eligibility criteria apply. Program withdrawals are limited to six per month when using the ICS savings option. ICS and Insured Cash Sweep are registered service marks of Promontory Interfinancial Network, LLC.





Credit Card Processing

The ability to accept credit and debit card payments is a necessity for many businesses. Bar Harbor Bank & Trust provides industry-leading payment processing solutions that are convenient, safe, and affordable. We'll customize and build a program specifically to fit your business needs. We offer:

- Personalized credit card payment processing solutions for your business.
- Cost-saving solutions for all types of businesses:
 - Retail
 - Lodging
 - Restaurant
 - Business to Business
 - Internet/E-Commerce
 - Petroleum
 - Mail Order/Telephone Order
- Customized payment processing technology:
 - Terminals
 - Point of sale systems
 - Software integration
 - Virtual terminals
 - Mobile processing
- In-house PCI (Payment Card Industry) compliance team to walk you through annual SAQ or quarterly network scans to ensure you are compliant.
- Security keeps clients protected
 - Breach protection
 - Card tokenization
 - EMV processing



Bar Harbor Bank & Trust has partnered with BASYS Processing to make accepting credit cards and debit cards convenient, safe, and affordable. BASYS was founded in 2002 on one philosophy: to take care of their merchants, partners, and employees so they never want to leave. Together we will customize a solution to fit your needs.

Programs are subject to additional terms and conditions, and if applicable, credit approval.





Lending

We've been supporting businesses and entities of all sizes and industries throughout New England for over 135 years. We offer the lending solutions you need, delivered by professionals committed to finding the right solution for you. Reasons to work with Bar Harbor Bank & Trust include:

Community Bank Advantages

- Local Decision Making
- Flexible Terms and Competitive Rates
- Rapid Response Times

Positioned to Support You

- We are the right size to meet all of your needs
- Big enough to have the financial strength and technology businesses need
- Locally-focused enough to understand your market and your needs.

Focused on Relationships

- We invest in and value long-term customer relationships.
- Our bankers take the time to get to know you, your goals, and your cash flow and growth challenges.
- We will work to provide the right financial solutions for your needs.

Industry Knowledge

- Our specialized team of experts possesses expertise and understanding of a variety of industries.
- Understanding the dynamics and challenges of your industry helps us provide better solutions and guidance.

We deliver a range of affordable and flexible commercial lending solutions, such as:

- Working capital lines of credit
- Equipment and machinery financing
- Commercial vehicle financing
- Commercial boat loans
- Inventory loans
- Business term loans
- Letters of credit
- Commercial real estate mortgages
- Construction loans
- Land acquisition and development loans
- SBA loans

All applications are subject to approval.





References

Town of China
571 Lakeview Drive
China, Maine 04358
Contact: Becky Hapgood, Town Manager
207-445-2014
Email: becky@chinamaine.org

Town of Bar Harbor
93 Cottage Street
Bar Harbor, Maine 04609
Contact: Sarah Gilbert, Finance Director
207-288-5096
Email: sgilbert@barharbormaine.gov

Town of Orrington
1 Municipal Way
Orrington, Maine 04474
Contact: Chris Backman, Town Manager
207-825-3340
Email: manager@orrrington.org

Bar Harbor Bank has approximately 316 municipal customers. We are happy to provide additional references as needed.





E-Costs to the Town

The method used to calculate the compensating balance and earnings credit is:

Compensating Balance (Average Daily Collected Balance) X ECR X 30/365= Earnings Allowance

We are proposing to waive all fees with the exception of the Wire Module, outgoing wire transfers and courier services, therefore an ECR won't be needed.

Depository Service	Volume	Charge Per Item	Estimated Annual	Estimated Monthly
Account Maintenance	12	W		
Cash Management Sweep Maintenance	12	W		
Deposits Processed	300	W		
Checks Deposited	5000	W		
Returned Checks Final Presentment	10	W		
Checks Paid	2300	W		
ACH Origination Module	12	W		
ACH Items Originated	410	W		
ACH Credits-Receiving	140	W		
ACH File Transmission	55	W		
Remote Deposit Capture Module		W		
Remoted Deposit Items		W		
Check Positive Pay		W		
ACH Filter		W		
Domestic Wire Module*		\$25/Month	\$300	\$25
Domestic Wire Outgoing (Online)*		\$15/Wire	\$15	
Courier Services*		\$22/Pickup		

Total Proposed Annual Amount for Services:

\$0

Average Monthly Amount for Services (Total/12):

\$0

Additional Costs*



Schedule A

FUNDS AVAILABILITY YOUR ABILITY TO WITHDRAW FUNDS

This policy statement applies to all deposit accounts.

Our policy is to make funds from your check deposits available to you on the first business day after the day we receive your deposit. Electronic direct deposits will be available on the day we receive the deposit (see Same Day Availability). Once the funds are available, you can withdraw them in cash and use your debit card for purchases and we will use the funds to pay checks that you have written.

Please remember that even after we have made funds available to you, and you have withdrawn the funds, you are still responsible for checks you deposit that are returned to us unpaid and for any other problems involving your deposit. For determining the availability of your deposits, every day is a business day, except Saturdays, Sundays, and federal holidays. The length of delay is counted in business days from the day of your deposit.

- If you make a deposit on a business day that we are open, we will consider that day to be the day of your deposit. However, if you make a deposit on a day we are not open, or for reasons outside of our control; such as an interruption of communications; or computer or other equipment failures; a suspension of payments by another bank; a war; or an emergency condition beyond the control of the bank, we will consider that the deposit was made on the next business day we are open.
- If you mail your deposit it will be considered deposited on the day we receive it.
- If you place your deposit in a branch night depository before 7:00 am, the deposit will be processed on that business day.
- Deposits made at a Bar Harbor Bank & Trust ATM after 5:00 pm will be considered transacted on the next business day.
- Deposits made via Mobile Deposit after 5:00 pm are considered transacted on the next business day.
- Transfers processed through online banking after 8:45 pm are considered transacted on the next business day.

The length of the delay in availability varies depending on the type of deposit as explained below.

Same Day Availability - Funds from the following deposits are available for the payment of checks, debit card purchases and for cash withdrawal on the same business day we receive the deposit:

- Cash deposits made to a bank teller.
- Electronic direct deposit payments, such as Social Security benefits and automatic payroll deposits.
- Funds from ACH transactions.
- Funds from wire transfers.
- ATM deposits - the first \$225 will be immediately available.

Funds from the deposit of checks drawn off Foreign Banks (other than Canadian Banks) are accepted for collection with availability based on final payment from the paying Bank.

Longer Delays May Apply

Case-by-case delays. In some cases, we will not make all of the funds that you deposit by check available to you on the first business day after the day of your deposit. The funds may not be available until the second business day after the day of your deposit. The first \$225 of your deposits, however, will be available on the first business day after the day of your deposit.

If we are not going to make all of the funds from your deposit available on the first business day, we will notify you at the time you make your deposit. We will also tell you when the funds will be available. If your deposit is not made directly to one of our employees, or if we decide to take this action after you have left the premises, we will mail you the notice by the day after we receive your deposit.

If you will need the funds from a deposit right away, you should ask us when the funds will be available.

Safeguard exceptions. In addition, funds you deposit by check may be delayed for a longer period under the following circumstances:

- We believe a check you deposit will not be paid.
- You deposit checks totaling more than \$5,525 on any one day.

- You redeposit a check that has been returned unpaid.
- You have overdrawn your account repeatedly in the last six months.
- There is an emergency, such as failure of computer or communications equipment.

We will notify you if we delay your ability to withdraw funds for any of these reasons, and we will tell you when the funds will be available. They will generally be available no later than the seventh business day after the day of your deposit.

Special Rules for New Accounts - If you are a new customer, the following special rules may apply during the first 30 days your account is open.

- Funds from electronic direct deposits to your account will be available on the day requested by the sender.
- Funds from deposits of cash, wire transfers, and the first \$5,525 of a day's total deposits of cashier's, certified, tellers, travelers and federal, state and local government checks will be available on the first business day after the day of your deposit if the deposit meets certain conditions. For example, the checks must be payable to you. The excess over \$5,525 will be available on the seventh business day after the day of your deposit. If your deposit of these checks (other than a U.S. Treasury check) is not made in person to one of our employees, the first \$5,525 will not be available until the second business day after the day of your deposit. Funds from all other check deposits will be available on the seventh business day after the day of your deposit.

Holds on Other Funds (Check Cashing) – If we cash a check for you that is drawn on another bank, we may withhold the availability of a corresponding amount of funds that are already in your account. Those funds will be available at the time funds from the check we cashed would have been available if you had deposited it.