

TOWN OF BELGRADE
Meeting Agenda
BOARD OF SELECTPERSONS
AUGUST 15, 2023 / REGULAR MEETING 6:30 P.M.
BELGRADE TOWN OFFICE

This meeting will be conducted in person. The public may also view the meeting and participate online at <https://us02web.zoom.us/j/81131427984>

Call to Order and Pledge of Allegiance

Establish quorum.

Open Meeting

- 1. Public Comment**
- 2. Review and approve minutes of August 1, 2023**
- 3. UNFINISHED BUSINESS**
 - A. 4 Day Work Week Mailer
 - B. Banking and Investment Recommendations
- 4. NEW BUSINESS**
 - A. Appointments, Resignations
 - B. Sandy Cove Culvert
 - C. Close Public Works Reserve, add to Fire Department Reserve
- 5. OTHER BUSINESS**
- 6. WARRANTS**
- 7. TOWN MANAGER REPORT**
- 8. EXECUTIVE SESSION** 1 M.R.S.A. §405(6) – personnel matter, if needed.

Memo

Minutes

Review and approve minutes of August 1, 2023.

TOWN OF BELGRADE
Meeting Minutes
BOARD OF SELECTPERSONS
AUGUST 1, 2023 / REGULAR MEETING 6:30 P.M.
BELGRADE TOWN OFFICE

The public may also view the meeting online <https://youtu.be/TNK6IOFMNZU>

Present: Vice Chair Carol Johnson, Selectperson Daniel Newman, Selectperson Peter Rushton, Town Manager Lorna Dee Nichols, Bruce Galouch, Jon Perkins.

Remote participants: Chair Barbara Allen, Selectperson Melanie Jewell, Richard Bourne, Pat Donahue, Andrea Henry, Mary Vogel, Lisa Henry.

Call to Order and Pledge of Allegiance at 6:30 p.m. by Vice Chair Carol Johnson.

Quorum established.

Open Meeting

Public Comment – None.

Review and approve minutes of July 18, 2023

Motion to approved minutes as written by Vice Chair Carol Johnson, seconded by Selectperson Peter Rushton, vote 5-0.

UNFINISHED BUSINESS

Burgess Property, water system updates/discussion with Maine D.O.T. / Dwight Doughty

Dwight Doughty was unable to attend the meeting. The Board had a short discussion on the Burgess property sale which Maine DOT is not interested in purchasing and the Board was in agreement with.

Streetlight (corner of Manchester Rd. and Wings Mills Road)

Motion to approve the installation of a light at this intersection for safety reasons, seconded by Selectperson Peter Rushton, vote 5-0.

The Board would like to notify the residents via written communication at this intersection of the installation of a light as a courtesy.

The Board would like to request increased patrols via written communication in this area from the Kennebec County Sheriff's Office.

Property Management Draft Contracts – review, discussion

The Board reviewed both draft contracts as presented by Spectrum Property Management with several updates. The Town Manager will go over these with Spectrum and bring revised contracts to the Board at a future meeting for their review and approval.

Motion by Vice Chair Carol Johnson to approve warrant 93 in the amount of \$23,374.12, seconded by Selectperson Peter Rushton, vote 5-0.

TOWN MANAGER REPORT

Village Green CRAFT FAIR SERIES –Contact Dan MacGlashing for more information. Upcoming dates: August 27, September 24, October 7.

CFAS – Mid State Masonry began chimney work July 31. We have received two estimates for mold remediation (attached).

OPEN POSITIONS - We have reviewed several applicants for the Deputy Clerk positions and will be scheduling interviews. Our Rec Director and I are working on the job posting for the assistant position and will have that posted soon.

VILLAGE GREEN CONCERT SERIES 6-8 p.m. – August 3 Bob Colwell Trio; August 10 Midnight Breakfast; August 17 The Maniacs; August 24 Frenzie; August 31 The Magnie Fam-Family; September 7 Chris Poulson and The Social Club, September 14 The Fossils.

CONTRACTS – The winter maintenance and plumbing/heating contracts have been completed and signed; tree services and salt/sand are ready and waiting for signatures.

SPEED SIGN – The state is offering free solar powered speed feedback signs. Our community was suggested as a good location to permanently install one at each end of the village as a traffic calming strategy. DOT will provide the equipment and training. We simply insure the unit (value \$4,000) and provide maintenance thereafter. It is ours to keep.

They do not have the bid results for the units yet, so it will likely be fall before they receive them in Augusta. They will forward a cooperative agreement to sign taking ownership and to use them in accordance with DOT standards.

BROADBAND – I have been in contact with the Maine Connectivity Authority for information on access for our community and programs available for those who cannot afford services. I am working with a representative from Grow Smart Maine and will meet with them this week to discuss programs and options.

The Affordable Connectivity Program: Households are eligible if the annual income is less than 200% of the Federal Poverty Guidelines, if anyone already receives Lifeline, or if you participate in one of these programs:

- Supplemental Nutrition Assistance Program (SNAP), formerly known as Food Stamps
- Medicaid
- Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
- Supplemental Security Income (SSI)
- Federal Public Housing Assistance (FPHA) (including Housing Choice Voucher (HCV) Program (Section 8 Vouchers), Project-Based Rental Assistance (PBRA)/202/811, Public Housing, and Affordable Housing Programs for American Indians, Alaska Natives or Native Hawaiians)
- Veterans Pension and Survivors Benefit

- Free and Reduced-Price School Lunch Program or School Breakfast Program, including at U.S. Department of Agriculture (USDA) Community Eligibility Provision schools
- Received a Federal Pell Grant in the current award year

Additional information can be found here <https://www.maineconnectivity.org/affordability>

MCGRATH POND ROAD – Working with residents and our Road Commissioner as they are concerned about the speed on this road and any options available to review and reduce the speed for safety reasons.

CEMETERIES – I spoke with Sexton Cory Alexander about the ability to offer an interactive map of Pine Grove Cemetery online. CIMS offers a burial search feature at an up-front cost of \$1,500 as a set up fee and \$800 annually thereafter for hosting. This could be taken out of the Cemetery budget and would be a great service to the public. I have included information for your review.

TAX STABILIZATION PROGRAM FOR SENIORS - The LD 290 “Property Tax Stabilization for Senior Citizens” program, enacted in August 2022, was repealed by the Maine Legislature on July 6, 2023, with an effective date of Oct. 11, 2023.

The Property Tax Fairness Credit, which currently allows eligible Mainers to take a \$1,500 credit, has increased to \$2,000; it also loosens limits on the program in a way that allows the benefits to remain constant for a Mainer whose spouse passes away. Note: This program is not administered by the Town of Scarborough; to claim the credit, you must file Form 1040ME and Schedule PTFC/STFC for the tax year during which the property tax or rent was paid. For help, call 207-624-9784. For more info, please visit: www.maine.gov/revenue/taxes/tax-relief-credits-programs/income-tax-credits/property-tax-fairness-credit

The State Property Tax Deferral Program, a lifeline loan program that covers the annual property tax bills of Maine seniors age 65 and older who cannot afford to pay them on their own, has been expanded. It doubles the income limit on that program to \$80,000 and also raises asset limits. Taxes must be paid back when the home is sold or becomes part of an estate. Note: This program is not administered by the Town of Scarborough; questions on this State managed program can be referred to Maine Revenue Services, Property Tax Division, at 207-624-5600 or prop.tax@maine.gov. For more info, please visit: www.maine.gov/revenue/taxes/tax-relief-credits-programs/property-tax-relief-programs/deferral-program

On the radar

Water Trustee appointments (2 positions open)
 Comprehensive Plan Committee / Plan updates (KVCOG contracted for updates)
 LD 2003
 Possible Broadband Committee
 Strategic Planning/Goals for 2023
 Permit/Code Enforcement Modules – updates
 Truck for Facilities
 CFAS repairs
 American Rescue Fund expenditures (finalize)
 Tax Stabilization Reimbursement (LD290)
 Brown Tail Moth Treatment April 2024

EXECUTIVE SESSION 1 M.R.S.A. §405(6) – personnel matter.

Motion by Vice Chair Carol Johnson to exit regular session and enter executive session pursuant to 1 M.R.S.A. §405(6) – personnel matter at 8:25 p.m., seconded by Selectperson Daniel Newman, vote 5-0.

Motion by Vice Chair Carol Johnson to exit executive session at 9:26 p.m., seconded by Selectperson Peter Rushton, vote 5-0.

Motion to enter regular session at 9:27 p.m. by Selectperson Melanie Jewell, seconded by Selectperson Daniel Newman, vote 5-0.

The Board took no action from the executive session.

Motion to adjourn by Vice Chair Carol Johnson at 9:28 p.m., seconded by Selectperson Melanie Jewell, vote 5-0.

Memo

4 Day Week Brochure

- The Board first discussed this in April and again a few weeks ago.
- A draft brochure with a tear-away panel is included in your packet for review, discussion.
- The approximate cost to process these is \$2,750-\$3,000.



We want your feedback!

TOWN OF BELGRADE
990 AUGUSTA ROAD
BELGRADE, ME 04917

BULK RATE
US POSTAGE PAID
BELGRADE, ME

POSTAL PATRON

LOCAL

stamp

TOWN OF BELGRADE
990 AUGUSTA ROAD
BELGRADE, ME 04917

The Board of Selectpersons is considering changing the work week for staff in the Town Office. The change would be to move from a traditional 5-day (8 hour days) work week to a 4-day (10 hour days) per week. This is one method to help recruit and retain staff in the Town Office.

Do you support this idea?

Please give us your feedback below:

Yes No

Comments:

Across Maine, help wanted signs have become a ubiquitous symbol of the state's employment situation. The trends that have hit Maine's private sector hard since the start of the pandemic in early 2020 have not left unscathed its municipalities, which are now scrambling to find ways to compete with rising hourly pay under budgets dictated by taxes levied on residents, even as officials try to maintain services needed and expected in their communities.

"We've been so complacent on wages and benefits," said Jim Gardner, Easton town manager and past president of the Maine Municipal Association Executive Committee. "To compete with the outside, we're just not doing it."

Biddeford City Manager Jim Bennett said municipalities can't compete with the private sector from a financial standpoint by throwing money at the problem because officials can't raise taxes high enough to cover the cost of increased wages.

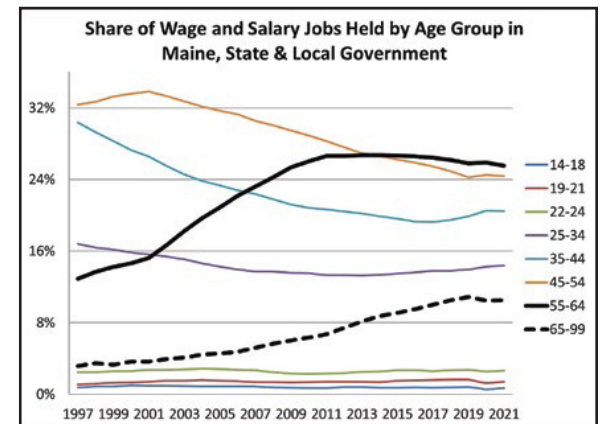
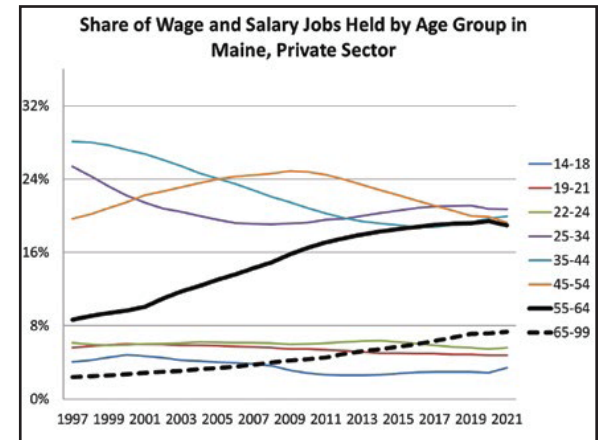
"We're going to do everything we can to be competitive," he said, adding that a municipality cannot be highest at everything in the marketplace. "Cash is a temporary motivator."

With Maine continuing to hold its spot as the oldest in the country, the state's aging population is a contributing factor in the entire workforce but is magnified in the public sector. Data from the U.S. Census Bureau show that jobs held in Maine state and local government reflects the aging of the baby boomer generation. In 2021, 36 percent of the jobs in state and local government were held by people 55 and older: 26 percent ages 55 to 64 and 10 percent 65 and older. The percentage in the private sector was markedly lower at 26 percent.

The Town of Belgrade is no different. In order to recruit and retain younger talent, the Board of Selectpersons is considering moving to a 4-day work week for Town Office Staff.

We want to know what you think! Please complete and mail the postage-paid section with your feedback and comments.

Information provided by Maine Municipal Association's 'Maine Town & City' publication ~ January, 2023.



Memo

Banking Services, Investment Management Services Recommendations

The Board asked staff to review the proposals received and to make recommendations to the Board for their consideration.

After reviewing proposals, staff was unanimous in their choices:

Banking
1. Northeast Bank
2. Androscoggin Bank

Investment Management
1. Bar Harbor Wealth Management

We list Northeast Bank first for banking as they are offering high rates and have a system in place where we will always be receiving the highest rate available. Northeast also offers some very useful tools that others do not. The biggest one being the sub-accounting feature which will let us track the interest accrued on the large capital reserves. Being able to track the interest on these accounts helps with reconciling. They are also waiving almost all fees.

Second for banking services is Androscoggin Bank (current provider). They have great customer service and familiarity with how we do things. They also offer attractive rates.

We all felt Bar Harbor has been providing sound advice and strategy for the best management practices and returns for the Town of Belgrade and did a great job mitigating losses during the pandemic. We recommend that we continue this relationship.



Northeast
BANK

RFP Response Prepared for:

Belgrade Maine
— Est. 1796

July 14, 2023



July 14, 2023

Ms. Lorna Dee Nichols, Town Manager
Town of Belgrade
990 Augusta Road
Belgrade, Maine 04917

Dear Lorna:

Thank you for the opportunity to submit the following proposal for banking services to the Town of Belgrade. At Northeast Bank, we strive to deliver solutions to meet and exceed your required cash management needs combined with our user-friendly, safe banking technology. We currently support banking relationships with government clients at every level in Maine including local, regional and state.

Northeast Bank offers local, personal, and government banking services across the state from our seven full-service banking centers and from our operations center at the historic Bates Mills in Lewiston, Maine. With our robust online cash management services, remote banking technology and dedicated government banking team, we deliver best-in-class treasury services to our government clients, regardless of our client's physical location.

As a Maine Chartered bank since 1872, and with a current asset size of over \$2.5 billion, our purpose at Northeast Bank is to provide quality banking solutions that help Maine residents and organizations succeed. In addition to meeting your treasury service needs, we are pleased to provide the Town with safe and secure deposit services and the ability to maximize the rate of return on deposits. With towns facing tighter budgets every year, Northeast Bank is also happy to waive the cost for our banking products and services to the Town of Belgrade.

I enjoyed working with Nick, Mary and others for many years in my previous position and would be excited to work with the Town again! Please let me know if you have any questions regarding our proposal.

Sincerely,

A handwritten signature in black ink that reads "Jason Simcock". The signature is fluid and cursive, written in a professional style.

Jason Simcock
SVP, Senior Government Banking Officer

REQUEST FOR PROPOSALS FOR BANKING SERVICES

I. INTRODUCTION

The Town of BELGRADE is seeking competitive proposals for banking services. It is the Town's goal to receive accurate, timely depository and account maintenance services, maximize the utilization of idle funds, minimize risk of loss, receive sound investment and banking service advice, utilize electronic and automated banking options at the lowest reasonable cost.

The Town wishes to examine the marketplace, make improvements where possible, and take advantage of appropriate and applicable technologies. It is the Town's intent to maintain all depository banking services with one financial institution to maximize cash flow and minimize administration fees.

II. THE TOWN OF BELGRADE, ME

The Town of Belgrade was incorporated in 1796 and is located in Kennebec County. The population from the 2020 census lists the Town at 3,250 residents. The Town has a five-member Board of Selectpersons/Town Meeting/Town Manager form of government.

The adopted municipal budget for 2023 is \$4,579,603. This does not include County or RSU 18 appropriations.

A copy of the audit for the years 2020, 2021 and 2022 are available upon request.

III. SCOPE OF BANK SERVICES REQUESTED

Northeast Bank is pleased to provide our response to the Town's banking services RFP as noted in blue font. The Bank is also pleased to commit to our proposal for a minimum period of five years, or a mutually agreed period, and is open to extending the term at any point during this initial period.

A. Account Structure

The Town makes weekly deposits directly into the General Operating Account at the selected financial institution. Please provide your branch locations and branch business hours so that the Town may determine the most convenient location to make its deposits. If a courier service is available, please provide that information along with the fee for services.

Town of Belgrade, Maine

RESPONSE: Northeast Bank's nearest retail branch office, or Banking Center, is located at **235 Western Ave, Augusta, Maine**. This location offers ATM, night deposit drop box, and drive thru services.

Manager: Courtney Luce

Phone: 207.623.0603

Lobby and Drive Thru Hours: Mon - Th: 8:30am - 4:00pm, Fri: 8:30am - 5:00pm

In addition to our Augusta Banking Center's services, the Bank is pleased to provide the courier services at no charge to the Town. It is understood that the Town has one courier pick-up a week and may need additional pick-ups during the property tax collection season. The Bank has several courier provider options and will work with the Town to select the one that best meets the Town's needs.

The Town has a number of Capital Reserve and Trust Fund accounts that need sub-accounting with individual monthly reports showing activity and interest allocation for each individual account.

RESPONSE: The Bank will provide our sub-accounting service at no cost to the Town. With our secure online sub-accounting platform, clients can easily track interest accrual for specific accounts, transfer allocations to/from the primary account, and generate/export various monthly account activity and reconciliation reports. With sub-accounting, clients no longer need to maintain separate checking or sweep accounts to manage, or track accounts, such as reserves, escrow, and/or project accounts.

The screenshot displays the 'ESCROW MANAGER' interface for Northeast Bank. At the top, it shows the bank logo, the title 'ESCROW MANAGER', and the current date '6/30/2023'. Below the header, there are navigation tabs for 'Administration', 'Master Accounts', 'Escrow Accounts', 'Transactions', and 'Sign Off'. The main content area is titled 'Escrow Account Summary' and includes a 'Closed Escrow Accounts' section with 'Hide' and 'Show' buttons. The summary is divided into three columns: 'Pending', 'Escrow Accounts', and '\$ Escrow Balance'. The 'Pending' column shows 0 Allocations and 0 Transfers. The 'Escrow Accounts' column shows 2 Total, 0 Closed, and 2 Open accounts. The '\$ Escrow Balance' column shows a Current balance of \$7.50 and an Available balance of \$7.50. Below the summary is a 'Select Escrow Account' section with a search bar and a list of accounts. The selected account is 'NEB LEWISTON' with Account Number '***000002' and Reference #. The account details are shown in a table with 'Account Information' and 'Balance Information' sections. The 'Account Information' section includes Short Name (NEB LEWISTON), Reference, Item ID, OFAC Flag (Y), and W9 Flag (Y). The 'Balance Information' section includes Escrow #1 and Balance #1 (\$4.00). A 'View Escrow Account' button is located at the bottom of the details section.

| Pending | | Escrow Accounts | | | \$ Escrow Balance | |
|-------------|-----------|-----------------|--------|------|-------------------|-----------|
| Allocations | Transfers | Total | Closed | Open | Current | Available |
| 0 | 0 | 2 | 0 | 2 | \$7.50 | \$7.50 |

| Account Information | | Balance Information | |
|---------------------|--------------|---------------------|--------|
| Short Name | NEB LEWISTON | Escrow #1 | Escrow |
| Reference | | Balance #1 | \$4.00 |
| Item ID | | | |
| OFAC Flag | Y | | |
| W9 Flag | Y | | |

Town of Belgrade, Maine

The Town reserves the right to open additional accounts, either zero-balance or regular, and to add sweep accounts as required, during the contract period at the price proposed. Other accounts, either subsidiary to the General Account or stand-alone, may be established according to the needs of the Town's finances.

RESPONSE: The Bank will provide the Town as many checking and sweep accounts as requested, without any cost to the Town.

The Town reserves the right to separately invest excess funds through the depository Bank or other institutions.

RESPONSE: The Bank agrees to the above requirement.

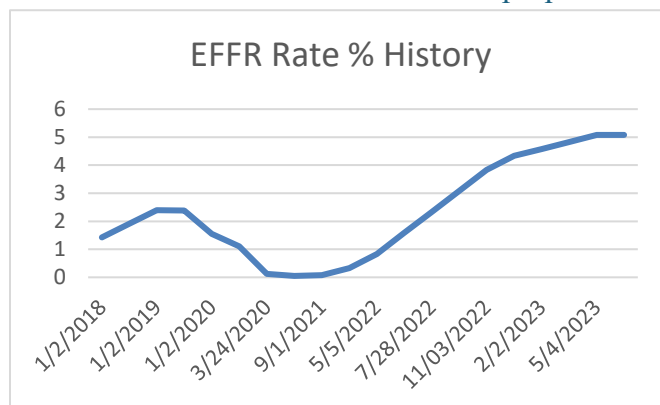
Please provide interest rates to be paid for accounts and the Bank's policy for adjusting these (upward or downward) in response to changing market conditions. **It is important for the selected institution to take a pro-active approach to ensuring the Town is made aware of available products or interest rate increases that will enhance these funds.**

RESPONSE: The Bank believes that yield is an important part of any banking relationship, but especially within local government. To help our municipal clients maintain a competitive rate, in today's changing rate environment, **Northeast Bank is pleased to offer the Town an ICS Demand Sweep rate of 5.08% (5.21% APY)**, tied to the Effective Federal Funds Rate (EFFR). As an indexed rate, the Town's rate will adjust when the Fed makes rate adjustments. For example, if the Fed increases the EFFR by 25 bps, the Town's new rate will be 5.33 % and go into effect immediately after the Fed's update rate.

In addition to following a rate index system, the Bank will commit to a base floor ICS rate of .75% (.75% APY). In other words, should EFFR decrease in the future, the Town's ICS rate will not go below .75% during the five-year term of our proposal. For more details on ICS, please go to the "other services" section included in our proposal.

Should EFFR's APY rate average 5.21% over a period of 12 months, on a \$5 million average deposit, the projected interest income is \$260,500 to the Town.

The charts to the right and on the next page show EFFR rate history, to help put in perspective both pre and post-pandemic rates:



Town of Belgrade, Maine

For more background, go here:

<https://www.newyorkfed.org/markets/reference-rates/effr>

For additional deposit rate options on less liquid funds, the Bank offers our internal CD's and CDARS. Similar to ICS, CDARS provides FDIC coverage well above \$250,000. With CDARS, clients have up to \$50 million in FDIC coverage. Both options provide clients the ability to maximize deposit interest on idle funds. During property tax season, many towns find short-term CDARS to provide a nice boost to interest revenue.

Here are our current CDARS rates:

1,3, 6 months 5.15% (5.27% APY)
12 months 5.25% (5.38% APY)

Additional CDARS terms available upon request.



| EFFR Effective Date | Rate % |
|---------------------|--------|
| 1/2/2018 | 1.42 |
| 6/29/2018 | 1.91 |
| 1/2/2019 | 2.4 |
| 6/3/2019 | 2.38 |
| 1/2/2020 | 1.55 |
| 3/13/2020 | 1.1 |
| 3/24/2020 | 0.12 |
| 4/30/2020 | 0.05 |
| 9/1/2021 | 0.08 |
| 3/17/2022 | 0.33 |
| 5/5/2022 | 0.83 |
| 6/16/2022 | 1.58 |
| 7/28/2022 | 2.33 |
| 9/22/2022 | 3.08 |
| 11/03/2022 | 3.83 |
| 12/15/2022 | 4.33 |
| 2/2/2023 | 4.58 |
| 3/23/2023 | 4.83 |
| 5/4/2023 | 5.08 |
| 5/11/2023 | 5.08 |

B. Availability of Funds

Awarded Bank agrees to credit the Town's **General Account** for selected items according to the following schedule:

1. Incoming Wire Transfers-same day credit regardless of time of receipt during the day. Wires received after the 6:00 p.m. cutoff will be treated as collected funds for that day and will be considered part of the overnight investment program.
2. Incoming Wire Transfers from any bank-initiated repurchase agreement shall be credited to the Town's **General Account** by 9:00 a.m.

All other checks will be based on the awarded bank's "availability schedule". Please attach a copy of your current "availability schedule" to the proposal. Awarded bank agrees to notify the Town, in writing, of any changes to the schedule.

RESPONSE: The Bank agrees to meet the above requirements.

The Bank's Funds Availability policy does not differ from the Federal Reserve Bank availability schedule. All electronic payments, such as direct deposits and wire transfers, checks drawn on Northeast Bank and cash deposits will be made available on the day of deposit. Please see the attached "Funds Availability Disclosure" for a summary on our Funds Availability policy. Checks deposited to

Town of Belgrade, Maine

any one of our branch locations or scanned via remote capture on a business day before 7:00pm, receive credit on the day of deposit and availability on the next business day.

ACH payments received in your account by 4 PM EST will also receive same day credit. With this feature, our clients can earn sweep account interest on deposits more quickly than banks that follow the standard ACH posting window.

C. Account Reporting 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. The monthly statements shall include analysis reports for each account (including sub accounts) showing all activity, deposits, paid items and fee items. Paid checks or facsimile and debit/credit memos or facsimile shall be returned with the statements.

RESPONSE: The Bank agrees to meet the above requirements. Reconciliation services currently available in Business Online Banking include:

- Convenient access 24/7 for all deposit accounts.
- Real-time intra-day and previous day activity for 18 months.
- View images of paid items and positive pay exception items.
- Opt-in eStatement access for deposit and loan accounts for 18 months.
- Download account activity in CSV, TXT, OFS, Quickbooks and Quicken formats.
- Create and manage unique report templates by user for ease of reference.
- Multiple customizable alerts available to monitor account activity.

In addition, the Bank offers an optional recon module as part of our cash management online services. Our recon module provides several report options, including full, partial, deposit, range, positive pay and reverse positive pay.

Northeast Bank does not typically provide account analysis statements since it waives fees for our government clients. By not charging fees to the Town, there is no need to track an earnings credit rate, ECR balance or monthly and transaction fees.

All regular monthly statements, including our checking and ICS sweep statements are available online via a secure login and are made available the first business day of the month and mailed monthly. ICS statements are housed in IntraFi's online portal.

The Town can opt in for online access to e-statements. This can be done by an admin level online banking user or other user if eStatement access is requested. An authorized Town representative may also request that the Bank manually enroll the accounts in eStatement services. eStatement enrollment typically disables paper statements, but the Bank will continue to provide paper statements in addition to eStatements if requested.

D. Other Banking Services and Conditions

Ongoing, but periodic, advice and consultation concerning the Town's banking needs as requested (Personal Banker).

All checks returned due to insufficient funds will be automatically deposited a second time. Please include your charge (if any) for this. Checks that are still "uncollectible" after this second attempt will be returned to the Town for processing.

The Town validates checks received with self-inking "For Deposit Only" stamps that contain the required information about the Bank. Awarded Bank shall provide two such stamps, upon request.

The Bank shall supply the Town with various supplies, such as courier service, coin wrappers, bill bands, coin envelopes and deposit bags, and night deposit bags, if so required, at no cost to the Town.

Duplicate deposit slips will be provided to the Town by the Bank, pre-printed with account name and number(s) at no cost to the Town.

No debit or credit memos required to adjust errors caused by the bank will be charged to the organization. All Bank errors must be corrected within three (3) business days of notification by the organization and be listed separately from any other transactions.

RESPONSE: The Bank agrees to meet all of the above-listed banking requirements. In addition to providing the supplies requested above, the Bank will supply the first year's supply of check stock up to a total of \$750, to support any transition costs.

The Town requests that the proposed Bank provide the names of a designated account executive, as well as an alternate. The designated account executives must have the authority to make timely decisions in the normal course of business on their own. Resumes must be provided for all key account executives designated to service this account.

RESPONSE: Northeast Bank values our government banking relationships throughout Maine, from schools, municipalities, counties, state agencies to water and wastewater districts. The Bank supports these relationships through our dedicated government banking and treasury services team. Northeast Bank is the only bank in Maine that has a former Deputy State of Maine Treasurer and a former Maine Town Manager on their government banking team. With our previous professional government experience, our team understands your banking needs like no other bank in Maine!

Jason Simcock is pleased to work with the Town as its dedicated Relationship Manager (RM). As your RM, Jason will be your primary contact for meeting your treasury service and cash management needs. In addition to providing overall relationship

Town of Belgrade, Maine

support, Jason will conduct account reviews to ensure the Bank meets the needs of the Town as well as keeps the Town informed on new opportunities and services.



Jason Simcock, Senior Vice President, Senior Government Banker, started working in government banking in April 2011 and brings over 17 years of local government experience to his position. Previously, he worked at Androscoggin Bank as their Director of Government Banking for many years before joining Northeast Bank in 2023.

Before starting his career in government banking, Jason worked for three municipalities in Maine and one in Vermont. He brings an extensive background in town management, economic development, municipal budgeting, and community development to the Bank. He has held municipal manager, treasurer, tax collector and planning and development positions. Jason is a graduate of the University of Maine, where he earned his master's degree in public administration and his bachelor's degree in public management.

Jason is a graduate of the Leadership Maine (XI Class), has a strong commitment to the State of Maine and serves on the Town of Manchester's Budget Committee. He currently serves on the Board of Directors for the Economic Development Council of Maine and Maine Rural Water Association.

Phone: 207-514-1609 | Email: jsimcock@northeastbank.com



Matthew Colpitts is Senior Vice President and Director of Government Banking at Northeast Bank where he manages the Government Banking team and works closely with government entities throughout the State of Maine and New England to provide efficient and secure cash management services.

Prior to working at Northeast Bank, Matthew served as the State of Maine Deputy State Treasurer where he was responsible for the management of \$2 billion in cash assets, the state debt program and many other essential financial services for the state. He also served in the private sector supporting programs for the Department of Defense and spent 6 years in the U.S. Navy as a Surface Warfare Officer.

Matthew enjoys spending time with his wife and two kids hiking, swimming and exploring all Maine has to offer. He currently serves as a board member of the Maine Retirement Savings Board.

Phone: 207-514-1712 | Email: mcolpitts@northeastbank.com

In addition to Jason and Matt, the Relationship Team for the Town will include our business support team, local branch staff and our Customer Success Center. **Andrea Andrews** and **Owen Maguire** are available for any time sensitive and technical treasury

Town of Belgrade, Maine

and online banking service needs.



Andrea Andrews joined Northeast Bank in 2020 as the Government Banking Relationship Coordinator. Andrea works in tandem with our Relationship Managers to seamlessly onboard new clients and ensures that each relationship has the suite of accounts, services, and security to best suit a client's individual needs. Andrea also provides support for Northeast Bank's current family of clients by assisting them with ongoing cash management service needs, banking resources, and instruction.

Phone: 207-514-1713 | aandrews@northeastbank.com



Owen Maguire joined Northeast Bank in 2022 as an **Assistant Vice President, Team Leader, Business Services Support**. Owen brings over six years of business and government banking sales, service, and operations experience working for Maine based Bar Harbor Bank & Trust and Norway Savings Bank. He has a strong background helping customers find the best solutions to manage their business operations and cash flow while ensuring clients have the best experience possible. Owen graduated in 2017 with his MBA from the University of Maine.

Phone: 207-440-2401 | Email: omaguire@northeastbank.com

Describe your Banks capacity to coordinate the transfer/opening of the accounts the Town needs. Detail the timeline and costs (if any) of the transition.

RESPONSE: Jason will work closely with the Town to establish an implementation schedule that works best for the Town's timeline. Please see the attached Draft Plan which helps identify the various transition steps involved. Depending on the number of treasury services needed, it could take approximately one month to get the Town's full banking relationship up and running, including training. The Bank offers our clients the option to sign documents and agreements electronically via DocuSign, as well as on-site training, to help streamline the process.

Our government banking team will provide training on our cash management and treasury services, including ACH and other online banking services. We prefer to train clients in-person, but are happy to offer training virtually, if best for the Town. Our team is also available to provide training in the future, should there be any further needs. The Bank's business banking support team is available during the week from 8 AM to 4:30 PM for any other assistance needed, such as assistance with general account assistance, transfers, and user password resets.

Town of Belgrade, Maine

Please describe other services and benefits your Bank provides that are not mentioned in this RFP and would add value to the Town's relationship with you.

RESPONSE: To help the Town maximize rate of return on deposits, create cash management efficiencies and maximize protection of public funds, **the Bank is pleased to offer the following banking services, at no cost to the Town:**

- **Insured Cash Sweep (ICS):** To secure the Town's deposits above the \$250,000 FDIC limit, Northeast Bank proposes Belgrade use our Insured Cash Sweep (ICS) product. With ICS, deposits are insured up to \$135 million per client Tax ID number. As an overnight sweep, daily transactions (including ACH or check payments) will move automatically overnight to/from the Town's \$ 0 transaction account that is paired with the sweep, without any need for managing collateral, letters of credit, or repurchasing agreements to secure funds.

Authorized users can access a secure online portal to view and monitor ICS account details, including official monthly statements in PDF format. In addition to securing balances with FDIC coverage up to \$135 million, the Town will earn interest on all deposits in ICS based on the current Effective Federal Funds Rate (EFFR). See page 3 for more info on the EFFR rate (currently 5.08% with an APY of 5.21%).

- **Automated Clearing House (ACH) Services:** Northeast Bank's Business Online Banking provides a secure, internet-based transmission method to originate and collect ACH/EFT transactions. Our ACH module supports ad-hoc entries, the uploading of NACHA formatted batches, and provides templates for repetitive origination.

ACH Service Overview:

- Daily Timeline - batch processing for ACH transactions through 4:00pm ET.
- All uploads for future dated ACH files (**up to 10 days in advance**) are required to be initiated and authorized by 4:00PM EST per entry date. For Same Day ACH, the cut-off is also 4 PM but the maximum dollar amount is \$1 million. Funds are debited on the settlement date, as we do not currently request clients to pre-fund ACH transactions.
- File Confirmation Upon Transmission - Automatic file receipt acknowledgement immediately following file approval is available online, as well as an email confirmation.
- Daily Support - Dedicated support is available to assist with electronic payment services and troubleshooting issues. Northeast Bank also has extensive digital library of online banking features and cash management service tutorials at <https://www.northeastbank.com/learning-center>.

Town of Belgrade, Maine

- Returns & Notification of Change: Business Digital Banking team communicates ACH returns and NOCs (notifications of changes) by phone and notices are mailed via US mail for customer convenience.
 - File Types Available: Supported SEC codes include CCD, PPD, CTX.
 - Files are securely transmitted to/from the Federal Reserve. Online access is password protected with dual authentication (Symantec VIP) and an additional virtual token requirement to access Cash Management functions. ACH origination is a dual control process with system and specific user limits on the amount that can be transmitted per day.
 - **For clients that prefer to not use IP restrictions, or ACH dual control for security purposes, there are opt-out options.**
- **Business Online Banking:** Northeast Bank's Business Online Banking is an easy-to-use, secure window to your account's balances, images, transactions and statements while providing the ability to customize access and security levels to meet your needs.

The Bank is committed to providing technology that meets your growing needs, creates efficiencies and enhanced reporting, while utilizing the best security features available. These security features begin at establishing users and continue to the transaction level.

In addition to standard security protocols, like multifactor authentication, unique virtual tokens for cash management users, and dual approval to originate ACH and wire transactions, Northeast Bank's standard security features include the following:

- Bank Managed User Access - The bank builds each user based on their access needs as requested through a maintenance form signed by a designated authorized employee. Northeast Bank utilizes DocuSign with a built-in secure signer authentication service to allow for electronic signatures and convenience to our clients.
- Trusted IP Security Management* - allows client to designate which computers and web browsers that online banking can be accessed from. Client will provide all IP (Internet Protocol) addresses for approved device(s). A member of the government banking support team can assist in helping client identify the IP address and how to manage this additional security feature.
- User Lockout - More than 3 incorrect password attempts will lock a user and render them unable to access online banking until the user contacts Northeast Bank and the user is verified. Upon proper authentication, Northeast Bank will unlock the account.
- For customers that originate ACH or wire payments, Northeast has additional

Town of Belgrade, Maine

security features in place to protect our clients' sensitive information and balances.

*You may request to opt-out of the IP restriction requirement.

Below are screenshots of a user's first login process. After the first login, screenshot #1 will appear each time and screenshot #4 appears each time unless the "Don't ask for codes again while using this browser" checkbox is selected.

1) Login Portal

The screenshot shows the Northeast Bank login page. At the top is the Northeast Bank logo. Below it is a 'Username' field containing 'Joelucie91!' and a 'Switch' button. Underneath is a password field with the placeholder 'Enter your password'. To the right of the password field is a 'Forgot?' link. At the bottom center is a blue 'Sign in' button.

2) Two Step Verification

The screenshot displays a 'Protect your account with 2-step verification' screen. It features a shield icon at the top. The main heading is 'Protect your account with 2-step verification'. Below this, a paragraph states: 'Each time you sign into your account on an unrecognized device, we require your password and a verification code. Never share your code with anyone.' There are two bullet points: 'Add an extra layer of security' (with a padlock icon) and 'Keep the bad people out' (with a key icon). A blue 'Get started' button is at the bottom.

3) Convenience with Optimal Security

The screenshot shows a 'Choose your verification method' screen with a shield icon. Two options are presented in boxes: 'Voice or text message' (with a speech bubble icon) and 'Authy' (with a circular icon). A blue 'Verify' button is at the bottom.

4) Simple Setup, Strong Security

The screenshot displays a 'Confirm phone number' screen with a speech bubble icon. It includes a paragraph: 'We will be sending you a text message shortly at *****8480 with your verification code. This code will expire after 5 minutes.' Below is a 'Verification code' field containing '171323'. There is a checkbox for 'Don't ask for codes again while using this browser' and a blue 'Verify' button. A 'Resend code' link is at the bottom.

- **Password Requirements**
The Online Banking password must contain a minimum of 8 characters - containing at least: one upper-case letter, one lower-case letter, one number (0-9), and one symbol (i.e., @, \$, %, *).
- **Multi-Factor Authentication**
Once you have created an Access ID (Username) and password, each user will be asked to complete Multi-Factor Authentication setup. In this section you will link your account to a phone number to receive single-use verification codes via text or voice. You will be asked to provide these codes when the system detects abnormal user activity, such as logging on from a new device.

Town of Belgrade, Maine

- **Virtual Tokens for CM Users**

All users enrolled with cash management service permissions, such as access to online wires or ACH, will be required to link a virtual security token to their account. Currently, Northeast Bank utilizes VIP Access by Symantec.

- **Session Timeout**

The Online Banking portal will log a user out automatically after a period of 10 minutes of inactivity.

- **Wire Security**

All online wire transfer requests must be approved by two online wire users who have been authorized to approve outgoing wires.* Wire approvers will be required to enter a unique, 4-digit wire PIN provided to them at the time of enrollment by Northeast Bank via secure email.

*The Town may request to opt-out of dual-approval requirement. All account signers must execute the opt-out form.

- **Stop Payments**

Stop payments may be placed quickly and conveniently through the Town's online banking account view at any time of day, and by contacting your cash management team or any of our banking centers. Options include both a single item stop payment or a stop payment order on a consecutive range of checks. If a stop payment order is submitted using the online banking service, a confirmation message will appear, and in all cases a confirmation notice will be mailed. A stop payment fee may be assessed per Northeast Bank's schedule of fees, depending on the volume of stop payments.

Please note if the Town chooses to utilize our Positive Pay system, Stop Payments are no longer necessary. By deleting a check from an issue file, it creates a permanent and cost-effective alternative.

- **Technological Advancements & Updates**

Technology within the banking industry is advancing rapidly. As new systems and products for deposit services become available, Northeast Bank's IT team and Deposit Operations management will review novel tech for ease of use and overall security. Any applicable new technologies adopted by Northeast Bank will be presented to the Town in detail either immediately or during the Town's regular review, as appropriate.

- **Fraud Protection Tools (recommended):** To ensure best practices are offered, and to protect the Town's funds, the Bank recommends the Town use our Positive Pay and ACH Block & Filter services. **With both services, any items presented that do not match the entered fields are sent for decision to pay or return.**

Town of Belgrade, Maine

- **Positive Pay (check fraud protection)**

Using positive pay will significantly reduce the risks surrounding check fraud. The following info describes our positive pay set-up process for our clients:

Once we have discussed the parameters with the client, set-up is handled during training where we also test the file format. As part of the onboarding process, we will work with the Town's team to ensure the import file is properly formatted. We have experience with municipal clients who use Trio for positive pay services.

In terms of the process, each time the Town processes a check (or batch of checks), the Town uploads a check issued file to your cash management online. Northeast Bank's Positive Pay Service compares the following fields on checks issued as they are presented to the bank for payment: check number, dollar amount, payee field and date. Any items presented that do not match these fields, as they attempt to clear the Town's account, are sent for decision to pay or return.

An email will be sent to the designated address when an item has been flagged for review. Exception items will appear in the View/Work ARP Items for one day and are actionable until 11:45 AM by the client.

If no action is taken, Northeast Bank will default to not pay the item. As an additional benefit of the service, stale dated checks can be reported as exception items in our positive pay module.

While Positive Pay is not required for all accounts, the service is highly recommended for any accounts where checks are issued from.

- **ACH Debit Block & Filtering (electronic fraud protection)**

To further protect against unauthorized ACH transactions, the Bank recommends using our ACH Block and Filter services. As electronic items are presented for payment from your account, ACH Filter services verify the originator of the payment is on the preapproved list. If the originator and payment amount has been authorized, payment is made. Exception debits to the "payment rules" are notified to the authorized individuals at the Town for approval or return instructions. New payment rules can be added and adjusted at any time.

- **Remote Deposit Capture (optional):** In addition to using our courier and Augusta banking center services, Northeast Bank recommends the Town consider our Remote Check Capture Services for daily deposits of checks received. Included in our proposal is a free remote check scanner, which will allow your staff a safe and easy method to complete deposits from the convenience of your office.

Town of Belgrade, Maine

This affordable and alternative option to deposit checks provides the Town the following:

- Ability to scan and transmit check images for deposit.
 - Access to images for archival purposes which eliminates the need to photocopy items.
 - Eliminate the risk and cost of checks waiting to be deposited.
 - Mobile application available.
 - Reduce expense associated with delivering deposits to the bank.
 - Improve employee productivity.
 - Gain extended hours for deposit posting beyond banking center hours, until 7:00pm EST.
- **Wire Transfer Services (optional):** For security and convenience purposes Northeast Bank offers a full-service wire module available through our Business Online Banking platform to allow for secure transfer of large dollar amounts. Our team will discuss the wire needs of the Town upon onboarding and set the daily limits based on the organization needs. Wire limits can be adjusted at any point based on need and activity.

Wire Service Overview:

- Funds need to be available for requests to be processed.
- Cutoff time for same-day outgoing domestic wire transfer requests is 4:30 pm EST Monday through Friday, excluding holidays.
- The cutoff time for international outgoing wires is 2:30 pm EST. Though International wires are not currently supported by Northeast Bank's online wire module we have a process in place to assist customers who need to submit an international wire.
- Extended Window – For convenience and as long as the advanced notification is received and acknowledged by 4:00 pm Northeast Bank can transmit a wire beyond the 4:30 PM cutoff. If such advanced notification is provided, the Town may submit a wire for processing up to an extended cut-off time of 5:30 pm for same-day processing.
- Enhanced security/Dual Control - all wires require two approvers to transmit* as well as requires each user to enter a unique 4-digit PIN number provided by the bank. Northeast Bank requires and does callback verification for all wires.

*The Town may request to opt-out of dual-approval requirement. All account signers must execute the opt-out form.

- **Miscellaneous:**

Elan Community Credit Card: In partnership with our credit card provider, Elan, Northeast Bank's Community Card can help your team establish a program or enhance how you manage your current credit card program. The Community Card is

Town of Belgrade, Maine

designed specifically to work for government and nonprofit clients. With the Community Card, Elan does not require a personal guarantee or to run a personal credit check on card holders. There are zero fees if the balance is paid each statement cycle. There is a \$99 annual fee for the rewards program.

Elan offers government clients an online portal to manage their credit card program. Online services include: updating card users; changing card limits, changing overall limits, creating account alerts, setting transaction categories, and accepting credit card payments among other options. Any of our Bank's branches are also available to accept "same day" card payments, should an Elan customer prefer to make a payment in person.

Although the Town currently has a Community Card account with their current bank, Elan requires a new application, should the Town decide to open a similar card account at Northeast Bank. We will assist the Town to complete a credit card application for Elan's review as well as help answer any questions that occur once an account has been opened. Elan requires one person be established as the Authorized Officer, as their primary contact on the account.

The Town is required to obtain written assurance from the Bank selected stating that the Bank is an Equal Opportunity Employer and Lender.

RESPONSE: This statement is to certify that the Bank is an Equal Opportunity Employer and Lender.

All proposals received shall become a public record upon their opening.

Please provide at least three (3) references that are reflective of the scope of services proposed.

Reference #1

Customer Name: **Town of Poland**
Customer Address: 1231 Maine St
Poland, ME 04274-7328

Primary Contact Name: Derek Theborge, Finance Director
Contact Phone Number: 207-998-4601
Contact Email Address: dtheborge@polandtownoffice.org

Reference #2

Customer Name: **Town of Lovell**
Customer Address: 1069 Main Street
Lovell, ME 04051

Primary Contact Name: Laura Williams, Treasurer
Contact Phone Number: 207-925-6272

Town of Belgrade, Maine

Contact Email Address: TOWNCLERK@LOVELLMAINE.ORG

Reference #3

Customer Name: **Regional School Unit 16**
Customer Address: 3 Aggregate Road
Poland, ME 04274

Primary Contact Name: Stacie Field, Business Manager
Contact Phone Number: 207-998-2727
Contact Email Address: sfield@rsu16.org

More references are available upon request.

E. Costs to the Town

The Town currently pays fees for some services through earnings credits on compensating balances maintained. Some fees are “waived”. The Town is interested in comparing this method with paying direct fees for services provided as well as what services could be provided without fees.

- What method is used to calculate the compensating balance and earnings credit? Please provide details of the cost of each service, as well as the earnings credit to be applied. What is the minimum balance for an account and the rate of return on the minimum balance?
- Please provide a schedule of all fees, including the basis/method for their charge.
- Please indicate what service fees and charges will be waived.

RESPONSE: The Bank is pleased to waive all fees for services as outlined above, as well as fees for optional courier services. To offset the banking transition costs, the Bank will cover the Town’s costs for the first year’s supply of checks (up to \$750). With all fees being waived, we do not require a compensating balance or account analysis to offset fees.

To detail the \$ value of the service costs being waived, please view the following table. Some of the following services are optional, but are listed so that the Town has as full a picture as possible for available services (**see next page**).

Town of Belgrade, Maine

| Monthly Services | Standard Pricing | Town Pricing |
|---|-------------------------|---------------------|
| Remote Deposit (optional) | \$ 50.00 | Waived |
| Positive Pay, per account (optional) | \$ 25.00 | Waived |
| ACH Debit Block, per account (optional) | \$ 10.00 | Waived |
| Business Online Banking | \$ 30.00 | Waived |
| ACH | \$ 30.00 | Waived |
| Total Monthly Services | \$ 145.00 | Waived |
| Unit Pricing | | |
| Courier, per pick-up (optional) | \$ 30.00 | Waived |
| Remote Deposit Scanner, per unit (optional) | \$ 600.00 | Waived |
| Remote Deposit Install (optional) | \$ 75.00 | Waived |
| Per Item charge, Debit | \$ 0.15 | Waived |
| Per Item charge, Credit | \$ 0.10 | Waived |
| Online Stop Payments | \$ 15.00 | Waived |
| Returned Item Fee | \$ 27.00 | Waived |
| Overdraft Fee | \$ 27.00 | Waived |
| Online Wire Origination Fee (optional) | \$ 20.00 | Waived |
| Online Wire Receipt Fee | \$ 10.00 | Waived |
| ACH, per originated item | \$ 0.06 | Waived |
| Other Banking Fees | | |
| Banking Supplies (deposit bags, slips) | | Provided by Bank |
| Check Stock (first year supply) | | Provided by Bank |

Town of Belgrade, Maine

IV. PROPOSAL SUBMISSION: PROCEDURES & REQUIREMENTS

Sealed Proposals: Responses to this Request will be submitted in a sealed envelope, clearly identified, mailed or delivered as follows; electronic submissions are also accepted:

“Response to RFP for Banking Services” by 12 noon on Friday, July 14, 2023:

Lorna Dee Nichols, Town Manager
990 Augusta Road
Belgrade, Maine 04917
(207) 495-2258
townmanager@townofbelgrade.com

Proposals will be publicly opened on Monday, July 17, 2023 by the Town Manager and will be available for inspection by interested parties.

Proposals will then be reviewed by the Town Manager and Board of Selectpersons and then may be awarded on Tuesday, July 18, 2023 at their next regularly scheduled Selectpersons’s meeting at 6:30 p.m.

V. SUMMARY

The Town, acting through the Town Manager as authorized by the Board of Selectpersons, intends to enter into a formal Banking Services Contract with the awarded bank that will incorporate all provisions of the Request for Proposal. Additional terms and conditions will not be included in the Contract unless mutually agreed upon by both parties.

Town of Belgrade, Maine

- PROPOSAL FOR BANKING SERVICES -

NAME OF BANK SUBMITTING PROPOSAL Northeast Bank

| <u>DEPOSITORY SERVICE</u> | <u>ESTIMATED ANNUAL VOLUME</u> | <u>CHARGE PER ITEM</u> | <u>ANNUAL CHARGE</u> |
|---|--------------------------------|------------------------|----------------------|
| Account Maintenance | 12 | W | \$0 |
| Cash Management Sweep Maintenance | 12 | W | \$0 |
| Deposits Processed | 300 | W | \$0 |
| Checks Deposited | 5000 | W | \$0 |
| Returned Checks Final Presentment | 10 | W | \$0 |
| Checks Paid | 2300 | W | \$0 |
| ACH Items Originated | 410 | W | \$0 |
| ACH Credits-Receiving | 140 | W | \$0 |
| ACH File Transmission Webexpress | 55 | W | \$0 |
| | | | |
| Online Banking: (please describe available functions) | | W | \$0 |
| | | W | \$0 |
| Remote Deposit | | W | \$0 |
| Positive Pay/ACH Filter | | W | \$0 |
| Online Wire Module | | W | \$0 |
| | | | |
| Courier Service | | W | \$0 |

Note: Insert "W" on the Charge per Item line if you propose waiving that particular charge.

Additional lines are available, if necessary.

Total Proposed Annual Amount for Services \$ _____ \$0

Average Monthly Amount for Services (Total/12) \$ _____ \$0

_____ \$ _____

_____ \$ _____

_____ \$ _____

The logo for Belgrade, Maine, is displayed on a black rectangular background. The word "Belgrade" is written in a white, elegant cursive font. To its right, the word "Maine" is written in a clean, white, sans-serif font. Below "Belgrade", the text "Est. 1796" is written in a smaller, white, sans-serif font, with a thin white horizontal line extending from the left side of the word "Belgrade" to the left of "Est. 1796".

Belgrade Maine
— Est. 1796

APPENDIX

Implementation Plan
Availability of Funds Schedule
ICS Information Brochure

The logo for Northeast Bank features a stylized green wave above the word "Northeast" in a bold, blue, sans-serif font. Below "Northeast", the word "BANK" is written in a smaller, grey, sans-serif font.

Northeast
BANK



Implementation Plan

Town of Belgrade - Deposit Accounts and Business Services

| | |
|----------------|----------------|
| Project Start: | Mon, 7/24/2023 |
| GO LIVE DATE: | Wed, 8/9/2023 |
| Display Week: | 1 |

| TASK | ASSIGNED TO | START | END | 7/24/2023 | | | | | | | 7/31/2023 | | | | 8/7/2023 | | | | 8/14/2023 | | | | |
|---|-------------|---------|---------|-----------|----|----|----|----|----|---|-----------|---|---|---|----------|---|----|----|-----------|----|----|----|----|
| | | | | 24 | 25 | 26 | 27 | 28 | 31 | 1 | 2 | 3 | 4 | 7 | 8 | 9 | 10 | 11 | 14 | 15 | 16 | 17 | 18 |
| | | | | M | T | W | T | F | M | T | W | T | F | M | T | W | T | F | M | T | W | T | F |
| RFP Selection | | | | | | | | | | | | | | | | | | | | | | | |
| NEB Selected and Notified | Town | 7/24/23 | 7/24/23 | | | | | | | | | | | | | | | | | | | | |
| Implementation Kickoff Scheduled | Town/NEB | 7/24/23 | 7/24/23 | | | | | | | | | | | | | | | | | | | | |
| Information Gathered | | | | | | | | | | | | | | | | | | | | | | | |
| Kickoff Meeting | Town/NEB | 7/25/23 | 7/25/23 | | | | | | | | | | | | | | | | | | | | |
| Review information needed | Town/NEB | 7/25/23 | 7/27/23 | | | | | | | | | | | | | | | | | | | | |
| Complete questionnaire | Town/NEB | 7/25/23 | 7/27/23 | | | | | | | | | | | | | | | | | | | | |
| Submit supporting documents | Town | 7/25/23 | 7/27/23 | | | | | | | | | | | | | | | | | | | | |
| Documentation | | | | | | | | | | | | | | | | | | | | | | | |
| Prepare Account & Business Services Agreements | NEB | 7/28/23 | 7/28/23 | | | | | | | | | | | | | | | | | | | | |
| Execute Account Opening Documents (All Authorized Signers) | Town | 8/1/23 | 8/2/23 | | | | | | | | | | | | | | | | | | | | |
| Execute Business Services Agreements (Generally One Signer) | Town | 8/1/23 | 8/2/23 | | | | | | | | | | | | | | | | | | | | |
| Return Executed Documentation | Town | 8/1/23 | 8/2/23 | | | | | | | | | | | | | | | | | | | | |
| Establish Services & Order Supplies | | | | | | | | | | | | | | | | | | | | | | | |
| Open Deposit Accounts | NEB | 8/3/23 | 8/3/23 | | | | | | | | | | | | | | | | | | | | |
| Order and/or confirm checks, deposit tickets, bags, etc. | NEB | 8/3/23 | 8/3/23 | | | | | | | | | | | | | | | | | | | | |
| Order Check Scanner | NEB | 8/3/23 | 8/3/23 | | | | | | | | | | | | | | | | | | | | |
| Establish Business Services: Online banking, ACH, RDC, etc. | NEB | 8/3/23 | 8/8/23 | | | | | | | | | | | | | | | | | | | | |
| Fund Deposit Accounts | NEB | 8/8/23 | 8/8/23 | | | | | | | | | | | | | | | | | | | | |
| Activate Services and Training | | | | | | | | | | | | | | | | | | | | | | | |
| Facilitate Online Login, User Access, and Training | NEB/Town | 8/7/23 | 8/7/23 | | | | | | | | | | | | | | | | | | | | |
| Schedule Remote Capture Install and Training | NEB | 8/7/23 | 8/9/23 | | | | | | | | | | | | | | | | | | | | |
| Additional Training: additional users, ACH, Positive Pay | NEB/Town | 8/7/23 | 8/9/23 | | | | | | | | | | | | | | | | | | | | |
| GO LIVE and Post Implementation | | | | | | | | | | | | | | | | | | | | | | | |
| Town - Operating Accounts LIVE at Northeast Bank | Town | 8/9/23 | 8/9/23 | | | | | | | | | | | | | | | | | | | | |
| Schedule Post-Implementation Meeting | NEB | 8/18/23 | 8/18/23 | | | | | | | | | | | | | | | | | | | | |

This is a sample implementation plan. Tasks, dates and roles may change as services are defined. Timeline will be changed to reflect the Town's goals to complete transition.

FUNDS AVAILABILITY DISCLOSURE

Your Ability to Withdraw Funds

The purpose of this schedule is to describe Northeast Bank's check hold policy for transaction accounts. The bank's objective is to make funds available as expeditiously as good business practices mandate. The availability of funds from your check deposits will be delayed as allowable by regulation and as described within this schedule. During the delay, you may not withdraw the funds in cash, and we reserve the right not to pay these checks that you have written against these funds.

Determining the Availability of a Deposit

The length of the delay is counted in business days from the day of your deposit. Every day is a business day except Saturdays, Sundays, and federal holidays. 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, we will consider that the deposit was made on the next business day we are open. The length of the delay varies depending on the type of deposit and is explained below.

Same-Day Availability

Funds from cash deposits, electronic direct deposits (ACH), checks drawn on Northeast Bank if funds are available in the account and wire transfers to your account will be available on the day we receive the deposit. If you make a cash deposit to your account in person at a staffed teller station during any business day the funds will be available on the day we receive the deposit. The first \$100.00 of a deposit made at an ATM will be available the same business day, the remaining amount of the deposit will be available the next business day.

Next-Day Availability

Funds from your deposits received in person at a staffed teller station during a business day will be available by the first (1st) business day after the day we receive the deposit. Deposits that you mail to us will be considered deposited on the day we receive the deposit. Deposits that you place in a night depository after 8:30am will be considered deposited on the next business day. Deposits placed in an ATM after 3:00pm will be considered deposited on the next business day.

Interest on Deposits

For interest bearing checking accounts, interest will begin to accrue no later than the business day we receive credit for the deposit of non-cash items (for example checks).

Longer Delays May Apply

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 six times or more 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 (7th) business day for checks.

Special Rules for New Accounts

If you are a new customer, the following special rules will apply during the first 30 days your account is open. Funds from electronic direct deposits to your account will be available on the day we receive the deposit. Funds from deposits of cash, wire transfers, and the first \$5,525 of a day's total deposits of cashier, certified, teller, travelers and federal, state, and local government checks will be available on the first (1st)

FUNDS AVAILABILITY DISCLOSURE

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 ninth (9th) business day after the day of your deposit. If your deposit of these checks (other than 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 (2nd) business day after the day of your deposit. Funds from all other check deposits will be available on the ninth (9th) business day after the day of your deposit.

Hold on Other Funds

If we cash a check for you that is drawn on another bank, we may withhold the availability of corresponding amount of funds that are already in your account. Those funds in your account will be available two (2) business days after the day the check is cashed.

Checks Returned Subsequent to Funds Being Made Available

If a check you deposited to your account is returned to us unpaid after the funds have been made available to you, the amount of the check will be charged to your account. If there are not sufficient funds in your account to cover the amount of the check, we reserve the right to demand payment directly from you and to charge you a non-sufficient funds fee. This fee is listed in our Schedules of Fees.

Checks Drawn on Financial Institution Outside of the United States

We reserve the right to send any checks drawn on a foreign financial institution (including Canadian institutions) for collection. For each item sent for collection, we will assess a collection fee (as listed in our Schedule of Fees) plus any collection charges assessed to us by the financial institution that processed the item. Funds from checks sent for collection will be available when credit is received from our correspondent bank.

Check 21 Substitute Check Policy Discloser

To make check processing faster, federal law permits banks to replace original checks with "substitute checks." A substitute check is a reproduction (front and back) of the original check and includes all the information contained on the original check. The substitute check will be similar in size to the original check but will contain a slightly reduced image of the front and back of the original check. The front of a substitute check states: "This is a legal copy of your check. You can use it the same way you would use the original check." You may use a substitute check as proof of payment just like the original check. A substitute check is subject to the federal and state laws that apply to the original check. Some or all the checks that you receive back from us may be substitute checks. This notice describes rights you have when you receive substitute checks from us. The rights in this notice do not apply to original checks or to electronic debits to your account. However, you have rights under other law with respect to those transactions.

Customer Rights Regarding Substitute Checks

In certain cases, federal law provides a special procedure that allows you to request a refund for losses you suffer if a substitute check is posted to your account (for example, if you think that we withdrew the wrong amount from your account or that we withdrew money from your account more than once for the same check). The losses you may attempt to recover under this procedure may include the amount that was withdrawn from your account and fees that were charged as result of the withdrawal (for example, bounced check fees). The amount of your refund under this procedure is limited to the amount of your loss or the amount of the substitute check, whichever is less. You also are entitled to interest on the amount of your refund if your account is an interest-bearing account. If your loss exceeds the amount of the substitute check, you may be able to recover additional amounts under other laws. If you use this procedure, you may receive up to \$2,500 of your refund (plus interest if your account earns interest) within

FUNDS AVAILABILITY DISCLOSURE

10 business days after we received your claim and the remainder of your refund (plus interest if your account earns interest) not later than 45 calendar days after we received your claim.

We may reverse the refund (including any interest on the refund) if we are later able to demonstrate that the substitute check was correctly posted to your account.

Claim of Refund

If you believe that you have suffered a loss relating to a substitute check that you received and that was posted to your account, please contact Customer Care at 800-284-5989, option 1 or visit your local branch. You must contact us within 40 calendar days of the date that we mailed (or otherwise delivered by a means to which you agreed) the substitute check in question or the account statement showing that the substitute check was posted to your account, whichever is later. We will extend this time if you were not able to make a timely claim because of extraordinary circumstances.

Claim must be in writing and include:

- A description of why you have suffered a loss (for example, you think the amount withdrawn was incorrect).
- An estimate of the amount of your loss.
- An explanation of why the substitute check you received is insufficient to confirm that you suffered a loss.
- A copy of the substitute check (and/or) the following information to help us identify the substitute check:
 - Check Number**
 - Name of person to whom you wrote the check**
 - Check Amount**
 - Check Date**

Mail the information to the address below or drop it off at your local Branch.

Northeast Bank
PO Box 2017
Lewiston, ME 04241

Peace of mind, simplicity, and returns.

IntraFi Network Deposits (formerly known as ICS® and CDARS®) is a smart, secure, and convenient way to safeguard large deposits placed into demand deposit accounts, money market deposit accounts, or CDs.

With IntraFi Network Deposits, you can access multi-million-dollar FDIC insurance and earn interest, all through a single bank relationship.

Who can use IntraFi Network Deposits?

- Businesses of all sizes
- Nonprofits
- Government finance officers
- Fiduciaries
- Other large-dollar depositors

Contact us today.



Member
FDIC

Placement of funds through IntraFi Network Deposits is subject to the terms, conditions, and disclosures in the program agreements, including the Deposit Placement Agreement ("DPA"). Limits apply, and customer eligibility criteria may apply. Program withdrawals may be limited to six per month for funds placed in MMDAs. Although funds are placed at destination banks in amounts that do not exceed the FDIC standard maximum deposit insurance amount ("SMDIA"), a depositor's balances at the relationship institution that places the funds may exceed the SMDIA (e.g., before settlement for a deposit or after settlement for a withdrawal) or be ineligible for FDIC insurance (if the relationship institution is not a bank). As stated in the DPA, the depositor is responsible for making any necessary arrangements to protect such balances consistent with applicable law. If the depositor is subject to restrictions on placement of its funds, the depositor is responsible for determining whether its use of IntraFi Network Deposits satisfies those restrictions. Network Deposits and the IntraFi hexagon are service marks, and IntraFi, the IntraFi logo, ICS, and CDARS are registered service marks, of IntraFi Network LLC.



Formerly CDARS® and ICS®



Peace of mind, flexibility, and returns.

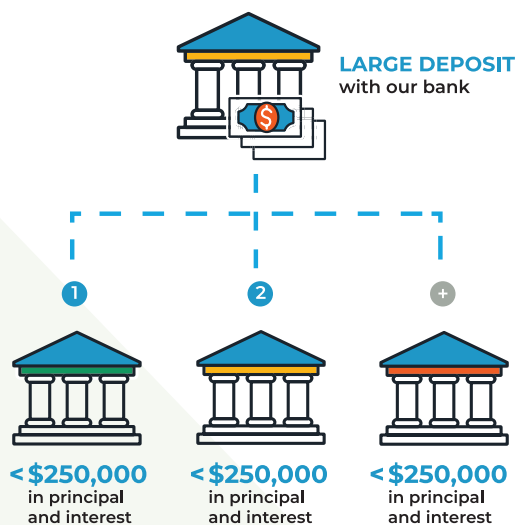
Access multi-million-dollar
FDIC insurance and earn
interest, all through a single
bank relationship.

How does it work?

We, like other institutions that offer IntraFi Network Deposits, are members of a special network. When you place a large deposit with our bank using IntraFi Network Deposits, that deposit is divided into amounts under the standard FDIC insurance maximum of \$250,000 and is placed in deposit accounts at other FDIC-insured banks that participate in the same network.

By working directly with our bank, you can access multi-million-dollar FDIC insurance from many banks and enjoy the convenience of receiving just one statement for demand and savings placements and one for CDs.

As always, your confidential information is protected.



Why IntraFi® Network DepositsSM?



PEACE OF MIND

Make funds eligible for protection that extends well beyond \$250,000 and that is backed by the full faith and credit of the federal government. No one has ever lost a penny of FDIC-insured deposits.



INTEREST

Put excess cash balances to work by placing funds into demand deposit accounts (using the demand option), money market deposit accounts (using the savings option), or CDs (using the CD option) at rates set by us.



COMMUNITY INVESTMENT

Feel good knowing that the full amount of funds placed through IntraFi Network Deposits can support local lending opportunities that build a stronger community.¹



LIQUIDITY

Maintain access to your funds placed in demand deposit accounts and money market deposit accounts. With CD placements, select from multiple term options to meet your liquidity needs.



TIME SAVINGS

Work directly with us—a bank you know and trust—to access multi-million-dollar FDIC insurance, and say goodbye to tracking collateral on an ongoing basis, managing multiple bank relationships, manually consolidating bank statements, and other time-consuming workarounds.

[1] When deposited funds are exchanged on a dollar-for-dollar basis with other banks that offer IntraFi Network Deposits, our bank can use the full amount of a deposit placed through IntraFi Network Deposits for local lending, satisfying some depositors' local investment goals or mandates. Alternatively, with a depositor's consent, our bank may choose to receive fee income instead of deposits from other banks. Under these circumstances, deposited funds would not be available for local lending.



PROPOSAL FOR BANKING SERVICES



Town of Belgrade, Maine
July 13, 2023

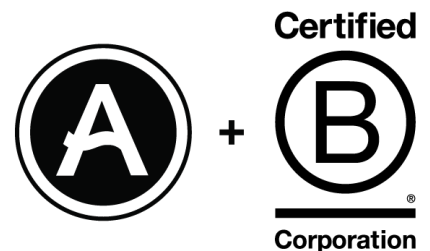


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Androscoggin Bank Background

Androscoggin Bank is a certified B Corporation™ headquartered in Maine and dedicated to reinvesting in local communities throughout the State. Androscoggin Bank was founded in 1870 in Lewiston, Maine as a mutual savings bank. While other banks at the time were serving businesses and factories, our founders recognized that the banking needs of blue-collar workers (many of them immigrants) were unmet. Some local citizens petitioned for the creation of Androscoggin County Savings Bank and our bank was formed.

Our history is based in Central/Southern Maine and has always depended on the hard-working people who live and work here. Today, all decisions are made locally by Maine employees committed to serving our clients and making a difference in our communities. As a mutual savings bank, we are not a publicly traded company and therefore decision making is streamlined and focused on our three sets of stakeholders (clients, employees and communities) and not on bottom-line-focused shareholders.

As evidence of Androscoggin Bank's financial strength and compliance, we are proud to report that we have achieved a Superior Bank Rating from Bauer (an independent third-party rating agency). We have a 5 out of 5 Bauer star rating. This rating is based on several factors including asset size, capital (net worth), tangible capital ratio, risk-based capital ratio, and year-to-date net income.

100% of funds are loaned back into markets within the State of Maine. We are prompt and have an entire team devoted to our governmental sector. We place a high value on our government clients' banking relationships by providing a high service level, listening to their needs and providing secure technology.

B Corp Certification

We are now one of only twelve banks in the U.S. to become a Certified B Corporation™ and we are the only Maine-based bank to achieve this certification. That means we will continue to use profit to power our purpose, rather than serving as the purpose itself. We will serve the best interests of our clients, our employees and our communities, while also honoring our environment.

Establishing an internal culture and building a team of like-minded people was the first step in our journey. The next was to ensure our actions matched our intentions while raising the bar even higher by committing to an external benchmark that transparently measures how well we serve our clients, employees, and communities. To lock in this commitment, we changed our legal structure to become a Maine Benefit Corporation. Another first for Maine-based banks.

B Corp and Community Engagement

In 2021, The Bank created a new Senior Vice President of Corporate Impact to support our B Corp commitment. One of the initial priority areas they focused on was the evolution of our Community Engagement Program. This Community Engagement approach pairs increased philanthropy with deeper levels of service to community partners. This service includes seeking opportunities to lend our strategic, operational and problem-solving skills to our community partners to help them move the needle in achieving their own missions. Our goal is to have the greatest impact with these three categories of community partners:

Empowering – This is the primary focus for the Bank as it seeks to deliver truly profound impacts on those with a limited voice or those seeking to overcome the challenges of racism, sexism and other prejudice.

Sustaining – We support the traditional and long-standing local non-profits that provide for the general day-to-day welfare and well-being of the communities we serve.

Enriching – We support organizations that are the safe keepers of the cultural aspects of our communities, celebrating and energizing the vibrancy of our communities and creating greater human connection.

Please see the attached Androscoggin Bank 2023 Impact Report or follow this link [About Us | Androscoggin Bank](#).

I. INTRODUCTION

The Town of BELGRADE is seeking competitive proposals for banking services. It is the Town's goal to receive accurate, timely depository and account maintenance services, maximize the utilization of idle funds, minimize risk of loss, receive sound investment and banking service advice, utilize electronic and automated banking options at the lowest reasonable cost.

The Town wishes to examine the marketplace, make improvements where possible, and take advantage of appropriate and applicable technologies. It is the Town's intent to maintain all depository banking services with one financial institution to maximize cash flow and minimize administration fees.

II. THE TOWN OF BELGRADE, ME

The Town of Belgrade was incorporated in 1796 and is located in Kennebec County. The population from the 2020 census lists the Town at 3,250 residents. The Town has a five-member Board of Selectpersons/Town Meeting/Town Manager form of government. The adopted municipal budget for 2023 is \$4,579,603. This does not include County or RSU 18 appropriations. A copy of the audit for the years 2020, 2021 and 2022 are available upon request.

Androscoggin Bank has greatly enjoyed and appreciated our relationship with the Town of Belgrade these last 11 years. It is our hope that after reading this proposal, the Town will see the value in continuing to do so.

For your convenience, the following sections of our proposal follow the order of the "Scope of Bank Services Requested" section in the Town's June 2023 RFP for Banking Services. Androscoggin Bank's written responses are written in regular text with a corresponding orange bar to the left.

III. SCOPE OF BANK SERVICES REQUESTED

A. Account Structure

The Town makes weekly deposits directly into the General Operating Account at the selected financial institution. Please provide your branch locations and branch business hours so that the Town may determine the most convenient location to make its deposits. If a courier service is available, please provide that information along with the fee for services.

See a list of our branch locations and hours in Exhibit A attached hereto.

Business Express Courier Service

Androscoggin Bank is proud to offer a one-of-a-kind deposit collecting vehicle which would replace your current courier service with the Bank. The Business Express Courier Service will come to your town office once a week or more as needed especially during tax time and collect deposits that will be brought to the bank the same day. Pricing for the Courier Services is shown on the Account Analysis listed in Exhibit B attached hereto. The charge for this service may be covered through the Town's compensating balance or may be paid monthly per use. The per pickup charge is \$15.



The Town has a number of Capital Reserve and Trust Fund accounts that need subaccounting with individual monthly reports showing activity and interest allocation for each individual account.

Androscoggin Bank offers the Town several options to consider for managing its Capital Reserve and Trust Fund accounts.

As an alternative to the Town's current AndroSweep account, we also offer Insured Cash Sweep (ICS) Demand accounts which act the same as AndroSweep, but provide greater levels of FDIC insurance and additional flexibility when it comes to rate adjustment.

In addition to our ICS Demand product described above, Androscoggin Bank offers **ICS Money Market** accounts as well as multiple term CD's via the Certificate of Deposit Account Registry Service (**CDARS**) program. Both ICS and CDARS provide great rates of return. Androscoggin Bank staff is pleased to assist the Town of Belgrade in determining which programs (or combination thereof) are best suited for the Town's investment of Capital Reserve and Trust Fund accounts.

There is no risk of loss with insured Androsweep, ICS and CDARS as they **all offer full FDIC insurance**. In combination, these three investment programs offer the Town up to \$175 million in FDIC insurance protection. All funds will be earning interest for the Town (rates listed on page 6).

ICS (Insured Cash Sweep) Money Market. With the ICS Money Market accounts, the Town of Belgrade would receive **FDIC insurance coverage up to \$125 Million**. If a withdrawal order is placed before 1 PM EST, the money will be in the Town checking account that business day. That said, per federal regulation, ICS withdrawals are limited to 6 per statement cycle per account. Although not as liquid as an Insured AndroSweep and ICS Demand accounts, ICS is more liquid than the CDARS program.

CDARS (Certificate of Deposit Account Registry Service). If the Town has funds it knows will be on deposit for a period of time, it can choose to prudently invest those funds in a FDIC insured certificate of deposit and realize a better investment return than the overnight rate paid on our Account Analysis or Flex Checking / Insured AndroSweep / ICS Demand account set. Androscoggin Bank is a member of the highly regarded CDARS program, a network of 3,100 select, well-capitalized banks which allows us to **provide FDIC insurance up to \$50 million or more per customer**.

In addition to discussing the above investment options, Androscoggin Bank's affiliate, Portland Trust Company is pleased to offer its proposal via separate Investment proposal.

The Town reserves the right to separately invest excess funds through the depository Bank or other institutions.

Androscoggin Bank understands the Town's need for flexibility in investments. In that regard, we have priced our proposal with the understanding that the Town would maintain its primary deposit account (checking and overnight sweep investment balances) with Androscoggin Bank. For excess funds, if the Town can negotiate interest yields, from time to time, greater than yields available at those times from Androscoggin Bank, the Town would retain the flexibility to invest in alternative financial institutions.

Please provide interest rates to be paid for accounts and the Bank's policy for adjusting these (upward or downward) in response to changing market conditions. It is important for the selected institution to take a pro-active approach to ensuring the Town is made aware of available products or interest rate increases that will enhance these funds.

We propose the following rate (as of July 13, 2023):

Flex Checking and Insured Cash Sweep Accounts will earn a rate of 5.22% Annual Percentage Yield (APR) which will adjust upwards or downwards based on market conditions.

ICS Money Market will earn a rate of 5.27% APR which will adjust upwards or downwards based on market conditions.

B. Availability of Funds

Awarded Bank agrees to credit the Town's General Account for selected items according to the following schedule:

- *Incoming Wire Transfers-same day credit regardless of time of receipt during the day. Wires received after the 6:00 p.m. cutoff will be treated as collected funds for that day and will be considered part of the overnight investment program.*
- *Incoming Wire Transfers from any bank-initiated repurchase agreement shall be credited to the Town's General Account by 9:00 a.m.*

Incoming wires are accepted "same day" up to 4:00 PM EST. Any wires received after 4:00 PM will be deposited to the Town's account the next business day.

All other checks will be based on the awarded bank's "availability schedule". Please attach a copy of your current "availability schedule" to the proposal. Awarded bank agrees to notify the Town, in writing, of any changes to the schedule.

See Funds Availability Schedule attached as Exhibit C.

C. Account Reporting 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. The monthly statements shall include analysis reports for each account (including sub accounts) showing all activity, deposits, paid items and fee items. Paid checks or facsimile and debit/credit memos or facsimile shall be returned with the statements.

Androscoggin Bank statements are mailed within the first 5 days of each month. Additionally, copies of statements are available through the online banking portal within the first two days of each month. We also offer Account Reconciliation via our online banking, Positive Pay portal. It can be for full or partial services depending on your need. Transaction data can be exported into Excel or PDF. Transaction Reports are available for all products which are a nice way to review historical data. Reports include:

- Paid Checks
- Outstanding Issued Checks
- Stale Dated Checks
- Exception Items
- ACH Authorization Report
- Issued Check File Processing Log

For reports not included in the above, we would be happy to work with you to customize a report to assist you in your reconciliation needs.

D. Other Banking Services and Conditions

Ongoing, but periodic, advice and consultation concerning the Town's banking needs as requested (Personal Banker).

Androscoggin Bank has a specialized Government Services Team which fulfills the needs of our public sector clients such as the Town of Belgrade. In addition to deposit services as described in this proposal, we provide a suite of financing products which enable Towns to meet their capital equipment purchase, project financing or cash flow assistance needs. Additionally, we work seamlessly with our affiliate organization Portland Trust Company, which is the Best in Maine for providing investment services for trusts and dedicated-purpose public fund accounts. **We regularly provide preferred loan pricing for all of our full deposit customers.**

All checks returned due to insufficient funds will be automatically deposited a second time. Please include your charge (if any) for this. Checks that are still "uncollectible" after this second attempt will be returned to the Town for processing.

Checks returned due to insufficient funds will be automatically deposited a second time if above \$5,000. We can code the account so that all checks are automatically redeposited. Through Account Analysis, Androscoggin Bank will waive its "returned due to insufficient funds" charge.

The Town validates checks received with self-inking "For Deposit Only" stamps that contain the required information about the Bank. Awarded Bank shall provide two such stamps, upon request.

Androscoggin Bank agrees to the above listed requirement.

The Bank shall supply the Town with various supplies, such as courier service, coin wrappers, bill bands, coin envelopes and deposit bags, and night deposit bags, if so required, at no cost to the Town.

Androscoggin Bank agrees to the above listed requirement.

Duplicate deposit slips will be provided to the Town by the Bank, pre-printed with account name and number(s) at no cost to the Town.

Androscoggin Bank agrees to the above listed requirement.

No debit or credit memos required to adjust errors caused by the bank will be charged to the organization. All Bank errors must be corrected within three (3) business days of notification by the organization and be listed separately from any other transactions.

Androscoggin Bank agrees to the above listed requirement.

The Town requests that the proposed Bank provide the names of a designated account executive, as well as an alternate. The designated account executives must have the authority to make timely decisions in the normal course of business on their own. Resumes must be provided for all key account executives designated to service this account.

Government Banking and Treasury Services Relationship Team



Lena Hann is Vice President of Government Banking. She has worked at Androscoggin Bank since 2006 and has been in the banking industry for over 30 years. She started her career at Androscoggin Bank as a small business lender and regional retail manager. In 2011, she transferred to the Business and Government Services Division, focusing primarily on the government sector. While Lena works primarily on the deposit-investment side, she also assists in the municipal leasing side of the business.

She attends the Maine Government Finance Officers Association meetings as well as the Maine Association of School Board Professionals meetings as they allow her to better understand and appreciate those she serves. She is an active member and facilitator of Compassionate Friends, an international non-profit organization serving parents and siblings whose family members have died and a member of the Executive Team of the American Heart Association's Maine Heart Walk.

John Simko is a Vice President and Director of Government Banking. He has been involved in municipal management and finance since 1997 and has been with Androscoggin Bank since 2016. He serves clients from Fort Kent to Kittery. Prior to joining Androscoggin Bank, John served as Town Manager for 17 years, primarily for the Town of Greenville, where he continues to serve as a volunteer firefighter and as an Advanced EMT. John has also worked as Community Development Director for the Town of Dexter and spent two years on the staff of then-U.S. Senate Majority Leader George Mitchell in Washington, DC. He helped to form the Piscataquis County Economic Development Council and twice served as its President.



Graduating with his bachelor's degree in Environmental Studies and Sociology from Bowdoin College, John has also completed a Municipal Leadership Course at the Muskie School of Public Service at the University of Southern Maine. John was recently named Chairman of the Board of Commissioners of the Maine Municipal Bond Bank. He is also a 2019 graduate of the New England School of Banking.



Sam Colton is a Senior Vice President and Director of Treasury Management who supervises Commercial Treasury Management, Government Banking, Treasury Operations, and Merchant Services. His team provides clients with a full suite of revenue cycle management tools to help accelerate receivables, manage payables, understand cash flow, invest excess funds and mitigate fraud risk to their businesses. In addition, he also oversees the Bank's innovative Business Express Courier Service.

Previously, he was the Director of Treasury Management at First National Bank of Pennsylvania and prior to that he held Treasury Management roles at Citigroup, PNC Bank and National City Bank, where he qualified as a Certified Treasury Professional. Over the past 25 years, he has led Treasury Management, Operations, and Product teams. He volunteers for Veterans' organizations in Maine and served as an officer in the United States Navy.

Support

To provide real time support to Lena, John and Sam and ensure a positive client experience, we have assembled a team of experienced bankers to assist in all of the financial needs of the Town of Belgrade and your employees. Communication is the key to any great relationship, and we honor that. In addition to a dedicated team of treasury professionals, a trained backup team is available to support and answer questions.

Describe your Bank's capacity to coordinate the transfer/opening of the accounts the Town needs. Detail the timeline and costs (if any) of the transition.

Androscoggin Bank has a full transition plan available where an entire relationship can be moved within 2 to 6 weeks; see attached Exhibit D. All of these steps will be non-applicable if the Town chooses to stay with Androscoggin Bank.

Please describe other services and benefits your Bank provides that are not mentioned in this RFP and would add value to the Town's relationship with you.

Please see Exhibit E attached hereto under "Additional Services."

The Town is required to obtain written assurance from the Bank selected stating that the Bank is an Equal Opportunity Employer and Lender.

Please see Exhibit F attached hereto.

All proposals received shall become a public record upon their opening.

Androscoggin Bank agrees to the above listed requirement.

Please provide at least three (3) references that are reflective of the scope of services proposed.

Mark Robinson
Fayette Town Manager
2589 Main Street
Fayette, ME 04349
207-645-4373
fayette@myfairpoint.net

Cass Newell
Harrison Town Manager
20 Front Street
Harrison, ME 04074
207-645-4373
cnewell@harrisonmaine.org

Eric Dyer
Readfield Town Manager
8 Old Kents Hill Road
Readfield, ME 04355
207-685-4939
manager@readfieldmaine.org

E. Costs to the Town

The Town currently pays fees for some services through earnings credits on compensating balances maintained. Some fees are "waived." The Town is interested in comparing this method with paying direct fees for services provided as well as what services could be provided without fees.

- *What method is used to calculate the compensating balance and earnings credit? Please provide details of the cost of each service, as well as the earnings credit to be applied. What is the minimum balance for an account and the rate of return on the minimum balance?*
- *Please provide a schedule of all fees, including the basis/method for their charge.*
- *Please indicate what service fees and charges will be waived.*

Please see Account Analysis attached as Exhibit B. All per item fees, overdrafts, costs of checks, setup of software are waived. Other charges are greatly reduced and absorbed through an Earnings Credit of 2.5%, a Compensating Balance of \$59,000. Courier charges can also be absorbed if the Compensating Balance is increased to \$132,000.

IV. PROPOSAL SUBMISSION: PROCEDURES & REQUIREMENTS

Sealed Proposals: Responses to this Request will be submitted in a sealed envelope, clearly identified, mailed or delivered as follows; electronic submissions are also accepted:

"Response to RFP for Banking Services" by 12 noon on Friday, July 14, 2023:

*Lorna Dee Nichols, Town Manager
990 Augusta Road
Belgrade, Maine 04917 (207) 495-2258
townmanager@townofbelgrade.com*

Proposals will be publicly opened on Monday, July 17, 2023 by the Town Manager and will be available for inspection by interested parties.

Proposals will then be reviewed by the Town Manager and Board of Selectpersons and then may be awarded on Tuesday, July 18, 2023 at their next regularly scheduled Selectpersons's meeting at 6:30 p.m.

| Androscoggin Bank agrees to the above listed requirement.

V. SUMMARY

The Town, acting through the Town Manager as authorized by the Board of Selectpersons, intends to enter into a formal Banking Services Contract with the awarded bank that will incorporate all provisions of the Request for Proposal. Additional terms and conditions will not be included in the Contract unless mutually agreed upon by both parties.

| Androscoggin Bank agrees to the above listed requirement.

Branch Locations & Hours

Exhibit A

| | | |
|-----------|---------------------|--|
| Auburn | 12 Subaru Drive | <p><u>Hours: Lobby</u> M-W: 9:00 a.m. – 4:00 p.m. Th-F: 9:00 a.m. – 5:00 p.m. S: Closed</p> <p><u>Hours – Drive-up</u> M-W: 8:30 a.m – 4:00 p.m. Th-F: 8:30 a.m. – 5:00 p.m. S: Closed</p> |
| Auburn | 683 Minot Avenue | <p><u>Hours: Lobby</u> M-F: 8:30 a.m. – 5:00 p.m. S: 9:00 a.m. – 12 noon</p> <p><u>Hours – Drive-up</u> M-F: 8:00 a.m – 5:00 p.m. S: 9:00 a.m. – 12 noon</p> |
| Brunswick | 208 ½ Maine Street | <p><u>Hours: Lobby</u> M-W: 9:00 a.m. – 4:00 p.m. Th-F: 9:00 a.m. – 5:00 p.m. S: 9:00 a.m. – 12 noon</p> <p><u>Hours – Drive-up</u> M-W: 8:30 a.m – 4:00 p.m. Th-F: 8:30 a.m. – 5:00 p.m. S: 9:00 a.m. – 12 noon</p> |
| Gray | 24 Portland Road | <p><u>Hours: Lobby</u> M-Th: 9:00 a.m. – 4:00 p.m. F: 9:00 a.m. – 5:00 p.m. S: Closed</p> <p><u>Hours – Drive-up</u> M-Th: 8:30 a.m – 4:00 p.m. F: 8:30 a.m. – 5:00 p.m. S: Closed</p> |
| Jay | 6 Androscoggin Lane | <p><u>Hours: Lobby</u> M-W: 9:00 a.m. – 4:00 p.m. Th-F: 9:00 a.m. – 5:00 p.m. S: Closed</p> <p><u>Hours – Drive-up</u> M-W: 8:30 a.m – 4:00 p.m. Th-F: 8:30 a.m. – 5:00 p.m. S: 9:00 a.m. – 12 noon</p> |
| Lewiston | 505 Sabattus Street | <p><u>Hours: Lobby</u> M-F: 8:30 a.m. – 5:00 p.m. S: 9:00 a.m. – 12 noon</p> <p><u>Hours – Drive-up</u> M-F : 8:30 a.m – 5:00 p.m. S: 8:00 a.m. – 12 noon.</p> |

Branch Locations & Hours

Exhibit A

| | | |
|--------------|--|--|
| Lewiston | 30 Lisbon Street | <u>Hours: Lobby</u> M-F: 9:00 a.m. – 4:00 p.m. S: Closed <u>Hours – Drive-up</u> M-F : 8:30 a.m – 4:00 p.m. S: Closed |
| Lisbon Falls | 580 Lisbon Road Midtown Shopping Center | <u>Hours: Lobby</u> M-F: 8:30 a.m. – 4:00 p.m. S: Closed <u>Hours – Drive-up</u> M-F : 8:30 a.m – 4:00 p.m. S: Closed |
| Portland | 130 Middle Street | <u>Hours: Lobby</u> M-F: 8:30 a.m. – 4:00 p.m. S: Closed <u>Hours – Drive-up - None</u> |
| South Paris | 170 Main Street | <u>Hours: Lobby</u> M-Th: 9:00 a.m. – 4:00 p.m. F: 9:00 a.m. – 5:00 p.m. S: Closed <u>Hours – Drive-up</u> M-Th: 9:00 a.m – 4:00 p.m. F: 9:00 a.m. – 5:00 p.m. S: 9:00 a.m. – 12 noon |
| Turner | 207 Auburn Road (Route 4) | <u>Hours: Lobby</u> M-F: 8:30 a.m. – 5:00 p.m. S: 9:00 a.m. - Noon <u>Hours – Drive-up</u> M-F : 8:00 a.m – 5:00 p.m. S: 9:00 a.m. – 12 noon |

Date Prepared: 7/10/2023

TOWN OF BELGRADE Exhibit B

Days in Month: 30
 Contact: Lena Hann
 Phone: 833.776.0012
 Address: 30 Lisbon Street, PO Box 1407
 Lewiston, Maine 04243
 Email: treasuryservices@androscogginbank.com
 Website: androscogginbank.com

RELATIONSHIP ANALYSIS PROFORMA

BALANCE COMPUTATION FOR THE PERIOD

| | |
|---------------------------------|--------|
| Average Daily Collected Balance | \$0.00 |
| Less Required Reserves (0%) | \$0.00 |
| Average Net Collected Balance | \$0.00 |
| Balance to Support Services | \$0.00 |

ACCOUNT POSITION FOR THE PERIOD

FEE BASIS

BALANCE BASIS

SERVICE CHARGE DETAIL

| SERVICES FOR PERIOD | VOLUME | UNIT PRICE | EST. SERVICE CHARGE (W) | NOTES |
|----------------------------------|--------|------------|-------------------------|-------|
| Account Services | | | | |
| Account Analysis Monthly Fee | 1 | \$10.00 | \$5.00 | |
| Deposits Processed | 300 | \$0.10 | \$30.00 | W |
| Checks Paid | ##### | \$0.10 | \$230.00 | W |
| Sub Total | | | \$5.00 | |
| Depository Services | | | | |
| Checks Deposited | ##### | \$0.10 | \$500.00 | W |
| Return Deposited Items | 10 | \$15.00 | \$150.00 | W |
| Cash Handling Fee | | \$25.00 | \$0.00 | W |
| Courier Service | 10 | \$15.00 | \$150.00 | |
| Stop Payments | | \$0.00 | \$0.00 | W |
| Sub Total | | | \$150.00 | |
| Cash Management Services | | | | |
| Sweep Fee | | | \$0.00 | W |
| LOC Fee | | | \$0.00 | W |
| Courier Fee | | | \$75.00 | |
| Sub Total | | | \$75.00 | |
| Remote Deposit Services | | | | |
| e-Deposit Monthly Fee | | | \$0.00 | W |
| Sub Total | | | \$0.00 | |
| ACH Services | | | | |
| ACH Monthly Module Fee | | \$25.00 | \$10.00 | |
| Returned ACH Per Item | | \$15.00 | \$0.00 | W |
| ACH Origination Per Item | 540 | \$0.10 | \$0.00 | W |
| Same Day ACH Monthly Fee | | \$25.00 | \$0.00 | W |
| Sub Total | | | \$10.00 | |
| Wire Services | | | | |
| Wire Module Monthly Fee | | \$25.00 | \$0.00 | W |
| Online-Outgoing Domestic Wires | | \$15.00 | \$0.00 | W |
| Online-Outgoing Foreign Wires | | \$30.00 | \$0.00 | W |
| Sub Total | | | \$0.00 | |
| Fraud Prevention Services | | | | |
| Positive Pay Monthly Fee | | \$40.00 | \$20.00 | |
| ACH Filter Monthly Fee | | \$25.00 | \$10.00 | |
| Account Recon Monthly Fee | | \$40.00 | \$0.00 | |
| Sub Total | | | \$30.00 | |

SERVICE SUMMARY

| | |
|------------------------------------|-----------------|
| Total Charges Listed Before Credit | \$270.00 |
| Waived Charges (code W) | \$910.00 |

Earnings Credit Rate subject to change monthly, and may affect compensating balance, as may changes in activity.

Equipment costs, setup fees and additional services are subject to current standard pricing at the time services are selected and may affect compensating balance.

Service Charge Summary (as proposed)

| | | |
|---|-----------------|---|
| Average Net Investable Balance: | \$132,000.00 | \$59,000 if courier charges are paid separately. |
| Earnings Credit Rate to Offset Fees: | <u>2.50%</u> | |
| Estimated Earnings Credit Allowance: | <u>\$271.23</u> | |
| Estimated Net Monthly Service Charges with Recommendations: | \$270.00 | |
| <u>Net Analysis:</u> | 0.00 | |

Funds Availability Policy
Approved: June 28th, 2022

Exhibit C

Policy Statement

It is the policy of Androscoggin Bank (“the Bank”) to comply with all legal and regulatory requirements regarding the availability of deposited funds, including those found in Regulation CC (12 CFR § 229, “the Regulation”) and the Expedited Funds Availability Act (12 U.S.C. §§ 4001-4010). It is also the policy of the Bank to provide its clients with as much access as possible to deposited funds, so long as doing so represents minimal risk to the Bank. As a result, this Policy may define shorter availability times than the maximum times provided in the Regulation.

Scope

The Regulation and this Policy apply to demand deposit accounts and NOW accounts. They do not apply to other types of deposit accounts, such as savings accounts or Money Market Accounts.

Responsibilities

Changes to this policy require approval by the Board of Directors of the Bank. Changes in operating procedures, standards, guidelines and technologies, provided they are consistent with this policy, may be authorized by business line leadership and the Compliance Officer. Senior Management is responsible for ensuring the directives are implemented and administered in compliance with the approved policy.

Standard Availability Schedule

Business Day and Day of Deposit Definitions
 Every day is a business day except Saturdays, Sundays, and Federal holidays. The day on which a deposit is made depends on the deposit method used:

| Deposit Method | Day of Deposit |
|---|--|
| In person to an employee of the Bank | Day submitted if a business day; otherwise, next business day |
| ATM and mobile banking platforms | Day submitted if made by 4:00 PM on a business day; otherwise, next business day |
| By mail | Day received if a business day; otherwise, next business day |
| Placed in a night depository or lockbox | Day removed and available for processing if a business day; otherwise, next business day |

Funds Availability Policy
Approved: June 28th, 2022

Exhibit C

Same Day Availability

- Funds from the following deposits are made available on the day of deposit:
- Funds received for deposit by an electronic payment (direct deposits);
- Cash deposits made in person to an employee of the Bank; and
- Incoming wire transfers.

Next Day Availability

All other deposits are available on the first business day after the day of deposit.

Check Deposit Holds

Case by Case Holds

Depending on the type of check deposited, the Bank may only make the first \$225.00 of the deposit EXHIBIT B available on the first business day after the day of deposit, with the remainder available on the 2nd business day after the day of deposit. In this situation, the Bank will notify the depositor at the time of deposit and will explain when the funds will be available. If the deposit is not made directly to one of the Bank's employees, or if the Bank decides to take this action after the depositor has left the premises, the notice and explanation will be mailed no later than the business day after the Bank received the deposit.

Exception Holds

Funds deposited by check may be delayed for a longer period under the following circumstances:

- There is reasonable cause to believe the check deposited will not be paid;
- A check previously returned unpaid is redeposited, unless the reason for return indication states:
 - it was returned due to a missing indorsement, and the indorsement has been obtained; or
 - it was returned because the check was post-dated, and the check is no longer post-dated;
- The account holder has overdrawn their account repeatedly in the last 6 months;
- There is an emergency, such as failure of communications or computer equipment; or
- The account holder deposited checks totaling more than \$5,525.00 on any one day.

The Bank will notify the depositor if the ability to withdraw funds is delayed for any of these reasons and will provide notification of when the funds will be available. Funds generally will be available no later than the 7th business day after the date of a deposit.

Funds Availability Policy
Approved: June 28th, 2022

Exhibit C

Check Cashing Holds

If a client cashes a check that is drawn on another bank, The Bank may withhold the availability of a corresponding amount of funds that are already in the client's account. Those funds will be available at the time funds from the cashed check would have been available if it had been deposited.

New Accounts

The following special rules may apply during the first thirty (30) days a new account is open.

Same Day Availability

No funds are made available on the day of deposit.

Next Day Availability

Funds for the following deposits are made available on the first business day after the day of deposit:

- Funds received for deposit by an electronic payment (direct deposits);
- Cash deposits made in person to an employee of the Bank;
- Incoming wire transfers;
- For U.S. Treasury checks payable to the account owner, the first \$5,525 of a day's total deposits; and
- For other official checks* payable to the account owner, the first \$5,525 of a day's total deposits if the deposit is made in person to one of the Bank's employees, or the first \$225 of a day's total deposits if the deposit is not made in person to one of the Bank's employees.

Second Day Availability

For other official checks* payable to the account owner that are not deposited in person to an employee of the Bank, next \$5,300 of a day's total deposits are made available on the 2nd business day after the day of deposit.

Other Availability

Funds in excess of the \$5,525.00 amounts described above, and funds from all other deposits, will be available on the 9th business day after the day of deposit

Funds Availability Policy
Approved: June 28th, 2022

Exhibit C

*“Other official checks” are the following check types: U.S.P.S. money orders; Federal Reserve Bank or Federal Home Loan Bank checks; state or local government checks; and bank, cashier’s, certified, or teller’s checks.

Foreign Checks

The standard availability schedule does not apply to foreign checks, including those from Canadian institutions. The Bank reserves the right to send any checks drawn on a foreign financial institution for collection upon receipt. The funds represented by checks which are sent for collection are generally available within 10 to 15 days. The Bank may make the funds available to prior to final settlement; account holders are responsible for any losses they may incur because of use of funds prior to final settlement. The Bank will assess a collection charge for each item sent out for collection and will also assess any collection charges charged to the Bank by other financial institutions that process the item, as listed in the most recent Schedule of Fees and Charges.

Returned Checks

If a deposited check is returned unpaid after the funds have been made available, the amount of the check will be debited from the account. If there are insufficient funds in the account to cover that debit, the Bank reserves the right to demand payment directly from the account holder and to charge a returned item fee per the Bank’s most recent Schedule of Fees and Charges.

Disclosures

- The Bank’s Funds Availability Policy Disclosure, which includes the Substitute Checks and Your Rights disclosure, will be provided in writing in the initial document set for all deposit accounts, and will be provided to any person making an oral or written request.
- The standard availability schedule and a notice that longer availability periods may apply shall be prominently displayed in all branches.
- All preprinted deposits slips shall include a notice that deposits may not be available for immediate withdrawal.
- A notice shall be provided at each of the Bank’s ATM locations that funds deposited at the ATM may not be available for immediate withdrawal.
- Notice must be provided regarding any change to this Policy at least 30 days prior to implementing the change, unless the change only shortens availability times, in which case such notice can be provided up to 30 days after implementation.

Funds Availability Policy
Approved: June 28th, 2022

Exhibit C

Record Retention

The Bank shall retain its records in accordance with the requirements of Regulation CC, including the retention of copies of all notices provided for exception holds based on the reasonable cause provision, and a brief description of the supporting facts, for a period of at least 2 years.

Ownership and Annual Review

This Policy is reviewed and approved at least annually by the Androscoggin Bank Board of Directors.

Next Review Date

The next revision date of this Policy is June 2023.

| Date | Policy Section | Policy Change |
|-----------|----------------|---|
| 6/22/2021 | All sections | Policy created |
| 6/28/2022 | Authority | Changed section name to Responsibilities per standard format. |
| | New Accounts | Added Other Availability subheading |

Banking Transition Steps

Exhibit D

The following form is an outline of bank transition steps. It may not be inclusive of everything you will need to do to transfer bank accounts, as each client is different, but we believe it covers most items.

Week 1

- Determine signers on new accounts, as well as users of online banking and eDeposit.

Week 2

- Sign Paperwork for bank.
- Bank will issue account numbers and order eDeposit machine(s).
- Order Checks and deposit slips – if it's easier for you to order checks and/or deposit slips from your vendor, we'd be happy to reimburse; else, we can use our vendor.
- Bank will call to setup training of staff on ACH and eDeposit as applicable (select date that works well for you approximately two weeks from paperwork completion).
- Client will review current bank statements and make a list of vendors to contact to change routing and account numbers of electronic debits and credits.
- Client should contact your accounting software company to obtain instructions on adding a new account to your system and/or changing check printing routing and account numbers.

Week 3

- Client should contact vendors to change account numbers for electronic payments.
- Checks should arrive this week or next (1-2 weeks from date of order).
- Pick a date to begin depositing to new account. Beginning of month may be easier.
- Determine the outstanding check amount at previous bank. Keep funds in the account to cover those transactions and any other charges you will receive.
- Transfer the remainder to the new account(s). This can be done via check, wire or ACH transfer.

Week 4

- Checks should be in by now.
- This week your eDeposit machines will arrive (if applicable).
- Training will likely be scheduled for this week for your staff. This includes ACH and eDeposit training. This can be scheduled at a later date if you prefer. It is better to train shortly before going live so your staff doesn't forget how to use the system.
- An ACH prenote file can be tested this week.

Banking Transition Steps

Exhibit D

Week 5

- Start checking the new account to see if your ACH vendors have changed the routing and account number for your transfers.
- Look for alerts on the ACH prenote file this week. The other banks will alert us within ten days after the test file is run.
- You may decide to start depositing to the new account now. The account is now ready to be fully utilized.

Week 6+

- Keep an eye on your previous bank account to be sure it is funded.
- Once checks clear on the old account and there are no outstanding items it can be closed.
- Note: Before you close the previous account, you may want to archive statements and other data by exporting them to your computer or server.

Additional Per Needs of Customer:

- _____
- _____
- _____

Please feel free to contact us with any questions. We want to help make this process as seamless as possible for you.

Bank Contact Information:

Name: Lena C. Hann, VP Government Banking Services

E-mail: lhann@androscogginbank.com

Phone: 207-376-3571

Bank Contact Information:

Name: John Simko, VP Government Lending Officer

E-mail: jsimko@androscogginbank.com

Phone: 207-330-0531

Bank Contact Information:

Name: Treasury Services

E-mail: treasuryservices@androscogginbank.com

Phone: 1-833-776-0012

Additional Services

Exhibit E

Government Financing Programs

Androscoggin Bank has developed a niche in Maine government financing over the years. Our list of client types includes municipalities, counties, school districts, wastewater districts and other governmental entities. For financing, the Bank offers a Municipal Lease Financing Program, General Obligation Bonds as both interim financing or permanent financing, among others. Many government departments are choosing lease financing programs to manage their capital equipment needs over the long term. The Bank does not charge fees for financing services and is pleased to submit proposals, based on the needs of the customer. We regularly provide preferred pricing for municipal financing for deposit clients.

Cash Management Online Banking

Security is of the utmost importance to our bank. Androscoggin Bank's online system is a web-based platform accessed via a secure token.

Access permissions are controlled by a designated "Administrator" within your organization so even non-signatory personnel can have "view only" access. Access to account information via email or phone call can be restricted as needed. For purposes of ACH and wires, a system of dual control is available and recommended. The bank may perform additional call-back verification if certain criteria are met.

There are a number of functions supported by our Cash Management Online system including:

- Fully customizable user access
- Online stop payments
- Internal transfers between accounts
- ACH origination (debit and credit)
- Online wire transfers
- Business Bill Pay
- Access to images of paid checks
- Positive Pay & ACH Filter fraud protection services
- Up-to-the-minute transaction and balances
- Account alerts and mobile access
- Additional online account report functions that include:
 - Previous day ledger, available and float balance and detail viewing and reporting

Additional Services

Exhibit E

- Current day ledger, available and float balance and detail viewing and reporting
- Definable, sortable period viewing and reporting with statement-level detail
- NACHA batch file upload, verification, approval and reporting
- Customizable templates for both on-demand and recurring transfers and payments
- Item searching, especially but not limited to cleared checks, with imaging and print capabilities for at least 2 statement cycles of history
- An exportable statement database is available up to 2 years and our Client Contact Center staff is available for archive searches when necessary

Full training is provided onsite, in-person, or remotely with our treasury implementation team based on your preference.

Remote Deposit Capture

Deposits can be made to multiple accounts using a Panini Ideal desk top scanner that is connected to a PC via a USB port. No deposit tickets are required. Once the deposit is approved, the "Submit" button is clicked and the deposit is transmitted. The software automatically corrects discrepancies in balancing the deposits.

Checks must be stored in a secure location for at least 45 days before shredding them on-site. Images of the checks are available on the eDeposit website for 45 days after the deposit and can be printed and/or saved to your computer. The images are searchable by various fields.

ACH (Automated Clearing House) Services

Full ACH origination services are available through our secure Cash Management Online. This user-friendly system allows you to enter and store account information for your employees and vendors or import data files from your accounting program. Files can be imported into our ACH system in standard NACHA (National Clearing House Association) format.

All ACH Credit Entries (for example, Direct Deposit) should be completed/authorized at least two business days prior to the "Effective Date" of the transactions. All ACH Debit entries should be completed/authorized at least one business day prior to the "Effective Date" of the transactions.

Additional Services

Exhibit E

Positive Pay and ACH Block/Filter

In these days of high fraud, we are pleased to offer **Positive Pay and ACH Block/Filter** which are part of our Secure Pay bundle.

Positive Pay reduces incidences of check fraud. Each time you process a check, a check issue file is sent to Androscoggin Bank. Checks presented for payment are matched against checks that have been issued. Any checks that differ in dollar amount, issue date, or check number are intercepted and referred to you on Cash Management Online for payment or return instructions.

With **ACH Block/Filter**, you can restrict ACH activity altogether with our ACH Block Service. Once established, any ACH item attempting to post to your account will be flagged for return automatically.

Business Debit Cards: The Town can manage smaller expenses with debit cards issued off a special Flex checking account. You control card holders, purchase limits, and ATM limits.

Community Credit Cards: The Visa CommUNITY Credit Card, offered through our affiliate Elan Financial Services, is designed for municipalities, schools and nonprofits seeking an easier way to manage cash flow and expenses. Enhanced reporting helps document expenses, track purchases, reveal spending patterns, organize budgeting information and save time on accounting procedures. Credit approval is based on the governmental entity, not personal assets, and thus personal guarantees are not required. **There are no annual fees for credit cards.**

Bank at Work: Androscoggin Bank believes in doing what's best for our own employees and we want to ensure we are extending that passion to the employees of the organizations we serve. The Bank provides a bank at work program for all of our municipal and commercial clients. Some of the benefits include a free checking account with no monthly maintenance fees and no minimum balance requirements, first order of Androscoggin Bank checks free, free notary service and Medallion Signature guarantees, free interest-bearing Health Savings Account and a companion savings account that pays preferred rates with no minimum balance or monthly maintenance fees.

Portland Trust Company: Under separate cover, a full investment proposal is being provided by our affiliate Portland Trust Company.

Equal Opportunity Employer Statement

Exhibit F

We are an equal opportunity, affirmative action employer, not because the law requires it, but because we firmly believe it is right. Accordingly, we are committed to providing equal opportunity and treatment without regard to race, color, ancestry, religion, national origin, gender, age, physical or mental disability, sexual orientation, genetic pre-disposition or any other protected status.

Equal opportunity does not stop once the hiring process is completed. Each bank manager is responsible for practicing nondiscrimination when performing his/her supervisory duties. We are committed to ensuring that each manager meets this responsibility fully.

We also affirm that the principle of equal opportunity applies to every aspect of our business, including dealings with clients and suppliers.

REGULATION B (Equal Credit Opportunity Statement)

It is the policy of this bank to promote the availability of credit to all creditworthy applicants without regard to race, color, religion, national origin, sex, marital status, or age (provided the applicant has the capacity to contract); to the fact that all or part of the applicant's income derives from a public assistance program; or to the fact that the applicant has, in good faith, exercised any right under the Consumer Credit Protection Act. Bank policy prohibits practices that discriminate on the basis of any of these factors.

To monitor compliance with this policy, the following shall be consistently reviewed by the Senior Retail Lender and or the Retail Loan Underwriter:

- All loan denials
- All exceptions to policy

Municipal Investment Services

For

Town of Belgrade

July 17, 2023

Municipal Investment Services

Contents

Bar Harbor Wealth Management

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Exhibits

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- B. Core Plus Investment Strategy
- C. Municipal Investment Legal Opinion
- D. Investment Performance Results
- E. Sample Account Statement
- F. Sub-Accounting

Overview

Bar Harbor Bank & Trust (the “Bank”) was founded in 1887. In 1999 the trust department was renamed Bar Harbor Trust Services and spun off as a separate subsidiary. In 2017 the bank purchased Charter Trust Company of New Hampshire and in 2022 the two companies were merged into one, Bar Harbor Wealth Management. Today, Bar Harbor Wealth Management is a wholly-owned subsidiary of the Bank providing fiduciary, financial advisory, and discretionary investment services throughout northern New England.

Bar Harbor Bankshares (NYSE: BHB) Bank Holding Company



BHBT
Maine
Community Bank



BHWM
Subsidiary
Trust Company

Our clients include municipal governments, nonprofit organizations, foundations, private trusts, and individuals. As of March 31, 2023 our clients have entrusted us with over \$2.3 billion in assets. We have approximately 1,100 clients and 2,500 individual client accounts.

Our Strengths

- We are a “*qualified financial institution*” as defined by Title 30-A MRSA.
- We invest municipal funds in strict accordance with Maine municipal investment law.
- We meet in person with a level of service no longer offered by large firms.
- We offer active and passive investment strategies with individual securities or mutual funds depending on the needs of each municipal client.



Bar Harbor Wealth Management

(Selected Account Personnel)

Jason P. Edgar: President, Bar Harbor Wealth Management. Jason is a member of the Bar Harbor Bank & Trust Senior Executive Team. He oversees all of the bank's wealth management business lines. Prior to joining Bar Harbor Bank & Trust, Jason served as Director of Wealth Management for Berkshire Bank where he was also was the Chief Investment Officer. Jason has over 20 years of experience in wealth management and is a graduate of the University of Connecticut.

Joseph M. Pratt: Senior Vice President & Senior Wealth Manager. Joe earned a B.A. in International Affairs at the University of Maine and was commissioned 2nd Lieutenant in the U.S. Air Force. He left military service in 1992 as a Captain. Joe passed the series 7, 63 and 65 securities examinations and is a graduate of Cannon Trust School. He joined American Express Financial Advisors in 1992, moved to Key Private Bank in 1995, and TD Bank in 1997 in positions of increasing scope and responsibility. Joe joined BHTS in 2000 as Vice President. He was appointed Managing Director in 2004 and SVP 2019. Joe is the Founding President of the Maine Planned Giving Council and is active with nonprofit organizations throughout Maine.

Ruth K. Dunbar, CTF: Vice President & Senior Wealth Manager. Ruth started her career in Banking upon graduation from the University of Maine with a B.A. degree in Public Administration. She has extensive banking and wealth management experience having worked for Merrill Trust Company, Fleet Bank, Bangor Savings Bank, and People's United Bank. Ruth is also a graduate of the Cannon Trust School. In her role she enjoys managing the administration of Trusts, Estates, and Investment Management Accounts for Individuals, Non-Profits, and businesses.

John E. Testa, CFA: Senior Vice President & Senior Portfolio Manager. John earned a B.A. in Finance at the State University of New York at Fredonia. John has passed the series 7, 63 and 65 securities examinations and is a Chartered Financial Analyst (CFA[®]). He joined Wells Fargo Private Bank in Greenwich, CT in 2005 as an Investment Management Specialist. In 2010 he moved to Morgan Stanley in Hartford, CT as a Registered Associate. John's experience includes conducting fundamental and technical investment research; institutional investment analysis including manager assessment, risk management and policy review as well as direct portfolio management.

Joshua A. Radel, CFA: Senior Vice President & Chief Investment Officer. Josh earned a B.A. (*Magna Cum Laude*) in Economics and an MBA in Finance at the University of Maine. Josh is a Chartered Financial Analyst (CFA[®]) and has passed the series 7 and 65 securities examinations. Josh joined KeyBank as a Portfolio Manager in 1999 and joined Bar Harbor Trust Services in 2000. He was appointed Chief Investment Officer in 2004. Josh is the Chair of the BHWM Investment Committee.



Maine Municipal Investment Law

Maine statute provides municipalities with several options for investing municipal funds. Trust Funds (Title 30-A §5653) and Reserve Funds (Title 30-A §5801) often have long-term or perpetual investment time horizons. Municipal Officials may place such funds with a “*qualified financial institution*” in accordance with Title 30-A §5706(4).

Bar Harbor Wealth Management works with Municipal Officials to review the purpose for each fund and establish prudent investment policies and guidelines in accordance with applicable Maine statute [Title 30-A §5706(4) and Title 18-B §901-§908]. We then invest the funds in accordance with the municipality’s written investment policy statement and Maine statute.

Municipal Investment Service

Most municipalities place their operating accounts and short-term funds with one or more local banks to facilitate day-to-day and short-term money management. Banks offer products and services that are well suited to day-to-day cash management and may be the best choice for such funds.

Trust Funds and Reserve Funds are longer-term in nature. This may include surplus funds, capital equipment funds, cemetery or perpetual care funds, funded depreciation accounts, etc. It may be more prudent to invest these funds in a manner that is consistent with their long-term nature.

Bar Harbor Wealth Management's municipal investment service involves safekeeping and investment of Trust and Reserve funds in a manner that provides safety, simplicity, convenience and higher yield compared to typical bank deposit products.

Safety:

We select individual securities tailored to fit your safety requirements, cash flow and time constraints. The foremost considerations are safety, liquidity and generation of income.

Simplicity:

Consolidating Trust and Reserve funds with one firm avoids the need to deposit, track and rollover multiple accounts with multiple banks in order to observe FDIC insurance limits or "shop interest rates" offered by competing banks.

Convenience:

Our service includes consulting, investing, accounting and reporting. We work closely with you to determine your investment objectives, your safety requirements and other factors that will influence how your funds should be managed. We implement a prudent investment strategy and then monitor your funds regularly to help ensure your funds continue to meet your needs. We can also coordinate with your bank to electronically move funds to and from your operating account(s) when necessary. A history of such transactions will appear on your monthly statement.

Bar Harbor Wealth Management Provides:

Investment Guidance: We will work with you to design an investment strategy that fits your needs and is consistent with Title 30-A §5706(4). Factors considered when designing your account will include your investment objectives, security needs, time constraints, and cash flow needs.

High Quality Investments: Investments are selected in accordance with your written investment policy and Title 18-B MRSA §901-§908. Typically, investments include FDIC insured money market funds, U.S. Treasury Bills, Notes and Bonds, U.S. Government Agency securities and investment grade corporate bonds where appropriate. If equity investments are appropriate we typically recommend individual, dividend-paying stocks in order to maximize portfolio yield and minimize volatility. Where appropriate, we may also use mutual funds, index funds or exchange-traded funds that invest in these securities.

Active or Passive Management: We work with each municipal client to determine if an active or passive strategy is preferred. Where an active strategy is preferred we will “stick build” a fixed income portfolio with quality, maturity, duration, and yield characteristics that meet your investment policy. We will actively manage the fixed income portfolio, but will typically hold bonds to maturity. We may sell a bond prior to maturity if prudent. Where a passive strategy is preferred we select mutual funds or ETFs with quality, maturity, duration, and yield characteristics that meet your investment policy. We may rebalance a passive portfolio periodically to restore the target asset allocation required in the investment policy statement.

Performance Reviews: We will provide written investment performance reviews. Our preference is to present these reports in person as part of your periodic review. We will also make recommendations as to how we can enhance your yields either with alternative investments, maturity/duration adjustments or other appropriate strategies.

Monthly Reporting: We will provide monthly or quarterly reports that summarize current holdings, market value, projected annual income and all transactions. We also provide Internet account access. Account information can be downloaded to create custom reports.

Sub-Accounting: Sub-Accounting allows clients with multiple funds (i.e., school construction fund, fire department fund, cemetery fund, etc.) to consolidate these funds for investment purposes while accounting for each fund separately for audit and reporting purposes. All information is summarized in an easy to read quarterly report.

Municipal Investment Fee Schedule

Included Services:

1. Daily investment in accordance with your IPS and Title 30-A §5706(4);
2. Daily custody, income collection and safekeeping of securities;
3. Daily reinvestment of all principal and income cash into money market funds;
4. Daily transfers to/from your operating accounts (as necessary);
5. Daily Internet account access (upon request);
6. Monthly account statements;
7. Quarterly performance measurement reports (upon request);
8. Quarterly client meetings.

Annual Fee: (charged monthly in arrears)

- 1.25% on the first \$500,000
- 1.00% on the next \$500,000
- 0.85% on the next \$1,000,000
- 0.60% on the remaining account assets

Minimum Annual Fee:

\$4,000

Additional Services:

| | |
|---------------------------|-----------------|
| Extraordinary Research: | Time & Expenses |
| Account Closing/Transfer: | Time & Expenses |

Discount:

In recognition of our long term relationship, the Town of Belgrade has a 25% discount off our current published fee schedule. This results in an annual fee of 0.75% or \$10,622 based on a portfolio value of \$1,416,361.



Exhibit A

Town of Belgrade

RFQ Information requirements of proposers:

1) Brief description of the investment management firm’s ownership, including identification of any affiliated companies, to include:

Bar Harbor Wealth Management is a subsidiary of Bar Harbor Bank & Trust, headquartered in Bar Harbor, Maine since 1887. In 1999 the trust department was spun-off as a subsidiary called Bar Harbor Trust Services. In 2017, we acquired Charter Trust Company of Concord, New Hampshire. In 2019, we acquired People’s United Bank’s Offices and Wealth Services business in Waterville, Pittsfield, Newport, and the Bangor, Maine area. In 2022 Bar Harbor Trust Services and Charter Trust Company merged into one company, Bar Harbor Wealth Management, a wholly-owned subsidiary of Bar Harbor Bank and Trust.

a. Year organized

1887

b. Number of clients

Approx. 1,100 clients and 2,500 client accounts

c. Type of clientele (defined by industry and size of portfolio)

We’ve been investing municipal funds for over 130 years in accordance with Maine’s municipal investment law including Title 30-A §5653, §5706, §5801. Due to our extensive nonprofit experience we are also very familiar with Maine Uniform Prudent Management of Institutional Funds Act. We frequently consult with municipal and nonprofit organizations statewide regarding investment policies, spending policies, and gift acceptance policies.

| | <u>Nonprofit & Municipal</u> | <u>Total</u> | <u>Percent of Total</u> |
|----------------------------|----------------------------------|----------------|-------------------------|
| Approx. No. of Accounts: | 350 | 2,500 | 14% |
| Approx. Assets (Millions): | \$625 | \$2,300 | 27% |

d. Number of staff (investment-related staff only)

We have 35 employees and eight (8) full-time Portfolio Managers.

e. Assets under management

Approx. \$2.3 billion

f. Location of corporate headquarters

Bar Harbor, Maine *(The Town of Belgrade relationship is managed from our Bangor office.)*

Town of Belgrade

g. Discussion of any past or present litigation or regulatory actions against your firm

BHWM has not been subject to any litigation or regulatory action during the past ten years. BHWM is currently involved with one litigation matter we expect to be resolved by year-end. The matter will have no material impact on the company.

2) The qualifications of your firm and its ability to provide investment services:

a. Qualifications of principals and professional staff (specify those individuals who will be directly responsible for the account)

We've been investing municipal and nonprofit funds for over 130 years. We have extensive experience with Maine municipal investment law. We frequently consult with municipal and nonprofit organizations statewide regarding investment policies, spending policies, and gift acceptance policies.

We assign a three-member Service Team to each client relationship. The Service Team for the Town of Belgrade consists of a dedicated Wealth Manager (Ruth Dunbar), a Portfolio Manager (John Testa), and a Wealth Administrator (Beverly Veilleux). **See proposal page 4.**

b. Number of year(s) of experience in investment management

Our eight (8) Portfolio Managers have an average of 15 years of experience.

c. Discussion of investment philosophy

We offer several investment strategies to meet the needs and circumstances of various clients including nonprofits and government entities. Our strategies range from Passive to Active management; Growth to Value style; and may use mutual funds or individual stocks and bonds as the primary investment asset. Also, portfolios may range from 100% fixed income (bonds) to 100% equity (stocks) depending on the client's investment objectives.

The primary investment objectives of most Maine municipalities are **(a)** preservation of capital and **(b)** generation of stable income. To achieve these objectives we often propose our Dividend Growth strategy and actively manage individual stocks and bonds as the primary portfolio assets.

For clients who prefer a more aggressive or growth-oriented strategy we offer our Core Plus investment strategy. An overview of our Core Plus strategy is included as **Exhibit B**. In 2021 the Town of Belgrade changed their Investment Policy and moved from the Dividend Growth strategy to the more aggressive strategy, Core Plus.

d. Discussion of your customer service philosophy

We assign a three-member Service Team to each client relationship. The Service Team is jointly responsible for all aspects of client service, account administration, and investment management.

Town of Belgrade

We typically propose an in-person (or Zoom) meeting with municipal officials to review goals, circumstances, and expectations. Where a written Investment Policy Statement (IPS) is NOT in place, we offer an IPS template the Town may use as a foundation to establish an IPS. Where a written IPS is in place, we review it with the Town to ensure everyone interprets the IPS consistently. Where appropriate, we may discuss 'tweaking' the IPS to increase clarity.

Once adopted, the IPS provides day to day investment guidance for us and the Town. It also provides a reference point to discuss portfolio strategy and investment performance results during periodic meetings with the Town.

- 3) Brief description of the firm's investment services provided to governmental entities.

We are "*a financial institution with trust powers authorized to do business in the State for the safekeeping of the reserve funds*" as required by Title 30-A MRSA §5706(4). To confirm our municipal investment service complies with Maine statute we obtained a legal opinion from outside legal counsel and the Maine Municipal Association. **See Exhibit C.**

- 4) A description of the firm's investment process, including research, governance and portfolio management.

See Exhibit B.

- 5) A description of the firm's trust and trustee capabilities.

As required by Title 30-A MRSA §5706(4) we are "*a financial institution with trust powers authorized to do business in the State for the safekeeping of the reserve funds.*" As professional fiduciaries under Maine statute we've been providing trust and fiduciary services for over 130 years.

- 6) Description of how the firm would make its services available to the Town's Board of Selectpersons and its Budget Committee.

We provide account statements via U.S. mail based on a frequency (month, quarter, semi-annual, annual) chosen by the client. We also offer 24/7 account access via **Total Wealth**, our Internet based account access system. We typically meet in-person on a quarterly basis in order to present investment performance reports and discuss investment strategy. On a day to day basis we are available by phone or email to answer questions or provide any additional information needed.

- 7) Investment results (past performance) achieved by the firm. Suggested benchmarks/indexes against which performance measurement will be made.

Town of Belgrade

See Exhibit D. Note that we calculate and present investment results in accordance with the Global Investment Performance Standards adopted by the Chartered Financial Analyst Institute.

Firms that don't comply with "GIPS" may present results in various ways. Some present only their top performing accounts; a small number of accounts; or a small percentage of their total assets. This may not reflect the experience of the firm's actual clients. Some firms present *hypothetical* results, that is, something different from the past results realized by their actual clients.

We advise municipal officials to ask prospective firms to respond to the following:

- *Present your investment performance results for Equity, Fixed Income, Alternative, and Cash assets for the 1, 3, 5 and 10-year periods ending December 31, 2022.*
- *Indicate whether these results are calculated and reported in accordance with GIPS.*
- *Please indicate whether the investment performance results presented represent the results in actual client accounts or "hypothetical results."*
- *Please indicate your total number of accounts and the number of accounts represented in the results presented.*
- *Please indicate the total value of your firm's assets under management and the total value of assets represented in the investment results presented.*

8) A description of Investment Strategies employed for longer term assets and intermediate cash management accounts in accordance with Title 30-A, Chapter 223, subchapter III-A.

See Exhibit B.

9) Samples of monthly and quarterly statements. Describe customization capabilities that would help the Town, and describe your firm's ability to assist in pooling sub-accounts.

- The Town of Belgrade currently receives monthly statements, however, quarterly statements are also available. They would be identical to the monthly, but for a longer period of time. **See Exhibit E.**
- The Town of Belgrade currently receives a monthly sub-accounting report. **See Exhibit F.**
- Customization is possible if the statements aren't satisfactory.

10) Provide detail concerning the firm's management fee proposal and state the commission rates in brokerage transactions.

See proposal page 8.

11) Provide a list with contact information of three or more public-entity client references.

Town of Bar Harbor

Ms. Sarah M. Gilbert, Treasurer / (207) 288-5096

Town of Belgrade

City of Presque Isle

Mr. Brad Turner, Finance Director / (207) 764-2700

Bangor Public Library

Ms. Tina Hustus, Business Manager / (207) 947-8336

12) Insurance:

a. Provide a listing of applicable insurance coverage maintained with coverage limits.

Trust Liability - \$10 MM Fiduciary Liability - \$ 6 MM

Overall Management Liability - \$55 MM

b. Provide the name of your primary insurance carrier and their related AM Best rating.

Berkley Financial Specialists, a Berkley Company. A.M. Best Rating of A+.

13) Provide any other information that would be of assistance to the Board of Selectpersons and the Budget Committee in evaluating the firm's responses and its qualifications to serve as the Town's Investment Fund Manager.

BHWM was hired in 2016 when global investment markets were still recovering from the *Great Recession*. After much discussion with the Board of Selectpersons a conservative investment strategy was chosen to achieve the Town's objectives of "*preservation of value*" and "*stable current income*."

From 2016 to early 2021 the strategy has succeeded in helping the Town achieve the goals set by the Town's Investment Policy. The Town's portfolio increased in value by over **\$455,000** (an annualized return of **7.54%**) and generated over **\$32,000** per year in stable current income.

During this period more aggressive investment strategies produced historic returns. The S&P 500 Index increased by over 16% per year. Technology stocks increased by over 30% per year. Risk-tolerant investors with "*growth*" as their primary objective were rewarded while investors with "*preservation of value*" and "*stable current income*" saw more slow and steady results.

In 2021 the Town updated its investment policy statement. The investment strategy was changed to reflect the updated investment policy statement and performance measurement benchmarks. Since the new investment strategy was implemented, its gross investment performance has met the expectations of the performance benchmarks through March 31, 2023.



Exhibit B

Proposed Investment Strategy



Bar Harbor Wealth Management
135 High Street
Ellsworth, ME 04605

CORE PLUS STRATEGY

Our Core Plus investment strategy (hereafter Strategy) is a blend of active and passive management combined with both individual securities and mutual funds. The Strategy can accommodate various asset allocations from all equity to all fixed income. It is broadly diversified by sector, industry, and individual holdings. The Strategy is unconstrained by investment “style” and seeks attractive returns over a full market cycle. We seek to add value through stock selection and tactical asset allocation adjustments. We may invest in equity and debt securities of large, mid-size or small companies in developed, emerging, foreign and U.S. markets.

Individual Securities & Active Management

Large-Cap US

The large-cap portion of the equity portfolio is invested in individual stocks and is designed with risk and style characteristics similar to the S&P 500 Index while seeking excess returns by either overweighting or underweighting stocks that have the potential to achieve the Strategy’s objective. The Strategy invests primarily in large-cap companies and selectively in mid-cap companies that may create an opportunity for enhanced total return, seeking to provide long-term capital appreciation. Drawing from disciplined fundamental and quantitative research, we seek companies with strong fundamentals, compelling valuations, and superior earnings growth. We may sell securities when they are no longer attractive based upon evaluation criteria, such as valuation, price momentum, and earnings quality. The equity portfolio is broadly diversified by sector and industry comparable to the sector weighting of the S&P 500 Index.

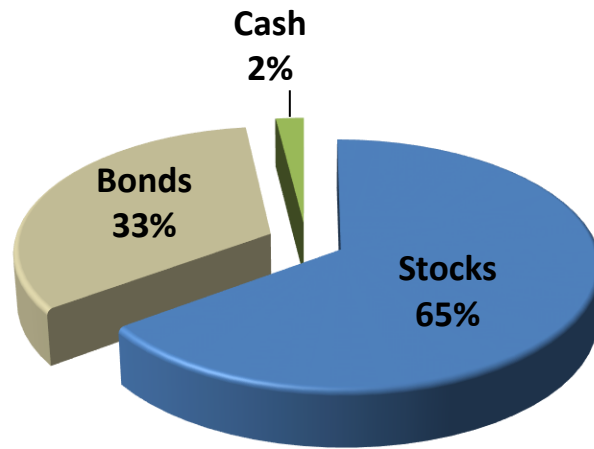
Mutual Funds & Passive Management

Small Cap, Mid Cap and International

The mutual fund portion of the equity portfolio is diversified among small-cap, mid-cap and international asset classes. We typically use passive mutual funds to provide efficient exposure to additional asset classes in a cost effective manner. Mutual funds are screened by our Investment Committee before being used in client portfolios and are monitored on an ongoing basis.

Recommended Asset Allocation

(As of June 30, 2023)

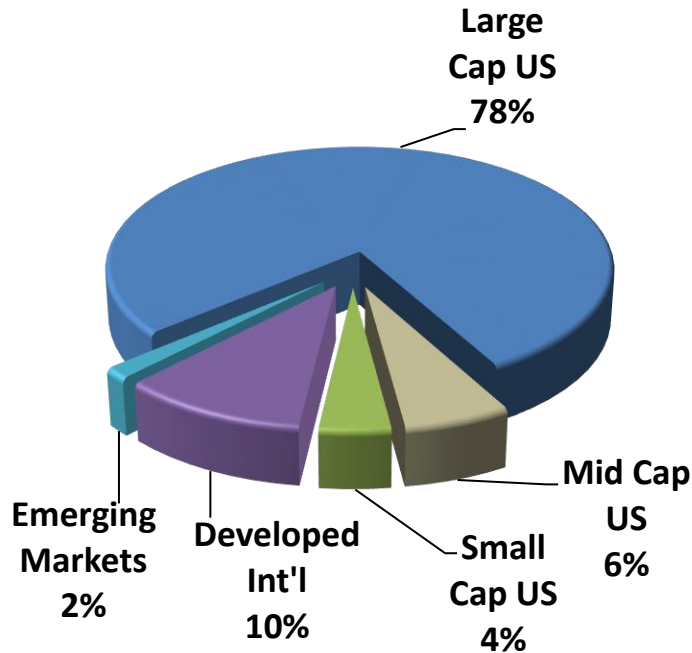


| <u>Major Asset Class</u> | <u>Range</u> | | |
|--------------------------|----------------|---------------|----------------|
| | <u>Minimum</u> | <u>Target</u> | <u>Maximum</u> |
| Stocks | 55% | 65% | 70% |
| Bonds | 30% | 33% | 45% |
| Cash | 0% | 2% | 10% |

Asset Allocation

We set a range for each major asset class as illustrated above. On an ongoing basis we will actively increase or decrease each asset class within the allowable range. This allows us to better protect the portfolio in declining markets and maximize the growth potential in rising markets.

Equity Diversification
(As of June 30, 2023)



Equity Portfolio

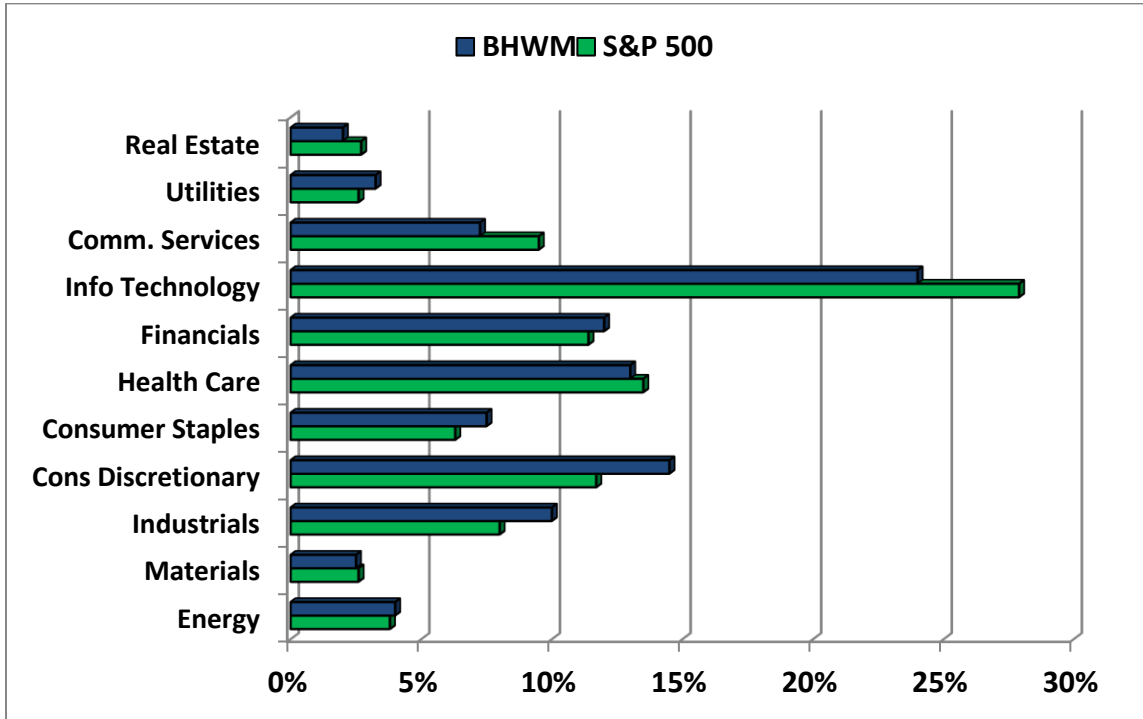
Within the equity portfolio we will diversify the equity portfolio among minor asset classes including large-cap, mid-cap, and small-cap companies as well as developed, emerging, foreign, and U.S. markets.

The table below reflects the equity diversification in a current BHWM client portfolio as of 06/30/23.

| Asset Class | % of Equity Portfolio | Market Value |
|--------------------|------------------------------|---------------------|
| Large Cap U.S. | 78% | \$709,800 |
| Mid Cap U.S. | 6% | \$54,600 |
| Small Cap U.S. | 4% | \$36,400 |
| Developed Int'l | 10% | \$91,000 |
| Emerging Mkt. | 2% | \$18,200 |
| | 100% | \$910,000 |

Individual Equity Diversification

(As of June 30, 2023)



Economic Sector Allocation

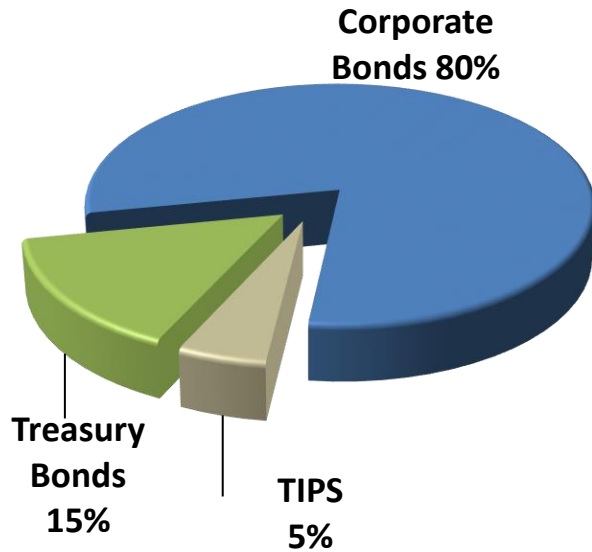
We use individual equities for the large-cap portion of the Strategy, and it is designed with risk, style, and performance characteristics similar to the S&P 500. We will tactically overweight or underweight a sector based on individual stock fundamentals and our economic outlook for the sector. We require representation in each of the eleven S&P 500 Index economic sectors.

The table below reflects the top ten equity holdings in a BHW M client portfolio as of 06/30/23.

| Company | % of Large Cap |
|---------------------|-----------------------|
| MICROSOFT INC | 4.25% |
| ALPHABET INC | 4% |
| APPLE INC | 4% |
| AMAZON.COM INC | 3% |
| BERKSHIRE HATHAWAY | 3% |
| JOHNSON & JOHNSON | 2.5% |
| L3HARRIS TECHNOLOGY | 2.25% |
| UNITEDHEALTH GROUP | 2.25% |
| ZIMMER BIOMET | 2.25% |
| MASTERCARD | 2% |

Fixed Income Diversification

(As of June 30, 2023)



Fixed Income Portfolio

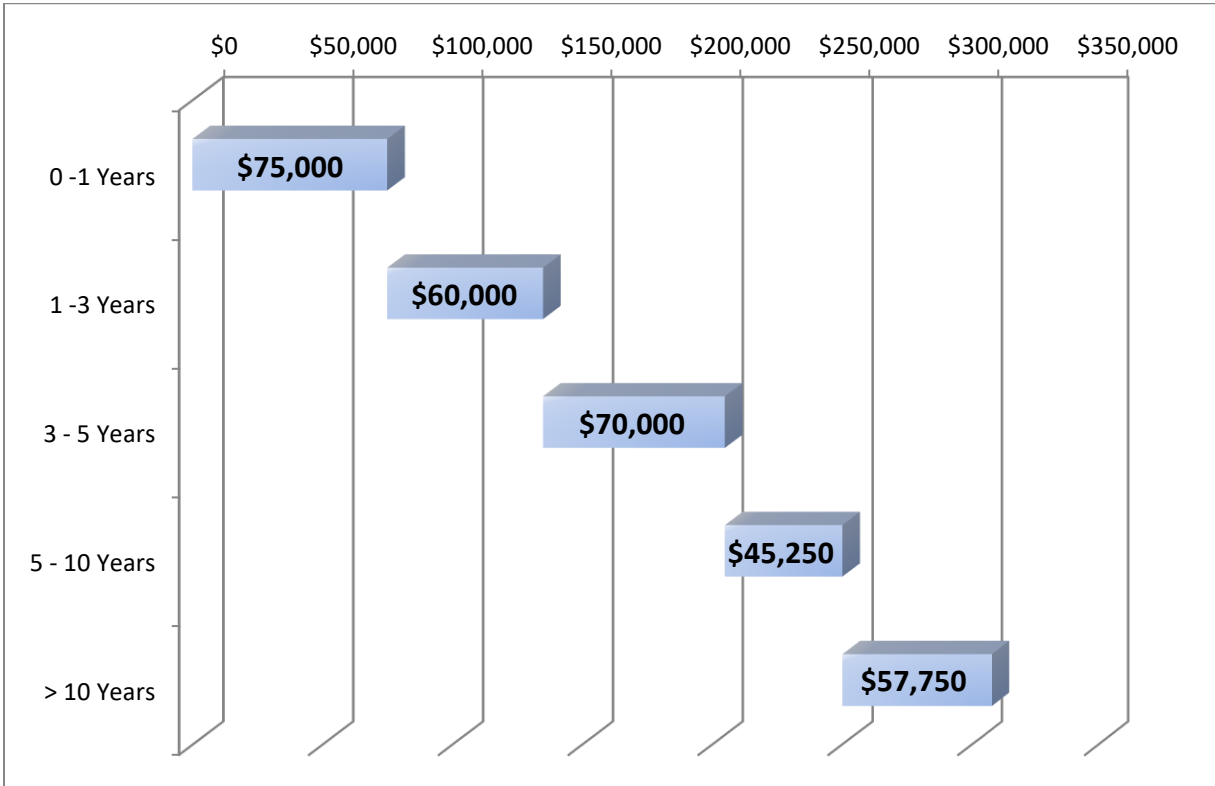
We have the flexibility and expertise to invest in individual bonds, bond funds, or a mix of the two to create a customized and diversified fixed income portfolio for each client. We diversify the fixed income portion of client portfolios by issuer, credit quality, and maturity. Currently, we hold higher quality corporate bonds with intermediate maturities, but may hold U.S. Treasury bonds including Inflation Protected Securities (TIPS), U.S. Government Agency bonds, foreign sovereign bonds, and preferred stock. We may also hold mutual funds or ETFs to gain efficient exposure to specific assets.

Should a client prefer individual bonds, our intent is to hold each bond to maturity. We typically hold bonds with a face value of no more than 5% of the fixed income portfolio and prefer to hold 10 or more bonds in each portfolio. We strive to realize a “real return” that exceeds the rate of inflation, plus our management fee.

The chart and table reflect the diversification in a current BHWM client portfolio as of 06/30/23.

| Asset Class | % of Bond Portfolio | Market Value |
|-----------------------|----------------------------|---------------------|
| Corporate Bonds | 80% | \$272,250 |
| Mortgage Backed Bd Fd | 15% | \$74,250 |
| U.S. Treasuries | 15% | \$99,000 |
| TIPS | 5% | \$23,100 |
| | 100% | \$462,000 |

Fixed Income Diversification
(As of June 30, 2023)



| <u>Bond Characteristics</u> | |
|------------------------------------|-----------|
| Average Credit Rating: | A+ |
| Average Maturity: | 4.5 years |
| Duration: | 4.1 years |
| Yield-To-Maturity: | 5.4%. |

Fixed Income Portfolio

We tailor the maturity, duration, and credit quality of the bond portfolio to each client’s needs. We consider ratings from companies like Standard & Poor’s and Moody’s, but use Egan-Jones Ratings Company as our primary fixed income research tool.

The graph above reflects the maturity schedule in an actual BHWB client portfolio as of 06/30/23.



Exhibit C

Verrill Dana^{LLP}

Attorneys at Law

ONE PORTLAND SQUARE
PORTLAND, MAINE 04112-0586
207-774-4000 • FAX 207-774-7499
www.verrilldana.com



February 24, 2005

Mr. Joseph Pratt
Bar Harbor Bank & Trust
P.O. Box 400
82 Main Street
Bar Harbor, Maine 04609

Dear Mr. Pratt:

We understand that Bar Harbor Trust Services, a Maine nondepository trust company ("BHTS"), has developed an investment proposal for Maine municipal clients. You have asked us to review the proposed arrangement for compliance with Maine statutes relating to municipal investments.

As it has been described to us, the new program would involve an investment management contract with the municipality pursuant to which BHTS would invest municipal funds in various investment vehicles, including short-term general obligation bonds of certain foreign countries and U.S. stocks and bonds (the "Proposed Investments").

Subchapter 3-A of Chapter 223, Title 30-A of the Maine Revised Statutes ("Subchapter 3-A") regulates the investment activities of "municipalities" in Maine, defined by Section 2001(8) to mean cities and towns.

You have asked for our opinion on whether Subchapter 3-A (copy of which appears in the Appendix to this letter) permits a Maine municipality to engage BHTS to make the Proposed Investments on its behalf.

For purposes of this opinion, we have assumed that (i) there are no special limitations or conditions on investments imposed by the charter, bylaws, or home-rule authority of the municipality, or by the terms of any reserve fund¹ established by the municipality, or by the terms of any trust instrument governing any trust funds² received by the municipality, or by any financing arrangements or other instruments to which the municipality may be a party; (ii) BHTS at all times will remain a financial institution with trust powers authorized to do business in Maine and the other party to the investment management contract will be a Maine city or town; (iii) BHTS and the municipality will have entered into a written contract providing for safekeeping of the funds and investment management and periodic review of portfolio investments, the municipality will have duly authorized the execution and delivery of that contract, BHTS will have provided the municipality appropriate assurances and obtained the necessary insurance and the municipality will have determined that such assurances and the insurance coverage is

¹ Section 5801 under Subchapter 3-A defines a reserve fund as funds appropriated by the municipality for the purposes of making capital improvements or acquiring capital assets, funding municipal debt, or establishing emergency capital reserves.

² Section 5653 under Subchapter 3-A defines trust funds as money or other property received by the municipality in trust for any specified purpose.

satisfactory;³ and (iv) in making investment decisions on behalf of the municipality, BHTS will in each case satisfy the statutory standards of prudence discussed below.

Statutory Framework

I. Qualified Investment Manager

In an attempt to preserve and protect public resources, Subchapter 3-A limits the authority of municipal officers to invest municipal funds. Sections 5711 through 5716 strictly limit the types and/or amounts of securities in which municipalities may directly invest (collectively, the "Permitted Securities").⁴ Alternatively, subsections (1) through (3) of Section 5706 allow the municipality to place funds in certain other permitted investment vehicles;⁵ subsection (4) of Section 5706 allows the municipality to entrust its funds to an investment manager that meets certain statutory qualifications and that invests those funds in accordance with statutory standards of prudence.

Any Maine financial institution with trust powers is qualified to serve as an investment manager for purposes of Section 5706(4), which reads in relevant part as follows:

The municipal officers may enter into an agreement with any financial institution with trust powers authorized to do business in the State for the safekeeping of the reserve funds...or trust funds...of the municipality. Services must consist of the safekeeping of the funds, collection of interest and dividends, and any other fiscal service that is normally covered in a safekeeping agreement. Investment of reserve funds or trust funds deposited under a safekeeping agreement may be managed either by the financial institution with which the funds are deposited or by an investment advisor registered with the National Association of Securities Dealers, [or] federal Securities and Exchange Commission ...pursuant to an investment advisory agreement providing for investment management and periodic review of portfolio investments. Investment of funds on behalf of the municipality under this section is governed by the rule of prudence according to Title 18-B, sections 802 to 807 and chapter 9.

II. The Statutory Standards of Prudence

In managing municipal funds under Section 5706(4), the qualified investment manager would be subject to three statutory standards governing the manner and quality of investment decisions made for the client.

First, the investment manager would need to satisfy duties of loyalty, impartiality, skill, and prudent administration owed by a trustee to the trust's beneficiaries, as set forth in Sections 802 through 807 of Title 18-B of the Maine Revised Statutes.

³ Section 5706(4) under Subchapter 3-A requires that BHTS give assurance of proper safeguards that are usual to safekeeping and investment management contracts and shall furnish insurance protection satisfactory to the municipality.

⁴ The Permitted Securities include U.S. bonds, Canadian bonds, stocks of federally-insured banks, and high-grade corporate bonds. General obligation bonds of foreign countries other than Canada, however, do not qualify as Permitted Securities. Similarly, most U.S. stocks would not qualify.

⁵ The other permitted vehicles are deposits in federally-insured financial institutions, repurchase agreements backed by designated U.S. securities and bond funds registered with the Securities and Exchange Commission (in each case the statute provides additional conditions). See subsections 1 through 3 of Section 5706, respectively.

Second, the investment manager would need to satisfy the standards contained in the Maine Uniform Prudent Investor Act, as set forth in Chapter 9 of Title 18-B of the Maine Revised Statutes. That Act requires a trustee who manages trust assets to do so as a prudent investor would, "by considering the purposes, terms, distribution requirements and other circumstances of the trust. In satisfying this standard, the trustee shall exercise reasonable care, skill and caution." In making investment decisions, the trustee is expected to consider the resources of the beneficiary, and the beneficiary's needs for liquidity, income, and preservation or appreciation of capital. In addition, the trustee is expected to diversify the assets of the trust, absent special circumstances indicating that the purposes of the trust are better served by not diversifying.⁶

Third, Section 5718 of Subchapter 3-A requires that all municipal investments be made with the "judgment and care that persons of prudence, discretion and intelligence, under circumstances then prevailing, exercise in the management of their own affairs," and with the specific consideration of three factors: safety, liquidity and income.

Discussion

The provisions of Subchapter 3-A are complex and are potentially subject to interpretational issues.

We recognize that it is possible to read Subchapter 3-A as requiring that an investment manager would be limited to the same Permitted Securities as the municipality itself. Having considered the legislative history of Subchapter 3-A and the underlying purposes of the statutory scheme, we are persuaded that an investment manager that meets the statutory qualifications is permitted to make whatever investments it deems advisable for the municipality, subject always to the applicable statutory standards of prudence.

We also note that Section 5706(4) speaks in terms of municipal funds "deposited under a safekeeping agreement." The term "deposit" has an important legal meaning for financial institutions, as well as an ordinary meaning. BHTS carries the status of a "nondepository trust company" within the meaning of the Maine Financial Institutions Code (Title 9-B of the Maine Revised Statutes). As such, BHTS clearly is a Maine financial institution but does not have the power under Title 9-B to take money "on deposit as a regular business." This raises the question whether Section 5706(4) allows Maine financial institutions to offer investment and safekeeping functions only if they also have deposit-taking authority. Having considered the legislative history of Subchapter 3-A and the underlying purposes of the statutory scheme, we are persuaded that the word "deposited" in Section 5706(4) should be interpreted in its general, non-technical sense, meaning "placed with" or "in the custody of."

Conclusion

Based upon and subject to the foregoing, we are of the opinion (i) that Subchapter 3-A permits a municipality to enter into an investment management contract with BHTS under which BHTS will provide safekeeping and investment management of funds and (ii) that through such an arrangement BHTS may invest municipal funds in the Proposed Investments so as long as BHTS meets the statutory standards of prudence in doing so.

* * *

⁶ These provisions were previously found in Section 7-302 of Title 18-A, which will be repealed and replaced by the newly enacted Maine Uniform Prudent Investor Act, effective July 1, 2005. For purposes of this analysis, the two sets of provisions are equivalent.

This opinion is limited to the specific matters of Maine law stated in the immediately preceding paragraph and is subject to the assumptions and discussion contained in this letter. We express no opinion herein regarding the ability of governmental agencies or units other than Maine cities and towns to enter into investment management contracts with BHTS, or regarding special limitations that may affect a particular municipality or the funds to be invested by it. We also express no opinion as to whether any particular investment decision would meet the statutory standards of prudence, since this involves a fact-based analysis and must be determined on a case-by-case basis.

With your permission, we have reviewed the substance of our opinion with Bill Livengood, Director of Legal Services of the Maine Municipal Association, and have provided him with a copy of this opinion. He has indicated that he concurs with our conclusions.

This opinion is being rendered to BHTS in the context of its proposed investment management services and may not be relied upon for any other purpose and may not be relied upon by any other party. *Provided, however,* that we have given BHTS permission to provide copies of this opinion to those municipalities that enter into investment management contracts with BHTS, and we consent to the municipality's reliance on this opinion solely for such purpose and solely in that context.

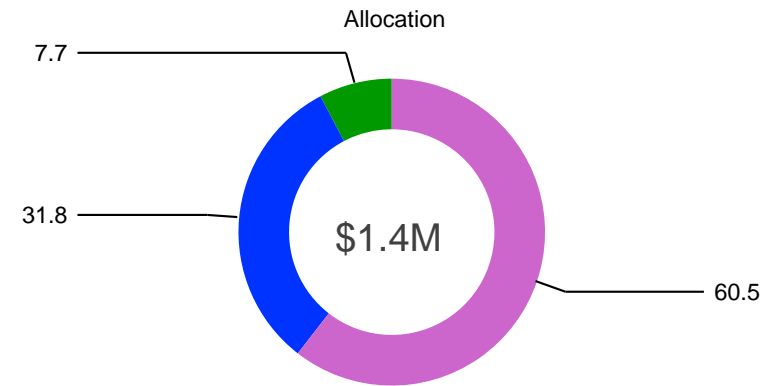
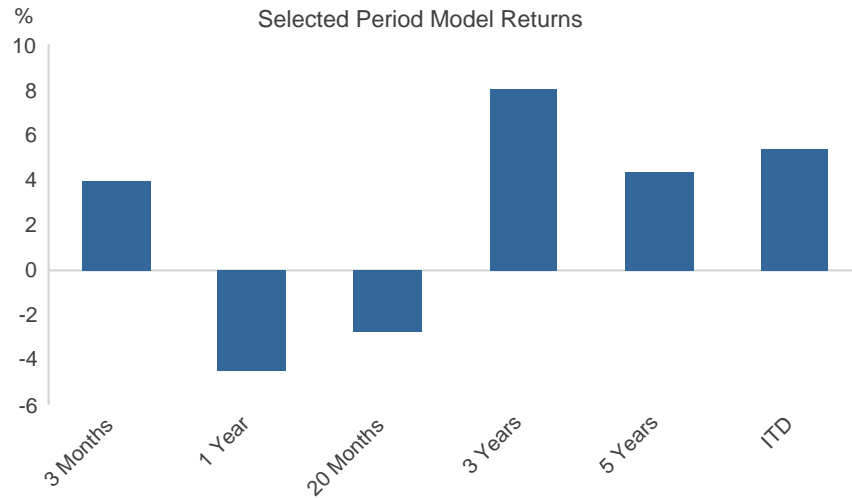
This opinion is given as of the date hereof, and we expressly disclaim any duty to update this opinion regardless of any future change in the facts or the law. No disclosure of this opinion to a municipality shall create any form of attorney-client relationship between such municipality and Verrill Dana, LLP. Any municipality receiving a copy of this opinion should conduct its own independent review of the issues discussed herein and consult its own counsel with respect to any legal issues pertinent to the municipality's particular circumstances.

Very truly yours,
VERRILL DANA, LLP
VERRILL DANA, LLP

Attachment
ELK/GSF:ss



Exhibit D



| | Market Value | % of Mkt Val | 3 Months | 1 Year | 20 Months | 3 Years | 5 Years | Inception to Date 12/30/2016 |
|---|------------------|--------------|-------------|--------------|--------------|--------------|-------------|------------------------------|
| Total Fund | 1,391,670 | | 3.94 | -4.44 | -2.80 | 8.07 | 4.30 | 5.39 |
| <i>65%SP500/35%BoA/MerrLynUSCorpAndGov1-10yr,Arated</i> | | | 5.66 | -5.24 | -2.69 | 11.42 | 8.01 | 8.65 |
| Equity | 841,881 | 60.5 | 4.89 | -5.98 | -1.51 | 16.55 | 8.36 | 10.09 |
| <i>S&P 500 Index (Gross) (USD)</i> | | | 7.50 | -7.73 | -2.41 | 18.60 | 11.19 | 12.12 |
| Taxable Fixed Income | 442,968 | 31.8 | 2.82 | -1.97 | -5.56 | .79 | .95 | 1.39 |
| <i>ICE BofAML 1-10 Year AAA-A US Corporate & Governme</i> | | | 2.26 | -1.61 | -4.21 | -1.79 | 1.25 | 1.12 |
| Cash & Equivalents | 106,822 | 7.7 | 1.00 | 2.16 | 1.31 | .82 | 1.37 | 1.31 |

Disclosure:

This is the actual investment performance for The Town of Belgrade since 12/30/2016 when Bar Harbor Wealth Management (BHWM) started managing the account. The Town updated their investment policy statement in 2021 and BHWM changed the investment strategy to reflect the updated investment policy statement and performance measurement benchmarks. The Town has been on the new strategy for 20 months through March 31, 2023. The 3 month, 1 Year and 20 month time periods reflect the new investment strategy. The 3 year, 5 year and since 12/30/2016 performance periods reflect a combination of the new and old strategy. The performance benchmarks reflected above are from the Town's current investment policy statement. These benchmarks provide a good comparison for the new investment strategy but do not align well with the old strategy.



Exhibit E

Your Portfolio Statement

June 1, 2023 - June 30, 2023

Town of Belgrade



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If you have any questions about your statement, please reach out to your contact(s) listed below.

Your Wealth Management Team

Wealth Manager: Ruth Dunbar (207) 667-6862 RDUNBAR@BARHARBOR.BANK

Portfolio Manager: John Testa (207) 669-6815 JTESTA@BARHARBOR.BANK

Wealth Administrator: Beverly Veilleux (207) 262-8306 BVEILLEUX@BARHARBOR.BANK



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Overview of Town of Belgrade

Investment Objective: Moderately Aggressive

Activity Summary

| | This Period (\$) | Year to Date (\$) |
|-------------------------------------|-----------------------|-----------------------|
| Beginning Market Value | 1,364,414.68 | 1,329,699.77 |
| Cash & Security Transfers | 0.00 | 0.00 |
| Contributions | 0.00 | 7,249.00 |
| Income & Capital Gain Distributions | 3,420.32 | 16,489.76 |
| Fees | -896.72 | -5,392.63 |
| Withdrawals | 0.00 | -9,845.25 |
| Change in Account Value | 49,422.43 | 78,160.06 |
| Market Value on Jun 30, 2023 | \$1,416,360.71 | \$1,416,360.71 |

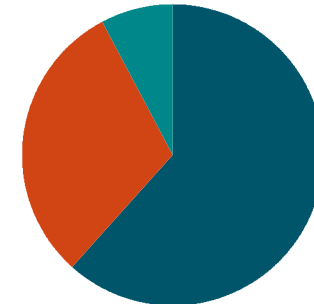
Income Earned

| | This Period (\$) | Year to Date (\$) |
|--|-------------------|--------------------|
| Taxable Income | 0.00 | 0.00 |
| Tax-Exempt Income | 3,420.32 | 16,489.76 |
| Tax-Deferred Income | 0.00 | 0.00 |
| Total Income Earned | \$3,420.32 | \$16,489.76 |
| Total Short Term Realized Capital Gain/Loss | \$0.00 | -\$6,813.69 |
| Total Long Term Realized Capital Gain/Loss | \$0.00 | \$2,593.42 |
| Total Realized Capital Gain/Loss | \$0.00 | -\$4,220.27 |

This summary is for your reference. It is not intended for tax-reporting purposes. Taxable income is taxable at the federal level and may be taxable at the state level.

Asset Allocation on June 30, 2023

| | Market Value (\$) | Percent |
|------------------------------|-----------------------|-------------|
| Equity | 872,867.03 | 61% |
| Fixed Income | 433,837.93 | 31% |
| Cash & Equivalents | 109,655.75 | 8% |
| Total of Your Account | \$1,416,360.71 | 100% |



Portfolio Holdings on June 30, 2023

| | Number of Shares | Share price | Market Value Accrued Inc. | Cost Basis / Unrealized G/L | Est. Ann. Inc. | % of Account |
|---|---------------------|-------------|------------------------------|--------------------------------|----------------|-----------------|
| Equity | | | | | | |
| Accenture PLC (TICKER: ACN - CUSIP:G1151C101) | 58.00 | 308.58 | 17,897.64 0.00 | 18,235.49 -337.85 | 259.84 | 1.26% |
| Alphabet Inc (TICKER: GOOGL - CUSIP:02079K305) | 140.00 | 119.70 | 16,758.00 0.00 | 17,773.25 -1,015.25 | 0.00 | 1.18% |
| Alphabet Inc (TICKER: GOOG - CUSIP:02079K107) | 140.00 | 120.97 | 16,935.80 0.00 | 18,444.83 -1,509.03 | 0.00 | 1.20% |
| Amazon.com Inc (TICKER: AMZN - CUSIP:023135106) | 140.00 | 130.36 | 18,250.40 0.00 | 25,102.03 -6,851.63 | 0.00 | 1.29% |
| American Tower Corp (TICKER: AMT - CUSIP:03027X100) | 39.00 | 193.94 | 7,563.66 61.23 | 8,225.58 -661.92 | 240.24 | 0.53% |
| Amphenol Corp (TICKER: APH - CUSIP:032095101) | 264.00 | 84.95 | 22,426.80 55.44 | 18,213.68 4,213.12 | 221.76 | 1.58% |
| Aon PLC (TICKER: AON - CUSIP:G0403H108) | 79.00 | 345.20 | 27,270.80 0.00 | 18,395.54 8,875.26 | 194.34 | 1.93% |
| Apple Inc (TICKER: AAPL - CUSIP:037833100) | 163.00 | 193.97 | 31,617.11 0.00 | 24,085.47 7,531.64 | 156.48 | 2.23% |
| AutoZone Inc (TICKER: AZO - CUSIP:053332102) | 8.00 | 2,493.36 | 19,946.88 0.00 | 12,850.84 7,096.04 | 0.00 | 1.41% |
| AvalonBay Communities Inc (TICKER: AVB - CUSIP:053484101) | 55.00 | 189.27 | 10,409.85 90.75 | 13,421.00 -3,011.15 | 363.00 | 0.73% |
| Bank of America Corp (TICKER: BAC - CUSIP:060505104) | 479.00 | 28.69 | 13,742.51 0.00 | 18,278.65 -4,536.14 | 421.52 | 0.97% |
| Berkshire Hathaway Inc (TICKER: BRK/B - CUSIP:084670702) | 98.00 | 341.00 | 33,418.00 0.00 | 27,331.89 6,086.11 | 0.00 | 2.36% |
| Booking Holdings Inc (TICKER: BKNG - CUSIP:09857L108) | 5.00 | 2,700.33 | 13,501.65 0.00 | 10,862.47 2,639.18 | 0.00 | 0.95% |
| Brookfield Renewable Corp (TICKER: BEPC - CUSIP:11284V105) | 339.00 | 31.52 | 10,685.28 0.00 | 11,969.27 -1,283.99 | 457.65 | 0.75% |
| Capri Holdings Ltd (TICKER: CPRI - CUSIP:G1890L107) | 321.00 | 35.89 | 11,520.69 0.00 | 15,558.17 -4,037.48 | 0.00 | 0.81% |
| CDW Corp/DE (TICKER: CDW - CUSIP:12514G108) | 104.00 | 183.50 | 19,084.00 0.00 | 18,269.30 814.70 | 245.44 | 1.35% |

Portfolio Holdings on June 30, 2023 (continued)

| | Number of Shares | Share price | Market Value Accrued Inc. | Cost Basis / Unrealized G/L | Est. Ann. Inc. | % of Account |
|--|---------------------|-------------|------------------------------|--------------------------------|----------------|-----------------|
| Equity (continued) | | | | | | |
| Chevron Corp (TICKER: CVX - CUSIP:166764100) | 116.00 | 157.35 | 18,252.60 0.00 | 11,556.34 6,696.26 | 700.64 | 1.29% |
| Chubb Ltd (TICKER: CB - CUSIP:H1467J104) | 109.00 | 192.56 | 20,989.04 93.74 | 18,235.31 2,753.73 | 374.96 | 1.48% |
| Cisco Systems Inc (TICKER: CSCO - CUSIP:17275R102) | 339.00 | 51.74 | 17,539.86 0.00 | 19,010.10 -1,470.24 | 528.84 | 1.24% |
| Comcast Corp (TICKER: CMCSA - CUSIP:20030N101) | 312.00 | 41.55 | 12,963.60 0.00 | 12,461.87 501.73 | 361.92 | 0.92% |
| Costco Wholesale Corp (TICKER: COST - CUSIP:22160K105) | 23.00 | 538.38 | 12,382.74 0.00 | 9,488.30 2,894.44 | 93.84 | 0.87% |
| Danaher Corp (TICKER: DHR - CUSIP:235851102) | 64.00 | 240.00 | 15,360.00 17.28 | 18,222.39 -2,862.39 | 69.12 | 1.08% |
| Dollar Tree Inc (TICKER: DLTR - CUSIP:256746108) | 104.00 | 143.50 | 14,924.00 0.00 | 14,463.63 460.37 | 0.00 | 1.05% |
| Ecolab Inc (TICKER: ECL - CUSIP:278865100) | 62.00 | 186.69 | 11,574.78 32.86 | 11,420.08 154.70 | 131.44 | 0.82% |
| Emerson Electric Co (TICKER: EMR - CUSIP:291011104) | 93.00 | 90.39 | 8,406.27 0.00 | 9,122.71 -716.44 | 193.44 | 0.59% |
| FedEx Corp (TICKER: FDX - CUSIP:31428X106) | 46.00 | 247.90 | 11,403.40 57.96 | 6,625.54 4,777.86 | 231.84 | 0.81% |
| GE HealthCare Technologies Inc (TICKER: GEHC - CUSIP:36266G107) | 108.00 | 81.24 | 8,773.92 0.00 | 8,518.41 255.51 | 12.96 | 0.62% |
| Home Depot Inc/The (TICKER: HD - CUSIP:437076102) | 37.00 | 310.64 | 11,493.68 0.00 | 11,991.88 -498.20 | 309.32 | 0.81% |
| Intercontinental Exchange Inc (TICKER: ICE - CUSIP:45866F104) | 115.00 | 113.08 | 13,004.20 0.00 | 12,166.32 837.88 | 193.20 | 0.92% |
| iShares Biotechnology ETF (TICKER: IBB - CUSIP:464287556) | 66.00 | 126.96 | 8,379.36 0.00 | 8,728.06 -348.70 | 21.85 | 0.59% |
| Johnson & Johnson (TICKER: JNJ - CUSIP:478160104) | 117.00 | 165.52 | 19,365.84 0.00 | 14,066.36 5,299.48 | 556.92 | 1.37% |

Portfolio Holdings on June 30, 2023 (continued)

| | Number of Shares | Share price | Market Value Accrued Inc. | Cost Basis / Unrealized G/L | Est. Ann. Inc. | % of Account |
|--|---------------------|-------------|------------------------------|--------------------------------|----------------|-----------------|
| Equity (continued) | | | | | | |
| JPMorgan Chase & Co (TICKER: JPM - CUSIP:46625H100) | 107.00 | 145.44 | 15,562.08 0.00 | 16,351.98 -789.90 | 428.00 | 1.10% |
| Kinder Morgan Inc (TICKER: KMI - CUSIP:49456B101) | 1,029.00 | 17.22 | 17,719.38 0.00 | 18,289.04 -569.66 | 1,162.77 | 1.25% |
| L3Harris Technologies Inc (TICKER: LHX - CUSIP:502431109) | 81.00 | 195.77 | 15,857.37 0.00 | 18,259.42 -2,402.05 | 369.36 | 1.12% |
| Linde PLC (TICKER: LIN - CUSIP:G54950103) | 57.00 | 381.08 | 21,721.56 0.00 | 16,604.95 5,116.61 | 290.70 | 1.53% |
| Mastercard Inc (TICKER: MA - CUSIP:57636Q104) | 47.00 | 393.30 | 18,485.10 0.00 | 18,255.98 229.12 | 107.16 | 1.31% |
| Microsoft Corp (TICKER: MSFT - CUSIP:594918104) | 114.00 | 340.54 | 38,821.56 0.00 | 32,079.03 6,742.53 | 310.08 | 2.78% |
| NextEra Energy Inc (TICKER: NEE - CUSIP:65339F101) | 88.00 | 74.20 | 6,529.60 0.00 | 6,856.51 -326.91 | 164.56 | 0.46% |
| NIKE Inc (TICKER: NKE - CUSIP:654106103) | 80.00 | 110.37 | 8,829.60 27.20 | 12,846.45 -4,016.85 | 108.80 | 0.62% |
| Novo Nordisk A/S (TICKER: NVO - CUSIP:670100205) | 189.00 | 161.83 | 30,585.87 0.00 | 10,197.07 20,388.80 | 237.01 | 2.16% |
| PACCAR Inc (TICKER: PCAR - CUSIP:693718108) | 220.00 | 83.65 | 18,403.00 0.00 | 11,798.57 6,604.43 | 220.00 | 1.30% |
| Procter & Gamble Co/The (TICKER: PG - CUSIP:742718109) | 118.00 | 151.74 | 17,905.32 0.00 | 16,891.25 1,014.07 | 444.03 | 1.26% |
| Qualcomm Inc (TICKER: QCOM - CUSIP:747525103) | 60.00 | 119.04 | 7,142.40 0.00 | 5,378.82 1,763.58 | 192.00 | 0.50% |
| Rockwell Automation Inc (TICKER: ROK - CUSIP:773903109) | 80.00 | 329.45 | 26,356.00 0.00 | 22,036.57 4,319.43 | 377.60 | 1.86% |
| Tractor Supply Co (TICKER: TSCO - CUSIP:892356106) | 95.00 | 221.10 | 21,004.50 0.00 | 14,213.15 6,791.35 | 391.40 | 1.48% |
| Unilever PLC (TICKER: UL - CUSIP:904767704) | 177.00 | 52.13 | 9,227.01 0.00 | 7,759.41 1,467.60 | 311.87 | 0.65% |

Portfolio Holdings on June 30, 2023 (continued)

| | Number of Shares | Share price | Market Value Accrued Inc. | Cost Basis / Unrealized G/L | Est. Ann. Inc. | % of Account |
|---|---------------------|-------------|--|---|--------------------|-----------------|
| Equity (continued) | | | | | | |
| UnitedHealth Group Inc (TICKER: UNH - CUSIP:91324P102) | 44.00 | 480.64 | 21,148.16 0.00 | 18,554.14 2,594.02 | 330.88 | 1.49% |
| Verizon Communications Inc (TICKER: VZ - CUSIP:92343V104) | 258.00 | 37.19 | 9,595.02 0.00 | 13,778.10 -4,183.08 | 673.38 | 0.68% |
| Visa Inc (TICKER: V - CUSIP:92826C839) | 74.00 | 237.48 | 17,573.52 0.00 | 18,419.70 -846.18 | 133.20 | 1.24% |
| Walmart Inc (TICKER: WMT - CUSIP:931142103) | 131.00 | 157.18 | 20,590.58 0.00 | 18,144.34 2,446.24 | 298.68 | 1.45% |
| Walt Disney Co/The (TICKER: DIS - CUSIP:254687106) | 113.00 | 89.28 | 10,088.64 0.00 | 20,557.04 -10,468.40 | 0.00 | 0.71% |
| Zimmer Biomet Holdings Inc (TICKER: ZBH - CUSIP:98956P102) | 164.00 | 145.60 | 23,878.40 39.36 | 23,387.55 490.85 | 157.44 | 1.69% |
| Total Equity | | | \$872,867.03 \$475.82 | \$803,753.83 \$69,113.20 | \$13,049.48 | 61.63% |
| Fixed Income | | | | | | |
| Brookfield Corp 4% 15 Jan 2025 (CUSIP:112585AH7) | 20,000.00 | 96.984 | 19,396.80 368.89 | 20,248.77 -851.97 | 800.00 | 1.37% |
| Brown & Brown Inc 4.2% 15 Sep 2024 (CUSIP:115236AA9) | 20,000.00 | 97.6401 | 19,528.02 247.33 | 20,340.36 -812.34 | 840.00 | 1.38% |
| Comcast Corp 4.15% 15 Oct 2028 (CUSIP:20030NCT6) | 20,000.00 | 96.888 | 19,377.60 175.22 | 19,207.40 170.20 | 830.00 | 1.37% |
| Equity Commonwealth 6.5% (TICKER: EQCPD - CUSIP:294628201) | 400.00 | 25.40 | 10,160.00 0.00 | 10,247.50 -87.50 | 650.00 | 0.72% |
| Fairfax Financial Holdings Ltd 4.625% 29 Apr 2030 (CUSIP:303901BF8) | 20,000.00 | 93.697 | 18,739.40 159.31 | 18,980.00 -240.60 | 925.00 | 1.32% |
| Harley-Davidson Inc 3.5% 28 Jul 2025 (CUSIP:412822AD0) | 20,000.00 | 95.6969 | 19,139.37 297.50 | 20,089.89 -950.52 | 700.00 | 1.35% |
| Huntington Ingalls Industries Inc 3.483% 01 Dec 2027 (CUSIP:446413AL0) | 20,000.00 | 91.659 | 18,331.80 58.05 | 19,762.00 -1,430.20 | 696.60 | 1.29% |
| Intel Corp 4% 08/05/2029 (CUSIP:458140BZ2) | 20,000.00 | 95.136 | 19,027.20 324.44 | 18,928.80 98.40 | 800.00 | 1.34% |

Portfolio Holdings on June 30, 2023 (continued)

| | Number of Shares | Share price | Market Value Accrued Inc. | Cost Basis / Unrealized G/L | Est. Ann. Inc. | % of Account |
|---|---------------------|-------------|--|--|--------------------|-----------------|
| Fixed Income (continued) | | | | | | |
| Kraft Heinz Foods Co 3% 01 Jun 2026 (CUSIP:50077LAD8) | 20,000.00 | 94.358 | 18,871.60 50.00 | 19,361.20 -489.60 | 600.00 | 1.33% |
| Lowe's Cos Inc 5% 15 Apr 2033 (CUSIP:548661EL7) | 25,000.00 | 98.906 | 24,726.50 263.89 | 24,827.50 -101.00 | 1,250.00 | 1.75% |
| Markel Group Inc 3.35% 17 Sep 2029 (CUSIP:570535AU8) | 20,000.00 | 89.1162 | 17,823.24 193.56 | 17,705.60 117.64 | 670.00 | 1.26% |
| Marriott International Inc/MD 3.75% 15 Mar 2025 (CUSIP:571903AW3) | 20,000.00 | 96.845 | 19,369.00 220.83 | 20,136.13 -767.13 | 750.00 | 1.37% |
| Martin Marietta Materials Inc 3.5% 15 Dec 2027 (CUSIP:573284AT3) | 20,000.00 | 93.1728 | 18,634.57 31.11 | 18,631.20 3.37 | 700.00 | 1.32% |
| McKesson Corp 1.3% 15 Aug 2026 (CUSIP:581557BR5) | 20,000.00 | 88.7698 | 17,753.97 98.22 | 18,414.60 -660.63 | 260.00 | 1.25% |
| NVR Inc 3% 15 May 2030 (CUSIP:62944TAF2) | 20,000.00 | 86.5837 | 17,316.73 76.67 | 16,605.60 711.13 | 600.00 | 1.22% |
| Oracle Corp 2.95% 01 Apr 2030 (CUSIP:68389XBV6) | 20,000.00 | 87.2158 | 17,443.15 147.50 | 18,550.00 -1,106.85 | 590.00 | 1.23% |
| Phillips 66 2.15% 15 Dec 2030 (CUSIP:718546AW4) | 25,000.00 | 81.5685 | 20,392.11 23.89 | 24,350.75 -3,958.64 | 537.50 | 1.44% |
| Retail Opportunity Investments Partnership LP 4% 15 Dec 2024 (CUSIP:76132FAB3) | 10,000.00 | 95.793 | 9,579.30 17.78 | 9,451.20 128.10 | 400.00 | 0.68% |
| Starbucks Corp 4% 15 Nov 2028 (CUSIP:855244AR0) | 20,000.00 | 95.918 | 19,183.60 102.22 | 19,018.00 165.60 | 800.00 | 1.35% |
| United States Treasury Note/Bond 1.5% 15 Feb 2025 (CUSIP:91282CDZ1) | 50,000.00 | 94.383 | 47,191.50 281.77 | 46,923.00 268.50 | 750.00 | 3.33% |
| Vanguard Inflation-Protected Securities Fund (TICKER: VAIPX - CUSIP:922031737) | 977.709 | 23.28 | 22,761.07 226.34 | 25,000.00 -2,238.93 | 1,301.33 | 1.61% |
| Verisk Analytics Inc 4.125% 15 Mar 2029 (CUSIP:92345YAF3) | 20,000.00 | 95.457 | 19,091.40 242.92 | 18,542.00 549.40 | 825.00 | 1.35% |
| Total Fixed Income | | | \$433,837.93 \$3,607.44 | \$445,321.50 -\$11,483.57 | \$16,275.43 | 30.63% |

Portfolio Holdings on June 30, 2023 (continued)

| | Number of Shares | Share price | Market Value Accrued Inc. | Cost Basis / Unrealized G/L | Est. Ann. Inc. | % of Account |
|--|---------------------|-------------|--|---|--------------------|-----------------|
| Cash & Equivalents | | | | | | |
| <i>Income Portfolio</i> | | | | | | |
| Bar Harbor Bank & Trust Inst Money Market (CUSIP:089000996) | 83,113.77 | 1.00 | 83,113.77 338.29 | 83,113.77 0.00 | 4,172.31 | 5.87% |
| Total Income Portfolio | | | \$83,113.77 \$338.29 | \$83,113.77 \$0.00 | \$4,172.31 | 5.87% |
| <i>Capital Portfolio</i> | | | | | | |
| Bar Harbor Bank & Trust Inst Money Market (CUSIP:089000996) | 26,541.98 | 1.00 | 26,541.98 110.87 | 26,541.98 0.00 | 1,332.41 | 1.87% |
| Total Capital Portfolio | | | \$26,541.98 \$110.87 | \$26,541.98 \$0.00 | \$1,332.41 | 1.87% |
| Total Cash & Equivalents | | | \$109,655.75 \$449.16 | \$109,655.75 \$0.00 | \$5,504.72 | 7.74% |
| Total For Your Portfolio | | | \$1,416,360.71 \$4,532.42 | \$1,358,731.08 \$57,629.63 | \$34,829.63 | 100.00% |

Your Transaction Detail

| Trade Date | Transaction Description | Principal Amount | Income Amount | Accrued Income | Cost Basis Realized G/L |
|---------------------------------|---|------------------|---------------|----------------|----------------------------|
| Disbursements | | | | | |
| <i>Fees</i> | | | | | |
| June 12, 2023 | Wealth Management Fee, Computed | -896.72 | | | 0.00 |
| Total Fees | | -\$896.72 | \$0.00 | \$0.00 | \$0.00 |
| Total Disbursements | | -\$896.72 | \$0.00 | \$0.00 | \$0.00 |
| Corporate Actions/Income | | | | | |
| <i>Dividends</i> | | | | | |
| June 1, 2023 | Cash Dividend 0.4499999 USD Visa Inc For 74.00 Shares Due on 06/01/23 With Ex Date 05/11/23 | | 33.30 | | 0.00 |
| June 1, 2023 | Daily Rate Income on Bar Harbor Bank & Trust Inst Money Market For Period of 05/01/23 to 05/31/23 Due on 06/01/23 | | 112.24 | | 0.00 |
| June 1, 2023 | Daily Rate Income on Bar Harbor Bank & Trust Inst Money Market For Period of 05/01/23 to 05/31/23 Due on 06/01/23 | | 319.16 | | 0.00 |
| June 6, 2023 | Cash Dividend 1.1899999 USD Johnson & Johnson For 117.00 Shares Due on 06/06/23 With Ex Date 05/22/23 | | 139.23 | | 0.00 |
| June 7, 2023 | Cash Dividend 0.25 USD PACCAR Inc For 220.00 Shares Due on 06/07/23 With Ex Date 05/16/23 | | 55.00 | | 0.00 |
| June 8, 2023 | Cash Dividend 0.68 USD Microsoft Corp For 114.00 Shares Due on 06/08/23 With Ex Date 05/17/23 | | 77.52 | | 0.00 |
| June 9, 2023 | Cash Dividend 0.5199999 USD Emerson Electric Co For 93.00 Shares Due on 06/09/23 With Ex Date 05/11/23 | | 48.36 | | 0.00 |
| June 12, 2023 | Cash Dividend 1.1799999 USD Rockwell Automation Inc For 80.00 Shares Due on 06/12/23 With Ex Date 05/12/23 | | 94.40 | | 0.00 |
| June 12, 2023 | Cash Dividend 1.51 USD Chevron Corp For 116.00 Shares Due on 06/12/23 With Ex Date 05/18/23 | | 175.16 | | 0.00 |

Your Transaction Detail (continued)

| Trade Date | Transaction Description | Principal Amount | Income Amount | Accrued Income | Cost Basis Realized G/L |
|---|--|------------------|---------------|----------------|-------------------------|
| Corporate Actions/Income (Continued) | | | | | |
| <i>Dividends (Continued)</i> | | | | | |
| June 13, 2023 | Cash Dividend 0.5899999 USD CDW Corp/DE For 104.00 Shares Due on 06/13/23 With Ex Date 05/24/23 | | 61.36 | | 0.00 |
| June 13, 2023 | Cash Dividend 1.0299999 USD Tractor Supply Co For 95.00 Shares Due on 06/13/23 With Ex Date 05/26/23 | | 97.85 | | 0.00 |
| June 13, 2023 | Cash Dividend 0.0062069 USD iShares Biotechnology ETF For 66.00 Shares Due on 06/13/23 With Ex Date 06/07/23 | | 0.41 | | 0.00 |
| June 15, 2023 | Cash Dividend 0.0299999 USD GE HealthCare Technologies Inc For 108.00 Shares Due on 06/15/23 With Ex Date 05/22/23 | | 3.24 | | 0.00 |
| June 15, 2023 | Cash Dividend 0.4702 USD Unilever PLC For 177.00 Shares Due on 06/15/23 With Ex Date 05/18/23 | | 82.34 | | 0.00 |
| June 15, 2023 | Cash Dividend 2.09 USD Home Depot Inc/The For 37.00 Shares Due on 06/15/23 With Ex Date 05/31/23 | | 77.33 | | 0.00 |
| June 15, 2023 | Cash Dividend 0.4675 USD NextEra Energy Inc For 88.00 Shares Due on 06/15/23 With Ex Date 05/26/23 | | 41.14 | | 0.00 |
| June 16, 2023 | Cash Dividend 1.14 USD L3Harris Technologies Inc For 81.00 Shares Due on 06/16/23 With Ex Date 06/01/23 | | 92.34 | | 0.00 |
| June 16, 2023 | Cash Dividend 1.275 USD Linde PLC For 57.00 Shares Due on 06/16/23 With Ex Date 06/01/23 | | 72.68 | | 0.00 |
| June 22, 2023 | Cash Dividend 0.8 USD Qualcomm Inc For 60.00 Shares Due on 06/22/23 With Ex Date 05/31/23 | | 48.00 | | 0.00 |
| June 27, 2023 | Cash Dividend 1.88 USD UnitedHealth Group Inc For 44.00 Shares Due on 06/27/23 With Ex Date 06/15/23 | | 82.72 | | 0.00 |
| June 30, 2023 | Cash Dividend 0.4199999 USD Intercontinental Exchange Inc For 115.00 Shares Due on 06/30/23 With Ex Date 06/14/23 | | 48.30 | | 0.00 |
| June 30, 2023 | Cash Dividend 0.3374999 USD Brookfield Renewable Corp For 339.00 Shares Due on 06/30/23 With Ex Date 05/30/23 | | 85.81 | | 0.00 |

Your Transaction Detail (continued)

| Trade Date | Transaction Description | Principal Amount | Income Amount | Accrued Income | Cost Basis Realized G/L |
|---|---|------------------|-------------------|----------------|-------------------------|
| Corporate Actions/Income (Continued) | | | | | |
| <i>Dividends (Continued)</i> | | | | | |
| June 30, 2023 | Cash Dividend 0.22 USD Bank of America Corp For 479.00 Shares Due on 06/30/23 With Ex Date 06/01/23 | | 105.38 | | 0.00 |
| Total Dividends | | \$0.00 | \$1,953.27 | \$0.00 | \$0.00 |
| <i>Interest</i> | | | | | |
| June 1, 2023 | Interest Payment 0.0348299 USD Huntington Ingalls Industries Inc 3.483% 01 Dec 2027 For 20,000.00 Par Value Due on 06/01/23 With Ex Date 06/01/23 | | 348.30 | | 0.00 |
| June 1, 2023 | Interest Payment 0.0299999 USD Kraft Heinz Foods Co 3% 01 Jun 2026 For 20,000.00 Par Value Due on 06/01/23 With Ex Date 06/01/23 | | 300.00 | | 0.00 |
| June 15, 2023 | Interest Payment 0.0349999 USD Martin Marietta Materials Inc 3.5% 15 Dec 2027 For 20,000.00 Par Value Due on 06/15/23 With Ex Date 06/15/23 | | 350.00 | | 0.00 |
| June 15, 2023 | Interest Payment 0.0107499 USD Phillips 66 2.15% 15 Dec 2030 For 25,000.00 Par Value Due on 06/15/23 With Ex Date 06/15/23 | | 268.75 | | 0.00 |
| June 15, 2023 | Interest Payment 0.0399999 USD Retail Opportunity Investments Partnership LP 4% 15 Dec 2024 For 10,000.00 Par Value Due on 06/15/23 With Ex Date 06/15/23 | | 200.00 | | 0.00 |
| Total Interest | | \$0.00 | \$1,467.05 | \$0.00 | \$0.00 |
| Total Corporate Actions/Income | | \$0.00 | \$3,420.32 | \$0.00 | \$0.00 |
| Cash Sweep Activity | | | | | |
| June 30, 2023 | Sweep sales totaling -896.72 units of Bar Harbor Bank & Trust Inst Money Market for Core (Capital) (1 Transactions) | 896.72 | | | -896.72 |
| | | | | | 0.00 |

Your Transaction Detail (continued)

| Trade Date | Transaction Description | Principal Amount | Income Amount | Accrued Income | Cost Basis Realized G/L |
|--|--|------------------|--------------------|----------------|------------------------------------|
| Cash Sweep Activity (Continued) | | | | | |
| June 30, 2023 | Sweep purchases totaling 3,420.32 units of Bar Harbor Bank & Trust Inst Money Market for Core (Income) (16 Transactions) | | -3,420.32 | | 3,420.32 0.00 |
| Total Cash Sweep Activity | | \$896.72 | -\$3,420.32 | \$0.00 | \$2,523.60 \$0.00 |

Disclosures

This statement provides a current report of account assets, their respective market values, the account liabilities, if any, receipts, and disbursements including our compensation. We encourage you to review the statement and share questions or concerns if you have any.

The information provided herein is general in nature. It is not intended to be, nor should be, construed as specific investment, legal, or tax advice. The information has been obtained from sources believed to be reliable. Investments offered are not guaranteed in nature and are subject to market fluctuation.

Under applicable state statute (Maine: 18-B §1005; New Hampshire: §564-B:10-1005) a beneficiary may not commence a proceeding against a trustee for breach of trust more than one year after the date the beneficiary or a representative of the beneficiary was sent a report that adequately disclosed the existence of a potential claim for breach of trust and informed the beneficiary of the time allowed for commencing a proceeding.



Exhibit F



June 30, 2023
Sub-Accounting Report
Town of Belgrade

| Fund Name | Beginning Fund Value ¹ | Beginning Fund Percentage ² | Contributions ³ | Withdrawals ⁴ | Income & Capital Gain Distributions ⁵ | Realized Capital Gain/Loss ⁶ | Unrealized Capital Gain/Loss ⁷ | Management Fees ⁸ | Ending Fund Value ⁹ | Ending Fund Percentage ¹⁰ |
|--|-----------------------------------|--|----------------------------|--------------------------|--|---|---|------------------------------|--------------------------------|--------------------------------------|
| DON C. STEVENS FUND FOR THE PUBLIC SCHOOLS OF BELGRADE | \$778,555.04 | 57.06% | \$0.00 | \$0.00 | \$1,951.68 | \$0.00 | \$28,201.16 | (\$511.68) | \$808,196.20 | 57.06% |
| CEMETERY PORTFOLIO | \$515,508.27 | 37.78% | \$0.00 | \$0.00 | \$1,292.28 | \$0.00 | \$18,672.97 | (\$338.80) | \$535,134.72 | 37.78% |
| G4-103-00 AND ICS PERP CARE | \$18,176.11 | 1.33% | \$0.00 | \$0.00 | \$45.56 | \$0.00 | \$658.38 | (\$11.95) | \$18,868.11 | 1.33% |
| DON C. STEVENS FUND G4-104-00 | \$2,332.16 | 0.17% | \$0.00 | \$0.00 | \$5.85 | \$0.00 | \$84.48 | (\$1.53) | \$2,420.95 | 0.17% |
| GUY A. YEATON CEMETERY TRUST FUND G4-105-00 | \$4,610.97 | 0.34% | \$0.00 | \$0.00 | \$11.56 | \$0.00 | \$167.02 | (\$3.03) | \$4,786.52 | 0.34% |
| LACROIX CEMETERY CARE TRUST G4-106-00 | \$16,597.09 | 1.22% | \$0.00 | \$0.00 | \$41.61 | \$0.00 | \$601.19 | (\$10.91) | \$17,228.98 | 1.22% |
| ROBERT A. GUPTIL HISTORICAL TRUST FUND G4-107-00 | \$15,915.22 | 1.17% | \$0.00 | \$0.00 | \$39.90 | \$0.00 | \$576.49 | (\$10.46) | \$16,521.15 | 1.17% |
| THE WORTHY POOR TRUST | \$5,354.13 | 0.39% | \$0.00 | \$0.00 | \$13.42 | \$0.00 | \$193.94 | (\$3.52) | \$5,557.97 | 0.39% |
| G1-101-00 AND ICS | \$0.00 | 0.00% | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| MEMORIAL TRUST | \$7,365.69 | 0.54% | \$0.00 | \$0.00 | \$18.46 | \$0.00 | \$266.80 | (\$4.84) | \$7,646.11 | 0.54% |
| TOTAL: | \$1,364,414.68 | 100.00% | \$0.00 | \$0.00 | \$3,420.32 | \$0.00 | \$49,422.43 | (\$896.72) | \$1,416,360.71 | 100.00% |

SUMMARY OF ACTIVITY:

| | |
|--------------------------|-----------------------|
| Beginning Market Value: | \$1,364,414.68 |
| Additions: | \$0.00 |
| Withdrawals: | \$0.00 |
| Interest & Dividends: | \$3,420.32 |
| Realized Gains/Losses: | \$0.00 |
| Unrealized Gains/Losses: | \$49,422.43 |
| Management Fee: | (\$896.72) |
| Ending Market Value: | \$1,416,360.71 |

Change in FMV¹¹: **\$51,946.03**

NOTES:

- ¹ This is the "Ending Market Value" carried forward from the previous month.
- ² This is the percentage of the market value attributable to each sub-account carried forward from the previous month.
- ³ This reflects contributions or additions made to each sub-account, if any, during the current month.
- ⁴ This reflects withdrawals or distributions made from each sub-account, if any, during the current month.
- ⁵ This reflects net interest, dividends and accrued interest, if any, posted to each sub-account during the current month.
- ⁶ This reflects capital gains or losses, if any, actually realized in each sub-account during the current month.
- ⁷ This reflects capital gains or losses, if any, not yet realized in each sub-account during the current month.
- ⁸ This reflects the sum of management fees and brokerage commissions charged to each sub-account during the current month.
- ⁹ This reflects the value of each sub-account as of the end of the current month.
- ¹⁰ This is the percentage of the market value attributable to each sub-account as of the end of the current month.
- ¹¹ This is the net change in fair market value after accounting for all activity.
- ¹² The dollar values and percentages above are rounded to 2 decimal places. Discrepancies up to \$1.00 between this sub-accounting report and the monthly account statement are possible.

Memo

Appointments/Resignations

- Kristen Evans - appointment as Library Trustee
- Tracy Malloy – appointment as Animal Control Officer
- Mike Guarino - resignation from Lakes Committee

TOWN OF BELGRADE



Board/Committee Appointment & Re-appointment Application

Application for Appointment or re-appointment to:

- | | |
|---|--|
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Board of Parks & Recreation |
| <input type="checkbox"/> Board of Appeals | <input type="checkbox"/> Board of Assessment & Review |
| <input type="checkbox"/> Dams Committee | <input type="checkbox"/> Transfer Station & Recycling Com. |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Budget Committee |
| <input checked="" type="checkbox"/> Library Trustee | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Long Range Planning Com. | <input type="checkbox"/> Comprehensive Plan Review Committee |
| <input type="checkbox"/> Senior Resource Committee | |
- Other _____

If this is a re-appointment please state the number of years you have served _____

Name Kristen Evans

Address [REDACTED]

Phone # (Home) [REDACTED] (Work) _____

Email: [REDACTED]

Place of Employment _____

Education & Experience UME - BA in community health

Interests and Hobbies skiing, biking, swimming, homeschool my kids

Why do you wish to serve on a municipal board or committee?

To support the library & be a part of the community.

References

Name Courtney Lilly

Phone # [REDACTED]

Name _____ Phone # _____

Please Return to:

Town Manager
Town of Belgrade
990 Augusta Road
Belgrade, ME 04917



I understand that as a committee member, I will be required to read the Town of Belgrade Anti-Harassment and Discrimination Policy. Please check the box (Required)

Lorna Dee Nichols

From: patrick donahue <pldcamp@msn.com>
Sent: Wednesday, August 2, 2023 2:36 PM
To: Lorna Dee Nichols
Subject: Fwd: Lakes and Natural Resources Committee, Mission Statement

Follow Up Flag: Follow up
Flag Status: Flagged

EXTERNAL MESSAGE:

Hello Lorna

Mike Guarino has submitted his resignation from the Lakes Committee we will miss him .
Please see his attached resignation.

Thanks
Pat

Get [Outlook for iOS](#)

From: Michael Guarino <mainewilderness@gmail.com>
Sent: Thursday, July 6, 2023 2:00 PM
To: patrick donahue <pldcamp@msn.com>
Subject: Re: Lakes and Natural Resources Committee, Mission Statement

Hi Pat,

I am so sorry for not attending the meeting yesterday, I was in a job interview that lasted much longer than expected. The good news is that I accepted the position they offered, but the bad news is that I will be leaving the committee because of my new role. I have to bow out of a couple of different committees and boards and unfortunately, the Lake Committee is one that I have to leave. I'll reach out to the town office and get the ball rolling and put out some feelers in the Messalonskee/Belgrade community to see if anyone would be interested in taking my place.

I'm so sorry for the departure, but my professional life just changed in the blink of an eye!

Mike

On Mon, Jul 3, 2023 at 3:36 PM patrick donahue <pldcamp@msn.com> wrote:

In preparation for our meeting Wed , July 5 at 4 pm ,Belgrade Town Office I've attached Paul's proposed mission statement with Lenny's edits. I also did a draft which considers some of 2013 Comprehensive Plans Recommended Actions to Protect Natural Resources.

I'll send our the Agenda for the July 5 ,2023 Lakes Committe meeting at 4 pm at the town office today.
It will be available by zoom.

Thanks
Pat

Memo

Sandy Cove Culvert

Road Commissioner Jason Stevens and I met with Lynn Moore to discuss concerns with a culvert that drains water from the Dunn Road under the Sandy Cove Road (private road) and onto private land. The culvert has been there for years. The town does not have an easement from Sandy Cove to run this culvert under the private road and onto their buffer per Jason Stevens.

In addition, Jason says this is the only culvert in the town of Belgrade that drains a town ditch under and onto private property. They request the culvert be relocated to run parallel to the Dunn Road. Jason agrees it would be easier for the town to maintain and access the culvert if it was relocated.

He measured how wide the road is and how far the culvert is from the center of the road (see pictures). The road is 20 feet wide and culvert 30 feet from the center.

We would need an easement from the Association to make this improvement, which they are willing to give.

Jason estimates the cost to complete this work between \$4,000-6,000, as both culverts need to be changed and he would need to cut the hot top and add gravel.

I did check with MMA legal to see what responsibility the Town may have on this, their response is attached for your review.



SANDY COVE RD
PRIVATE WAY





Dear Lorna,

Usually, when a culvert is located on private property, installed by the landowner, and for purposes of maintaining the landowner's property, the culvert is the responsibility of the private landowner. However, where the municipality's ditch drains directly on to private property, the town could be responsible or held liable if the ditch water causes damage to that property. Usually, when the town has constructed ditches or drains that divert water directly on to private property, the municipality will obtain a "drainage easement" from the landowner and install/maintain proper drainage equipment (like a culvert) on the private property to ensure that the water does not cause damage to that property. A drainage easement could have been acquired by the municipality if it has taken any actions over many years to maintain the culvert or ditch on the private property for municipal road maintenance purposes. Also, it might be worth determining whether the municipality required the logging company or HOA to construct the culvert under a land use approval (like a building permit, road entry way permit, or subdivision approval). In the alternative, if the municipality does not have any legal interest in the culvert and does not want to obtain a drainage easement to ensure the ditch water does not damage the private property, the town could see if there is a way to divert the water from the roadway to another location, provided it can do so within the town's right of way.

I am not able to determine the legal status of the culvert or whether it is within the right of way. This would need to be researched by the road commissioner or with assistance from the [MDOT Local Roads Center](#).

The road commissioner should carefully evaluate the drainage system to determine what actions are necessary to protect and maintain the road, while also minimizing or addressing the drainage on to abutting properties. In general, the landowner cannot require that the town install culverts in any particular location, but it would be helpful to work with the HOA to negotiate an agreeable solution to the drainage issue.

I hope this is helpful.

Best,

Breana Gersen, Staff Attorney
Legal Services Department



MAINE MUNICIPAL
ASSOCIATION SINCE 1936

60 Community Drive, Augusta, ME 04330

Phone: 207-623-8428

1-800-452-8786

FAX: 207-624-0187

legal@memun.org

Memo

Public Works and Fire Department Reserve Accounts

The Fire Department would like to request a warrant article to move \$500,000 from undesignated funds to the Capital Reserve account for costs to be incurred for a new fire station.

The Board has previously discussed if we were able to secure someone for the winter maintenance contract, the money approved for the Public Works reserve account could be moved back to undesignated.

You could add two articles for the next town meeting. We have passed the deadline to include anything for November (deadline August 11), this request came in August 10.

Fire Department member Bruce Galouch will be present to discuss with the Board.

Memo

Warrants

| | |
|------------------------|-------------|
| Payroll Warrant 94 | \$28,311.50 |
| BMV, State Payables 95 | \$ 4,915.12 |
| AP Warrant 96 | \$63,983.60 |
| Payroll Warrant 97 | |
| BMV, State Payables 98 | |

WARRANT: 94

| Check | D / D | Check | Employee | Gross Pay |
|--------------|------------------|------------------|----------|------------------|
| Total | 18,500.19 | 26,443.97 | | 25,588.72 |

| | |
|-------------------------|-------------------|
| Put into A/P | 8,434.56 |
| Taken out of A/P | (6,567.03) |
| Total Payroll | 28,311.50 |

| <u>Count</u> | |
|--------------|----|
| Checks | 39 |

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM SET AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

BARBARA ALLEN, SELECTPERSON CHAIR _____
MELANIE JEWELL, SELECTPERSON _____
DANIEL NEWMAN, SELECTPERSON _____
PETER RUSHTON, SELECTPERSON _____
CAROL JOHNSON, V. CHAIR *Carol Johnson* _____
LORNA DEE NICHOLS, TOWN MANAGER _____

WARRANT: 94

| Check | D / D | Check | Employee | Gross Pay |
|-----------|----------|-----------|-------------------------------------|-----------|
| 24246 | 0.00 | 237.30 | 943 BENJAMIN D GUILIANO | 260.00 |
| 24247 | 0.00 | 495.76 | 991 Erin E Kalback | 600.00 |
| 24248 | 0.00 | 323.09 | 971 BROOKE J LANDRY | 360.00 |
| 24249 | 0.00 | 320.60 | 966 RYAN A LEVESQUE | 368.00 |
| 202324246 | 793.50 | 0.00 | 990 CORY D ALEXANDER | 1,000.00 |
| 202324247 | 219.99 | 0.00 | 989 BRYNNE E BARRON | 240.00 |
| 202324248 | 509.85 | 0.00 | 172 DANIELLE M BEDARD | 1,093.60 |
| 202324249 | 233.18 | 0.00 | 1000 ADAM B BICKFORD | 252.50 |
| 202324250 | 708.48 | 0.00 | 20 JARED N BOND | 933.60 |
| 202324251 | 967.23 | 0.00 | 113 TRAVIS S BURTON | 1,358.40 |
| 202324252 | 681.90 | 0.00 | 853 EDWARD C CALL | 800.00 |
| 202324253 | 451.01 | 0.00 | 244 ANDREW P DAVIDSON | 515.79 |
| 202324254 | 504.99 | 0.00 | 74 WESLEY M DAY | 639.00 |
| 202324255 | 401.60 | 0.00 | 232 LESLIE R. DIMICK | 472.77 |
| 202324256 | 418.23 | 0.00 | 967 DAWSON J DINGUS | 496.00 |
| 202324257 | 526.12 | 0.00 | 822 LYNDESEY A FISHER | 620.00 |
| 202324258 | 623.90 | 0.00 | 176 CAMILLE L FONTAINE | 800.00 |
| 202324259 | 454.01 | 0.00 | 899 MARY C GRANHOLM | 544.00 |
| 202324260 | 540.49 | 0.00 | 944 HAYDEN AARON GUILIANO | 660.00 |
| 202324261 | 296.27 | 0.00 | 844 ALAINA B HOOD | 336.20 |
| 202324262 | 434.95 | 0.00 | 194 CHARLENE G HOULE | 545.04 |
| 202324263 | 761.45 | 0.00 | 837 DANIEL R MACGLASHING | 1,016.00 |
| 202324264 | 662.03 | 0.00 | 875 KEVIN K MERRILL | 840.00 |
| 202324265 | 896.02 | 0.00 | 845 DEBORAH P NICHOLS | 1,392.56 |
| 202324266 | 1,222.90 | 0.00 | 03 LORNA DEE NICHOLS | 1,590.01 |
| 202324267 | 534.77 | 0.00 | 173 AARON L PELKEY | 625.20 |
| 202324268 | 138.52 | 0.00 | 959 KAITLYN H PHILBRICK | 150.00 |
| 202324269 | 898.00 | 0.00 | 200. NICHOLAS C POOLE | 1,277.20 |
| 202324270 | 548.88 | 0.00 | 968 KONNOR J POWERS | 620.00 |
| 202324271 | 953.69 | 0.00 | 979 HANS CHRISTIAN RASMUSSEN | 1,236.00 |
| 202324272 | 222.86 | 0.00 | 892 KIM E RIDEOUT-DAWES | 252.15 |
| 202324273 | 495.76 | 0.00 | 945 SAMUEL D ROSS | 600.00 |
| 202324274 | 880.22 | 0.00 | 191 KENNETH J SCHENO | 1,071.20 |
| 202324275 | 1,008.32 | 0.00 | 07 MARY VOGEL | 1,360.00 |
| 202324276 | 43.28 | 0.00 | 977 NATHANIEL J WHITE | 101.00 |
| 202324277 | 467.79 | 0.00 | 902 ISAAC W WORCESTER | 562.50 |
| 202324278 | 0.00 | 18,500.19 | D / D 213 ANDROSCOGGIN SAVINGS BANK | |
| 202324279 | 0.00 | 5,669.04 | T & A 4 DEPARTMENT OF TREASURY | |
| 202324280 | 0.00 | 897.99 | T & A 1 TREASURER, STATE OF MAINE | |

Warrant 95

| Jrnl | Check | Month | Invoice Description | Reference | |
|---------------------------|------------|-------|--------------------------|-------------|--|
| Description | Account | Proj | Amount | Encumbrance | |
| 00021 STATE OF MAINE, BMV | | | | | |
| 0331 | 24250 | 08 | BMV REPORT 7/28-8/4/2023 | | |
| BMV REPORT 7/28-8/4/2023 | G 1-214-00 | | 4,915.12 | 0.00 | |
| GEN'L FUND / BMV | | | | | |
| Vendor Total- | | | 4,915.12 | | |
| Prepaid Total- | | | 0.00 | | |
| Current Total- | | | 4,915.12 | | |
| EFT Total- | | | 0.00 | | |
| Warrant Total- | | | 4,915.12 | | |

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM SET AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

BARBARA ALLEN, SELECTPERSON CHAIR _____
MELANIE JEWELL, SELECTPERSON _____
DANIEL NEWMAN, SELECTPERSON _____
PETER RUSHTON, SELECTPERSON _____
CAROL JOHNSON, V. CHAIR *Carol Johnson* _____
LORNA DEE NICHOLS, TOWN MANAGER _____

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|---|---|-------|---------------------------|-----------|----------|-------------|
| Description | Account | Proj | | | | |
| 00030 A.A.A. PORTABLE TOILETS | | | | | | |
| 0334 | 24251 | 08 | VILLAGE GREEN TOILETS | 56770 | | |
| VILLAGE GREEN TOILETS | E 13-10-20-06 | | | | 325.00 | 0.00 |
| | FACILITIES / PARKS - SERVICES / RENTALS | | | | | |
| | | | Invoice Total- | | 325.00 | |
| 0334 | 24251 | 08 | TOILETS | 56771 | | |
| PENNISULA PARK | E 13-10-20-06 | | | | 175.00 | 0.00 |
| | FACILITIES / PARKS - SERVICES / RENTALS | | | | | |
| NBFD | E 13-08-20-06 | | | | 150.00 | 0.00 |
| | FACILITIES / FD:NB - SERVICES / RENTALS | | | | | |
| CEMETERY | E 12-01-20-06 | | | | 150.00 | 0.00 |
| | CEMETERY / CEMETERY - SERVICES / RENTALS | | | | | |
| DEPOT FD | E 13-07-20-06 | | | | 150.00 | 0.00 |
| | FACILITIES / FD:DEPOT - SERVICES / RENTALS | | | | | |
| CEMETERY HANDI | E 12-01-20-06 | | | | 175.00 | 0.00 |
| | CEMETERY / CEMETERY - SERVICES / RENTALS | | | | | |
| | | | Invoice Total- | | 800.00 | |
| 0334 | 24251 | 08 | BEACH TOILET | 56860 | | |
| BEACH TOILET | E 13-10-20-06 | | | | 150.00 | 0.00 |
| | FACILITIES / PARKS - SERVICES / RENTALS | | | | | |
| | | | Invoice Total- | | 150.00 | |
| | | | Vendor Total- | | 1,275.00 | |
| 00173 ADMIRAL FIRE & SAFETY, INC | | | | | | |
| 0334 | 24252 | 08 | HIGH VIZ JACKETS | 229851 | | |
| HIGH VIZ JACKETS | E 05-05-30-08 | | | | 16.25 | 0.00 |
| | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / UNIFORMS | | | | | |
| | | | Vendor Total- | | 16.25 | |
| 00847 ADVANCE 1 CLEANING SERVICES, INC | | | | | | |
| 0334 | 24253 | 08 | SITE EVAL AND ESTIMATE | 146836 | | |
| SITE EVAL AND ESTIMATE | E 13-01-20-07 | | | | 325.00 | 0.00 |
| | FACILITIES / GENERAL - SERVICES / CONTRACTED | | | | | |
| | | | Vendor Total- | | 325.00 | |
| 00000 ANDREW VIETZE | | | | | | |
| 0334 | 24254 | 08 | THIS WILD LAND PROGRAM | | | |
| THIS WILD LAND PROGRAM | G 2-547-00 | | | | 400.00 | 0.00 |
| | SPEC REVENUE / LABUN ESTATE | | | | | |
| | | | Vendor Total- | | 400.00 | |
| 00000 BELGRADE HISTORICAL SOCIETY | | | | | | |
| 0334 | 24255 | 08 | MYSTERY TUSK PROGRAM | | | |
| MYSTERY TUSK PROGRAM | G 2-547-00 | | | | 285.00 | 0.00 |
| | SPEC REVENUE / LABUN ESTATE | | | | | |
| | | | Vendor Total- | | 285.00 | |
| 00623 BELGRADE MECHANICAL SERVICES | | | | | | |
| 0334 | 24256 | 08 | SKID STEER FACILITY | 1272 | | |
| SKID STEER FACILITY | E 13-01-35-01 | | | | 250.00 | 0.00 |
| | FACILITIES / GENERAL - REPAIRS / EQUIPMENT | | | | | |
| | | | Vendor Total- | | 250.00 | |
| 00271 BERNSTEIN, SHUR, SAWYER & NELSON | | | | | | |
| 0334 | 24257 | 08 | JONES PERMIT | 4046335 | | |
| JONES PERMIT | E 01-10-15-02 | | | | 544.00 | 0.00 |
| | GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL | | | | | |
| | | | Invoice Total- | | 544.00 | |
| 0334 | 24257 | 08 | SHAW REVCABLE TRUST COMPL | 4046346 | | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|---|---|-------|---------------------|-----------|----------|-------------|
| Description | Account | Proj | | | | |
| SHAW REVCABLE TRUST COMPL | E 01-10-15-02 | | | | 522.50 | 0.00 |
| GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL | | | | | | |
| | | | Invoice Total- | | 522.50 | |
| 0334 24257 08 MONTHLY RETAINER | E 01-10-15-02 | | | | 1,100.00 | 0.00 |
| MONTHLY RETAINER | GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL | | | | | |
| | | | Invoice Total- | | 1,100.00 | |
| 0334 24257 08 APPEAL JONES PERMIT | E 01-10-15-02 | | | 4039742 | 29.00 | 0.00 |
| APPEAL JONES PERMIT | GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL | | | | | |
| | | | Invoice Total- | | 29.00 | |
| 0334 24257 08 BARNETT V SOUCY | E 01-10-15-02 | | | 4039743 | 58.00 | 0.00 |
| BARNETT V SOUCY | GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL | | | | | |
| | | | Invoice Total- | | 58.00 | |
| | | | Vendor Total- | | 2,253.50 | |
| C0376 CARDMEMBER SERVICES | | | | | | |
| 0334 24261 08 POOL WALKIE TALKIES | E 25-30-40-04 | | | 1605 | 280.00 | 0.00 |
| POOL WALKIE TALKIES | RECREATION / REC PROGRAMS - PURCHASES / EQUIPMENT | | | | | |
| | | | Invoice Total- | | 280.00 | |
| 0334 24261 08 POOL REPAINTING DEPTHS | E 25-30-35-15 | | | 4116 | 81.16 | 0.00 |
| POOL REPAINTING DEPTHS | RECREATION / REC PROGRAMS - REPAIRS / POOL | | | | | |
| | | | Invoice Total- | | 81.16 | |
| 0334 24261 08 OFFICE SUPPLIES | E 25-30-30-03 | | | 0838 | 44.85 | 0.00 |
| OFFICE SUPPLIES | RECREATION / REC PROGRAMS - SUPPLIES / OFFICE | | | | | |
| | | | Invoice Total- | | 44.85 | |
| 0334 24261 08 FOOD/WATER | E 25-30-30-05 | | | 8793 | 9.36 | 0.00 |
| FOOD/WATER | RECREATION / REC PROGRAMS - SUPPLIES / FOOD/WATER | | | | | |
| | | | Invoice Total- | | 9.36 | |
| 0334 24261 08 WATER | E 13-01-30-05 | | | 4251 | 19.65 | 0.00 |
| WATER | FACILITIES / GENERAL - SUPPLIES / FOOD/WATER | | | | | |
| | | | Invoice Total- | | 19.65 | |
| 0334 24261 08 ICE | E 13-01-30-05 | | | 7081 | 3.15 | 0.00 |
| ICE | FACILITIES / GENERAL - SUPPLIES / FOOD/WATER | | | | | |
| | | | Invoice Total- | | 3.15 | |
| 0334 24261 08 SUPPLIES | E 13-01-30-04 | | | 6786 | 22.72 | 0.00 |
| SUPPLIES | FACILITIES / GENERAL - SUPPLIES / OPERATING | | | | | |
| | | | Invoice Total- | | 22.72 | |
| 0334 24261 08 QUICK LINK | E 13-01-30-04 | | | 6949 | 26.98 | 0.00 |
| QUICK LINK | FACILITIES / GENERAL - SUPPLIES / OPERATING | | | | | |
| | | | Invoice Total- | | 26.98 | |
| 0334 24261 08 CHANELLOCK | E 13-01-30-04 | | | 0094 | 22.97 | 0.00 |
| CHANELLOCK | FACILITIES / GENERAL - SUPPLIES / OPERATING | | | | | |
| | | | Invoice Total- | | 22.97 | |
| 0334 24261 08 STRAP PULLER | | | | 0172 | | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|----------------------|-------|-------|---|-----------|--------|-------------|
| Description | | | Account | Proj | | |
| STRAP PULLER | | | E 13-01-30-04 | | 131.97 | 0.00 |
| | | | FACILITIES / GENERAL - SUPPLIES / OPERATING | | | |
| | | | Invoice Total- | | 131.97 | |
| 0334 | 24261 | 08 | TOWELS | 0103 | | |
| TOWELS | | | E 05-05-30-03 | | 21.08 | 0.00 |
| | | | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OFFICE | | | |
| | | | Invoice Total- | | 21.08 | |
| 0334 | 24261 | 08 | OPERATING SUPPLIES | 2294 | | |
| OPERATING SUPPLIES | | | E 15-05-30-04 | | 33.14 | 0.00 |
| | | | SOLID WASTE / WASTE - SUPPLIES / OPERATING | | | |
| | | | Invoice Total- | | 33.14 | |
| 0334 | 24261 | 08 | WATER | 21964 | | |
| WATER | | | E 15-05-30-05 | | 26.84 | 0.00 |
| | | | SOLID WASTE / WASTE - SUPPLIES / FOOD/WATER | | | |
| | | | Invoice Total- | | 26.84 | |
| 0334 | 24261 | 08 | PRINTER | 8843 | | |
| PRINTER | | | E 15-05-30-03 | | 179.99 | 0.00 |
| | | | SOLID WASTE / WASTE - SUPPLIES / OFFICE | | | |
| | | | Invoice Total- | | 179.99 | |
| 0334 | 24261 | 08 | POSTAGE | 0331 | | |
| POSTAGE | | | E 30-01-30-01 | | 6.94 | 0.00 |
| | | | LIBRARY / LIBRARY - SUPPLIES / POSTAGE | | | |
| | | | Invoice Total- | | 6.94 | |
| 0334 | 24261 | 08 | MR DREW ANIMAL SHOW | 1974 | | |
| MR DREW ANIMAL SHOW | | | E 30-01-31-01 | | 240.00 | 0.00 |
| | | | LIBRARY / LIBRARY - SPECIAL / EVENTS | | | |
| | | | Invoice Total- | | 240.00 | |
| 0334 | 24261 | 08 | MAD SCIENCE OF MAINE | 0018 | | |
| MAD SCIENCE OF MAINE | | | E 30-01-31-01 | | 485.48 | 0.00 |
| | | | LIBRARY / LIBRARY - SPECIAL / EVENTS | | | |
| | | | Invoice Total- | | 485.48 | |
| 0334 | 24261 | 08 | OPERATING SUPPLIES | 4421 | | |
| OPERATING SUPPLIES | | | E 30-01-30-04 | | 127.80 | 0.00 |
| | | | LIBRARY / LIBRARY - SUPPLIES / OPERATING | | | |
| | | | Invoice Total- | | 127.80 | |
| 0334 | 24261 | 08 | CRAFT SUPPLIES | 1523 | | |
| CRAFT SUPPLIES | | | E 30-01-31-01 | | 108.56 | 0.00 |
| | | | LIBRARY / LIBRARY - SPECIAL / EVENTS | | | |
| | | | Invoice Total- | | 108.56 | |
| 0334 | 24261 | 08 | COTTON BALLS | 8161 | | |
| COTTON BALLS | | | E 30-01-31-01 | | 6.99 | 0.00 |
| | | | LIBRARY / LIBRARY - SPECIAL / EVENTS | | | |
| | | | Invoice Total- | | 6.99 | |
| 0334 | 24261 | 08 | ADOBE SUBSCRIPTIONS | 2024,8247 | | |
| ADOBE SUBSCRIPTIONS | | | E 01-10-20-07 | | 29.98 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SERVICES / CONTRACTED | | | |
| | | | Invoice Total- | | 29.98 | |
| 0334 | 24261 | 08 | POSTAGE | 9858 | | |
| POSTAGE | | | E 01-10-30-01 | | 72.58 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE | | | |
| | | | Invoice Total- | | 72.58 | |
| 0334 | 24261 | 08 | FRUIT BASKET | 5588 | | |
| FRUIT BASKET | | | E 01-01-31-01 | | 84.35 | 0.00 |
| | | | GEN'L GOV. / SELECT PRSNS - SPECIAL / EVENTS | | | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|--|-------|-------|--|---------------|-----------------------|-----------------|
| Description | | | Account | Proj | | |
| | | | | | Invoice Total- | 84.35 |
| 0334 | 24261 | 08 | LIBRARY ZOOM | 9248 | | |
| LIBRARY ZOOM | | | E 30-01-20-07 | | 16.95 | 0.00 |
| | | | LIBRARY / LIBRARY - SERVICES / CONTRACTED | | | |
| | | | | | Invoice Total- | 16.95 |
| 0334 | 24261 | 08 | POSTAGE | 0798 | | |
| POSTAGE | | | E 01-10-30-01 | | 100.00 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE | | | |
| | | | | | Invoice Total- | 100.00 |
| 0334 | 24261 | 08 | HDMI SPLITTER | 9028 | | |
| HDMI SPLITTER | | | E 01-10-30-04 | | 24.24 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SUPPLIES / OPERATING | | | |
| | | | | | Invoice Total- | 24.24 |
| 0334 | 24261 | 08 | CEO BUSINESS CARDS | 2019 | | |
| CEO BUSINESS CARDS | | | E 01-20-30-03 | | 28.89 | 0.00 |
| | | | GEN'L GOV. / CODE ENFORCE - SUPPLIES / OFFICE | | | |
| | | | | | Invoice Total- | 28.89 |
| 0334 | 24261 | 08 | POSTAGE | 1566 | | |
| POSTAGE | | | E 01-10-30-01 | | 100.00 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE | | | |
| | | | | | Invoice Total- | 100.00 |
| 0334 | 24261 | 08 | DOG LEASHES | 3456 | | |
| DOG LEASHES | | | E 05-30-30-04 | | 29.38 | 0.00 |
| | | | PUBLIC SAFTY / ACO - SUPPLIES / OPERATING | | | |
| | | | | | Invoice Total- | 29.38 |
| 0334 | 24261 | 08 | EDGER | 2743 | | |
| EDGER | | | E 12-01-30-04 | | 32.99 | 0.00 |
| | | | CEMETERY / CEMETERY - SUPPLIES / OPERATING | | | |
| | | | | | Invoice Total- | 32.99 |
| 0334 | 24261 | 08 | TOWN CLERK BUSINESS CARDS | 2577 | | |
| TOWN CLERK BUSINESS CARDS | | | E 01-10-30-03 | | 33.75 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SUPPLIES / OFFICE | | | |
| | | | | | Invoice Total- | 33.75 |
| | | | | | Vendor Total- | 2,432.74 |
| 00020 CENTRAL MAINE POWER | | | | | | |
| 0334 | 24262 | 08 | STREET LIGHTS ELECTRICITY | 719001735334 | | |
| STREET LIGHTS ELECTRICITY | | | E 05-25-20-04 | | 136.74 | 0.00 |
| | | | PUBLIC SAFTY / STREET LIGHT - SERVICES / ELECTRICITY | | | |
| | | | | | Invoice Total- | 136.74 |
| 0334 | 24262 | 08 | TRANSFER STATION ELECTRIC | 7000000591468 | | |
| TRANSFER STATION ELECTRIC | | | E 13-09-20-04 | | 730.69 | 0.00 |
| | | | FACILITIES / TRANSFER STA - SERVICES / ELECTRICITY | | | |
| | | | | | Invoice Total- | 730.69 |
| | | | | | Vendor Total- | 867.43 |
| 00765 COAST TO COAST | | | | | | |
| 0334 | 24263 | 08 | INK | 2569455 | | |
| INK | | | E 01-10-30-03 | | 516.91 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SUPPLIES / OFFICE | | | |
| | | | | | Vendor Total- | 516.91 |
| 00468 CONSOLIDATED COMMUNICATIONS | | | | | | |
| 0334 | 24264 | 08 | TOWN OFFICE FAX LINE | | | |
| TOWN OFFICE FAX LINE | | | E 01-10-20-01 | | 53.90 | 0.00 |
| | | | GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO | | | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|---|-------|-------|--------------------------|----------------|-----------|-------------|
| Description | | | Account | Proj | | |
| | | | | Invoice Total- | 53.90 | |
| 0334 | 24264 | 08 | FD FAX LINE | | | |
| FD FAX LINE | | | E 05-05-20-01 | | 52.49 | 0.00 |
| PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUNICATIO | | | | Invoice Total- | 52.49 | |
| | | | | Vendor Total- | 106.39 | |
| 00053 DEAD RIVER COMPANY | | | | | | |
| 0334 | 24265 | 08 | TS DIESEL | 32250,5262 | | |
| TS ON ROAD D 51.8G@3.0792 | | | E 15-05-30-02 | | 159.50 | 0.00 |
| SOLID WASTE / WASTE - SUPPLIES / FUEL | | | | | | |
| TS CLEAR D 44g@3.1334 | | | E 15-05-30-02 | | 137.87 | 0.00 |
| SOLID WASTE / WASTE - SUPPLIES / FUEL | | | | | | |
| | | | | Vendor Total- | 297.37 | |
| 00224 DUNBAR, LAURA | | | | | | |
| 0334 | 24266 | 08 | PARENT FOLDERS | 8/8/2023 | | |
| PARENT FOLDERS | | | E 62-01-99-99 | | 493.00 | 0.00 |
| DC STEVENS / DC STEVENS - EXPENSE / EXPENSE | | | | | | |
| | | | | Vendor Total- | 493.00 | |
| 00840 FLAGS FOR PATRIOTS | | | | | | |
| 0334 | 24267 | 08 | FLAGS | 2671 | | |
| FLAGS | | | E 12-01-30-04 | | 170.14 | 0.00 |
| CEMETERY / CEMETERY - SUPPLIES / OPERATING | | | | | | |
| | | | | Vendor Total- | 170.14 | |
| 00459 FRIENDS OF MESSALONSKEE | | | | | | |
| 0334 | 24268 | 08 | WARRANT ART#4 | 2023 | | |
| WARRANT ART#4 | | | E 22-01-51-04 | | 19,650.00 | 0.00 |
| SPEC REQUEST / SPEC REQUEST - SPECIAL REQU / 7 LAKES ALLI | | | | | | |
| | | | | Vendor Total- | 19,650.00 | |
| 00288 GALE/CENGAGE LEARNING | | | | | | |
| 0334 | 24269 | 08 | JULY LARGE PRINT | 81539425 | | |
| JULY LARGE PRINT | | | E 30-01-30-09 | | 51.98 | 0.00 |
| LIBRARY / LIBRARY - SUPPLIES / BOOKS | | | | | | |
| | | | | Vendor Total- | 51.98 | |
| 00267 IRVING OIL CORPORATION | | | | | | |
| 0334 | 24270 | 08 | CEMETERY & FACILITY FUEL | 35145365 | | |
| CEMETERY 80.75@ | | | E 12-01-30-02 | | 240.87 | 0.00 |
| CEMETERY / CEMETERY - SUPPLIES / FUEL | | | | | | |
| FACILITY 180.47 | | | E 13-01-30-02 | | 637.32 | 0.00 |
| FACILITIES / GENERAL - SUPPLIES / FUEL | | | | | | |
| | | | | Vendor Total- | 878.19 | |
| 00755 JACKSON GAY | | | | | | |
| 0334 | 24271 | 08 | CONCERT SERIES | 8/7/2023 | | |
| CONCERT SERIES | | | R 25-10 | | 300.00 | 0.00 |
| RECREATION - DONATIONS | | | | | | |
| CONCERT SERIES | | | E 25-30-31-12 | | 300.00 | 0.00 |
| RECREATION / REC PROGRAMS - SPECIAL / MUSIC PROGRA | | | | | | |
| | | | | Vendor Total- | 600.00 | |
| 00000 JONES, DARRELL A | | | | | | |
| 0334 | 24272 | 08 | EXCISE REIMBURSMENT | 7/24/2023 | | |
| EXCISE REIMBURSMENT | | | R 01-13 | | 606.95 | 0.00 |
| GEN'L GOV. - EXCISE - MV | | | | | | |
| | | | | Vendor Total- | 606.95 | |
| 00697 KENNEBEC VALLEY HUMANE SOCIETY | | | | | | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|--|---|-------|----------------------|------------|----------|-------------|
| Description | Account | Proj | | | | |
| 0334 | 24273 | 08 | 2023 Q2 FEE | | | |
| 2023 Q2 FEE | E 05-30-20-07 | | | | 1,267.62 | 0.00 |
| | PUBLIC SAFTY / ACO - SERVICES / CONTRACTED | | | | | |
| | | | Vendor Total- | | 1,267.62 | |
| 00638 LEAF | | | | | | |
| 0334 | 24274 | 08 | COPIER LEASE | 15145539 | | |
| COPIER LEASE | E 01-10-20-14 | | | | 155.98 | 0.00 |
| | GEN'L GOV. / ADMIN - SERVICES / COPIER | | | | | |
| | | | Invoice Total- | | 155.98 | |
| 0334 | 24274 | 08 | REC COPIER LEASE | 15087811 | | |
| REC COPIER LEASE | E 25-30-20-07 | | | | 43.94 | 0.00 |
| | RECREATION / REC PROGRAMS - SERVICES / CONTRACTED | | | | | |
| | | | Invoice Total- | | 43.94 | |
| | | | Vendor Total- | | 199.92 | |
| 00000 LISA GAGNE-SENGENDO | | | | | | |
| 0334 | 24275 | 08 | CRAFT SHOW REFUND | | | |
| CRAFT SHOW REFUND | R 25-05 | | | | 300.00 | 0.00 |
| | RECREATION - CRAFT SHOW | | | | | |
| | | | Vendor Total- | | 300.00 | |
| 00849 MAINE INFORMATION NETWORK | | | | | | |
| 0334 | 24276 | 08 | BACKGROUND CHECKS | 4252142 | | |
| BACKGROUND CHECKS | E 05-05-30-03 | | | | 12.00 | 0.00 |
| | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OFFICE | | | | | |
| | | | Vendor Total- | | 12.00 | |
| 00519 MAINE OXY | | | | | | |
| 0334 | 24277 | 08 | OXYGEN | 3002764346 | | |
| OXYGEN | E 13-01-30-04 | | | | 36.83 | 0.00 |
| | FACILITIES / GENERAL - SUPPLIES / OPERATING | | | | | |
| | | | Vendor Total- | | 36.83 | |
| 00582 MAINE TECHNOLOGY GROUP | | | | | | |
| 0334 | 24278 | 08 | AUGUST IT SERVICES | 32494 | | |
| AUGUST IT SERVICES | E 01-10-15-03 | | | | 1,440.76 | 0.00 |
| | GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT | | | | | |
| | | | Vendor Total- | | 1,440.76 | |
| 00057 MAINEGENERAL MEDICAL CENTER | | | | | | |
| 0334 | 24279 | 08 | PHARMACY CHARGES | C100008253 | | |
| PHARMACY CHARGES | E 05-05-30-07 | | | | 73.57 | 0.00 |
| | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS | | | | | |
| | | | Invoice Total- | | 73.57 | |
| 0334 | 24279 | 08 | PHARMACY CHARGES | C100008262 | | |
| PHARMACY CHARGES | E 05-05-30-07 | | | | 192.12 | 0.00 |
| | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS | | | | | |
| | | | Invoice Total- | | 192.12 | |
| | | | Vendor Total- | | 265.69 | |
| 00794 MANCHESTER MOTORS | | | | | | |
| 0334 | 24280 | 08 | FILTERS | 4549 | | |
| FILTERS | E 13-01-35-01 | | | | 146.82 | 0.00 |
| | FACILITIES / GENERAL - REPAIRS / EQUIPMENT | | | | | |
| | | | Vendor Total- | | 146.82 | |
| 00000 MATHEW AND ERIKA SAUCIER | | | | | | |
| 0334 | 24281 | 08 | EXCISE REIMBURSEMENT | 8/1/2023 | | |
| EXCISE REIMBURSEMENT | R 01-13 | | | | 54.64 | 0.00 |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|--------------------------------|---------------|-------|---|----------------|----------|-------------|
| Description | Account | Proj | | | | |
| GEN'L GOV. - EXCISE - MV | | | | | | |
| | | | | Vendor Total- | 54.64 | |
| 00742 MB TRACTOR & EQUIPMENT | | | | | | |
| 0334 | 24282 | 08 | WALKER MOWER REPAIRS | 06287 | | |
| WALKER MOWER REPAIRS | E 13-01-35-01 | | | | 169.58 | 0.00 |
| | | | FACILITIES / GENERAL - REPAIRS / EQUIPMENT | | | |
| | | | | Vendor Total- | 169.58 | |
| 00256 MODERN PEST SERVICES | | | | | | |
| 0334 | 24283 | 08 | CFAS PEST CONTROL | 5947008 | | |
| CFAS PEST CONTROL | E 13-02-20-12 | | | | 90.00 | 0.00 |
| | | | FACILITIES / CFAS - SERVICES / PEST CONTROL | | | |
| | | | | Invoice Total- | 90.00 | |
| 0334 | 24283 | 08 | NBCC PEST CONTROL | 5947007 | | |
| NBCC PEST CONTROL | E 13-03-20-12 | | | | 72.00 | 0.00 |
| | | | FACILITIES / NBCC - SERVICES / PEST CONTROL | | | |
| | | | | Invoice Total- | 72.00 | |
| | | | | Vendor Total- | 162.00 | |
| 00570 NAPA AUTO PARTS | | | | | | |
| 0334 | 24284 | 08 | PARTS | | | |
| PARTS | E 05-05-30-04 | | | | 111.12 | 0.00 |
| | | | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING | | | |
| | | | | Invoice Total- | 111.12 | |
| 0334 | 24284 | 08 | DIESEL EXHAUST FLUID | 275161 | | |
| DIESEL EXHAUST FLUID | E 05-05-30-04 | | | | 126.10 | 0.00 |
| | | | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING | | | |
| | | | | Invoice Total- | 126.10 | |
| | | | | Vendor Total- | 237.22 | |
| 00143 NORTH COAST SERVICES LLC | | | | | | |
| 0334 | 24285 | 08 | FREON UNITS DISPOSED | 43253 | | |
| FREON UNITS DISPOSED | E 15-05-20-13 | | | | 532.50 | 0.00 |
| | | | SOLID WASTE / WASTE - SERVICES / DISPOSAL | | | |
| | | | | Vendor Total- | 532.50 | |
| 00775 RASMUSSEN, HANS | | | | | | |
| 0334 | 24286 | 08 | MILEAGE REIMBURMENT 213 | JULY 2023 | | |
| MILEAGE REIMBURMENT 213 | E 01-20-20-02 | | | | 97.98 | 0.00 |
| | | | GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPORTATI | | | |
| | | | | Vendor Total- | 97.98 | |
| 00003 REGISTRY OF DEEDS | | | | | | |
| 0334 | 24287 | 08 | 2 LIEN DISCHARGES | | | |
| 2 LIEN DISCHARGES | E 01-10-47-01 | | | | 38.00 | 0.00 |
| | | | GEN'L GOV. / ADMIN - FEES / DISCHARGE | | | |
| | | | | Vendor Total- | 38.00 | |
| 00385 RJD APPRAISAL | | | | | | |
| 0334 | 24288 | 08 | ASSESSING SERVICES | AUGUST 2023 | | |
| ASSESSING SERVICES | E 01-10-15-04 | | | | 2,312.50 | 0.00 |
| | | | GEN'L GOV. / ADMIN - PROFESSIONAL / ASSESSING | | | |
| | | | | Vendor Total- | 2,312.50 | |
| 00000 SKINNER, JOHN | | | | | | |
| 0334 | 24289 | 08 | ROADSIDE MOWER | 27.5 HRS | | |
| ROADSIDE MOWER | E 10-01-20-07 | | | | 2,773.93 | 0.00 |
| | | | PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACTED | | | |
| | | | | Vendor Total- | 2,773.93 | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|---|--|-------|------------------------|-----------------|----------|-------------|
| Description | Account | Proj | | | | |
| 00114 SNOW POND TECHNOLOGY GROUP, INC. | | | | | | |
| 0334 | 24290 | 08 | PC REPAIRS | 9210 | | |
| PC REPAIRS | E 05-05-30-03 | | | | 120.00 | 0.00 |
| | PUBLIC SAFETY / FD/ RSC DEPT - SUPPLIES / OFFICE | | | | | |
| | Vendor Total- | | | | 120.00 | |
| 00612 SPECTRUM ENTERPRISE | | | | | | |
| 0334 | 24291 | 08 | TOWN OFFICE INTERNET | 084051401080123 | | |
| TOWN OFFICE INTERNET | E 01-10-20-01 | | | | 152.28 | 0.00 |
| | GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO | | | | | |
| | Vendor Total- | | | | 152.28 | |
| 00850 SPECTRUM PROPERTY MANAGEMENT LLC | | | | | | |
| 0334 | 24292 | 08 | 10 DALTON DEPOSIT | | | |
| 10 DALTON DEPOSIT | R 51-01 | | | | 950.00 | 0.00 |
| | DALTON - RENT | | | | | |
| | Vendor Total- | | | | 950.00 | |
| 00130 STAPLES CREDIT PLAN | | | | | | |
| 0334 | 24293 | 08 | OFFICE SUPPLIES | | | |
| OFFICE SUPPLIES | E 01-10-30-03 | | | | 123.67 | 0.00 |
| | GEN'L GOV. / ADMIN - SUPPLIES / OFFICE | | | | | |
| | Vendor Total- | | | | 123.67 | |
| 00000 STEVEN H WATT | | | | | | |
| 0334 | 24294 | 08 | EXCISE REIMBURSMET | 8/3/2023 | | |
| EXCISE REIMBURSMET | R 01-13 | | | | 187.80 | 0.00 |
| | GEN'L GOV. - EXCISE - MV | | | | | |
| | Vendor Total- | | | | 187.80 | |
| 00000 STEVEN WATT | | | | | | |
| 0334 | 24295 | 08 | EXCISE TAX REIMBURSMET | 8/7/2023 | | |
| EXCISE TAX REIMBURSMET | R 01-13 | | | | 120.95 | 0.00 |
| | GEN'L GOV. - EXCISE - MV | | | | | |
| | Vendor Total- | | | | 120.95 | |
| 00424 STEVENS, JASON | | | | | | |
| 0334 | 24296 | 08 | DITCHING, CULVERTS | 7/30/2023 | | |
| DITCHING, CULVERTS | E 10-01-20-06 | | | | 3,421.68 | 0.00 |
| | PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS | | | | | |
| | Invoice Total- | | | | 3,421.68 | |
| 0334 | 24296 | 08 | SHOULDERS, CULVERTS | 7/23/2023 | | |
| 1 TON 2HRS | E 10-01-20-06 | | | | 128.32 | 0.00 |
| | PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS | | | | | |
| MINI EXCAVATOR 31HRS | E 10-01-20-06 | | | | 3,513.54 | 0.00 |
| | PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS | | | | | |
| | Invoice Total- | | | | 3,641.86 | |
| | Vendor Total- | | | | 7,063.54 | |
| 00000 TIM O'BRIEN | | | | | | |
| 0334 | 24297 | 08 | MAINE ROADSHOW PROGRAM | | | |
| MAINE ROADSHOW PROGRAM | G 2-547-00 | | | | 125.00 | 0.00 |
| | SPEC REVENUE / LABUN ESTATE | | | | | |
| | Vendor Total- | | | | 125.00 | |
| 00848 TOM MENZIE | | | | | | |
| 0334 | 24298 | 08 | CONCERT SERIES | 8/7/2023 | | |
| CONCERT SERIES | R 25-10 | | | | 600.00 | 0.00 |
| | RECREATION - DONATIONS | | | | | |
| | Vendor Total- | | | | 600.00 | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Amount | Encumbrance |
|---|--|-------|----------------------|----------------|-----------|-------------|
| Description | Account | Proj | | | | |
| 00048 TREASURER, STATE OF MAINE | | | | | | |
| 0334 | 24299 | 08 | PLUMBING PERMITS | | | |
| PLUMBING PERMITS | G 1-211-00 | | | | 150.00 | 0.00 |
| | GEN'L FUND / PLUMB. PERM. | | | | | |
| | | | Vendor Total- | | 150.00 | |
| 00379 TREASURER, STATE OF MAINE | | | | | | |
| 0334 | 24300 | 08 | FUEL CHARGES | 24BG00086083 | | |
| FUEL CHARGES | E 05-05-30-02 | | | | 719.73 | 0.00 |
| | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FUEL | | | | | |
| | | | Vendor Total- | | 719.73 | |
| 00024 TREASURER, STATE OF MAINE (A.W.) | | | | | | |
| 0334 | 24301 | 08 | ACO TRAINING | | | |
| ACO TRAINING | E 05-30-13-01 | | | | 50.00 | 0.00 |
| | PUBLIC SAFTY / ACO - EDUCATION / EDUCATION | | | | | |
| | | | Vendor Total- | | 50.00 | |
| 00253 TURF DOCTOR | | | | | | |
| 0334 | 24302 | 08 | CFAS TREATMENT | | | |
| CFAS TREATMENT | E 13-02-20-07 | | | | 125.00 | 0.00 |
| | FACILITIES / CFAS - SERVICES / CONTRACTED | | | | | |
| | | | Vendor Total- | | 125.00 | |
| 00013 WASTE MANAGEMENT OF | | | | | | |
| 0334 | 24303 | 08 | MIXED WASTE DISPOSAL | 2069818-2080-9 | | |
| MIXED WASTE DISPOSAL | E 15-05-20-13 | | | | 10,380.53 | 0.00 |
| | SOLID WASTE / WASTE - SERVICES / DISPOSAL | | | | | |
| | | | Invoice Total- | | 10,380.53 | |
| 0334 | 24303 | 08 | DEMO WASTE | 2069819-2080-7 | | |
| DEMO WASTE | E 15-05-20-13 | | | | 1,367.74 | 0.00 |
| | SOLID WASTE / WASTE - SERVICES / DISPOSAL | | | | | |
| | | | Invoice Total- | | 1,367.74 | |
| 0334 | 24303 | 08 | CFAS DUMPSTER | 2069240-2080-6 | | |
| CFAS DUMPSTER | E 25-30-20-06 | | | | 95.52 | 0.00 |
| | RECREATION / REC PROGRAMS - SERVICES / RENTALS | | | | | |
| | | | Invoice Total- | | 95.52 | |
| | | | Vendor Total- | | 11,843.79 | |
| 00421 YANKEE COMMUNICATIONS | | | | | | |
| 0334 | 24304 | 08 | PAGER REPAIRS | | | |
| PAGER REPAIRS | E 05-05-30-04 | | | | 128.00 | 0.00 |
| | PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATING | | | | | |
| | | | Vendor Total- | | 128.00 | |

Warrant 96

| Jrnl | Check | Month | Invoice Description | Reference | Encumbrance |
|-------------|---------|-------|---------------------|-----------|-------------|
| Description | Account | | Proj | Amount | |
| | | | Prepaid Total- | 0.00 | |
| | | | Current Total- | 63,983.60 | |
| | | | EFT Total- | 0.00 | |
| | | | Warrant Total- | 63,983.60 | |

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM SET AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

- BARBARA ALLEN, SELECTPERSON CHAIR _____
- MELANIE JEWELL, SELECTPERSON _____
- DANIEL NEWMAN, SELECTPERSON _____
- PETER RUSHTON, SELECTPERSON _____
- CAROL JOHNSON, V. CHAIR _____
- LORNA DEE NICHOLS, TOWN MANAGER _____

| Vendor | Amount | Account |
|---|-----------------|---|
| 01 GEN'L GOV. | | |
| 01-0 GEN'L GOV. / NO DIVISION CONT'D | | |
| 00765 - COAST TO COAST | 516.91 | E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE |
| 00271 - BERNSTEIN, SHUR, SAWYER & NELSC | 544.00 | E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL |
| 00271 - BERNSTEIN, SHUR, SAWYER & NELSC | 522.50 | E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL |
| 00271 - BERNSTEIN, SHUR, SAWYER & NELSC | 1,100.00 | E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL |
| 00271 - BERNSTEIN, SHUR, SAWYER & NELSC | 29.00 | E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL |
| 00271 - BERNSTEIN, SHUR, SAWYER & NELSC | 58.00 | E 01-10-15-02 GEN'L GOV. / ADMIN - PROFESSIONAL / LEGAL |
| 00000 - JONES, DARRELL A | 606.95 | R 01-13 GEN'L GOV. - EXCISE - MV |
| 00582 - MAINE TECHNOLOGY GROUP | 1,440.76 | E 01-10-15-03 GEN'L GOV. / ADMIN - PROFESSIONAL / IT SUPPORT |
| 00000 - MATTHEW AND ERIKA SAUCIER | 54.64 | R 01-13 GEN'L GOV. - EXCISE - MV |
| 00775 - RASMUSSEN, HANS | 97.98 | E 01-20-20-02 GEN'L GOV. / CODE ENFORCE - SERVICES / TRANSPOR |
| 00003 - REGISTRY OF DEEDS | 38.00 | E 01-10-47-01 GEN'L GOV. / ADMIN - FEES / DISCHARGE |
| 00385 - RJD APPRAISAL | 2,312.50 | E 01-10-15-04 GEN'L GOV. / ADMIN - PROFESSIONAL / ASSESSING |
| 00612 - SPECTRUM ENTERPRISE | 152.28 | E 01-10-20-01 GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO |
| 00130 - STAPLES CREDIT PLAN | 123.67 | E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE |
| 00000 - STEVEN H WATT | 187.80 | R 01-13 GEN'L GOV. - EXCISE - MV |
| 00000 - STEVEN WATT | 120.95 | R 01-13 GEN'L GOV. - EXCISE - MV |
| 00376 - CARDMEMBER SERVICES | 29.98 | E 01-10-20-07 GEN'L GOV. / ADMIN - SERVICES / CONTRACTED |
| 00376 - CARDMEMBER SERVICES | 72.58 | E 01-10-30-01 GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE |
| 00376 - CARDMEMBER SERVICES | 84.35 | E 01-01-31-01 GEN'L GOV. / SELECT PRSNS - SPECIAL / EVENTS |
| 00376 - CARDMEMBER SERVICES | 100.00 | E 01-10-30-01 GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE |
| 00376 - CARDMEMBER SERVICES | 24.24 | E 01-10-30-04 GEN'L GOV. / ADMIN - SUPPLIES / OPERATING |
| 00376 - CARDMEMBER SERVICES | 28.89 | E 01-20-30-03 GEN'L GOV. / CODE ENFORCE - SUPPLIES / OFFICE |
| 00376 - CARDMEMBER SERVICES | 100.00 | E 01-10-30-01 GEN'L GOV. / ADMIN - SUPPLIES / POSTAGE |
| 00376 - CARDMEMBER SERVICES | 33.75 | E 01-10-30-03 GEN'L GOV. / ADMIN - SUPPLIES / OFFICE |
| 00468 - CONSOLIDATED COMMUNICATIONS | 53.90 | E 01-10-20-01 GEN'L GOV. / ADMIN - SERVICES / COMMUNICATIO |
| 00638 - LEAF | 155.98 | E 01-10-20-14 GEN'L GOV. / ADMIN - SERVICES / COPIER |
| Division Total- | 8,589.61 | |
| Department Total- | 8,589.61 | |

05 PUBLIC SAFTY

05-0 PUBLIC SAFTY / NO DIVISION CONT'D

| | | |
|---|-----------------|--|
| 00468 - CONSOLIDATED COMMUNICATIONS | 52.49 | E 05-05-20-01 PUBLIC SAFTY / FD/ RSC DEPT - SERVICES / COMMUN |
| 00376 - CARDMEMBER SERVICES | 29.38 | E 05-30-30-04 PUBLIC SAFTY / ACO - SUPPLIES / OPERATING |
| 00570 - NAPA AUTO PARTS | 111.12 | E 05-05-30-04 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATI |
| 00057 - MAINEGENERAL MEDICAL CENTER | 73.57 | E 05-05-30-07 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS |
| 00057 - MAINEGENERAL MEDICAL CENTER | 192.12 | E 05-05-30-07 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / EMS |
| 00173 - ADMIRAL FIRE & SAFETY,INC | 16.25 | E 05-05-30-08 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / UNIFORM |
| 00421 - YANKEE COMMUNICATIONS | 128.00 | E 05-05-30-04 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATI |
| 00570 - NAPA AUTO PARTS | 126.10 | E 05-05-30-04 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OPERATI |
| 00849 - MAINE INFORMATION NETWORK | 12.00 | E 05-05-30-03 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OFFICE |
| 00114 - SNOW POND TECHNOLOGY GROUP, I | 120.00 | E 05-05-30-03 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OFFICE |
| 00379 - TREASURER, STATE OF MAINE | 719.73 | E 05-05-30-02 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / FUEL |
| 00376 - CARDMEMBER SERVICES | 21.08 | E 05-05-30-03 PUBLIC SAFTY / FD/ RSC DEPT - SUPPLIES / OFFICE |
| 00024 - TREASURER, STATE OF MAINE (A.W. | 50.00 | E 05-30-13-01 PUBLIC SAFTY / ACO - EDUCATION / EDUCATION |
| 00697 - KENNEBEC VALLEY HUMANE SOCIET | 1,267.62 | E 05-30-20-07 PUBLIC SAFTY / ACO - SERVICES / CONTRACTED |
| 00020 - CENTRAL MAINE POWER | 136.74 | E 05-25-20-04 PUBLIC SAFTY / STREET LIGHT - SERVICES / ELECTRI |
| Division Total- | 3,056.20 | |
| Department Total- | 3,056.20 | |

00 PUBLIC WORKS

10-0 PUBLIC WORKS / NO DIVISION CONT'D

| | | |
|------------------------|----------|---|
| 00000 - SKINNER, JOHN | 2,773.93 | E 10-01-20-07 PUBLIC WORKS / ROADS-GM - SERVICES / CONTRACT |
| 00424 - STEVENS, JASON | 3,421.68 | E 10-01-20-06 PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS |

| Vendor | Amount | Account |
|---|------------------|--|
| 10 PUBLIC WORKS CONT'D | | |
| 10-0 PUBLIC WORKS / NO DIVISION CONT'D | | |
| 00424 - STEVENS, JASON | 128.32 | E 10-01-20-06 PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS |
| 00424 - STEVENS, JASON | 3,513.54 | E 10-01-20-06 PUBLIC WORKS / ROADS-GM - SERVICES / RENTALS |
| Division Total- | 9,837.47 | |
| Department Total- | 9,837.47 | |
| 12 CEMETERY | | |
| 12-0 CEMETERY / NO DIVISION CONT'D | | |
| 00030 - A.A.A. PORTABLE TOILETS | 150.00 | E 12-01-20-06 CEMETERY / CEMETERY - SERVICES / RENTALS |
| 00030 - A.A.A. PORTABLE TOILETS | 175.00 | E 12-01-20-06 CEMETERY / CEMETERY - SERVICES / RENTALS |
| 00840 - FLAGS FOR PATRIOTS | 170.14 | E 12-01-30-04 CEMETERY / CEMETERY - SUPPLIES / OPERATING |
| 00376 - CARDMEMBER SERVICES | 32.99 | E 12-01-30-04 CEMETERY / CEMETERY - SUPPLIES / OPERATING |
| 00267 - IRVING OIL CORPORATION | 240.87 | E 12-01-30-02 CEMETERY / CEMETERY - SUPPLIES / FUEL |
| Division Total- | 769.00 | |
| Department Total- | 769.00 | |
| 13 FACILITIES | | |
| 13-0 FACILITIES / NO DIVISION CONT'D | | |
| 00267 - IRVING OIL CORPORATION | 637.32 | E 13-01-30-02 FACILITIES / GENERAL - SUPPLIES / FUEL |
| 00256 - MODERN PEST SERVICES | 72.00 | E 13-03-20-12 FACILITIES / NBCC - SERVICES / PEST CONTROL |
| 00519 - MAINE OXY | 36.83 | E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING |
| 00742 - MB TRACTOR & EQUIPMENT | 169.58 | E 13-01-35-01 FACILITIES / GENERAL - REPAIRS / EQUIPMENT |
| 00256 - MODERN PEST SERVICES | 90.00 | E 13-02-20-12 FACILITIES / CFAS - SERVICES / PEST CONTROL |
| 00794 - MANCHESTER MOTORS | 146.82 | E 13-01-35-01 FACILITIES / GENERAL - REPAIRS / EQUIPMENT |
| 00030 - A.A.A. PORTABLE TOILETS | 150.00 | E 13-10-20-06 FACILITIES / PARKS - SERVICES / RENTALS |
| 00847 - ADVANCE 1 CLEANING SERVICES, IN | 325.00 | E 13-01-20-07 FACILITIES / GENERAL - SERVICES / CONTRACTED |
| 00623 - BELGRADE MECHANICAL SERVICES | 250.00 | E 13-01-35-01 FACILITIES / GENERAL - REPAIRS / EQUIPMENT |
| 00030 - A.A.A. PORTABLE TOILETS | 150.00 | E 13-07-20-06 FACILITIES / FD:DEPOT - SERVICES / RENTALS |
| 00030 - A.A.A. PORTABLE TOILETS | 325.00 | E 13-10-20-06 FACILITIES / PARKS - SERVICES / RENTALS |
| 00030 - A.A.A. PORTABLE TOILETS | 175.00 | E 13-10-20-06 FACILITIES / PARKS - SERVICES / RENTALS |
| 00030 - A.A.A. PORTABLE TOILETS | 150.00 | E 13-08-20-06 FACILITIES / FD:NB - SERVICES / RENTALS |
| 00020 - CENTRAL MAINE POWER | 730.69 | E 13-09-20-04 FACILITIES / TRANSFER STA - SERVICES / ELECTRICI |
| 00253 - TURF DOCTOR | 125.00 | E 13-02-20-07 FACILITIES / CFAS - SERVICES / CONTRACTED |
| 00376 - CARDMEMBER SERVICES | 19.65 | E 13-01-30-05 FACILITIES / GENERAL - SUPPLIES / FOOD/WATER |
| 00376 - CARDMEMBER SERVICES | 3.15 | E 13-01-30-05 FACILITIES / GENERAL - SUPPLIES / FOOD/WATER |
| 00376 - CARDMEMBER SERVICES | 22.72 | E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING |
| 00376 - CARDMEMBER SERVICES | 26.98 | E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING |
| 00376 - CARDMEMBER SERVICES | 22.97 | E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING |
| 00376 - CARDMEMBER SERVICES | 131.97 | E 13-01-30-04 FACILITIES / GENERAL - SUPPLIES / OPERATING |
| Division Total- | 3,760.68 | |
| Department Total- | 3,760.68 | |
| 14 SOLID WASTE | | |
| 15-0 SOLID WASTE / NO DIVISION CONT'D | | |
| 00013 - WASTE MANAGEMENT OF | 10,380.53 | E 15-05-20-13 SOLID WASTE / WASTE - SERVICES / DISPOSAL |
| 00013 - WASTE MANAGEMENT OF | 1,367.74 | E 15-05-20-13 SOLID WASTE / WASTE - SERVICES / DISPOSAL |
| 00376 - CARDMEMBER SERVICES | 33.14 | E 15-05-30-04 SOLID WASTE / WASTE - SUPPLIES / OPERATING |
| 00376 - CARDMEMBER SERVICES | 26.84 | E 15-05-30-05 SOLID WASTE / WASTE - SUPPLIES / FOOD/WATER |
| 00376 - CARDMEMBER SERVICES | 179.99 | E 15-05-30-03 SOLID WASTE / WASTE - SUPPLIES / OFFICE |
| 00143 - NORTH COAST SERVICES LLC | 532.50 | E 15-05-20-13 SOLID WASTE / WASTE - SERVICES / DISPOSAL |
| 00053 - DEAD RIVER COMPANY | 159.50 | E 15-05-30-02 SOLID WASTE / WASTE - SUPPLIES / FUEL |
| 00053 - DEAD RIVER COMPANY | 137.87 | E 15-05-30-02 SOLID WASTE / WASTE - SUPPLIES / FUEL |
| Division Total- | 12,818.11 | |
| Department Total- | 12,818.11 | |

Department Summary

Pay Date: 08/16/2023

| Vendor | Amount | Account |
|---|------------------|--|
| 22 SPEC REQUEST | | |
| 22-0 SPEC REQUEST / NO DIVISION CONT'D | | |
| 00459 - FRIENDS OF MESSALONSKEE | 19,650.00 | E 22-01-51-04 SPEC REQUEST / SPEC REQUEST - SPECIAL REQU / 7 |
| Division Total- | 19,650.00 | |
| Department Total- | 19,650.00 | |
| 25 RECREATION | | |
| 25-0 RECREATION / NO DIVISION CONT'D | | |
| 00755 - JACKSON GAY | 300.00 | R 25-10 RECREATION - DONATIONS |
| 00755 - JACKSON GAY | 300.00 | E 25-30-31-12 RECREATION / REC PROGRAMS - SPECIAL / MUSIC PF |
| 00638 - LEAF | 43.94 | E 25-30-20-07 RECREATION / REC PROGRAMS - SERVICES / CONTRA |
| 00000 - LISA GAGNE-SENGENDO | 300.00 | R 25-05 RECREATION - CRAFT SHOW |
| 00848 - TOM MENZIE | 600.00 | R 25-10 RECREATION - DONATIONS |
| 00376 - CARDMEMBER SERVICES | 280.00 | E 25-30-40-04 RECREATION / REC PROGRAMS - PURCHASES / EQUIP |
| 00376 - CARDMEMBER SERVICES | 81.16 | E 25-30-35-15 RECREATION / REC PROGRAMS - REPAIRS / POOL |
| 00376 - CARDMEMBER SERVICES | 44.85 | E 25-30-30-03 RECREATION / REC PROGRAMS - SUPPLIES / OFFICE |
| 00376 - CARDMEMBER SERVICES | 9.36 | E 25-30-30-05 RECREATION / REC PROGRAMS - SUPPLIES / FOOD/M |
| 00013 - WASTE MANAGEMENT OF | 95.52 | E 25-30-20-06 RECREATION / REC PROGRAMS - SERVICES / RENTAL |
| Division Total- | 2,054.83 | |
| Department Total- | 2,054.83 | |
| 30 LIBRARY | | |
| 30-0 LIBRARY / NO DIVISION CONT'D | | |
| 00288 - GALE/CENGAGE LEARNING | 51.98 | E 30-01-30-09 LIBRARY / LIBRARY - SUPPLIES / BOOKS |
| 00376 - CARDMEMBER SERVICES | 6.94 | E 30-01-30-01 LIBRARY / LIBRARY - SUPPLIES / POSTAGE |
| 00376 - CARDMEMBER SERVICES | 240.00 | E 30-01-31-01 LIBRARY / LIBRARY - SPECIAL / EVENTS |
| 00376 - CARDMEMBER SERVICES | 485.48 | E 30-01-31-01 LIBRARY / LIBRARY - SPECIAL / EVENTS |
| 00376 - CARDMEMBER SERVICES | 127.80 | E 30-01-30-04 LIBRARY / LIBRARY - SUPPLIES / OPERATING |
| 00376 - CARDMEMBER SERVICES | 108.56 | E 30-01-31-01 LIBRARY / LIBRARY - SPECIAL / EVENTS |
| 00376 - CARDMEMBER SERVICES | 6.99 | E 30-01-31-01 LIBRARY / LIBRARY - SPECIAL / EVENTS |
| 00376 - CARDMEMBER SERVICES | 16.95 | E 30-01-20-07 LIBRARY / LIBRARY - SERVICES / CONTRACTED |
| Division Total- | 1,044.70 | |
| Department Total- | 1,044.70 | |
| 51 DALTON | | |
| 51-0 DALTON / NO DIVISION CONT'D | | |
| 00850 - SPECTRUM PROPERTY MANAGEMENT | 950.00 | R 51-01 DALTON - RENT |
| Division Total- | 950.00 | |
| Department Total- | 950.00 | |
| 62 DC STEVENS | | |
| 62-0 DC STEVENS / NO DIVISION CONT'D | | |
| 00224 - DUNBAR, LAURA | 493.00 | E 62-01-99-99 DC STEVENS / DC STEVENS - EXPENSE / EXPENSE |
| Division Total- | 493.00 | |
| G/L Account Total | 493.00 | |
| G/L Accounts | | |
| G/L Accounts-0 / NO DIVISION CONT'D | | |
| 00048 - TREASURER, STATE OF MAINE | 150.00 | G 1-211-00 GEN'L FUND / PLUMB. PERM. |
| 00000 - TIM O'BRIEN | 125.00 | G 2-547-00 SPEC REVENUE / LABUN ESTATE |
| 00000 - ANDREW VIETZE | 400.00 | G 2-547-00 SPEC REVENUE / LABUN ESTATE |
| 00000 - BELGRADE HISTORICAL SOCIETY | 285.00 | G 2-547-00 SPEC REVENUE / LABUN ESTATE |
| Division Total- | 960.00 | |
| G/L Account Total | 960.00 | |
| Final Total- | 63,983.60 | |

TM Report 08/15/2023

Village Green CRAFT FAIR SERIES –Contact Dan MacGlashing for more information.

Upcoming dates: August 27, September 24, October 7.

CFAS – Mid State Masonry began chimney work the end of July. Cory met with the mason after he had started the work and found that both chimneys had extensive damage and deterioration from years of exposure to the elements. The small chimney was in such disrepair they had to take extra precautions to ensure it did not topple as they started to rebuild it. Both chimneys are now finished, washed and sealed. You will see an invoice for payment on the next warrant in the amount of \$10,600.

LAKES & NATURAL RESOURCES COMMITTEE – The Board reviewed proposed bylaws updates for the committee and sent back their requested changes. We are awaiting a revised document for the Board's review and approval at a future meeting.

DRY HYDRANTS – Fire Chief Dan MacKenzie is awaiting additional information from one of the proposals and will have his recommendation for the Board at a future meeting.

CEMETERIES – The committee will meet this month and discuss the proposed CIMS upgrade presented at your August 1 meeting. This will likely come before the Board at a meeting in September.

VILLAGE GREEN CONCERT SERIES 6-8 p.m. – August 3 Bob Colwell Trio; August 10 Midnight Breakfast; August 17 The Maniacs; August 24 Frenzie; August 31 The Magnie Family; September 7 Chris Poulson and The Social Club, September 14 The Fossils.

BROADBAND – I met with a representative for Grow Smart Maine and discussed setting up a Broadband Committee, working with an ISP and having the goal of submitting a grant application for funding to ensure Belgrade has service available to all residents. In addition, I reached out to Charter Communications, and they have offered to come to a future meeting of the Board of Selectpersons to discuss the current fiber access in Belgrade and any plans on extending coverage here.

ANNUAL BEAN HOLE BEAN SUPPER – My first year attending - great attendance and a wonderful job done by our Fire & Rescue department, along with the auxiliary and many volunteers!

COMMUNICATIONS COMMITTEE – met recently and will be working on the October (fall edition) newsletter.

On the radar

Water Trustee appointments (2 positions open)

Comprehensive Plan Committee / Plan updates (KVCOG contracted for updates)

LD 2003

Possible Broadband Committee

Strategic Planning/Goals for 2023

Permit/Code Enforcement Modules – updates
Truck for Facilities
CFAS repairs
American Rescue Fund expenditures (finalize)
Tax Stabilization Reimbursement (LD290)
Brown Tail Moth Treatment April 2024
Emergency Vet Clinic Agreement or Contract

MID STATE MASONRY INVOICE FOR SERVICES

Ryan Hardesty – Owner – 207.649.3257

41 Davis Rd

Fairfield, ME 04937 – ryan.midstatemasonry@gmail.com

08.08.23

Project Deliverables

Following is a complete list of all project deliverables:

| Deliverable | Description |
|---|--|
| Corey Alexander Center for All Seasons | Preventative chimney maintenance and restoration |

Timeline for Execution

Key project dates are outlined below. Dates are best-guess estimates and are subject to change until a contract is executed.

| Description | Start Date | End Date | Duration |
|---------------|------------|-----------------------|----------|
| Project Start | 07.29.23 | Within 5 working days | N/A |

Financial Benefits

- Restoration of the masonry will maintain the integrity of the structure and protect against water damage in the future.
- Final restoration will improve the value of the property as well as aesthetics

PRICING

The following table details the pricing for delivery of the services outlined in this proposal. This pricing is valid for 60 days from the date of this proposal:

| Services Cost Category #1 | Price |
|--|---------------------------|
| Grind/Point cracks in two stone chimneys | Running Total (see below) |
| Relay Stone supporting caps (as needed) | Running Total (see below) |
| Replace/Relay caps (as needed) | Running Total (see below) |
| Pressure wash stone chimneys | Running Total (see below) |
| Labor | \$8,900 |
| Lift Rental | \$1,700 |
| Total Services Costs | \$10,600 |

Disclaimer: The prices listed in the preceding table are an estimate for the services discussed. This summary is not a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before a contract is executed. Payments are in thirds according to production with final amount being paid upon completion.

CONCLUSION

If you have questions on this proposal, feel free to contact me at your convenience by email at ryan.midstatemasonry@gmail.com or by phone at 207.649.3257. Calls are preferred as I am in the field working. We will be in touch with you next week to arrange a follow-up conversation on the proposal.

Thank you for your consideration,

Ryan Hardesty
 Owner, Mid State Masonry, LLC