



August 11, 2024 – 8:00 a.m.

Meeting of the Northport Village Corporation Board of Overseers

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

<https://us02web.zoom.us/j/89685517495?pwd=eTJDS3g3aUpvR2p4cVQ2L3NEVIVoUT09>

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

Meeting Agenda

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

Action Items and Reports

- Approval of July 14, 2024 meeting minutes.*
- President's Report
 - Annual Meeting agenda – presentation of the articles and proposed budget
 - Consideration of proposed donation of two Adirondack chairs.*
- Treasurer's Report
- Village Agent Report*
- Parks/Trees/Tree Warden
 - Request for approval of expenditure of not more than \$500 for signs for the Shore to Bluff path.
- Utilities Committee
- Town Liaison
- Office Manager's Report*

Discussion

- Safety/Personnel: Thoughts at this point in the summer about the absence of village police officer?

Other business (*as needed. None reported as of agenda publication.*)

- Comments by members of the public
- Executive Session (1 MRSA §405(6))
- Adjourn.

Warrants: reminder to Overseers to review and approve July warrants and journal entries sent electronically for your review.

Written materials submitted.

- Draft July 2024 Overseer Meeting Minutes
- Donation Form – Jen Lannan proposed donation of two Adirondack chairs
- July 2024 Village Agent Report
- July 2024 Office Manager Report, including bank account balances, budget v. actuals for each department and expenses data for each department.

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, July 14, 2024**

Overseers, Officers and Staff present: Celine Bewsher; Brady Brim-Deforest (via Zoom); Fred Lincoln; Vicky Matthews; Judy Metcalf; Michael Tirrell; Jeffrey Wilt; President, Janae Novotny; Treasurer, Wendy Huntoon; Office Manager, Trish Parker; Village Agent, Bill Paige; Clerk, Maureen (Beanie) Einstein (via zoom)

Community Comments:

Dan Webster (Shore Road): Asked about the Nominating Committee process for announcing candidates for the three Overseer positions; asked why the Donuts & Dialog budget discussion was postponed; and asked that the Annual Warrant Article 8 wording, *“and/or providing entertainment and cultural events and the facilities therefore in the Village”* be removed from the Article.

President Janae Novotny indicated that these queries will be addressed later in the meeting.

Vicky Matthews (Griffin Street): The two CPR classes held at the Community Hall were sold out. A class in *“Fentanyl Awareness Training”* will be held at the Community Hall, Tuesday, July 16, 4-5 p.m. She encouraged residents to attend this training.

The meeting was called to order at 8:00 a.m.

Approval of the minutes of the June 9, 2024 Overseers Meeting.

Janae N. asked if there were any questions/comments or changes to the June minutes distributed prior to the meeting. Celine B. – change the wording in the Infrastructure Report to: *“Plan B”, working off Bill Cressey’s Proposal, is a preliminary plan for discussion at the Annual Meeting”*.

Jeffrey W. moved, Michael T. seconded, to approve the Minutes of the June 9, 2024 Overseers meeting as amended. Voted – Unanimous.

President’s Report – Janae Novotny

Dog Waste: I have been receiving complaints about dog owners not picking up their dog’s waste on public and private property. Per our Dog Ordinance, *“dog owners are responsible to pick up and dispose of their dog’s excrement deposited on the land of others and/or public land and ways.”* Violators are subject to a fine imposed by the Village Overseers of \$25.00.” Michael T. will publish, on the NVC website, a reminder of the *“Dog Ordinance”* in place and have it posted on our bulletin boards. Trish P. will pass this info on to the rental agents in the village. Wendy H. reminded the Overseers that we do not have a mechanism in place for processing fines.

Atlantic Challenge Facilities Use Request. This group is requesting use of the Community Hall as a back-up in case of rain on Wednesday, July 24th from 11:00 a.m. to 1:00 p.m. The large group will be arriving by boat and disembarking on the Bayview Park beach. They will be picnicking for lunch in Ruggles Park if it is not raining.

Judy M. moved, seconded by Vicky M., that the Overseers approve the Facilities Use Request from Atlantic Challenge to use the Community Hall for lunch, July 24th from 11:00 a.m. to 1:00 p.m. as a rain date back-up and recognize their intention to use the Bayview Park beach area for storing their boats while they are here and that storage will be consistent with the pattern of temporary storage used at the beach at this time. Voted – Unanimous.

Discussion and approval of the Proposed 2025 Annual Budget:

Wendy reviewed the status of the draft proposed budget. The Personnel Committee recommended the following regarding line item 6088.5 Village Agent Assistance – recommended renaming this item **Finance Manager**. This would allow hiring someone for a couple of hours a month to alleviate volunteer hours, be an extra pair of eyes and drive down the “clean-up costs” related to the audits.

Item 6191 Auditing Services- Celine B. – This figure should be increased from \$8,400 to \$9,000. Wendy H. will correct this item by adding \$600.00 to Legal and Professional Services and deducting \$600.00 from Other Expenditures and update ref. Note 3 to reflect this change.

Judy M. moved, seconded by Brady B., that the Proposed 2025 Annual Budget be approved, changing the name of Item 6088.5 to Finance Manager, correcting Item 6191 from \$8400 to \$9,000, as stated above. Voted – Brady B. Deforest; Fred Lincoln; Vicky Matthews; Judy Metcalf; Michael Tirrell; Jeffrey Wilt: Yes. Celine Bewsher – Abstained.

Annual Warrant

Article 8 of the Annual Warrant – In response to Dan Webster’s comment regarding Article 8 prior to this meeting, Judy M. noted that our Charter compels us to provide certain services, and one of those services is “*providing entertainment and cultural events and the facilities therefore in the Village*”.

Judy moved, seconded by Jeffrey W., to approve Annual Warrant for 2025 as written. Voted – Brady B. Deforest, Fred Lincoln, Vicky Matthews, Judy Metcalf, Michael Tirrell, and Jeffrey Wilt: Yes; Celine Bewsher – Abstained.

Donuts & Dialog Budget Discussion - After discussion, it was agreed to schedule this discussion for Saturday, July 20 from 8:00 a.m. to 10:00 a.m. Judy M. will reschedule her Voter Registration hour to Sunday, July 21 from 9:00 a.m. to 10:00 a.m. Michael T. will post these dates on the NVC website and forward onto Dan W.

Treasurer’s Report – Wendy H.

Wendy Huntoon, referred the Overseers to her written report circulated prior to the meeting.

Village Agent Report – Bill Paige

Bill referred the Overseers to his written report with attachments circulated prior to the meeting.

Recommendation to return the remaining \$2,000.00 deposit to the Bay Street property owners.

Vicky M., moved, seconded by Celine B., to return the remaining \$2000 deposit to the Bay Street property owners. Voted – Unanimous.

Wharf repair – the 2024 Annual Inspection of the Wharf by Pinnacle Hill Engineering was attached to his report. He is still waiting to hear from contractors with quotes for repair of the wharf. This is a very busy time for everyone and Bill hopes to hear back from contractors soon.

Dying crabapple tree in lower Ruggles Park – Clarified the Village has not used any fertilizer on Ruggles Park for the last two years.

Encroachments in Village Parks – Chairs (Ruggles and Bayview Parks) and other items (cushion on the library bench) are starting to appear in public areas. Judy M. referred everyone to the Village’s “Public Use Policy” which is posted on the Village’s website.

Governance – Judy Metcalf

Recommendation to approve the proposed revised Fire Ordinance. A public hearing was held Sunday, June 30 at 9:00 a.m. in the Community Hall.

Judy M., moved, seconded by Fred L., to adopt the revised Fire Ordinance. Voted – Unanimous.

Vicky M. noted and Judy M. agreed that a form would be needed to implement the ordinance.

Park & Trees – Vicky Matthews

Vicky M. referred the overseers to the Committee meeting minutes circulated prior to the meeting.

Vicky M. moved, seconded by Judy M. approval of the expenditure of \$925 for five juniper bushes to plant around the basketball court and one river birch tree to plant at the library and approximately \$1500 for related labor. Voted: Unanimous.

Hawks Trees: The two ash trees in Ruggles Park have been treated for Ash Borer for an approximate cost of \$1200.00 which has been allotted for in the Tree Budget.

Samway Gift Path: The boundary lines have been determined and marked with tape. Vicky thanked Dan & Don Webster and John Hoy for their work in tackling and achieving a difficult task.

Two village trees are dying under suspicious circumstances: the crabapple tree at the bottom of Ruggles Park and an evergreen tree near the old jail. Discussion ensued. Judy M. would like a new tree planted in Ruggles Park and to remind people that they cannot damage village trees. Vicky M. will take suggestions back to the Committee for their input.

Utilities – Jeffrey Wilt

Donuts & Dialog – This discussion was held Saturday, July 13, with a large attendance.

BOD exceedances -There were two exceedances in May. We are doing studies to figure out what is going on.

Testing - The Trustees have been struggling with Northeast Lab; the labs results have been slow which makes it difficult to make adjustments. We are moving our lab testing to Maine Coast Lab where we can receive timely data at lower rates.

PUC – The Trustees have applied to the PUC for a 25% rate increase. Discussion ensued. Increased costs are associated with the need for increased pumping. The key to managing BOD is increased pumping.

Town Liaison – Janae Novotny

Paving – The Town of Northport is having difficulty finding contractors to work on the roads.

DOT – There will be a public hearing in the future for the DOT's plan to work on Route 1 from Lincolnville into Northport,

Speed Limit – At the Town's request, the DOT will be conducting a "speed survey" on Bluff Road. The new paving has increased speeding. There are specific rules of "density of population" that determines what the speed limit DOT will establish.

Climate Resiliency Committee – Thanked Celine B., James Kossuth and the Northport intern for their work to submit grants for Bayview and Auditorium Parks shoreline stabilization.

Office Manager Report – Trish Parker

Trish P. referred the Overseers to her report circulated prior to the meeting.

Infrastructure – Celine Bewsher

Grants – The three Grants have been submitted and we are waiting to hear in about 3-4 weeks.

Infrastructure Planning List – Celine referred the Overseers to the “Infrastructure Capital Planning List” circulated prior to the meeting. Judy M. raised concerns about the impression made in the Committee’s Capital Projects Spreadsheet under the proposed task “Raising the Dock” that the Village Agent advocated affirmatively for the destruction of the dock. She stated that the comment was clearly inconsistent with his consistent work and commitment to the preservation of the Village assets and that in any event the purpose of the document was undermined by the inclusion of out of context commentary by anyone since its purpose was simply to establish and identify the prioritization of prospective Capital Projects. She asked Celine B., the Chair of the committee, to remove that comment as distracting and unnecessary. Celine B. declined to do so and stated that she had a duty to record people’s point of view.

Safety – Michael Tirrell

Signage: The Safety Committee will be considering additional signage throughout the Village next year if there is an absence of Village police coverage.

Annual Report – The Annual Report will be going to the printer on Tuesday, July 16!

Public Comments

Rachael Rosa (Auditorium Park) – Thanked Judy Metcalf for her many years of service stated she will be missed by the entire community.

Alma Homola offered comments about village trees.

Executive Session

The Overseers went into executive session at 10:08 a.m. The Board returned to public session at 10:08 a.m. No action was taken in the executive session.

Adjournment

The meeting was adjourned at 10:09 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

and

Janae Novotny, President



**Northport Village Corporation
Donation Form**

Donor Name Jen Lannan Date 7/23/24

Donor Address 790 Shore Rd, Northport, ME 04849

Donor Phone 978-852-7134 Donator Email jenlannan@comcast.net

Donor Bayside Address _____

Donation Description and Purpose(please be specific) 2 Adirondack chairs. Wooden. Freshly painted a light blue.

Wonderful chairs to sit and look at bay - or to read in at library.

Proposed location of Donation Originally intended for the lawn in front of yacht club. But, can also be used at library patio.

Any other information the donor wishes to share regarding the proposed donation _____

Happy to maintain them. Happy to find/provide storage in winter months.

Community Benefit Nice place to sit at bay OR great for Story time and reading in the shade at library

Estimate of Present Value/Cost \$200 Estimated Useful Life (Yrs) 25

Estimated Average Annual Maintenance Cost to NVC \$0-\$20

Estimated Disposal Cost to NVC \$0

The donation will be reviewed and accepted or declined by the Overseers. The Overseers reserve the right to decline any donation for any reason or no reason, or to impose conditions on the acceptance of the donation.

This donations has been _____ Approved _____ Declined

NVC President

Date

Northport Village Corporation
Village Agent Report
August 11, 2024 Board of Overseers Meeting

Recent activities and recommendations

- I received the 2024 annual wharf inspection report from Pinnacle Hill Engineering. A copy of the report is attached. I am still trying to connect with Islesboro Marine, Prock Marine and others to determine the costs of needed repairs and availability of companies to do the work. The engineer notes that the “pier is still in good condition but the stresses of the recent winter storms have damaged a lot of bracing under the deck and between the piles.” The report gives very specific recommendations regarding replacement materials and states that the repairs need to be completed before the next storm season.
- The EPA requires water systems to prepare and maintain an inventory of service line materials. Initial inventories are required to be submitted to state primacy agencies by this fall. I have been working with the lead & copper service line inventory folks to provide plans and documents for the digital inventory.
- Working with the Town Road Commissioner and Town Administrator regarding culverts and other issues concerning the path between Shore Road and Bluff Road.

Parks

- Bayview and Merithew Square Parks: Personal property continues to be left in the parks or leaning up against fencing when not in use - bikes, plastic chairs and a bench, volleyball net left on a bench, etc.
- Ruggles Park: I disposed of a bike that was left in Ruggles Park for over a month. A concern was mentioned about safety and the granite Field memorial bench near the swings and basketball court. The bench was approved by the overseers. It would be very difficult to move, and I don't know where to relocate it that would not create more concerns. Looking into removing rotten stumps at some point in the future.

Wharf, floats.

- Dock Building: Looking tired. Needs scraping and new paint.
- Status of dock/causeway-storm damage repairs: Still needs to be done when I can find someone to do the work:
 - Lost more fiberglass coating on the fender pilings. Coverings need to be removed and pilings painted. Asked Bayside Marine if he was interested and he has not replied.
 - Fender pilings on the boat float side of the dock are loose and need repair. Current high tides are reaching the level of the dock planking. The next major dock rebuild should raise the dock.

Miscellaneous

- All village lighting, except streetlights, have been converted to LED. Am exploring what is involved in changing over the streetlights.

- Continuing to assess and consider improvement of Bayview Park storm - drain/outfall adjacent to Oberg's property. Because of abundance of heavy rains the last couple of years and severity of winter storms hitting at high tide, the storm drain/outfall needs help. Any of the fixes I have thought about must be consistent with recommendations we expect from the engineer hired by the Town to assess shoreline erosion. Whatever plans the Village decides on, I recommend restricting the area to storm drain/outfall purposes and no longer allow public access for construction on shoreline cottages.
- I continue to field calls from private contractors working throughout the Village on current and planned projects in the Village, and deal with various villagers with issues they want addressed.
- My cell phone is also my personal phone. **If you have my number, do not give it out to anyone. The Village office phone is the right number to use for Village business.**

Village projects/needs with budget implications

- Floats replacement: It is still time to begin setting aside and saving money to replace the floats; they are starting to show their age.
- Sander and plow: We should plan to replace sander in 3 years. Plow should be replaced sooner.
- Community Hall: We appear to be missing some of our wood/metal tables and a couple of plastic tables have been "donated." Some of the tables are really showing age and wear and need to be replaced.
- Portable PA system: We need a new system for NVC outside events. (Bayside Arts allows us to use their new system inside the hall.)

Roads

- Property owner complaints about water runoff from village roads: Whenever I have an opportunity, I advise property owners building new structures or doing major remodels to build their foundations higher than the crest of the road grade to avoid flooding. Property owners who ignore this advice then complain that runoff from the road floods their property and they want the village to do something about it.

Utilities

- We had some issues with the new water meter in the vault not registering accurately. The Belfast Water District and NVC worked with the supplier (who worked with the manufacturer) to identify and fix the problem.

Submitted by Bill Paige, Village Agent.



Office Manager's Report
August 11, 2024
For July 2024

Watercraft Registrations are as of August 5th, we have sold 41 Dinghy stickers and 86 Kayak/Paddle Board stickers, which is a total of 127 stickers so far, which gives us a total of \$3,410.00 collected for 2024. The revenue estimated 2024 budget for Watercraft is \$4,100.00 so we will fall a little short of that.

Facilities Use Fees we have collected a total of \$900 for 2024. The revenue estimated 2024 budget for Community Hall Rental is \$1000, so again we will fall just slightly short.

The 2022 audit is still in process. I believe we are finally on the home stretch and I anticipate that it will be complete around the end of August or the beginning of September.

I want to report that the acceptance of credit cards is going well, with no issues at this time. General has had credit cards used 20 times for payment, water 17 times, and sewer 13 times in 2024. It appears that this payment form is convenient and becoming more and more popular with the residents of the Village.

Trish Parker

Office Manager
Northport Village Corporation

Attached to this report:

Bank Account balances printout
Budget vs Actual Reports for each Department
Expense Updates for each Department

Accounts

As of August 6, 2024

BUSINESS COMPLETE*9504

Available**\$0.00

Current\$0.00

BUSINESS COMPLETE*1771

Available**\$1,414.29

Current\$1,414.29

General Gov't Checking*2618

Available**\$52,186.40

Current\$52,186.40

Interest \$533.34

General Gov't Money Market*4006

Available**\$11,210.49

Current\$11,210.49

General Gov't Sav - ICS B*9857

Available**\$109,873.06

Current\$137,860.72

General Gov't Sav - ICS T*9857

Available**\$109,873.06

Current-\$27,987.66

Wastewater Checking*2620

Available**\$44,483.25

Current\$44,483.25

Interest \$302.34

Wastewater Sav - ICS B*4739

Available**\$69,394.69

Current\$94,655.46

Wastewater Sav - ICS T*4739

Available**\$69,394.69

Current-\$25,260.77

Water Checking*3143

Available**\$29,960.27

Current\$29,960.27

Interest \$571.84

Water Sav - ICS B*4747

Available**\$148,355.81

Current\$165,900.22

Water Sav - ICS T*4747

Available**\$148,355.81

Current-\$17,544.41

BALANCE TOTALS

Total Deposit Accounts \$466,878.26

Northport Village Corporation - General				
Budget vs. Actuals				
January - June 2024				
	Total			
	Actual	Budget	over Budget	% of Budget
Revenue				
4100 General Government Revenue	0.00	0.00	0.00	
4200 General Operating Revenue	0.00	0.00	0.00	
4210 2024 RE Tax Revenue	0.00	485,924.00	-485,924.00	0.00%
4220 Town of Northport Revenue	25,000.00	25,000.00	0.00	100.00%
4230 Rent from Utilities	0.00	3,000.00	-3,000.00	0.00%
4240 Watercraft Registration Revenue	0.00	4,100.00	-4,100.00	0.00%
Total 4200 General Operating Revenue	\$ 25,000.00	\$ 518,024.00	-\$ 493,024.00	4.83%
4300 General Non-operating Revenue	0.00	0.00	0.00	
4310 Interest Income	0.00	200.00	-200.00	0.00%
4320 Community Hall Rentals	0.00	1,000.00	-1,000.00	0.00%
Total 4300 General Non-operating Revenue	\$ 0.00	\$ 1,200.00	-\$ 1,200.00	0.00%
Total 4100 General Government Revenue	\$ 25,000.00	\$ 519,224.00	-\$ 494,224.00	4.81%
Total Revenue	\$ 25,000.00	\$ 519,224.00	-\$ 494,224.00	4.81%
Expenditures				
6000 1099 Contractors	0.00	0.00	0.00	
6010 Casual Labor	287.00	0.00	287.00	
6020 Contracted Services	0.00	0.00	0.00	
6021 Mowing and Trimming Service	3,585.72	12,550.00	-8,964.28	28.57%
6022 Trash Collection	12,000.00	24,000.00	-12,000.00	50.00%
Total 6020 Contracted Services	\$ 15,585.72	\$ 36,550.00	-\$ 20,964.28	42.64%
6036 Bookkeeping	4,199.68	6,806.50	-2,606.82	61.70%
Total 6000 1099 Contractors	\$ 20,072.40	\$ 43,356.50	-\$ 23,284.10	46.30%
6050 Auto Expenses	0.00	0.00	0.00	
6051 Auto Fuel Expense	0.00	0.00	0.00	
6052 Cruiser Fuel	0.00	1,600.00	-1,600.00	0.00%
6053 Truck Fuel	503.50	2,000.00	-1,496.50	25.18%
Total 6051 Auto Fuel Expense	\$ 503.50	\$ 3,600.00	-\$ 3,096.50	13.99%
6055 Auto Repairs & Maintenance	0.00	0.00	0.00	
6056 Cruiser Maintenance	0.00	3,520.00	-3,520.00	0.00%
6057 Truck Maintenance	1,274.53	2,500.00	-1,225.47	50.98%
Total 6055 Auto Repairs & Maintenance	\$ 1,274.53	\$ 6,020.00	-\$ 4,745.47	21.17%
6059 Accrue for Truck Replacement	0.00	16,350.00	-16,350.00	0.00%
Total 6050 Auto Expenses	\$ 1,778.03	\$ 25,970.00	-\$ 24,191.97	6.85%
6065 Community Events	0.00	600.00	-600.00	0.00%
6070 Employee Wages & Benefits	0.00	0.00	0.00	
6075 Employee Benefits	0.00	0.00	0.00	
6076 Company Paid Benefits	184.13	4,672.00	-4,487.87	3.94%
6077 Income Protection Plan	452.61	300.00	152.61	150.87%
Total 6075 Employee Benefits	\$ 636.74	\$ 4,972.00	-\$ 4,335.26	12.81%
6080 Employees Salaries & Wages	0.00	0.00	0.00	
6083 Lifeguard Wages	100.00	11,600.00	-11,500.00	0.86%
6084 Office Personnel Wages	11,560.72	25,170.00	-13,609.28	45.93%
6085 Police Wages	50.00	10,100.00	-10,050.00	0.50%

6088 Village Agent Wages	18,159.64	40,996.80	-22,837.16	44.30%
6089 Village Official Wages	0.00	650.00	-650.00	0.00%
6090 Winter Road Wages	3,734.10	0.00	3,734.10	
Total 6080 Employees Salaries & Wages	\$ 33,604.46	\$ 88,516.80	-\$ 54,912.34	37.96%
6095 Payroll Processing Fees	732.75	2,200.00	-1,467.25	33.31%
6096 Payroll Tax Expense	2,670.82	5,500.00	-2,829.18	48.56%
Total 6070 Employee Wages & Benefits	\$ 37,644.77	\$ 101,188.80	-\$ 63,544.03	37.20%
6150 Information & Notices	85.36	3,250.00	-3,164.64	2.63%
6160 Insurance	0.00	0.00	0.00	
6161 Property & Casualty Insurance	3,552.15	5,295.00	-1,742.85	67.08%
6162 Workers Comp insurance	3,512.09	3,900.00	-387.91	90.05%
Total 6160 Insurance	\$ 7,064.24	\$ 9,195.00	-\$ 2,130.76	76.83%
6190 Legal & Professional Services	0.00	0.00	0.00	
6191 Auditing Services	4,156.50	3,500.00	656.50	118.76%
6192 Engineering Fees	0.00	36,000.00	-36,000.00	0.00%
6193 Legal Fees	0.00	2,500.00	-2,500.00	0.00%
Total 6190 Legal & Professional Services	\$ 4,156.50	\$ 42,000.00	-\$ 37,843.50	9.90%
6240 Membership Dues	229.50	750.00	-520.50	30.60%
6260 Office Supplies	741.07	4,700.00	-3,958.93	15.77%
6285 Postage	0.00	300.00	-300.00	0.00%
6330 Repairs & Maintenance	0.00	0.00	0.00	
6331 Building Repairs & Maintenance	5,499.50	5,000.00	499.50	109.99%
6332 Cleaning	454.92	1,750.00	-1,295.08	26.00%
6333 Grounds General Maintenance	36,252.90	28,000.00	8,252.90	129.47%
6334 Road Maintenance	4,665.54	21,000.00	-16,334.46	22.22%
6336 Tree Maintenance	3,570.00	10,800.00	-7,230.00	33.06%
6337 Wharf & Floats Maintenance	10,147.51	35,000.00	-24,852.49	28.99%
6342 General Repairs & Maintenance	687.60	3,550.00	-2,862.40	19.37%
6343 Library Operations & Maintenance	0.00	400.00	-400.00	0.00%
Total 6330 Repairs & Maintenance	\$ 61,277.97	\$ 105,500.00	-\$ 44,222.03	58.08%
6344 Safety Committee Operations	0.00	150.00	-150.00	0.00%
6345 Software	754.37	4,000.00	-3,245.63	18.86%
6360 Tax Collection Fees	15,760.21	9,724.00	6,036.21	162.08%
6370 Training	0.00	0.00	0.00	
6371 Police Training	0.00	500.00	-500.00	0.00%
Total 6370 Training	\$ 0.00	\$ 500.00	-\$ 500.00	0.00%
6390 Uniforms, Equipment, & Supplies	28.42	0.00	28.42	
Supplies	65.86	750.00	-684.14	8.78%
Supplies	1,881.00	3,250.00	-1,369.00	57.88%
Total 6390 Uniforms, Equipment, & Supplies	\$ 1,975.28	\$ 4,000.00	-\$ 2,024.72	49.38%
6400 Utilities	0.00	0.00	0.00	
6401 Electricity Expense	588.73	2,307.00	-1,718.27	25.52%
6402 Oil/Propane	156.40	1,000.00	-843.60	15.64%
6403 Hydrant Rental	1,544.84	6,500.00	-4,955.16	23.77%
6405 Street Lights	3,534.84	11,516.00	-7,981.16	30.70%
6406 Telephone & Internet Expenses	900.42	560.00	340.42	160.79%
6407 Water & Sewer	843.62	3,255.00	-2,411.38	25.92%
Total 6400 Utilities	\$ 7,568.85	\$ 25,138.00	-\$ 17,569.15	30.11%
6800 Bond Expenses	0.00	0.00	0.00	
6812 2009 MMBB Bond Principal	0.00	33,984.00	-33,984.00	0.00%
6813 2099 MMBB Bond Interest	353.43	706.86	-353.43	50.00%

6816 2013 MMBB Refinance Bond Principal	0.00	5,867.20	-5,867.20	0.00%
6817 2013 MMBB Refinance Bond Interest	1,461.72	2,923.44	-1,461.72	50.00%
6818 2015 BHBT Bond Principal	0.00	20,788.80	-20,788.80	0.00%
6819 2015 BHBT Bond Interest	0.00	1,275.76	-1,275.76	0.00%
6820 2021 MMBB Bond Principal	0.00	44,680.32	-44,680.32	0.00%
6821 2021 MMBB Bond Interest	19,177.21	18,651.78	525.43	102.82%
Total 6800 Bond Expenses	\$ 20,992.36	\$ 128,878.16	-\$ 107,885.80	16.29%
Total Expenditures	\$ 180,100.91	\$ 509,200.46	-\$ 329,099.55	35.37%
Net Operating Revenue	-\$ 155,100.91	\$ 10,023.54	-\$ 165,124.45	-1547.37%
Other Expenditures				
7100 Contingency Expenses	0.00	10,024.00	-10,024.00	0.00%
Total Other Expenditures	\$ 0.00	\$ 10,024.00	-\$ 10,024.00	0.00%
Net Other Revenue	\$ 0.00	-\$ 10,024.00	\$ 10,024.00	0.00%
Net Revenue	-\$ 155,100.91	-\$ 0.46	-\$ 155,100.45	33717589.12%
Tuesday, Aug 06, 2024 06:39:10 AM GMT-7 - Accrual Basis				

	A	B	C	D	E
72	General Expense Update 2024				
73					
74	General		2024 Budget \$509,200.46		
75					
76			Amount Spent	Remaining Budget	Percentage of budget remaining to date
77				\$ 509,200.46	
78	January Warrant		\$ 41,042.55	\$ 468,157.91	92%
79	February Warrant		\$ 19,443.73	\$ 448,714.18	88%
80	March Warrant		\$ 34,740.98	\$ 413,973.20	81%
81	April Warrant		\$ 28,593.70	\$ 385,379.50	76%
82	May Warrant		\$ 13,527.28	\$ 371,852.22	73%
83	June Warrant		\$ 47,808.39	\$ 324,043.83	64%
84	July Warrant		\$27,978.67	\$ 296,065.16	58%
85	August Warrant				
86	September Warrant				
87	October Warrant				
88	November Warrant				
89	December Warrant				
90	Totals		\$ 213,135.30		
91					

NVC- WATER				
Budget vs. Actuals				
January - December 2024				
	Total			
	Actual	Budget	over Budget	% of Budget
Revenue				
4100 Water Revenue	0.00	0.00	0.00	
4200 Water Operating Revenue	0.00	0.00	0.00	
4210 Water Sales	0.00	161,000.00	-161,000.00	0.00%
4220 Rate Increase	0.00	15,936.00	-15,936.00	0.00%
4230 Water Service Fee Revenue	0.00	7,750.00	-7,750.00	0.00%
4240 Hydrant Rental Revenue	0.00	6,279.00	-6,279.00	0.00%
Total 4200 Water Operating Revenue	\$ 0.00	\$ 190,965.00	-\$ 190,965.00	0.00%
4300 Water Non-operating Revenue	0.00	0.00	0.00	
4310 Interest Income	0.00	3,000.00	-3,000.00	0.00%
4320 Interest on Loan Receivable Sewer	0.00	2,798.32	-2,798.32	0.00%
Total 4300 Water Non-operating Revenue	\$ 0.00	\$ 5,798.32	-\$ 5,798.32	0.00%
Total 4100 Water Revenue	\$ 0.00	\$ 196,763.32	-\$ 196,763.32	0.00%
Total Revenue	\$ 0.00	\$ 196,763.32	-\$ 196,763.32	0.00%
Cost of Goods Sold				
5000 Cost of Goods Sold	0.00	0.00	0.00	
5100 Water Purchases	10,639.55	31,500.00	-20,860.45	33.78%
Total 5000 Cost of Goods Sold	\$ 10,639.55	\$ 31,500.00	-\$ 20,860.45	33.78%
Total Cost of Goods Sold	\$ 10,639.55	\$ 31,500.00	-\$ 20,860.45	33.78%
Gross Profit	-\$ 10,639.55	\$ 165,263.32	-\$ 175,902.87	-6.44%
Expenditures				
6000 1099 Contractors	0.00	0.00	0.00	
6010 Casual Labor	0.00	3,000.00	-3,000.00	0.00%
6036 Bookkeeping	4,076.16	8,000.00	-3,923.84	50.95%
6047 Water Utilities Superintendent	10,693.20	19,540.00	-8,846.80	54.72%
Total 6000 1099 Contractors	\$ 14,769.36	\$ 30,540.00	-\$ 15,770.64	48.36%
6050 Auto Expenses	0.00	0.00	0.00	
6051 Auto Fuel Expense	0.00	0.00	0.00	
6053 Truck Fuel	158.33	1,200.00	-1,041.67	13.19%
Total 6051 Auto Fuel Expense	\$ 158.33	\$ 1,200.00	-\$ 1,041.67	13.19%
6055 Auto Repairs & Maintenance	0.00	0.00	0.00	
6057 Truck Maintenance	737.73	1,000.00	-262.27	73.77%
Total 6055 Auto Repairs & Maintenance	\$ 737.73	\$ 1,000.00	-\$ 262.27	73.77%
Total 6050 Auto Expenses	\$ 896.06	\$ 2,200.00	-\$ 1,303.94	40.73%
6070 Employee Wages & Benefits	0.00	0.00	0.00	
6075 Employee Benefits	0.00	0.00	0.00	
6076 Company Paid Benefits	178.71	2,500.00	-2,321.29	7.15%
6077 Income Protection Plan	439.32	1,000.00	-560.68	43.93%
Total 6075 Employee Benefits	\$ 618.03	\$ 3,500.00	-\$ 2,881.97	17.66%
6080 Employees Salaries & Wages	0.00	0.00	0.00	
6082 Distribution Officer Wages	16,410.71	31,590.00	-15,179.29	51.95%
6082.5 Assistant DO Wages	0.00	7,500.00	-7,500.00	0.00%
6084 Office Personnel Wages	10,118.07	16,715.00	-6,596.93	60.53%
6087 Utility Billing Wages	1,620.00	3,750.00	-2,130.00	43.20%
Total 6080 Employees Salaries & Wages	\$ 28,148.78	\$ 59,555.00	-\$ 31,406.22	47.27%
6095 Payroll Processing Fees	366.38	1,100.00	-733.62	33.31%

6096 Payroll Tax Expense	2,144.44	6,000.00	-3,855.56	35.74%
Total 6070 Employee Wages & Benefits	\$ 31,277.63	\$ 70,155.00	-\$ 38,877.37	44.58%
6160 Insurance Paid	0.00	0.00	0.00	
6161 Property & Casualty Insurance	1,786.84	1,625.00	161.84	109.96%
6162 Workers Comp Insurance	11.55	1,000.00	-988.45	1.16%
Total 6160 Insurance Paid	\$ 1,798.39	\$ 2,625.00	-\$ 826.61	68.51%
6190 Legal & Professional Services	0.00	0.00	0.00	
6191 Auditing Services	5,009.90	4,600.00	409.90	108.91%
Total 6190 Legal & Professional Services	\$ 5,009.90	\$ 4,600.00	\$ 409.90	108.91%
6210 Licenses, Permits, & Fees	0.00	200.00	-200.00	0.00%
6240 Membership Dues	222.75	300.00	-77.25	74.25%
6260 Office Supplies	456.03	1,000.00	-543.97	45.60%
6285 Postage	374.00	800.00	-426.00	46.75%
6305 Regulatory Fees	894.00	200.00	694.00	447.00%
6330 Repairs & Maintenance	0.00	0.00	0.00	
6331 Building Repairs & Maintenance	186.12	500.00	-313.88	37.22%
6332 Cleaning	441.54	850.00	-408.46	51.95%
6342 General Repairs & Maintenance	14,562.54	5,000.00	9,562.54	291.25%
Total 6330 Repairs & Maintenance	\$ 15,190.20	\$ 6,350.00	\$ 8,840.20	239.22%
6345 Software	572.00	3,500.00	-2,928.00	16.34%
6350 Supplies	1,131.61	5,000.00	-3,868.39	22.63%
6400 Utilities	0.00	0.00	0.00	
6401 Electricity Expense	2,089.16	3,600.00	-1,510.84	58.03%
6402 Oil/Propane	189.75	600.00	-410.25	31.63%
6406 Telephone & Internet Expenses	297.20	900.00	-602.80	33.02%
6407 Water & Sewer	433.87	1,200.00	-766.13	36.16%
Total 6400 Utilities	\$ 3,009.98	\$ 6,300.00	-\$ 3,290.02	47.78%
6500 Water Testing	175.00	800.00	-625.00	21.88%
6700 Reserve Accrual - Loan from Sewer Interest	0.00	2,798.32	-2,798.32	0.00%
6800 Bond Expenses	0.00	0.00	0.00	
6816 2013 MMBB Refinance Bond Principal	0.00	21,541.56	-21,541.56	0.00%
6817 2013 MMBB Refinance Bond Interest	5,359.64	5,359.64	0.00	100.00%
Total 6800 Bond Expenses	\$ 5,359.64	\$ 26,901.20	-\$ 21,541.56	19.92%
Total Expenditures	\$ 81,136.55	\$ 164,269.52	-\$ 83,132.97	49.39%
Net Operating Revenue	-\$ 91,776.10	\$ 993.80	-\$ 92,769.90	-9234.87%
Net Revenue	-\$ 91,776.10	\$ 993.80	-\$ 92,769.90	-9234.87%

Tuesday, Aug 06, 2024 07:24:44 AM GMT-7 - Accrual Basis

	A	B	C	D	E	F
1	Utilities Expense Update 2024					
2						
3	Water		2024 Budget \$195769.52			
4	Expenses		Amount Spent	Remaining Budget	Percentage of budget remaining to date	Notes
5				\$ 195,769.52		
6	January Warrant		\$ 11,907.43	\$ 183,862.09	93.92%	CUSi and Workers Comp paid for the year. Property & Casualty Insurance paid for 6 months
7	February Warrant		\$ 13,336.69	\$ 170,525.40	87.11%	
8	March Warrant		\$ 23,984.92	\$ 146,540.48	74.85%	6" water meter purchased and 2013 MMBB Interest payment made
9	April Warrant		\$ 11,155.80	\$ 135,384.68	69%	
10	May Warrant		\$ 16,425.52	\$ 118,959.16	61%	
11	June Warraant		\$ 14,317.22	\$ 104,641.94	53%	
12	July Warrant		\$ 17,544.41	\$ 87,097.53	44%	Summer Belfast Water Bill \$3262.13
13	August Warrant					
14	September Warrant					
15	October Warrant					
16	November Warrant					
17	December Warrant					
18	Totals		\$ 108,671.99			
19						

**NVC- Sewer
Budget vs. Actuals**

January - June 2024

	Total			
	Actual	Budget	over Budget	% of Budget
Revenue				
4000 Revenue	0.00	0.00	0.00	
4400 Sewer Operating Revenue	0.00	0.00	0.00	
4410 Sewer Fees	0.00	277,625.00	-277,625.00	0.00%
Total 4400 Sewer Operating Revenue	\$ 0.00	\$ 277,625.00	-\$ 277,625.00	0.00%
4600 Sewer Non-operating Revenue	0.00	0.00	0.00	
4610 Interest Income	259.85	2,000.00	-1,740.15	12.99%
4620 Grants	0.00	45,000.00	-45,000.00	0.00%
Total 4600 Sewer Non-operating Revenue	\$ 259.85	\$ 47,000.00	-\$ 46,740.15	0.55%
Total 4000 Revenue	\$ 259.85	\$ 324,625.00	-\$ 324,365.15	0.08%
Total Revenue	\$ 259.85	\$ 324,625.00	-\$ 324,365.15	0.08%
Gross Profit	\$ 259.85	\$ 324,625.00	-\$ 324,365.15	0.08%
Expenditures				
6000 1099 Contractors	0.00	0.00	0.00	
6010 Casual Labor	105.00	2,000.00	-1,895.00	5.25%
6036 Bookkeeping	4,076.16	8,000.00	-3,923.84	50.95%
6047 Sewer Utilities Superintendent	9,403.72	28,060.00	-18,656.28	33.51%
Total 6000 1099 Contractors	\$ 13,584.88	\$ 38,060.00	-\$ 24,475.12	35.69%
6050 Auto Expenses	0.00	0.00	0.00	
6051 Auto Fuel Expense	0.00	0.00	0.00	
6053 Truck Fuel	158.31	1,200.00	-1,041.69	13.19%
Total 6051 Auto Fuel Expense	\$ 158.31	\$ 1,200.00	-\$ 1,041.69	13.19%
6055 Auto Repairs & Maintenance	0.00	0.00	0.00	
6057 Truck Maintenance	737.71	0.00	737.71	
Total 6055 Auto Repairs & Maintenance	\$ 737.71	\$ 0.00	\$ 737.71	
6058 Mileage Expenses	0.00	1,000.00	-1,000.00	0.00%
6059 Accrue for Truck Replacement	0.00	2,000.00	-2,000.00	0.00%
Total 6050 Auto Expenses	\$ 896.02	\$ 4,200.00	-\$ 3,303.98	21.33%
6070 Employee Wages & Benefits	0.00	0.00	0.00	
6075 Employee Benefits	0.00	0.00	0.00	
6076 Company Paid Benefits	178.71	2,500.00	-2,321.29	7.15%
6077 Income Protection Plan	361.45	1,000.00	-638.55	36.15%
Total 6075 Employee Benefits	\$ 540.16	\$ 3,500.00	-\$ 2,959.84	15.43%
6080 Employees Salaries & Wages	0.00	0.00	0.00	
6081 Collection System Operator	4,166.13	7,500.00	-3,333.87	55.55%
6081.5 Assistant CSO	0.00	5,000.00	-5,000.00	0.00%
6084 Office Personnel Wages	10,118.02	16,715.00	-6,596.98	60.53%
6086 Treatment Plant Operator	15,755.72	30,000.00	-14,244.28	52.52%
6087 Utility Billing Wages	1,620.00	3,750.00	-2,130.00	43.20%
Total 6080 Employees Salaries & Wages	\$ 31,659.87	\$ 62,965.00	-\$ 31,305.13	50.28%
6095 Payroll Processing Fees	366.37	1,100.00	-733.63	33.31%
6096 Payroll Tax Expense	2,527.61	6,000.00	-3,472.39	42.13%
Total 6070 Employee Wages & Benefits	\$ 35,094.01	\$ 73,565.00	-\$ 38,470.99	47.70%
6150 Information & Notices	85.39	0.00	85.39	
6160 Insurance Paid	0.00	0.00	0.00	
6161 Property & Casualty Insurance	2,427.33	2,500.00	-72.67	97.09%

6162 Workers Comp Insurance	11.55	1,000.00	-988.45	1.16%
Total 6160 Insurance Paid	\$ 2,438.88	\$ 3,500.00	-\$ 1,061.12	69.68%
6170 Interest	1,621.56	0.00	1,621.56	
6190 Legal & Professional Services	0.00	0.00	0.00	
6191 Auditing Services	10,247.61	10,000.00	247.61	102.48%
6192 Engineering Fees	0.00	45,000.00	-45,000.00	0.00%
Total 6190 Legal & Professional Services	\$ 10,247.61	\$ 55,000.00	-\$ 44,752.39	18.63%
6210 Licenses, Permits, & Fees	0.00	2,500.00	-2,500.00	0.00%
6240 Membership Dues	222.75	300.00	-77.25	74.25%
6260 Office Supplies	455.95	1,000.00	-544.05	45.60%
6285 Postage	374.00	800.00	-426.00	46.75%
6305 Regulatory Fees	1,241.93	0.00	1,241.93	
6330 Repairs & Maintenance	0.00	0.00	0.00	
6331 Building Repairs & Maintenance	186.12	500.00	-313.88	37.22%
6332 Cleaning	441.54	850.00	-408.46	51.95%
6335 Sludge Removal	38,410.00	45,000.00	-6,590.00	85.36%
6337 Wharf & Floats Maintenance	0.00	2,500.00	-2,500.00	0.00%
6342 General Repairs & Maintenance	1,935.06	5,000.00	-3,064.94	38.70%
Total 6330 Repairs & Maintenance	\$ 40,972.72	\$ 53,850.00	-\$ 12,877.28	76.09%
6345 Software	478.50	3,500.00	-3,021.50	13.67%
6350 Supplies & Chemicals	5,038.48	15,000.00	-9,961.52	33.59%
6400 Utilities	0.00	0.00	0.00	
6401 Electricity Expense	2,769.76	5,000.00	-2,230.24	55.40%
6402 Oil/Propane	151.80	600.00	-448.20	25.30%
6403 Hydrant Rental	49.83	150.00	-100.17	33.22%
6406 Telephone & Internet Expenses	291.54	900.00	-608.46	32.39%
6407 Water & Sewer	433.86	1,200.00	-766.14	36.16%
Total 6400 Utilities	\$ 3,696.79	\$ 7,850.00	-\$ 4,153.21	47.09%
6500 Water Testing	3,815.00	8,500.00	-4,685.00	44.88%
6800 Bond Expenses	0.00	0.00	0.00	
6810 2008 MMBB Bond Principal	0.00	6,020.00	-6,020.00	0.00%
6811 2008 MMBB Bond Interest	699.75	699.75	0.00	100.00%
6814 2012 MMBB Refinance Bond Principal	5,365.81	5,365.81	0.00	100.00%
6815 2012 MMBB Refinance Bond Interest	2,147.19	2,147.19	0.00	100.00%
6816 2013 BHBT Bond Principal	0.00	11,749.94	-11,749.94	0.00%
6817 2013 BHBT Bond Interest	2,923.44	2,923.44	0.00	100.00%
6821 Loan Payment to Water - Principal	0.00	18,037.84	-18,037.84	0.00%
6822 Loan Payment to Water - Interest	0.00	2,798.32	-2,798.32	0.00%
Total 6800 Bond Expenses	\$ 11,136.19	\$ 49,742.29	-\$ 38,606.10	22.39%
Total Expenditures	\$ 131,400.66	\$ 317,367.29	-\$ 185,966.63	41.40%
Net Operating Revenue	-\$ 131,140.81	\$ 7,257.71	-\$ 138,398.52	-1806.92%
Other Expenditures				
7300 Sewer Reserve Fund	0.00	7,200.00	-7,200.00	0.00%
Total Other Expenditures	\$ 0.00	\$ 7,200.00	-\$ 7,200.00	0.00%
Net Other Revenue	\$ 0.00	-\$ 7,200.00	\$ 7,200.00	0.00%
Net Revenue	-\$ 131,140.81	\$ 57.71	-\$ 131,198.52	-227241.05%

Tuesday, Aug 06, 2024 07:04:40 AM GMT-7 - Accrual Basis

	A	B	C	D	E	F
36	Utilities Expense Update 2024					
37						
38	Sewer		2024 Budget \$324,567.29			
39						
40			Amount Spent	Remaining Budget	Percentage of budget remaining to date	Notes
41				\$ 324,567.29		
42	January Warrant		\$ 16,285.58	\$ 308,281.71	95%	CUSi and Workers Comp paid for the year.
43	February Warrant		\$ 31,242.91	\$ 277,038.80	85%	Property & Casualty Insurance paid for 6 months
44	March Warrant		\$ 27,138.02	\$ 249,900.78	77%	Loan Payment made and Sludge pump \$6300
45	April Warrant		\$ 11,631.48	\$ 238,269.30	73%	Sludge Pump \$11,040 and 2013 MMBB Interest payment made
46	May Warrant		\$ 15,664.46	\$ 222,604.84	69%	Interest paid for 2008 MMBB
47	June Warrant		\$ 41,032.54	\$ 181,572.30	56%	2012 USDA Bond payment paid / \$21,000 Moores Septic bill paid
48	July Warrant		\$ 25,260.77	\$ 156,311.53	48%	
49	August Warrant					
50	September Warrant					
51	October Warrant					
52	November Warrant					
53	December Warrant					
54	Totals		\$ 168,255.76			
55						

Treasurer's Report
8/11/2024

- Warrants
 - July 2024 warrants were provided by the Office Manager.
 - Journal Entry reports are provided by the Office Manager for review and signature.
- Monthly Reports
 - Provided by the Office Manager through June 2024.
- 2022 Audit
 - Majority of the outstanding items were provided to Purdy Powers including:
 - Comments on the preliminary trial balances for each department and corrections to the General Ledger.
 - Comments on data entry errors in the QBO 2022 Budget, with corrections noted.
 - Review and documentation of the use of the USDA reserve fund by the Sewer Department.
 - Outstanding item is the review and comments on the 2022 Due to/due between the three departments.
- 2025 Budget
 - 2025 Budget and budget narrative were discussed during the July Donuts and Dialog meeting.
 - Audience requested information on the purpose for the bonds which was investigated and documented by the Office Manager.

General Cash on Hand by Month

