

MEETING NOTICE

The regular monthly meeting of the Ellsworth City Council will be held on Monday, November 18, 2024, at 6:00 PM in the Ellsworth City Hall Council Chambers

Meetings will be broadcast live on:

Facebook: <https://www.facebook.com/ellsworthme>

YouTube: <https://www.youtube.com/c/CityofEllsworthMaine>

Spectrum Channel 1303

AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Rules of Order.
4. Adoption of the Ellsworth City Council minutes from the following meeting:
 - October 21, 2024, Regular Meeting
5. Presentation of Awards.
6. City Manager's Report.
7. Committee Reports.
 - Appointment of Casey Hanson as a full Arbor Commission Member
8. Citizen's Comments.
9. Councilor Comments.

UNFINISHED BUSINESS

10. Council Order #102407 Request of the Public Works Director to purchase a vac truck.
11. Council Order #102408 Request of the Public Works Director to accept the bid for a loader purchase.

CONSENT AGENDA

CONSENT AGENDA: All items with an asterisk (*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

NEW BUSINESS

12. Public hearing and action on the application(s) for renewal for the following license(s):

- Jeff Kelly-Lokocz d/b/a 86This!, 125 Main Street, for a renewal of a City Class B License (Victualer, Liquor and Amusement) and renewal of a State Restaurant (Class III & IV) Malt Liquor and Wine License.
- Squid LLC d/b/a Ellsworth Suites, 147 Bucksport Road, for renewal of a City Lodging License.
- NEH15LLC d/b/a Comfort Inn, 130 High Street, for renewal of a City Lodging License.

13. Presentation by the City Planner and Economic Development Director on the City's selection and participation in the US Department of Transportation's Thriving Communities Program.

14. Council Order #112400 Discussion and potential action on the Road and Public Works Infrastructure/Capital Investments for consideration as part of a Bond Anticipation Note.

15. Council Order #112401 Public Hearing and action on amendments to the City of Ellsworth Code of Ordinances, Chapter 34, Personnel Ordinance. [Packet\15a - Chapter 34 Proposed Amendments 11.2024.docx](#)

16. Council Order #112402 Presentation and discussion on employee health insurance options. [Packet\17a - 11.18.24 HLTH INS PROPOSAL CC.pdf](#)

17. Council Order #112403 Public Hearing and action on amendments to health insurance options in the City of Ellsworth Code of Ordinances, Chapter 34, Personnel Ordinance.

18. Council Order #112404 Request of the City Planner to accept \$92,500 from the Lands for Maine's Future Fund for the purpose of acquiring 279.1 acres of land for the Branch Lake Expansion; and further to accept \$92,500 from the Land and Water Conservation Fund for the purpose of acquiring 279.1 acres of land for the Branch Lake Expansion. The purchase price for the 279.1 acres is \$185,000.

19. Council Order #112405 Request of the Superintendent of Schools to authorize borrowing of up to \$135,000 through the State Career and Technical Equipment Bond Program for the HCTC Welding Program (bond proceeds to be repaid by the MaineDOE).

20. Council Order #112406 Request of the City Manager to purchase four Level 2 EV Chargers from Revision Energy, with a majority of the cost to be reimbursed through an award program from Efficiency Maine.

21. Executive Session to discuss personnel matters in accordance with MRSA Title 1, Chapter 13, Section 405, Paragraph 6A.
22. Adjournment.

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Spectrum Channel 1303

AGENDA

1. Call to Order. *N Smith absent*
2. Pledge of Allegiance.
3. Rules of Order.
4. Adoption of the Ellsworth City Council minutes from the following meeting:
 - September 16, 2024, Regular Meeting

Move to approve T Mote, seconded by C Hanson, passed 6-0

5. Presentation of Awards.
6. City Manager's Report.

The Deputy City Manager position is posted on the website, we have received over 70 applications so far. The closing period for the initial round will be next Friday (Nov 1). It will be kept open in case we don't find the right candidate. If we find the right candidate, we want to try to onboard them as soon as possible but if we don't find the perfect fit we will keep it open on a rolling basis.

Watched the council forum last week, it was incredible to see and learned a lot. Wish we could do more of that, having a conversation as a council and community on what people want and their ideas.

Attended the GrowSmart Maine Conference earlier today with Public Works Director, Mike Harris. There was really interesting policy discussions from the USDA and the Under Secretary for Rural Development, which Ellsworth falls under. They do more than just farming and agriculture; they do affordable housing, climate change resiliency and all kinds of grant opportunities for businesses.

Maine DOT has looked at the bridge replacement for Main St, along the Union River. They just sent out a historical request, so if anyone has an historical information or they would like it to be reviewed as part of that process. Don't have a lot of information on this currently but as we find out more and timelines for bridge replacement or what they come up with, we will be sure to keep the public informed.

There is an executive session at the end of the meeting, it is a performance review. Big fan of reviews and metrics for holding himself and others accountable.

Thursday (10/24) at 6pm, we have a discussion with Maine Department of Environmental Protection about Maine Organics and some of the things that have been discussed as a council, to start having a workshop with the community and council about some potential solutions and diving into the science of the problem.

Really enjoyed working with Casey and appreciates everything that she has done. She has a pretty good record of accomplishments while on the council and hopes that she is not called back to service too quickly.

7. Committee Reports.

J. Stein – Maine Connectivity is still working on the lack of internet coverage in the Graham Lake area. In a strange place where the bead program, which would give grant money for ensuring connectivity in rural areas, can't do it because the map that was created was incorrectly labeled showing where Fidium Fiber service ended. They need to go in and figure out where the errors are and fix the map and then can reapply.

Rec Commission tree lighting is Saturday November 30th, which is also small business Saturday. The holiday parade will be December 7th at 4pm, the theme this year is Christmas in Toyland. The Winter festival, which is themed fire and ice, is January 31st through February 2nd.

A replacement bridge and swings have been ordered for the playground. An ADA accessible, 2–5-year-old and 5-12 year old swing, new tire swing, new climbing holds and a couple other things are on their way; they may take a couple weeks or a couple months.

Comp Plan is in its final stages, the Steering Committee will get their edits in by the end of the month and there will be a discussion in council at the November meeting to bring everyone up to date and then there will be a vote to adopt the Comp plan in December after the Planning Board see it.

Charlie, Nancy & Jon attended a League of Towns meeting last Thursday, it was Maine DOT, the council was invited as well as members of the select boards of Trenton and council and other boards from MDI. Talked about transportation and housing, which are two huge issues and each town has a slightly different notion of what it means. They are going to try to have the meetings quarterly or at least twice annually.

Working group on the adult use cannabis question on the November ballot met for its final time on 10/10, it was the last of four meetings.

8. Citizen's Comments.

John Linnehan – had a really great night at the meet the candidates forum and after put together a voter's guide to help city voters decide who not to vote for and why.

Cara Romano, Director of Heart of Ellsworth – would like to highlight a community event that is taking place in November. The 7th annual Downeast Cider and Cheese Festival is happening Friday November 8th and runs through Sunday the 10th. There will be both free and ticketed activities, including workshops, talks and more. The signature event, the Cider and Cheese Bazaar, will take place on Saturday at Crossfit Acadia, with local cheeses, ciders and specialty producers who will be doing samples and have products for sale. There will also be food trucks and an apple identification table, the Bazaar runs from 12:30 to 4:30 and there are VIP tickets available.

9. Councilor Comments.

C. Hanson – some of the things that she appreciates most about the people sitting on the council with her is that it is a nonpartisan group and it is really important thing for the city and an important thing for uniting them rather than dividing them. She appreciates their commitment to working together and not finding ways to divide them.

J. Stein – he and Charlie met with Healthy Acadia a few weeks ago and they let them know that some of their additional grant funding and funding they get per person, either housed or who go through their office, from the state and feds are being pulled and it looks like they may have a potential shutdown or lack of staff for the warming center. They came to the city to see what we could do or how we could fill in, there is going to be a potential ask of \$20k-\$40k, to keep them on their feet for this season.

S. O'Halloran – the first time he met Casey was at the candidate's night at the Grand. He said that he was rocking the conversation. She was speaking very confidently, she had good form, good content and good information. At the end of it, he went over to congratulate her and shake her hand, and her hands were ice cold, she seemed so confident but was the most nervous. They both voted against the budget their first year because of the funding for the Library. They were having meetings a lot and she had brought everyone dinner.

UNFINISHED BUSINESS

CONSENT AGENDA

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NEW BUSINESS

10. Public hearing and action on the application (s) for renewal for the following license(s):

- Hane Yee, Inc., d/b/a China Hill Restaurant, 301 High Street, for renewal of a City Class B License (Victualer, Liquor and Amusement) and renewal of a State Restaurant (Class I, II, III, IV) Malt, Spirituous, Vinous Liquor License.

Move to approve C Hanson, seconded T Mote, passed 6-0

11. Council Order #102400 Update on Project Canopy Grant. (Sponsored by Councilor Hanson)

C. Hanson – This is a success of the 1-year old Arbor Commission and would like to invite the chair of the commission, Tabatha White, to come and give an update on the Project Canopy Grant.

Tabatha White – In June they received a \$20k Planning Grant from Project Canopy and the State of Maine. In August, they received \$173k for a planting grant from the State of Maine, both grants are funded through the Federal Government but managed through the state. They will use the \$20k planning grant to complete the street tree inventory. Also with the grant, they would like to revise the ordinance, as it is from 1991, finish the forest management plan, which will include a pest management plan, planting 8 trees, more public education, volunteer engagement, public engagement and demonstration projects. The \$173k is an unmatched grant that will be used for low housing and underserved areas to plant approximately 80 trees. They also received a grant for a community tree steward, so there is a posting on the City's website, and this person will help to oversee these projects and work closely with the Highway department and the Arbor Commission. The position is for January through November of 2025.

12. Council Order #102401 Update on Alternative Courthouse location project. (Sponsored by Manager Pearce)

The presentation is online on the city website, if you go to the search bar and type in courthouse, there is a whole web page dedicated to the project. The State Judiciary is amenable to the Wardwell property as an alternative location, we will need to work on the road access portion. There are some tight timelines on this project, December 1st is when we need to look to have details finalized. January 15th is when the State Bond Council votes to disburse the funds for the Courthouse Construction. They would like to start construction in spring of 2025 and be finished in 2026. Some cons of the location are access, Long Ln is not at a lighted intersection so it could require additional City funding above and beyond what the State is paying to get something at a lighted intersection and the tight timeline for State funding. Some pros of the location are that it meets all the State's requirements except for road access, there is potential for wilderness preservation, potential housing development with other Wardwell properties that are connected to it and could mitigate some traffic impacts in the city with a Main/High St bypass. Next steps, another workshop, completing the Environmental study, cost estimate and funding for the road and meet with the County to discuss plans for the old courthouse.

13. Council Order #102402 Update from Heart of Ellsworth on Tourism Resources, including a Main Street Maine update and the upcoming MOT tourism project and timeline. (Sponsored by Councilor Stein)

Cara Romano, Director of Heart of Ellsworth – there is a website, Main Street Maine, that profiles all eleven of the Main Streets in Maine. Each city or town has their own page that is dedicated to the promotion of all the businesses in the downtown. As of today (10/21), the Ellsworth landing page is the fourth most visited web page on the Main Street Maine website and the most visited downtown page. The Main Street audience is 52% out of state and 48% instate Maine visitors. At the beginning of October, Heart of Ellsworth received a \$200k grant from the Maine office of Tourism, Ellsworth was one of three towns that received the full amount that cities and towns were capped at. The Maine Economic Recovery grant is a tourism marketing and development recovery program that was part of the American Rescue plan. They are federal funds, secured by the state, so there are very strict guidelines that need to be followed. The purpose of the funds is to support economic recovery from the Covid-19 pandemic, and they are also looking to attract and increase visitation to areas that were negatively impacted. Heart of Ellsworth's goal is to encourage tourists to choose to lodge here for one or two nights of their Maine vacation and they want people to enjoy downtown during that portion of their stay. We were granted this fund because of Ellsworth's relative affordability comparison to many of the destinations on MDI and that those locations are usually booked where Ellsworth doesn't typically book as quickly as well as our location in comparison to surrounding areas people visit.

14. Council Order #102403 Public Hearing and action on proposed amendments to the 2024 Ellsworth Code of Ordinances, Chapter 36, General Assistance Ordinance.

KaTina Vanadestine, Director of Social Services – this is the yearly maximum renewal, there are some small increases in the maximums and no major changes in the ordinance. These changes are mandated by the state and we follow the state ordinance. The maximums are the amounts that the state sets for the city to use during the application process. General Assistance is a program specifically income based for anyone who is looking to get help like food, housing, electricity, etc. The city is reimbursed 70% of the funds back each month.

Move to approve the new amended 2024 version of the Ellsworth Code of Ordinances, Chapter 36, General Assistance ordinance as presented C. Hanson, seconded by J Stein, passed 6-0

15. Council Order #102404 Public Hearing and action on proposed amendments to Chapter 31, which would remove the requirement that Recreation Commission members be Ellsworth residents.

The Rec Commission is looking to expand the applicant pool, which would put them in line with both the Harbor and Arbor Commissions. They have lost members over the years because they weren't able to find housing in the area. They would like to allow applicants that have a vested interest in the area, for example they work here or are on local boards.

After the public hearing was opened two residents had comments.

John Linnehan – believes that any committee should be staffed with only Ellsworth resident. Ellsworth residents are the ones voting on anything to do with spending money so it should stay in the resident's hands.

Raymond Williams – opposes the proposal as prepared. He agrees mainly with Mr. Linnehan completely that it should be Ellsworth residents. He does not believe that the information provided was completely accurate regarding the Harbor Commission. The ordinance says members should be residents of Ellsworth or a landowner. The Arbor Commission was created under a tree ordinance and says that it consists of nine members, but not where they come from.

The Rec Commission did have a similar discussion last month when they were discussing it. The best case scenario is that all members would be residents, currently all five members are, but it was decided that it was more important to have people that were engaged and interested in spending the volunteer hours than to have the vacant seats. There were other discussions that residents would take precedence over people from other towns.

Is it possible that there is a lack of interest because we need a Parks and Recreation department? That has been a difficulty this past year, not sure if the people who would be applying know but it has been a little bit of an issue this year because things get forgotten about or falls through the cracks.

Several councilors think that if there are people that want to help that it should be allowed, with the majority being Ellsworth residents because the council controls the money and vets the people on the commission.

Move to accept the recommended edits to chapter 31, removing the requirement that members be citizens of Ellsworth, C Hanson, seconded by P Lyons, tied 3-3.

Second motion to adopt amendment to Chapter 31 whereby removing “all members” and replacing with “a majority” of the commission will be residents of Ellsworth, P Lyons, seconded by C Hanson, passed 4-2

16. Council Order #102405 Request of the City Clerk/Tax Collector to approve the appointment of Finance Director, Nathaniel Moore, as a signer for the Juniper Cemetery checking account.

Sue McLean, City Clerk/Tax Collector – we found out that there is no signer on the Juniper Cemetery checking account, hindering us from paying bills from the account. It was decided that Nate, the Finance Director, would be the best person to be on it.

Move to approve the request of the City Clerk/Tax Collector to approve the appointment of the Finance Director, Nathaniel Moore, as signer for the Juniper Cemetery checking account, C Hanson, seconded by T Mote, passed 6-0

17. Council Order #102406 Request of the Public Works Director to accept the engineering proposal from Woodard & Curran for a dewatering upgrade at the wastewater plant.

Mike Harris, Public Works Director – the were awarded a grant from the DEP for \$375,000 with no matching funds. It was awarded because they recognized that when they passed the law that doesn't allow us to compost our biosolids, that our capacity to take other companies waste that are still currently allow to land apply, is not there without an upgrade. He reached out to Woodard and Curran for an estimate on the engineering for the project, which came in at \$279,000.

The project would be adding another centrifuge, giving us redundancy, because currently we only have one so if it fails everyone would be shut off. We would put in a bigger centrifuge, while keeping the current one for back up, do the new yard piping, pumps and other pieces necessary to feed the centrifuge. The initial cost estimate was \$3 million, but this would be a project that we would look to secure funding partners, whether it is the Drinking Water SRF grants or Rural Development USDA also does Water/Wastewater grants.

Move to approve the proposal from Woodard & Curran in the amount of \$279,500 to be funded from the DEP \$375,000 grant that the city has been awarded for this project, C Hanson, seconded by P Lyons, passed 5-1 (S O'Halloran opposed)

18. Council Order #102407 Request of the Public Works Director to purchase a vac truck.

The Public Works Director would like to request that this item be tabled because he just received the final bid this evening and hasn't had an opportunity to analyze it.

Move to table until next month T Mote, seconded by C Hanson, passed 5-1 (S O'Halloran opposed)

19. Council Order #102408 Request of the Public Works Director to accept the bid for a loader purchase.

Mike Harris, Public Works Director – during the budget process, the Highway Department requested a new loader. The Wastewater Department has their old loader that they have been using but having a back up loader is critical for the Highway Department, especially in the wintertime when they are loading salt and sand into the trucks during storms. The first payment would be deferred until next year and the annual payment for 7 years would be \$37,745. His request was that we accept the low bid from Beauregard Equipment of \$205,700, however Brian, the interim Highway Foreman, did some due diligence after the bids were received and believes that we would be remiss if we took this bid instead of another one. The information that he has been able to uncover tells us that their service ability and parts/spare parts ability is very diminished at this time, so if we had an issue with the loader we could be without it for an extended period of time. Brian would like to accept the John Deere machine for \$217,550.

Brian Moon, Interim Highway Foreman – the Beauregard Equipment machine is equivalent to what we have, it is a low-end machine but does the job. He has found out that $\frac{3}{4}$ of the service department left and went to work for John Deere. John Deere has a really good service department and we have never had any issues with them fixing them. They also have a spare machine that they would let us use if our machine was going to be out of service for a long period of time.

Councilors would like more information regarding the financing, so the City Manager proposes tabling it until the November meeting. PWD Harris would like to give John Deere a letter of intent to purchase, so that the machine stays available to us, while we get all of the financing information together.

Move to table P Lyons, seconded by C Hanson, passed 5-1 (S O'Halloran opposed)

20. Council Order #102409 Request of the Public Works Director to allow the City Manager to enter into an agreement with Enterprise to lease additional vehicles.

Mike Harris, Public Works Director – in becoming the Public Works Director he became involved in other departments that he had not previously been involved with. Getting into the Highway Department and looking at the fleet, he pulled five vehicles off the road because they are not safe for employees to drive. After an analysis of the vehicles, it was cost prohibitive and some of the vehicles could not be repaired enough to be put back on the road. The simplest way to handle this, in his opinion, would be to lease vehicles because buying five of them outright would be an expensive undertaking. They would fund the leases using money received from an insurance payment from a totaled plow truck and from the sale of the five vehicles that were pulled off the road. We currently have eleven vehicles across the city that have over 100,000 miles on them. He had a meeting with PD and Enterprise to see what the benefits of taking those eleven vehicles off the road and putting them all in a lease schedule would be and how they would be funded for the remainder of the year, without having to dip into other funds that shouldn't be.

Dustin Bouchard, Enterprise Fleet Advisor – currently the city manages 37 vehicles, 10 of them are leased through Enterprise and 27 owned, with an average age of six years on the vehicles. Using this program could save the city approximately \$500,000 over five years.

The eleven vehicles that are part of this ask are: five from Highway, one from Wastewater, one from Code Enforcement, two from the Fire Department, one from the Water Department and one from the Police Department.

Highway has insurance money, PD also has insurance money and the Fire Department has a revenue account that could be used to pay the remainder of the year's payments.

Councilors are concerned about doing all eleven vehicles because they were pulled from the budget during the budget cycle so there aren't funds to cover the payments for all of them. They would be amenable to doing the vehicles that have funds to cover the payments. Total cost for the remainder of FY 2025 would be \$51,146.40.

Move to enter into lease agreements for eight new vehicles, including five new trucks for the Highway Department to be funded from the insurance funds received in 2025, two Fire Department vehicles to be funded from Fire Capital Revenue Funds and one Police vehicle to be funded from the police department insurance proceeds from FY 2024, which need to be encumbered; and for the residual payments from the sale of those eight vehicles to go into the Capital Reserve Revenue Fund, T Mote, seconded by C Hanson, passed 5-1 (S O'Halloran opposed)

21. Executive session to discuss personnel matters in accordance with MRSA Title 1, Chapter 13, Section 405, Paragraph 6A.

Move to table until November, C Hanson, seconded by J Stein, passed 5-1 (S O'Halloran opposed)

22. Adjournment.

Move to adjourn, T Mote, seconded by C Hanson, passed 6-0

Memorandum

To: City Council Members

CC: City Manager

From: Mike Harris Wastewater Superintendent

Date: 11/14/2024

Re:

Suggested Motion: *Move to approve the request of the Ellsworth Public Works Director to purchase a combination jetter/vac truck from C.N. Wood for \$587,700, financed by First National Bank over a term of seven years, with costs shared equally among the Wastewater, Water, and Highway Departments through their respective budgets.*

I am writing to request the council's approval for the purchase of a combination Jetter/vac truck for Ellsworth Public Works, as budgeted in our current fiscal plan. We hosted demonstrations from three manufacturers and reviewed each option before requesting quotes.

After careful evaluation, I recommend accepting the quote from C.N. Wood in the amount of \$587,700. This includes a base price of \$585,000 plus an additional \$2,700 for extended warranties. The purchase cost will be shared equally among the Wastewater, Water, and Highway divisions of the Public Works Department.

The truck will be purchased tax-exempt and financed through First National Bank with a seven-year term. The first payment will be deferred until December 2025, with an annual payment of \$101,645. Each division will contribute equally, with a debt service allocation of \$33,880 per year for each department.

City of Ellsworth, Jetter/Vac truck, \$580M, 7 years

Computation Interval: Exact Days

Nominal Annual Rate: 5.310%

Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	12/15/2024	580,000.00	1		
2	Payment	12/15/2025	101,641.45	7	Annual	12/15/2031

TValue Amortization Schedule - U.S. Rule, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	12/15/2024				580,000.00
2024 Totals		0.00	0.00	0.00	
1	12/15/2025	101,641.45	31,225.75	70,415.70	509,584.30
2025 Totals		101,641.45	31,225.75	70,415.70	
2	12/15/2026	101,641.45	27,434.74	74,206.71	435,377.59
2026 Totals		101,641.45	27,434.74	74,206.71	
3	12/15/2027	101,641.45	23,439.64	78,201.81	357,175.78
2027 Totals		101,641.45	23,439.64	78,201.81	
4	12/15/2028	101,641.45	19,282.13	82,359.32	274,816.46
2028 Totals		101,641.45	19,282.13	82,359.32	
5	12/15/2029	101,641.45	14,795.43	86,846.02	187,970.44
2029 Totals		101,641.45	14,795.43	86,846.02	
6	12/15/2030	101,641.45	10,119.86	91,521.59	96,448.85
2030 Totals		101,641.45	10,119.86	91,521.59	
7	12/15/2031	101,641.45	5,192.60	96,448.85	0.00
2031 Totals		101,641.45	5,192.60	96,448.85	
Grand Totals		711,490.15	131,490.15	580,000.00	

Last interest amount increased by 0.04 due to rounding.

City of Ellsworth, \$580M, 7 years

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
5.386%	\$131,490.15	\$580,000.00	\$711,490.15

Memorandum

To: City Council Members
CC: City Manager
From: Mike Harris Public Works Director
Date: 11/14/2024
Re:

Suggested Motion: *Move to approve the request of the Public Works Director to purchase a new loader from United C+F for \$217,550, financed by First National Bank for a term of seven years.*

I am writing to request the council's approval for the purchase of a new loader for Ellsworth Public Works, as requested in our current fiscal plan. Following our recent bid solicitation, we received responses from four manufacturers. After reviewing each submission, we recommend accepting the bid from United C+F of Hermon, Maine, at a total cost of \$217,550.

While neither United C+F nor Beauregard Equipment met all bid specifications, Beauregard's proposal contained critical exceptions that were more significant and impactful to our operational requirements. Although Beauregard was the lower bid, United C+F's submission best meets our needs overall.

The recommended purchase price includes an upgrade to a five-year, 5,000-hour extended warranty for an additional \$4,550, offering greater coverage than the standard one-year warranty.

Financing for this purchase can be arranged through First National Bank with a tax-exempt option over a seven-year term. The first payment would be deferred until November 2025, with annual payments of \$38,499.69, to be included in the Highway Department's debt service for the 2026 budget.

Thank you for your consideration.

City of Ellsworth, loader, \$220M, 7 years

Computation Interval: Exact Days

Nominal Annual Rate: 5.310%

Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	11/15/2024	220,000.00	1		
2	Payment	11/05/2025	38,499.69	7	Annual	11/05/2031

TValue Amortization Schedule - U.S. Rule, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	11/15/2024				220,000.00
2024 Totals		0.00	0.00	0.00	
1	11/05/2025	38,499.69	11,519.75	26,979.94	193,020.06
2025 Totals		38,499.69	11,519.75	26,979.94	
2	11/05/2026	38,499.69	10,391.72	28,107.97	164,912.09
2026 Totals		38,499.69	10,391.72	28,107.97	
3	11/05/2027	38,499.69	8,878.45	29,621.24	135,290.85
2027 Totals		38,499.69	8,878.45	29,621.24	
4	11/05/2028	38,499.69	7,303.68	31,196.01	104,094.84
2028 Totals		38,499.69	7,303.68	31,196.01	
5	11/05/2029	38,499.69	5,604.21	32,895.48	71,199.36
2029 Totals		38,499.69	5,604.21	32,895.48	
6	11/05/2030	38,499.69	3,833.20	34,666.49	36,532.87
2030 Totals		38,499.69	3,833.20	34,666.49	
7	11/05/2031	38,499.69	1,966.82	36,532.87	0.00
2031 Totals		38,499.69	1,966.82	36,532.87	
Grand Totals		269,497.83	49,497.83	220,000.00	

Last interest amount decreased by 0.02 due to rounding.

City of Ellsworth, plow truck, \$220M, 7 years

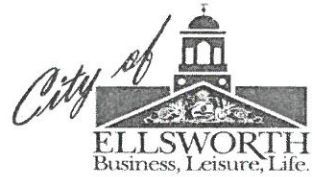
ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
5.367%	\$49,497.83	\$220,000.00	\$269,497.83

City of Ellsworth

One City Hall Plaza
Ellsworth ME 04605

Business License Renewal Form

86This!
KELLY-LOKOCZ, JEFF
125 MAIN STREET
ELLSWORTH ME 04605



Please review the information we have on record, for your business. Make note of any changes or corrections, return the signed application, along with your payment to the City Office (address shown above) as soon as possible for quick processing and to avoid lapse in license. If you have any questions call 207-669-6625.

If you are no longer in business, please check this box and return the form. ☐

Account Number: 63 State Tax ID:
Business Name: KELLY-LOKOCZ, JEFF State License #:
Business Address: 125 MAIN STREET Business Email:
Business Phone: 207-669-5514 Business Fax:
Type of Business:
Mailing Address: 125 MAIN STREET, ELLSWORTH ME 04605
Owner Name: JEFF KELLY-LOKOCZ Owner Phone: 207-610-1777
Owner Address: 125 MAIN STREET, ELLSWORTH ME 04605

Fees	Fee Based On	Quantity	Amount
\$85.00 per year		1	\$ 85.00
\$80. Public Hearing Notice Fee			\$ 80.00

Total License Fees: \$ 165.00

Fees are due upon receipt. Payments can be made via cash or check, or by using a credit or debit card. Use of credit or debit will incur a 2.5% consumer fee. You can mail your renewal, liquor application and fees to City Clerk, 1 City Hall Plaza, Ellsworth, ME 04605.

Fees due before new license will be issued Current License expires on 11/30/2024

All applications and remittances are accepted subject to audit and approval and do not constitute a license to do business. The foregoing information is correct to the best to my knowledge. The applicant hereby acknowledges his responsibility to maintain the business in compliance with all applicable laws and ordinances.

Signature

Print Name

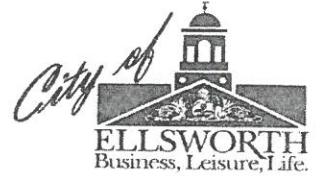
Date

Please return signed application and payment to the City of Ellsworth

Office Use Only: Date Received: 9/30/24 Receipt No: 32000091

Business License Renewal Form

ELLSWORTH SUITES
SQUID LLC
PO BOX 401
LEVANT ME 04456



Please review the information we have on record, for your business. Make note of any changes or corrections, return the signed application, along with your payment to the City Office (address shown above) as soon as possible for quick processing and to avoid lapse in license. If you have any questions call 207-669-6625.

If you are no longer in business, please check this box and return the form. ☐

Account Number: 577

State Tax ID:

Business Name: SQUID LLC

State License #:

Business Address: 147 BUCKSPORT ROAD

Business Email:

Business Phone:

Business Fax:

Type of Business:

Mailing Address: PO BOX 401, LEVANT ME 04456

Owner Name: AR-CH LLC

Owner Phone:

Owner Address: 147 BUCKSPORT RD, ELLSWORTH ME 04605

Fees	Fee Based On	Quantity	Amount
\$30 + 2/room Lodging House		22	\$ 74.00
\$80. Public Hearing Notice Fee			\$ 80.00

Total License Fees: \$ 154.00

Fees are due upon receipt. Payments can be made via cash or check, or by using a credit or debit card. Use of credit or debit will incur a 2.5% consumer fee. You can mail your renewal, liquor application and fees to City Clerk, 1 City Hall Plaza, Ellsworth, ME 04605.

Fees due before new license will be issued Current License expires on 11/30/2024

All applications and remittances are accepted subject to audit and approval and do not constitute a license to do business. The foregoing information is correct to the best to my knowledge. The applicant hereby acknowledges his responsibility to maintain the business in compliance with all applicable laws and ordinances.

Signature Robin Wellman Print Name Robin Wellman Date 9-24-24

Please return signed application and payment to the City of Ellsworth

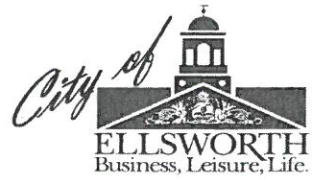
Office Use Only: Date Received: 9/30/24 Receipt No: 32000092

City of Ellsworth

One City Hall Plaza
Ellsworth ME 04605

Business License Renewal Form

DBA COMFORT INN
NEH15LLC
PO BOX 70
EAST KINGSTON NH 03827



Please review the information we have on record, for your business. Make note of any changes or corrections, return the signed application, along with your payment to the City Office (address shown above) as soon as possible for quick processing and to avoid lapse in license. If you have any questions call 207-669-6625.

If you are no longer in business, please check this box and return the form. ☐

Account Number: 578

State Tax ID:

Business Name: NEH15LLC

State License #:

Business Address: 130 HIGH STREET

Business Email:

Business Phone:

Business Fax:

Type of Business:

Mailing Address: PO BOX 70, EAST KINGSTON NH 03827

Owner Name: NEH15LLC

Owner Phone:

Owner Address: PO BOX 70, EAST KINGSTON NH 03827

Fees	Fee Based On	Quantity	Amount
\$30 + 2/room Lodging House		63	\$ 156.00
\$80. Public Hearing Notice Fee			\$ 80.00

Total License Fees: \$ 236.00

Fees are due upon receipt. Payments can be made via cash or check, or by using a credit or debit card. Use of credit or debit will incur a 2.5% consumer fee. You can mail your renewal, liquor application and fees to City Clerk, 1 City Hall Plaza, Ellsworth, ME 04605.

Fees due before new license will be issued Current License expires on 11/30/2025

All applications and remittances are accepted subject to audit and approval and do not constitute a license to do business. The foregoing information is correct to the best to my knowledge. The applicant hereby acknowledges his responsibility to maintain the business in compliance with all applicable laws and ordinances.

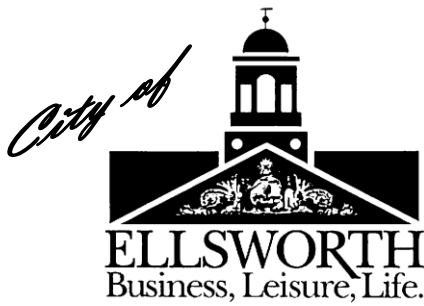
Signature

Print Name

Date

Please return signed application and payment to the City of Ellsworth

Office Use Only: Date Received: 10/4/24 Receipt No: 32000094



Office of the City Treasurer

1 City Hall Plaza ▪ Ellsworth, ME 04605-1942
Phone (207) 669-6624 ▪ Fax (207) 667-4908
www.ellsworthmaine.gov

MEMO

Date: November 12, 2024

To: City Council Members

From: Nate Moore, Finance Director

RE: Bond Anticipation Note

Suggested Motion:

Order authorizing the issuance of up to \$2,795,000 of the City's General Obligation Bonds and Notes in Anticipation Thereof to Finance Multiple Local Road Repairs, One (1) Plow Truck, Surry Road Water Main, and Construction of Access Road for Potential New Courthouse.

This request for the Bond Anticipation Note (BAN) is to meet the public hearing requirements of the City Charter. This order authorizes the issuance of a specific amount for borrowing.

Summary of Projects and Bond Amounts:

<u>Project Description</u>	<u>Bond Amount</u>	<u>Useful Life (est.)</u>
Plow Truck	\$275,000	10 years
Local Roads	\$2,100,000	25 years
Surry Road Water Main	\$200,000	40 years
Courthouse Access Road (including easements)	\$50,000	25 years
Capitalized Interest	\$170,000	n/a
Total	\$2,795,000	

CITY OF ELLSWORTH

Council Order #112400

TITLE: Order authorizing issuance of up to \$2,795,000 of the City’s General Obligation Bonds to finance the acquisition of miscellaneous vehicles and equipment and other street, road and municipal infrastructure improvements

By the City Council of the City of Ellsworth be it hereby:

ORDERED that pursuant to Title 30-A, §5772 of the Maine Revised Statutes, as amended, the City Charter, as amended, and all other authority thereto enabling, the Treasurer and the Chair of the City Council be and hereby are authorized, in the name of and on behalf of the City to borrow up to \$2,795,000, and to issue therefore, at one time or from time-to-time, the City’s general obligation bonds (the “Bonds”) and notes in anticipation thereof (the “Notes”) in like amount, the proceeds of which, including premium and investment earnings thereon, if any, to be used and are hereby appropriated to pay a portion of the costs of the following projects (the “Projects”):

<u>Project Description</u>	<u>Bond Amount</u>	<u>Useful Life (est.)</u>
Plow Truck	\$275,000	10 years
Local Roads	2,100,000	25 years
Surry Road Water Main	200,000	40 years
Courthouse Access Road (including easements)	50,000	25 years
Capitalized Interest	170,000	n/a
Total		\$2,795,000

ORDERED that said Bonds and Notes (including any bonds or notes required to provide for exchanges or transfers of Bonds or Notes previously issued), shall be executed and delivered in the name of and on behalf of the City by the manual or facsimile signatures of the Treasurer and the Chair of the City Council (provided that at least one of such signatures shall be a manual signature), sealed with the seal of the City, attested by its Clerk.

ORDERED that the Treasurer is authorized, in the name of and on behalf of the City, to establish, determine and approve the time of the sale, award and settlement of the Bonds and Notes, which may be issued at one time or from time-to-time, and which may be issued through a public offering (on a competitive or negotiated basis or a combination thereof), or through the Maine Municipal Bond Bank’s general resolution borrowing program or to a bank or other qualified purchaser, or a combination thereof, and such Bonds and Notes may be issued in serial form or as term debt, or some combination thereof, such establishment, determination and approval to be conclusively evidenced by his/her execution thereof.

ORDERED that the Treasurer is authorized, in the name of and on behalf of the City, to establish, determine and approve the form, date, maturities (not to exceed the maximum term permitted by law), denominations, interest rates, payment dates, provisions for redemption prior to the stated maturity date(s), with or without a premium, as provided in Title 30-A, §5772(6) of the Maine Revised Statutes, as

amended, and all other details of the Bonds and Notes, such establishment, determination and approval to be conclusively evidenced by his/her execution thereof.

ORDERED that each year that any of the Bonds and Notes remain outstanding, the City shall levy a tax in an amount necessary to meet, with other revenues, if any, available to the City for that purpose, the payment of the annual installment of principal and the annual interest on such Bonds and Notes.

ORDERED that the Treasurer is hereby authorized, in the name of and on behalf of the City, to do or cause to be done all such acts and things, as may be necessary or advisable in order to accomplish the issuance of the Bonds and Notes and the investment of the proceeds thereof, including to approve, execute and deliver all contracts, agreements, loan agreements (including but not limited to one or more loan agreements with the Maine Municipal Bond Bank), investment agreements, bond purchase agreements, continuing disclosure agreements, tax compliance agreements, official statements or other offering documents, instruments, a Letter of Representation or other agreement required to allow the Bonds or Notes to be issued through the Depository Trust Company Book-Entry Only System, and such other documents and closing certificates (the "Bond Documents"), which Bond Documents may be in such form and contain such terms and provisions including, without limitation, the waiving of the City's sovereign or governmental immunity with respect to the enforceability of any of the forgoing, which waiver of sovereign or governmental immunity is hereby authorized, confirmed and approved, and such other details as he/she shall establish, determine and approve, such determination and approval to be conclusively evidenced by the execution thereof.

ORDERED that if the Bond or Notes are issued on a tax-exempt basis, the Treasurer is hereby authorized in the name of and on behalf of the City:

- To covenant and agree (i) that no part of the proceeds of the Bonds or Notes, or the Project, shall be used directly or indirectly in any manner that would cause the Bonds or Notes to be "private activity bonds" or "arbitrage bonds" within the meaning of Sections 141 or 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and (ii) that the City will take all such action as may be necessary to ensure that interest on the Bonds or Notes will remain exempt from federal income taxation and that the City will refrain from any action that would cause interest on the Bonds or Notes to be subject to federal income taxation; and
- To designate such Bonds or Notes as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Code, to the extent such designation is available and permissible under said Section 265(b)(3).

ORDERED that the term "cost" or "costs" as used herein and applied to the Project, or any portion thereof, includes, but is not limited to: (1) the purchase price or acquisition cost of all or any portion of the Project; (2) the cost to design, construct or reconstruct, renovate, improve, repair, furnish and equip the Project; (3) the cost of land, easements and other real property interests, landscaping and site preparation, all appurtenances and other fixtures, facilities, buildings and structures either on, above, or under the ground which are used or usable in connection with the Project; (4) the cost of feasibility studies, surveys, environmental studies and assessments, engineering, plans and specifications, legal and other professional services associated with the Project; and (5) issuance costs, including premiums for insurance, capitalized interest and other fees and expenses relating to the financing transaction.

ORDERED that if the actual cost of any Project differs from the estimated cost, whether due to completion, delay or abandonment of the Project, or for any other reason, the Treasurer is authorized, in his / her discretion, to reallocate proceeds of the Bonds and Notes to any other listed Project;

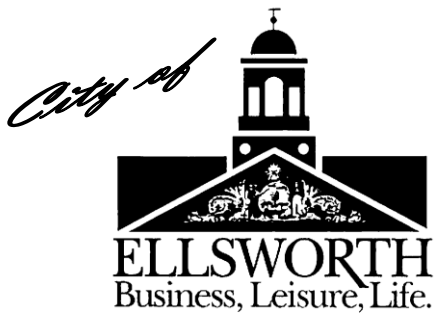
ORDERED that if the Treasurer, Chair of the City Council, or Clerk are for any reason unavailable to approve and execute the Bonds or Notes, or any Bond Documents, the person or persons then acting in any such capacity, whether on an interim or acting or temporary basis, as an assistant, a deputy, or otherwise, is authorized to act for such official, in the name of and on behalf of the City, with the same force and effect as if such official had himself or herself performed such act.

ORDERED that if the Treasurer, Chair of the City Council, or Clerk have signed or sealed the Bonds and Notes, but shall cease to be such officers or officials before the Bonds or Notes so signed and sealed shall have been actually authenticated or delivered by the City, such Bonds or Notes nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such Bonds or Notes had not ceased to be such officer or official; and also any such Bonds or Notes may be signed and sealed on behalf of the City by those persons who, at the actual date of the execution of such Bonds or Notes, shall be the proper officers and officials of the City, although at the nominal date of such Bonds or Notes any such person shall not have been such officer or official.

ORDERED that while any of the Bonds remain outstanding, the Treasurer and Chair of the City Council are hereby authorized, in the name of and on behalf of the City, to issue and deliver refunding bonds on either a current or advance refunding basis, to refund some or all of the Bonds then outstanding, and to determine the date, form, interest rate, maturities (not to exceed 30 years from the date of issuance of the original bonds) and all other details of such refunding bonds, which may be made callable, with or without premium, prior to their stated date(s) of maturity, and to determine the form and manner of their sale and award, which refunding bonds shall be signed in like manner as the Bonds.

ORDERED that while any of the Bonds remain outstanding, all authority granted pursuant to this Order shall be, remain, and continue in full force and effect without the necessity of any further action of the City Council.

ORDERED that the City may pay certain costs of the Project prior to the issuance of the Bonds and Notes (referred to as "original expenditures"); to that end, the City hereby declares its official intent to reimburse itself for such original expenditures from the proceeds of such Bonds and Notes, and this Order shall constitute the City's declaration of official intent pursuant to Treasury Regulation §1.150-2.



Office of Human Resources

1 City Hall Plaza ▪ Ellsworth, ME 04605-1942

Phone (207) 669-6603 ▪ Fax (207) 667-6633

www.ellsworthmaine.gov

Memo

To: City Council
From: Kerri Taylor, Human Resources Manager
CC: Charles Pearce, City Manager
Date: November 4, 2024
Re: Amendments to City of Ellsworth Code of Ordinances, Chapter 34, Personnel Ordinance.

Suggested Motion:

Move to adopt Amendments to the City of Ellsworth Code of Ordinances, Chapter 34, Personnel Ordinance.

This memorandum is to formally request the City Council's approval of proposed amendments to the City's Personnel Ordinance. These changes are intended to ensure compliance with recent State of Maine legislative updates, clarify current personnel policies, and enhance the City's ability to attract and retain qualified employees.

Summary of Proposed Amendments:

1. **Maine Paid Family and Medical Leave Act Compliance (Chapter V, Section 9)**
 - Effective January 1, 2025, the City will comply with the State of Maine's Paid Family and Medical Leave Act. This includes a 1% contribution on employee earnings, with 0.5% to be deducted from employee earnings and a matching 0.5% contribution from the City.
2. **Performance Evaluation Schedule (Chapter III, Section 6)**
 - Proposal of a new performance evaluation schedule. Performance evaluations are essential for both new hires and existing employees, as they provide structured opportunities for feedback, goal-setting, and professional development.
 - The updated performance evaluation schedule provides the City with the necessary data to aid in employment decisions such as promotions, compensation adjustments, and potential leadership placements.
3. **Dress Code (Chapter IX, Section 19)**
 - Amendments to the Dress Code will provide clearer guidelines for employees and managers while allowing for flexibility. A more modern dress code policy allows departments to choose attire that is comfortable and suitable for their specific job functions, which can positively impact productivity and morale.

4. Addition of Juneteenth (Chapter V, Section III)

- Juneteenth is both a federal and state recognized holiday. Adopting Juneteenth as an official holiday in the Personnel Ordinance ensures that the City remains aligned with federal and state holidays.

5. Additional Revisions

- New Hire Training: Language has been updated to designate the Human Resources Department as the responsible department for assigning training courses to new employees. (Chapter III, Section 8)
- Benefit Eligibility: Amendment to designate the Human Resources Department as the responsible department for assisting employees with benefits they are eligible to receive. (Chapter V)
- Paid Holidays for New Hires: Proposal to remove the provision that does not allow new employees within 30 days of hire to be eligible for paid holidays. (Chapter V, Section 3)
- FMLA: Amendment and clarification to the Federal Family and Medical Leave Act section of the Personnel Ordinance (Chapter V, Section 8)
- Unpaid Leave of Absence: Reduction of unpaid leave from 180 days to 90 days. (Chapter V, Section 10)
- Paydays: Removal of advancing paychecks to employees utilizing paid time off. (Chapter VI, Section III)
- Severance: Removal of Severance Pay for retiring employees. (Chapter VII, Section 8)
- All other proposed revisions are housekeeping items.

Rationale:

The proposed amendments address recent legislative requirements, improve transparency, and bring our policies into alignment with state and federal standards. Adopting these changes is essential to provide equitable and legally compliant employment conditions for City employees, thereby fostering a supportive and fair work environment.

Paid Family and Medical Leave



Bureau of Labor Standards

Maine's Paid Family and Medical Leave (PFML) law will provide up to 12 weeks of paid leave for family leave, medical leave, safe leave or leave related to a family member's impending military deployment.

A copy of the actual laws and formal interpretations may be found online at www.maine.gov/paidleave or by calling 207- 623-7900 | TTY users call Maine Relay 711.



Maine Law (Title 26, M.R.S.A. § 42-B and § 850-1) requires every employer to place this poster in the workplace where workers can easily see it.

This poster is available online at no charge and may be copied: www.maine.gov/labor/posters/

Benefits

- Benefits are available for the duration of your needed leave or 12 weeks, whichever is less.
- Benefit amounts will be determined based on your previous earnings and are capped at Maine's annual statewide average weekly wage.

Reasons for Leave

Family leave: To care for family with serious health condition.

Medical leave: To care for one's own serious medical needs.

Safe leave: To stay safe or to help a family member stay safe after abuse or violence.

Military leave: For emergencies related to a family member's impending military deployment.

Types of Leave

Continuous leave: Leave where you are out of work for days or weeks at a time.

Intermittent leave: Leave where you are still working and you need to take time off but it is not the same every day or every week.

Reduced leave: Leave where you are still working but you are consistently working fewer hours.

Eligibility

- To establish a claim, you must have earned a total of six times the statewide annual average weekly wage in Maine in your base period. The base period is defined as the first four of the last five completed calendar quarters. In most cases, the Department of Labor has your wage information on file. If it is not on file, the Department will take steps to obtain it.

Payroll Deductions

- Premiums will be deducted from your pay beginning with the first pay date after January 1, 2025.
- For calendar years 2025 through 2027, the premium rate for you cannot be more than 0.5 percent of wages. For example, an individual who earns \$600 per week will contribute no more than \$3 per week.

Other Information You Should Know

- Except in a medical emergency, an employer can claim an undue hardship in certain circumstances and request that the leave be scheduled at a mutually-agreeable time.
- Employers must restore you back to your original position or to an equivalent position with equivalent benefits, pay and other terms and conditions of employment if you have been with your employer for at least 120 consecutive days when you started your leave.

For more information contact:

Maine Department of Labor
Paid Family and Medical Leave
50 State House Station
Augusta, Maine, 04333-0050
Website: www.maine.gov/paidleave/

The Maine Department of Labor provides equal opportunity in employment and programs. Auxiliary aids and services are available to people with disabilities upon request.



Paid Family and Medical Leave (PFML) Frequently Asked Questions (FAQ's)

Note: This FAQ is based on the best information available prior to the adoption of rules for the PFML program. This information is subject to change. Visit <https://www.maine.gov/paidleave/> for the most up-to-date information.

Overview of the Paid Family and Medical Leave law:

1. What is the Paid Family and Medical Leave Program (PFML Program)?

Maine's PFML law will provide up to 12 weeks of paid leave for family leave, medical leave, to deal with the transition of a family member's pending military deployment or stay safe after abuse or violence. This law became effective in October 2023 in accordance with Maine law. The Maine Department of Labor (MDOL) is responsible for the implementation of this new program.

Contributions:

2. Where do the contributions come from beginning January 1, 2025 – are the contributions paid by the employee, the employer, or combined?

Payroll withholdings from employee's pay for the Paid Family Medical Leave program will begin on January 1, 2025, and be transferred to the Maine Paid Family and Medical Leave Fund. ("PFML Fund"). Both the employer and the employee contribute to the PFML Fund. All funds are pooled to pay for future claims and other administrative costs.

3. If benefits do not go live until 2026, why are contributions being made in 2025?

Although benefits will not go live until May 1, 2026, contributions will begin in 2025 to allow time to accumulate sufficient funds to pay for benefits and other administrative costs to operate the program.

4. What is the contribution rate for Paid Family and Medical Leave?

For calendar years 2025-2027, the combined contribution rate is set at either 0.5 or 1 percent of wages based on the size of the employer. Employers with 15 or more employees will contribute 1 percent of wages and may deduct up to half of the contribution from the employees' wages. Employers with less than 15 employees will contribute 0.5 percent of wages and may deduct the entire amount from the employees' wages.

5. I am an employer and would like to pay my employee share of the PFML contributions- Am I allowed to?

Yes, an employer may pay the employee's share of 0.5 percent but is not required to.

6. Who is responsible for remitting contributions to the PFML Fund?

The employer is responsible for remitting contributions to the PFML Fund. The mechanism to remit the funds will be set forth in future guidance by MDOL.

7. I am a self-employed individual, am I eligible?

Self-employed individuals are eligible for Paid Family and Medical Leave but must choose to opt in for coverage. For calendar years 2025-2027, the premium rate has been set at 0.5 percent of the individual's income from self-employment. Guidance will be provided by MDOL in the future on the process to opt in.

Private Plans:

8. I am an employer with a current policy that provides paid time off (PTO), sick leave and/or a short-term disability policy. Can my leave policy be considered a substantially equivalent plan under the Maine PFML Law?

Section 850-H(2) states that to be approved as a substantially equivalent private plans, among other requirements which will be outlined in rule, the plan must be either a self-funded plan that requires a surety bond paid to the State or a fully-funded plan purchased from an insurance company. An internal leave policy, on its own, does not meet these requirements. Additional details regarding the process and requirements for private plans will be outlined in rule.

Collective Bargaining Agreements:

9. How does the PFML law apply to public sector collective bargaining agreements?

Public employers and employees that are subject to a collective bargaining agreement that was in effect on October 25, 2023, are not eligible to participate until the collective bargaining agreement expires. Neither party will make contributions pertaining to the Paid Family and Medical Leave program until that collective bargaining agreement expires, and individuals will not be eligible for benefits until either the expiration of the collective bargaining agreement or May 2026, whichever comes later. MDOL will use the end date listed on the applicable collective bargaining agreement, regardless of when the subsequent collective bargaining agreement is ratified.

10. How does this apply to public employees not subject to a collective bargaining agreement?

The Paid Family and Medical Leave law will apply to any public employees who were not subject to a collective bargaining agreement on October 25, 2023. Also, any public employees who are not subject to a collective bargaining agreement in general are covered by the program in the same manner as private sector employees.

11. How does PFML law apply to private sector collective bargaining agreements?

The exemption in section 850-B (10)(D) does not apply to private sector collective bargaining agreements.

Definition of Wages:

12. What is the definition of wages for the program?

Wages include all forms of compensation for personal services, such as regular salary, tips, commissions, bonuses, and severance pay. It does not cover payments made to independent contractors.

For payroll and premium purposes, wages are calculated similarly to how Maine Unemployment wages are determined but applied to a larger base of employees that are not traditionally subject to the Maine Unemployment contributions tax. Wages exclude amounts above the annual base limit set by the U.S. Social Security Administration.

Determination of Wages Earned in Maine:

13. How is the locality of Wages earned in Maine determined?

The PFML program will use the same test of locality under the Maine unemployment law. A worker earning Maine wages can be determined through a four criteria sequential test, applied to the employee:

Four factors, taken in sequence, determine whether or not employment is reportable in Maine:

- **Place Where Work Is Performed:** If the employee performs all work in Maine, or if the work outside Maine is incidental (temporary or minor), then Maine law applies. If this does not apply, continue to next factor.
- **Base of Operations:** If the employee performs work in Maine and other states, if the base of operations is in Maine, Maine law applies. The base of operations is the primary location from which the employee starts work and returns regularly. If this does not apply continue to next factor.
- **Place from Which Service Is Directed or Controlled:** If the employee performs some work in Maine and the service is directed or controlled from Maine, Maine law applies. This refers to the place of general authority rather than direct supervision. If this does not apply, continue to next factor.
- **Place of Residence:** If none of the above criteria apply, and the employee performs work in Maine and other states, and resides in Maine, then Maine law applies. If none of the above apply, the employment is not reportable in Maine.

Maine Paid Leave Portal:

14. Where will employers be able to submit premiums and wage reports?

Employers can submit premiums and wage reports through the **Maine Paid Leave Portal that will be available in early 2025**. All employers will be required to register with the Department via this portal to determine their liability for PFML contributions and to designate a third-party payroll or employee leasing company if they wish. All liable and active employers must create an account in the portal to electronically file quarterly wage reports and make contribution payments.

15. How frequently are employers to submit premiums and wage reports for the PFML Program?

Employers must submit their premium amounts and contribution reports **quarterly** and are due on or before the last day of the month following the end of each quarter. Payments and reports are considered timely if received electronically by the due date. If the due date falls on a Saturday, Sunday, or legal holiday, the due date is extended to the next business day. Employers may have their payments and reports submitted by an employee leasing company or an authorized third-party administrator.

16. Will there be an ability to submit bulk uploads to the portal?

Third party administrators will be able to submit bulk wage reports in specified file formats. Employers will be able to upload an excel sheet of their employee and wage information in their quarterly wage report. They will have to follow a template that the Department provides.

Definition of Covered Employee and Premium Liability:

17. Who is the covered employee?

A “covered employee” is an employee who earns wages in Maine. However, wages do not include wages earned from federal employment, federal work study financial aid, during incarceration, by certain volunteers as specified in the proposed rule, or by an employee subject to the Railroad Unemployment Insurance Act. Independent contractors may elect coverage, and if so would report wages earned and submit contributions in order to be a covered individual.

18. To determine premium liability for employers, how do you count the number of employees?

*Please note the response below is pending final adoption of the rule.

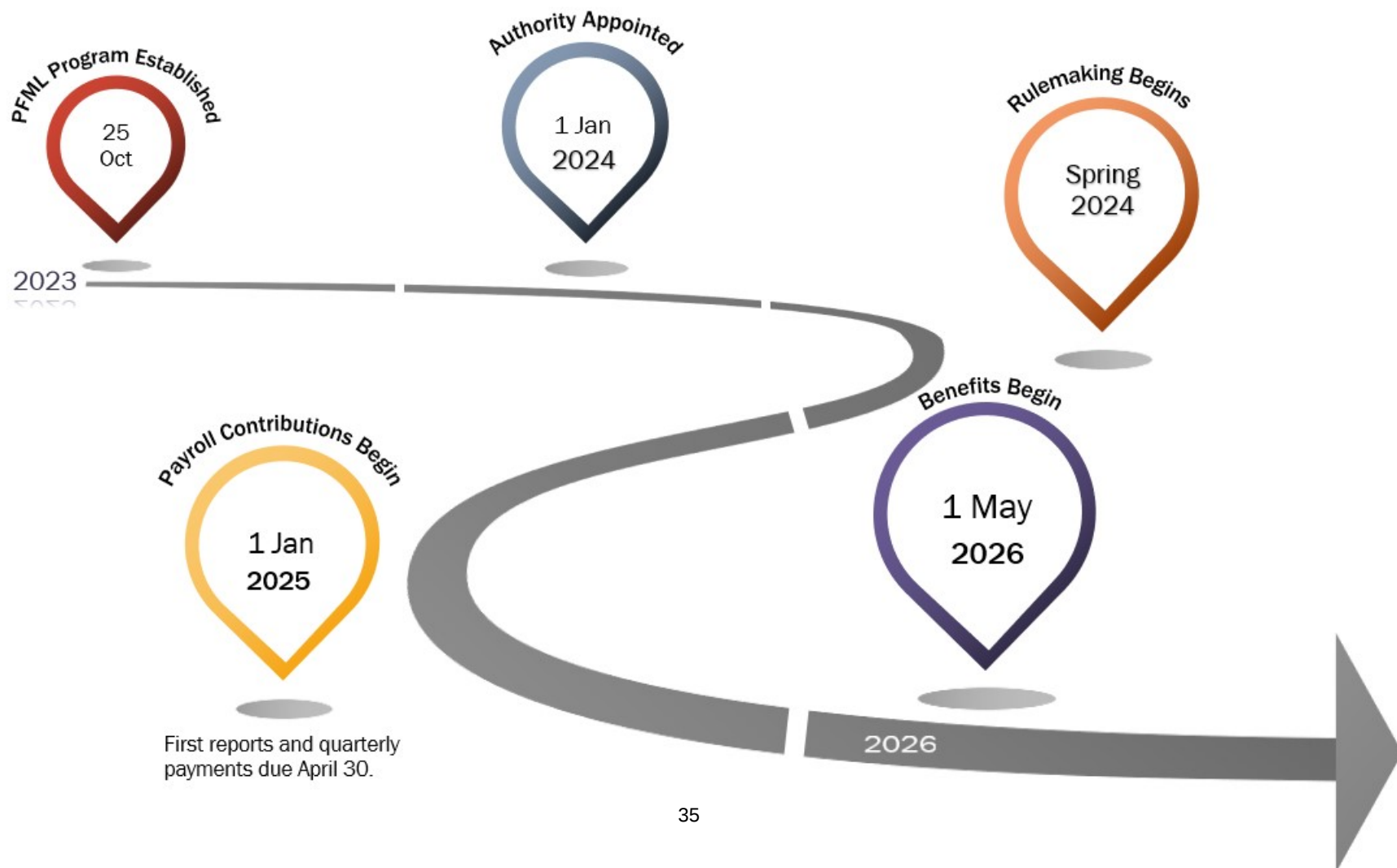
For the purposes of determining premium liability, any employer that employed 15 or more covered employees per the employer's Federal Employer Identification Number (FEIN) on their established payroll in 20 or more calendar workweeks in the 12-month period preceding September 30th of each year. This count includes the total number of persons on establishment payrolls employed full or part time who received pay for any part of the pay period.

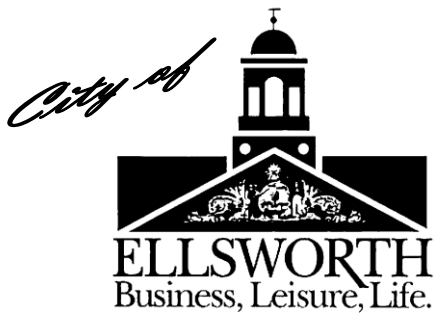
Temporary and intermittent employees are included, as are any workers who are on paid sick leave, on paid holiday, or who work during only part of the specified pay period. On October 1, 2024, and October 1 of each year thereafter, the employer shall calculate its size for the purpose of determining premium liability for calendar year 2025 and each calendar year thereafter. This employer count will be reported upon first registering with the Maine Paid Leave Portal, and during Quarter 3 wage reporting annually thereafter. We also note this response is pending final adoption of the rule.

Reporting Premiums and Tax Information:

19. What should be listed in Box 14 on the W-2 form for employee contributions?

Employee premium contributions should be listed under Box 14 of the W-2 form with the label “MEPFML”.





Office of Human Resources

1 City Hall Plaza ▪ Ellsworth, ME 04605-1942

Phone (207) 669-6603 ▪ Fax (207) 667-6633

www.ellsworthmaine.gov

Memo

To: City Council
From: Kerri Taylor, Human Resources Manager
CC: Charles Pearce, City Manager
Date: November 4, 2024
Re: Amendments to health insurance options in the City of Ellsworth Code of Ordinances, Chapter 34, Personnel Ordinance

Suggested Motion:

Move to adopt Amendments to health insurance options in the City of Ellsworth Code of Ordinances, Chapter 34, Personnel Ordinance.

This memorandum is to formally request the City Council's approval of proposed amendments to the health insurance options in the City's Personnel Ordinance. These changes are intended to offer a second health insurance option for City employees, allowing them greater choice in selecting coverage that best fits their needs. Currently, the City offers only one plan to all employees, which may not suit the diverse healthcare needs of our workforce.

Summary of Proposed Amendments (Chapter V: Section 3):

- Addition of Pemaquid Plan (PPO-2500) into Chapter 34, Personnel Ordinance. The Pemaquid Plan is the plan that is currently offered to employees; however, Chapter 34 was not updated in FY20 when the plan was adopted by the City.
- Proposal to reduce employer paid premium from 93% to 90% for Pemaquid Plan (PPO-2500).
- Addition of language to reflect the City's current Health Reimbursement Account that is provided to all employees enrolled in the Pemaquid Plan. This language clearly defines the HRA amounts, when the funds renew each year, and that the allocated funds do not rollover.
- Retention of Acadia Plan (POS-C) in Chapter 34. Chapter 34 currently reflects POS-C as the health plan offered to employees.
- Proposal to offer Acadia Plan to employees as second health insurance option with 80% employer paid premium.

Rationale:

Reducing the employer contribution to the Pemaquid insurance premium will help to reduce overall health insurance costs to the City.

Offering a second health insurance option is a proactive step to support the City's valued employees. This change will provide them with greater control over their healthcare choices, make the City more competitive in attracting top talent, and may even reduce healthcare expenses for the City. Offering a second health insurance option enhances our employee benefits program and improve retention. Employees vary in age, health status, and family requirements, creating a range of needs that a single health plan cannot fully accommodate. While one employee may prefer a high-deductible plan to save on premiums, another with a family or chronic condition might value a plan with lower out-of-pocket costs for frequent healthcare visits. Providing two options would ensure that all employees can select the coverage that aligns best with their unique situations.

Personnel Ordinance, Chapter 34

Section 3. Health Insurance

Employees will be eligible to choose between the Acadia or Pemaquid Plans:

Level 1 – Acadia (POS-C)-Individual ~~100%-80%~~ 6 Credits
~~Family Plan 0%~~

Level 2 - Employee & Children ~~100%-80%~~ 8 Credits
Family Plan 50%

Level 3 - Family Plan ~~100%~~ 80% 11 Credits

Level 1 -Pemaquid (PPO-2500) Plan-Individual ~~100%-90%~~ 6 Credits
~~Family Plan 0%~~

Level 2 - Employee & Children ~~100%-90%~~ 8 Credits
Family Plan 50%

Level 3 - Family Plan ~~100%~~ 90% 11 Credits

The City will provide each employee with a Health Reimbursement Account to renew each calendar year for employees enrolled in the Pemaquid (PPO-2500) plan only. Employees enrolled in Single coverage will receive up to \$3,000 per year. Employees enrolled in Employee & Children or Family coverage will receive up to \$6,000 per year. The City will renew the HSAs annual, but unused portions of the HSA from the prior year expire at the end of the year and do not roll over to subsequent years.

Explanation of Benefits and Benefit Limitations:

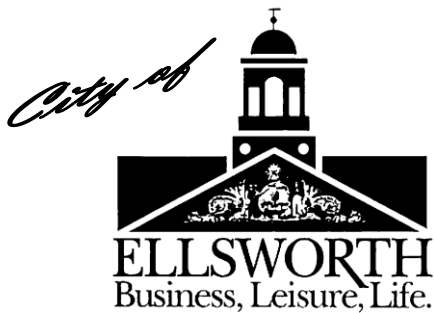
1. Level 2 - Family Plan 50% means the City will pay 50% of the difference in cost between the Individual Plan and the Family Plan.
2. Family Plan is for legally married spouses or domestic partners as defined by the insurance policy.

Section 4. Medical Services Account

Level 1	\$200 City Contribution	1 Credit
Level 2	\$300 City Contribution	2 Credits
Level 3	\$400 City Contribution	3 Credits
Level 4	\$500 City Contribution	4 Credits
Level 5	\$600 City Contribution	5 Credits

Explanation of Benefits and Benefit Limitations:

1. The City contribution to the medical services account may be used to reimburse the employee for medical, dental, and optical service costs not covered by the City's health insurance plan. This would include reimbursement for deductibles and co-shares under health insurance plans, prescribed eyeglasses, dental/orthodontic treatments, services, and hardware, medical equipment prescribed by a physician, but not covered by health insurance. The account can also be used to pay for the employee's share of psychiatric, counseling or other mental health services.



Planning Department

1 City Hall Plaza • Ellsworth, ME 04605-1942

Phone (207) 669-6615 • Fax (207) 667-4908

mwilliams@ellsworthmaine.gov/www.ellsworthmaine.gov

Memo

To: City Council

From: Matthew Williams, City Planner

CC: Charles Pearce, City Manager

Date: November 4, 2024

Re: Lands for Maine's Future Fund and Lank & Water Conservation Fund for Branch Lake Public Forest Expansion

Suggested Motion:

Motion to accept funds from Land and Water Conservation Fund in the amount of \$92,500 and authorize the City Manager to enter into a Service Contract for the purchase of 279.1 acres at Map 74, Lot 2 for the purpose of conservation and the expansion of outdoor recreation activities in Ellsworth.

Motion to accept funds from Land for Maine's Future Fund in the amount of \$92,500 for the purchase of 279.1 acres at Map 74, Lot 2 for the purpose of conservation and the expansion of outdoor recreation activities in Ellsworth.

Background

The Branch Lake Public Forest is an existing recreational asset for the citizens of Ellsworth and Hancock County. The 2.6 miles of forested trail provides residents and visitors alike the chance to experience the scenic beauty of Branch Lake and the surrounding forest area. The City owns the land and Frenchman Bay Conservancy owns a conservation easement to ensure protection from development and allow for recreation such as hiking, hunting and fishing. The City also owns and conserves a second parcel to the northwest. This lot is underdeveloped and does not have trails. In between these two lots is the subject property. Spanning 279.1 acres, the purchase of this land for conservation and recreational purposes would provide the City with the opportunity to expand the existing public trail system and provide additional lakefront access to the public. The subject property is entirely in tree growth with wetlands. It does not provide sign tax revenue for the City and presents difficulties for potential development. The City currently owns a right of way along the western edge of the subject property to connect the Public Forest lot with the northern conserved lot. See maps of the subject property and adjacent City-owned land attached hereto as Appendix A.

Grant Details

City staff, with support from Frenchman Bay Conservancy and other community partners, successfully applied for and were awarded both Lands for Maine's Future Fund and Land & Water Conservation Fund grants to finance the purchase of the 279.1 acres lot at bargain sale for \$185,000 (\$92,500 coming from each grant).

On March 20, 2023, and July 17, 2023, Council approved staff to apply for both grants. There are still due diligence items to be completed for the Lands for Maine's Future Fund grant, but these items are underway. Staff expects to have a signed Purchase and Sale Agreement for Council's review at the December 26th meeting.

Request

The Planning Office requests for the City Council to vote to accept both funds from Lands for Maine's Future (Award Letter attached as Appendix B) and the Land & Water Conservation Fund (Notice of Award and Service Contract attached as Appendix C) to purchase the property at a bargain sale. The sale price is \$185,000 and both grants total \$185,000. The land will be incorporated with adjacent City-owned lots as part of an expanded Branch Lake Public Forest to allow for more space for hiking, fishing, hunting and other recreational activities within the City of Ellsworth.



City of Ellsworth, Maine

500 m
2000 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

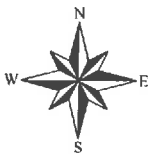
Printed 3/26/2019 from <http://www.mainstreetmaps.com/me/ellsworth/internal.asp>

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City of Ellsworth, Maine and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.



1 inch = 1073 Feet





City of Ellsworth, ME

1 inch = 2148 Feet



www.cai-tech.com

November 4, 2024



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
LAND FOR MAINE'S FUTURE PROGRAM
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333

JANET T. MILLS
GOVERNOR

AMANDA E. BEAL
COMMISSIONER

Matthew Williams
City of Ellsworth
1 City Hall Plaza
Ellsworth, ME 04605

September 10, 2024

Re: Final Award and LMF Standard Conditions Prior to Closing

Dear Matt,

As you know, The Land for Maine's Future Board met on September 10 and heard the reports and recommendations of the LMF Appraisal Oversight Committee. The final board vote was as follows:

To confirm the allocation of \$92,500 in LMF Conservation & Recreation funding to support the Branch Lake Expansion fee acquisition subject to the Standard Conditions.

With this final Board approval, we now turn our attention to satisfaction of the remaining Standard Conditions and completion of the due diligence required for your project. I have attached a copy of LMF's Standard Conditions Prior to Closing. These also reflect the process we will follow with you in completing your project. Although this letter is being sent to you as the applicant, we ask that you take responsibility for ensuring that this information is shared as necessary with all your other participants and partners.

When due diligence is complete and you have satisfied the Standard Conditions, your project will be ready to begin the closing process. Your LMF project manager will provide additional information about LMF's closing procedures at that time. LMF recommends that an LMF attorney conduct the closing, but you may request that the closing be conducted by your attorney instead. Please check the applicable box on the following page, sign, date, and return this letter to me, your current LMF project manager, at laura.graham@maine.gov. I can also be reached at (207) 592-6135.

On behalf of the Land for Maine's Future Board, thank you and we look forward to working with you on the completion of this important project.

Sincerely,

Laura Graham
Director, Land for Maine's Future Program
cc: Joe Anderson, Bureau of Parks & Lands



LAND FOR MAINE'S FUTURE PROGRAM
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333



PHONE: (207) 287-3200
FAX: (207) 287-7548
WWW.MAINE.GOV/DACF/LMF

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)

54 U.S.C. § 200305 Land and Water Conservation Fund, Assistance to States

1. DATE ISSUED MM/DD/YYYY 08/22/2024		1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded	
2. CFDA NO. 15.916 - Outdoor Recreation Acquisition, Development and Planning			
3. ASSISTANCE TYPE Project Grant			
4. GRANT NO. P24AP01612-00 Originating MCA #		5. TYPE OF AWARD Other	
4a. FAIN P24AP01612		5a. ACTION TYPE New	
6. PROJECT PERIOD MM/DD/YYYY From 10/01/2024		Through 09/30/2027	
7. BUDGET PERIOD MM/DD/YYYY From 10/01/2024		Through 09/30/2027	
8. TITLE OF PROJECT (OR PROGRAM) 23-00924 Branch Lake City Forest Acquisition Project			

9a. GRANTEE NAME AND ADDRESS

AGRICULTURE, CONSERVATION & FORESTRY, MAINE DEPARTMENT OF
18 Elkins Ln Harlow Bldg
Augusta, ME, 04333-0001

9b. GRANTEE PROJECT DIRECTOR

Mathew Henion
State House Station 124
Augusta, ME, 04333-0124
Phone: 207-557-1683

10a. GRANTEE AUTHORIZING OFFICIAL

DOUG BECK
22 STATE HOUSE STATION
AUGUSTA, ME, 04333-0022
Phone: 2075920439

10b. FEDERAL PROJECT OFFICER

Ms. Benita Duling
100 Alabama Street
1924 Building
Atlanta, GA, 30303
Phone: 4045075687

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)

I Financial Assistance from the Federal Awarding Agency Only

II Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$	0.00
b. Fringe Benefits	\$	0.00
c. Total Personnel Costs	\$	0.00
d. Equipment	\$	0.00
e. Supplies	\$	0.00
f. Travel	\$	0.00
g. Construction	\$	0.00
h. Other	\$	185,000.00
i. Contractual	\$	0.00
j. TOTAL DIRECT COSTS	\$	185,000.00
k. INDIRECT COSTS	\$	0.00
l. TOTAL APPROVED BUDGET	\$	185,000.00
m. Federal Share	\$	92,500.00
n. Non-Federal Share	\$	92,500.00

12. AWARD COMPUTATION

a. Amount of Federal Financial Assistance (from item 11m)	\$	92,500.00
b. Less Unobligated Balance From Prior Budget Periods	\$	0.00
c. Less Cumulative Prior Award(s) This Budget Period	\$	0.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$	92,500.00
13. Total Federal Funds Awarded to Date for Project Period	\$	92,500.00

14. RECOMMENDED FUTURE SUPPORT

(Subject to the availability of funds and satisfactory progress of the project):

YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2	\$	d. 5	\$
b. 3	\$	e. 6	\$
c. 4	\$	f. 7	\$

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

- a. DEDUCTION
b. ADDITIONAL COSTS
c. MATCHING
d. OTHER RESEARCH (Add / Deduct Option)
e. OTHER (See REMARKS)

e

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

- a. The grant program legislation
b. The grant program regulations
c. This award notice including terms and conditions, if any, noted below under REMARKS.
d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.

In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached -
No program income.

● Yes

○ No

GRANTS MANAGEMENT OFFICIAL:

Kaylee Yates, Grants Management Specialist
1849 C St NW
Main Interior Building National Park Service
Washington, DC, 20240-0001
Phone: 1111111111

17. VENDOR CODE 0071367195		18a. UEI HWK9GECMCWE5		18b. DUNS 809045263		19. CONG. DIST. 01	
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION	
1	0051053993-00010	\$92,500.00	10/01/2024	09/30/2027	5035	22GW BRANCH LAKE PUBLIC FOREST	

1. DATE ISSUED MM/DD/YYYY 08/22/2024
1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded
3. ASSISTANCE TYPE Project Grant
4. GRANT NO. P24AP01612-00
5. TYPE OF AWARD Other
4a. FAIN P24AP01612
5a. ACTION TYPE New
6. PROJECT PERIOD MM/DD/YYYY From 10/01/2024 Through 09/30/2027
7. BUDGET PERIOD MM/DD/YYYY From 10/01/2024 Through 09/30/2027
8. TITLE OF PROJECT (OR PROGRAM) 23-00924 Branch Lake City Forest Acquisition Project

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)

54 U.S.C. § 200305 Land and Water Conservation Fund, Assistance to States

9a. GRANTEE NAME AND ADDRESS AGRICULTURE, CONSERVATION & FORESTRY, MAINE DEPARTMENT OF 18 Elkins Ln Harlow Bldg Augusta, ME, 04333-0001
9b. GRANTEE PROJECT DIRECTOR Mathew Henion State House Station 124 Augusta, ME, 04333-0124 Phone: 207-557-1683
10a. GRANTEE AUTHORIZING OFFICIAL DOUG BECK 22 STATE HOUSE STATION AUGUSTA, ME, 04333-0022 Phone: 207-5920439
10b. FEDERAL PROJECT OFFICER Ms. Benita Duling 100 Alabama Street 1924 Building Atlanta, GA, 30303 Phone: 4045075687

ALL AMOUNTS ARE SHOWN IN USD

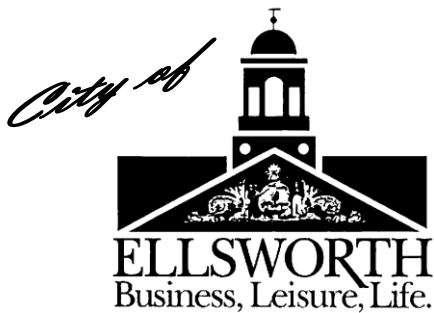
11. APPROVED BUDGET (Excludes Direct Assistance)
I Financial Assistance from the Federal Awarding Agency Only
II Total project costs including grant funds and all other financial participation
a. Salaries and Wages \$ 0.00
b. Fringe Benefits \$ 0.00
c. Total Personnel Costs \$ 0.00
d. Equipment \$ 0.00
e. Supplies \$ 0.00
f. Travel \$ 0.00
g. Construction \$ 0.00
h. Other \$ 185,000.00
i. Contractual \$ 0.00
j. TOTAL DIRECT COSTS \$ 185,000.00
k. INDIRECT COSTS \$ 0.00
l. TOTAL APPROVED BUDGET \$ 185,000.00
m. Federal Share \$ 92,500.00
n. Non-Federal Share \$ 92,500.00
12. AWARD COMPUTATION
a. Amount of Federal Financial Assistance (from item 11m) \$ 92,500.00
b. Less Unobligated Balance From Prior Budget Periods \$ 0.00
c. Less Cumulative Prior Award(s) This Budget Period \$ 0.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$ 92,500.00
13. Total Federal Funds Awarded to Date for Project Period \$ 92,500.00
14. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):
YEAR TOTAL DIRECT COSTS YEAR TOTAL DIRECT COSTS
a. 2 \$ d. 5 \$
b. 3 \$ e. 6 \$
c. 4 \$ f. 7 \$
15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:
a. DEDUCTION
b. ADDITIONAL COSTS
c. MATCHING
d. OTHER RESEARCH (Add / Deduct Option)
e. OTHER (See REMARKS)
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:
a. The grant program legislation
b. The grant program regulations.
c. This award notice including terms and conditions, if any, noted below under REMARKS
d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.
In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached - Yes No)
No program income.

GRANTS MANAGEMENT OFFICIAL:

Kaylee Yates, Grants Management Specialist
1849 C St NW
Main Interior Building National Park Service
Washington, DC, 20240-0001
Phone: 1111111111

17. VENDOR CODE		0071367195	18a. UEI HWK9GECMCWE5		18b. DUNS 809045263		19. CONG. DIST.		01
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION			
1	0051053993-00010	\$92,500.00	10/01/2024	09/30/2027	5035	22GW BRANCH LAKE PUBLIC FOREST			



Superintendent of Schools

24 Lejok Street ▪ Ellsworth, ME 04605

Phone (207) 664-7100

www.ellsworthschools.org

Memo

To: City Council
From: Amy Boles, Superintendent
CC:
Date: November 12, 2024
Re: To authorize borrowing through the State Career and Technical Equipment Bond Program

Suggested Motion:

Move to authorize the Superintendent of Schools to borrow up to \$135,000 through the State Career and Technical Equipment Bond Program for the HCTC Welding Program, with the bond proceeds to be repaid by the Maine DOE.

Purpose and Background

The Maine Department of Education (MDOE) is seeking applications to provide one-time funding for equipment and associated required minor infrastructure grants for career and technical education (CTE) programs.

The funding to support this grant is being provided through the Maine Municipal Bond Bank (MMBB).

1. MMBB makes payment directly to us in May 2025 and we deposit into a different Bank account (This is encouraged to simplify the process, keeping it separate).
2. The process lives between MDOE and MMBB.
3. This is not a pass through or reimbursement model for us.
4. We work with MDOE to prove the money was spent on the approved project (invoice/bill, etc).
5. MDOE budgeted for this in their State Level Budget and will make quarterly payments to MMBB.
6. MDOE agrees on the bond and will make the payment with MMBB.

STATE OF MAINE
Department of Education
Career and Technical Education



RFA# 202402024

Career and Technical Education
Equipment Bond

RFA Coordinator	<i>All communication regarding the RFA <u>must</u> be made through the RFA Coordinator identified below.</i> Name: Dwight A. Littlefield Title: State Director for Career and Technical Education Contact Information: dwight.a.littlefield@maine.gov
Submitted Questions Due	<i>All questions <u>must</u> be received by the RFA Coordinator identified above by:</i> Date: May 17, 2024 , no later than 11:59 p.m., local time
Application Submission Deadline	<i>Applications <u>must</u> be received by the Division of Procurement Services by:</i> Submission Deadline: July 10, 2024 no later than 11:59 p.m., local time. <i>Applications <u>must</u> be submitted electronically to: Proposals@maine.gov</i>

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RFA TERMS/ACRONYMS with DEFINITIONS

The following terms and acronyms, as referenced in the RFA, have the meanings indicated below:

<u>Term/Acronym</u>	<u>Definition</u>
Department	Department of Education
RFA	Request for Applications
State	State of Maine
CTE	Career and Technical Education Department of Education (maine.gov)

PART I OVERVIEW OF THE GRANT OPPORTUNITY

A. Purpose and Background

The Department of Education (Department) is seeking applications to provide one-time funding for equipment and associated required minor infrastructure grants for career and technical education (CTE) programs as defined in this Request for Applications (RFA) document. This document provides instructions for submitting applications, the procedure and criteria by which the awarded Applicant(s) will be selected, and the contractual terms which will govern the relationship between the State of Maine (State) and the awarded Applicant(s).

The funding to support this grant is being provided through the Maine Municipal Bond Bank.

B. General Provisions

1. From the time this RFA is issued until award notification is made, all contact with the State regarding this RFA must be made through the RFA Coordinator identified on the cover page of this RFA. No other person/State employee is empowered to make binding statements regarding this RFA. Violation of this provision may lead to disqualification from the application process, at the State's discretion.
2. Issuance of the RFA does not commit the Department to issue an award or to pay expenses incurred by an Applicant in the preparation of a response to the RFA. This includes attendance at personal interviews or other meetings, where applicable.
3. All applications must adhere to the instructions and format requirements outlined in the RFA and all written supplements and amendments (such as the Summary of Questions and Answers), issued by the Department. Applications are to follow the format and respond to all questions and instructions specified in Part III of the RFA.
4. Applicants will take careful note that in evaluating an application submitted in response to this RFA, the Department will consider materials provided in the application, information obtained through interviews/presentations (if any), and internal Departmental information of previous contract history with the Applicant (if any). The Department also reserves the right to consider other reliable references and publicly available information in evaluating the Applicant's experience and capabilities.
5. The application must be signed by a person authorized to legally bind the Applicant and must contain a statement that the proposal and the pricing contained therein will remain valid and binding for a period of 180 days from the date and time of the bid opening.
6. The RFA and the awarded Applicant's proposal, including all appendices or attachments, will be the basis for the final contract, as determined by the Department.
7. Following announcement of an award decision, all submissions in response to this RFA will be public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](#) et seq.).
8. The Department, at its sole discretion, reserves the right to recognize and waive minor informalities and irregularities found in applications received in response to the RFA.
9. All applicable laws, whether or not herein contained, shall be included by this reference. It shall be the Applicant's responsibility to determine the applicability and requirements of any such laws and to abide by them.

C. Eligibility to Submit Applications

Maine Secondary CTE Centers or Regions as defined by [20-A M.R.S Part 4, Chapter 313, Subchapter 1, §8301-A, subsections 3 and 6](#) are eligible to submit grant applications in response to this Request for Applications.

D. Awards

The total estimated grant funding available is \$20,000,000.

To be eligible for funding, proposed budgets must stay within the defined minimum and maximum amounts: \$10,000 and \$2,000,000, respectively.

Applications must receive a total combined score of at least 65 points to be considered for award. The Department has not defined a specific number of applications to be awarded. The Department reserves the right to eliminate the lowest scoring application(s) and/or make awards for amounts less than requested, whichever is in the best interest of the State.

Projects must be completed by June 30, 2025. Final invoices are due by July 31, 2025. Invoice submittal directions and expectations will be provided in the resulting contracts.

E. Appeal of Contract Awards

Any person aggrieved by the award decision that results from this Request for Applications may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in 5 MRSA § 1825-E and 18-554 Code of Maine Rules, Chapter 120 (found here: [Chapter 120](#)). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of contract award.

PART II ACTIVITIES AND REQUIREMENTS

A. Required Activities

Awarded grants must focus on career development and training to meet the State's workforce needs for economic recovery, workforce development, and supporting career entry opportunities for students in Maine. This funding is being provided through the Maine Municipal Bond Bank.

Projects must be designed to:

1. Align secondary CTE programs with occupations which prepare students for entry level employment and align to the Maine workforce substantive growth outlook projections.
2. Align secondary CTE programs to national and/or state technical industry standards which increase the CTE programs' capacity to teach students the advanced technical skills required to join today's workforce.
3. Align secondary CTE programs to postsecondary education and/or training opportunities, if applicable, to provide certifications, licensures, college degrees, volunteerism, and apprenticeships.
4. Engage secondary CTE programs with business and industry partners to provide career pathway connections between students and the workforce.
5. Engage the secondary CTE program advisory committees when determining the equipment (including minor infrastructure equipment installation requirements, not to exceed 15 percent of total equipment costs) updates needed to meet this grant's objectives.
6. Address program safety and educational requirements to provide the essential safety levels of a Maine DOE approved program and/or improve the educational outcomes of the program.

The Department intends to consider the following elements when reviewing applications:

1. Alignment to Maine's workforce development current and projected demands
2. Geographic representation of support to schools across Maine
3. Alignment to national and/or state technical industry standards, career pathways, and/or postsecondary alignment opportunities through equipment purchases
 - a. The ability to sustain equipment and minor equipment installation after this grant completion.
 - b. The engagement of industry and program advisory committees during program's individual needs assessment and product selection.

B. Allowable Use of Funds

1. Equipment
 - a. A single piece of equipment that exceeds \$5,000 or multiple pieces of equipment grouped together to serve a single program. Example: 20 new computers for an Engineering Tech program; fully equipped toolbox for Automotive program; oven, broiler, and grill station for a Culinary Arts program; etc.; and
 - b. Must have a useful life expectancy of at least five years; and
 - c. Must align with current industry technical standards and/or projected industry standards for emerging technologies, requiring a sign off from a subject matter expert in the related industry.
2. Professional development may also be included if required to operate the new equipment. Example: training session costs, registrations, travel to training location, additional materials, etc.

3. ONLY minor infrastructure cost is allowable and not to exceed 15 percent of the equipment's price. Minor infrastructure cost must be directly related to the installation of each requested piece of equipment as required.

PART III KEY PROCESS EVENTS

A. Submission of Questions

1. **General Instructions:** It is the responsibility of all Applicants and other interested parties to examine the entire RFA and to seek clarification, in writing, if they do not understand any information or instructions.
 - a. Applicants and other interested parties should use **Appendix A** (Submitted Questions Form) for submission of questions. The form is to be submitted as a WORD document.
 - b. Questions must be submitted, by e-mail, and received by the RFA Coordinator identified on the cover page of the RFA as soon as possible but no later than the date and time specified on the RFA cover page.
 - c. Submitted Questions must include the RFA Number and Title in the subject line of the e-mail. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.
2. **Question & Answer Summary:** Responses to all questions will be compiled in writing and posted on the State's Division of Procurement Services [Grant RFPs and RFAs](#) website. It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

B. Amendments

All amendments released in regard to this RFA will be posted on the Division of Procurement Services [Grant RFPs and RFAs](#) website. It is the responsibility of all interested parties to go to this website to obtain amendments. Only those amendments posted on this website are considered binding.

C. Application Submission

1. **Applications Due:** Applications must be received no later than 11:59 p.m. local time, on the date listed on the cover page of the RFA.
 - a. Any e-mails containing original application submissions or any additional or revised application files, received after the 11:59 p.m. deadline, will be rejected without exception.
2. **Delivery Instructions:** Applications must be submitted electronically to the State of Maine Division of Procurement Services at proposals@maine.gov.
 - a. Only applications received by e-mail will be considered. The Department assumes no liability for assuring accurate/complete e-mail transmission and receipt.
 - i. Application submission e-mails that are successfully received by the proposals@maine.gov inbox will receive an automatic reply stating as such.
 - b. E-mails containing links to file sharing sites or online file repositories will not be accepted as submissions. Only e-mail application submissions that have the requested files attached will be accepted.
 - c. Encrypted e-mails received which require opening attachments and logging into a proprietary system will not be accepted as submissions. It is the Applicant's responsibility to check with its organization's information technology team to ensure that security settings will not encrypt its application submission.

- d. File size limits are 25MB per e-mail. Applicants may submit files across multiple e-mails, as necessary, due to file size concerns. All e-mails and files must be received by the due date and time as described above.
- e. Applicants are to insert the following into the subject line of their e-mail submission: **"RFA# 202402024 Application Submission – [Applicant's Name]"**.

3. Submission Contents

- a. Application submissions must include the Applicant's completed **Application Form** (found in Part V of the RFA) and all required information and attachments as stated in the form.
- b. The Application Form must be submitted as a single, typed, PDF file.
- c. Applicants are not to provide additional attachments beyond those specified in the RFA or Application Form for the purpose of extending their response. Materials not requested will not be considered part of the application and will not be evaluated.

PART IV APPLICATION EVALUATION AND SELECTION

A. Evaluation Process – General Information

1. An evaluation team, composed of qualified reviewers, will judge the merits of the proposals received in accordance with the criteria defined in the RFA.
2. Officials responsible for making decisions on the award selection will ensure that the selection process accords equal opportunity and appropriate consideration to all who are capable of meeting the specifications. The goals of the evaluation process are to ensure fairness and objectivity in review of the applications and to ensure that all contracts are awarded to the Applicants that provide the best value to the State of Maine.
3. The Department reserves the right to communicate and/or schedule interviews/presentations with Applicants, if needed, to obtain clarification of information contained in the applications received. The Department may revise the scores assigned in the initial evaluation to reflect those communications and/or interviews/presentations. Changes to applications, including updating or adding information, will not be permitted during any interview/presentation process and, therefore, Applicants must submit proposals that present their rates and other requested information as clearly and completely as possible.
4. Failure to respond to all questions and instructions throughout the RFA may result in the application being disqualified as non-responsive or receiving a reduced score. The Department, and its evaluation team, has sole discretion to determine whether a variance from the RFA specifications will result either in disqualification or reduction in scoring of a proposal.

B. Scoring Process: The evaluation team will use a consensus approach to evaluate and score all sections listed below. Members of the review team will not score those sections individually but, instead, will arrive at a consensus as to assignment of points for each of those sections.

C. Scoring Weights: The score will be based on a 100-point scale and will measure the degree to which each application meets the following criteria.

Scoring Criteria	Points Available
Eligibility	Pass/Fail
Proposed Project	65
Alignment to Industry Standards	10
Budget	25
Total Points	100 points

D. Selection and Award

1. Notification of conditional award selection or non-selection will be made in writing by the Department.
2. Issuance of this RFA in no way constitutes a commitment by the State to award a contract, to pay costs incurred in the preparation of a response to the RFA, or to pay costs incurred in procuring or contracting for services, supplies, physical space, personnel, or any other costs incurred by the Applicant.

3. The Department reserves the right to reject any and all applications or to make multiple awards.

E. Contract Administration and Conditions

1. The awarded Applicants will be required to execute a State of Maine Service Contract with the appropriate riders as determined by the issuing Department.
2. Allocation of funds is final upon successful negotiation and execution of the contract, subject to the review and approval of the State Procurement Review Committee. Contracts are not considered fully executed and valid until approved by the State Procurement Review Committee and funds are encumbered. No contract will be approved based on an RFP which has an effective date less than fourteen (14) calendar days after award notification to Applicants. (Referenced in the regulations of the Department of Administrative and Financial Services, [Chapter 110, § 3\(B\)\(i\)](#)). This provision means that a contract cannot be effective until at least 14 calendar days after award notification.
3. Following the award, a Contract Administrator from the Department will be appointed to assist with the development and administration of the contract and to act as administrator during the entire contract period. Department staff will be available after the award to consult with the awarded Applicants in the finalization of the contract.
4. In providing services and performing under the contract, the awarded Applicant must act as an independent contractor and not as an agent of the State of Maine.

PART V APPLICATION FORM

Applicants must use the Application Form embedded below to submit their application in response to this RFA.

The Application Form may be obtained in a Word (.docx) format by double clicking on the document icon below.



RFA_Application%20
FINAL.docx

APPENDIX A SUBMITTED QUESTIONS FORM

This form should be used by Applicants when submitting written questions to the RFA Coordinator.

If a question is not related to any section of the RFA, enter “N/A” under the RFA Section & Page Number. Add additional rows as necessary. Submit this document in WORD format, not PDF.

Organization Name:	
---------------------------	--

RFA Section & Page Number	Question



Terry Hayes, *Executive Director*
Tel 207-622-9386
Fax 207-623-5359

CTE-RFA Bond Awards

Congratulations!

You've been awarded CTE funding for your purchase(s). So, what's next?

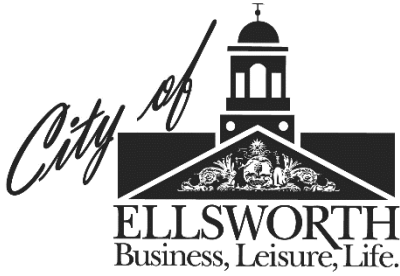
1. **Get Started:** Visit our website at [Maine Municipal Bond Bank General Resolution Program \(mmabb.com\)](http://MaineMunicipalBondBankGeneralResolutionProgram(mmabb.com)) for detailed program information. Download the application for funding here: [2024-updated-word-gen-res-application.docx \(live.com\)](http://2024-updated-word-gen-res-application.docx(live.com)). Once completed, submit it to Toni Reed at treed@mmabb.com to proceed.
2. **Bond Counsel:** You'll need bond counsel to move forward. Our list of approved bond counsel is available on our website: [Approved-Bond-Counsel-5.2024-updated.pdf \(mmabb.com\)](http://Approved-Bond-Counsel-5.2024-updated.pdf(mmabb.com)). It's important to contact your bond counsel before applying to the Bond Bank. For any specific questions regarding local authorization, please reach out to your bond counsel.
3. **Local Authorization:** Local authorization is required to receive funding. This could be through a referendum, council meeting, trustee meeting, or selectperson meeting. You may apply before obtaining local authorization, but our approval will be contingent on your authorization.
4. **Important Dates:** The application deadline is February 5th, with a closing date of May 22nd, 2025. On the closing date, you'll receive a wire transfer for the loan proceeds you requested. For a quick overview of the program, please refer to this summary sheet: [General Resolution At-A-Glance.pub \(mmabb.com\)](http://GeneralResolutionAt-A-Glance.pub(mmabb.com)).
5. **Contact information:**

Toni Reed
Program Officer
treed@mmabb.com
207-622-9386 ext. 213

Makenzie Carlow
Program Coordinator
mcarlow@mmabb.com
207-622-9386 ext. 208

Madison Purdy
Program Assistant
mpurdy@mmabb.com
207-622-9386 ext. 221

Mailing address: 127 Community Drive, Augusta, Maine 04330



City Manager

1 City Hall Plaza ▪ Ellsworth, ME 04605-1942
Phone (207) 669-6634 ▪ Fax (207) 667-4908
cpearce@ellsworthmaine.gov



<https://video.chargepoint.com/watch/Y52NQsKXbb6m6rQymZ4a5R?>

MEMO

To: City Council

CC: Mike Harris (Director of Public Works), Amanda Ray (Public Works Administrator)

From: Charlie Pearce, City Manager

Date: November 13, 2024

Re: November 2024 Agenda – City Match to Federal/State EV Charging Grant Award

Suggested Motion: “Move to authorize the City Manager to expend \$25,960.80 from the capital reserve account as a deposit with Revision Energy for the installation of 4 EV Destination Charging Stations in the City of Ellsworth with the anticipation that additional federal tax credits to be realized in 2025 and all future income generated from the charging stations will be reimbursed to the capital reserve account.”

Background

The State of Maine recently awarded Ellsworth a grant to support this EV infrastructure project, following the approval of our grant application by the City Council in September. The total cost for the installation of these charging stations is \$129,804, which includes both hardware and associated infrastructure expenses.

Project funding is structured to maximize federal and state incentives to minimize the City's out-of-pocket expense. Efficiency Maine is contributing \$80,000 to the project, reducing our overall cost. Additionally, the federal 30C tax credit will cover 30% of the total project cost, an estimated \$38,941, which will become available in 2025. After applying both the state and federal contributions, the City's estimated out-of-pocket cost for the project will be approximately \$10,863.

By approving this initial deposit, the City can move forward with critical steps such as permitting and grid interconnection. These preparatory actions are essential to meet the project's completion target by June 2025, and securing this timeline will help us begin construction as early as spring 2025.

Once operational, these EV charging stations will generate income. All future revenues will be reimbursed to the capital reserve account to replenish funds initially expended. Additionally, the City Manager, in coordination with the Public Works Department, is actively pursuing further grant funding for fast-charging infrastructure to complement these installations.

Benefits of Early EV Charger Adoption

By taking advantage of this opportunity, Ellsworth will benefit in several key ways:

1. New Revenue Stream:

- The city will have the ability to charge above market rates for EV charging, meaning the initial investment of \$10,863 will be recouped over time, along with additional revenue.
- Cities and towns in Maine are charging somewhere between 36 and 56 cents per kilowatt hour depending on the slow/fast charging capabilities. The current average kwh rate in Maine is 23 cents per hour.
- As EV charger use increases, the city will, in effect, be entering the "gas" business, providing power for electric vehicles and profiting from each charge.
- For example, with an 80% charge on 90kW battery costs around \$28 at the nearest fast charge station near the Ellsworth McDonalds (Example below).
- The city has the ability to set its own rate to what the market demands, but EV sites often make 15-30% of each bill as additional revenue for the city.
- Multiply this across a growing number of EV users and we generate a steady income stream, especially while the supply of EV chargers is low in the region.

2. Support for Downtown Businesses:

- EV drivers often spend between 30 minutes to 2 hours waiting for their vehicles to charge, which presents a significant opportunity to encourage spending at our local businesses.
- The strategic placement of chargers near downtown will bring visitors closer to our shops and restaurants, as well as highlight our historic City Hall.

3. Infrastructure Growth:

- The EV6000 ChargePoint chargers are some of the most modern, "Buy American" units available, offering cutting-edge technology to both residents and tourists.
- These chargers will begin as Level 2 "destination" chargers, capable of providing a slower charge, but setting us up to apply for additional grants next year for fast chargers (which cost hundreds of thousands per unit).

4. City EV Fleet:

- As the city acquires EVs for their own fleet in the coming years—ideally with additional state or federal incentive funding—these chargers can also be used to power our municipal fleet, further reducing our reliance on fossil fuels and lowering operating costs.

Potential Concerns

While this proposal has substantial benefits, there are also some potential concerns to address:

5. **Parking and Usage:**

- EV adoption is currently growing but remains slow in some areas. Initially, these charging stations may not be fully utilized, taking up valuable parking spaces that staff and citizens currently rely on.
- There is, however, no requirement that the spaces be reserved exclusively for EVs, meaning we can adjust the restrictions based on demand. This gives us the flexibility to either designate the spaces for EVs or allow them to be used for regular parking when needed.

6. **Maintenance and Accessibility:**

- There may be some logistical challenges in ensuring that the chargers remain accessible during winter months, especially during snow removal operations. Additional staff time may be required to keep the area clear of snow and ensure the chargers are operational year-round.

7. **Upfront Investment:**

- This would require additional city funds to seed the investment that would either have to come out of undesignated fund balance or through an upcoming grant cycle.
- It is unclear how fast it would take for the investment to be recouped and would take additional analysis of rates and usage calculations which are not currently available.
- We are about to be reimbursed substantially from FEMA for resilience projects as an outcome of last year's storms. This income was not accounted for in the current budget but could be reallocated to more than cover these EV charging stations.

8. **Timeline:**

- The funding round for this year is rapidly closing and we are hopeful though not certain we will get the award for this year.

Location Benefits

After considerable discussion, the chosen location for the charging bank near downtown was selected for several key reasons:

- **Proximity to Phase 3 Power:** This location provides easy access to the necessary electrical infrastructure, reducing installation costs and making the project more feasible.

- **Central Location:** It is ideally located near downtown businesses, encouraging foot traffic and promoting economic growth.
- **Snow Management:** The site is not in an area where snow is typically piled, making it more accessible during the winter months.



If we delay this project to further reevaluate alternative sites, it could jeopardize our ability to meet the grant application deadlines, potentially causing us to miss out on this round of funding. This delay would also hinder our chances of securing fast chargers early next year, as it would push back our entire EV infrastructure timeline.

Next Steps: Fast Charger Investment

The installation of these Level 2 chargers will also position Ellsworth well to apply for future funding, possibly in the multiple hundreds of thousands of dollars, to install fast chargers soon. Once we have both slow and fast chargers in place, EV drivers will be encouraged to "queue" at the slower chargers while waiting for the faster ones to become available—driving even more traffic (and revenue) to our downtown businesses.

“Over the next several years, Maine will receive an additional \$12 million from the National Electric Vehicle Infrastructure program and \$15 million from a U.S. Transportation Department grant program. Maine intends to use the money to establish fast charging every 50 miles or less along Maine’s major corridors, in urban areas and in rural service centers”

<https://www.pressherald.com/2024/06/12/maine-to-add-17-high-speed-ev-charging-stations/>

Conclusion

Taking advantage of the federal incentives available now will allow Ellsworth to pull in over \$118,841 in federally/state funded infrastructure investment this year and set us up for much larger grants next year. These investments will not only pay for themselves over time through the revenue gained by the charging fees, but will also enhance the quality of life for our residents, increase tourism, and help prepare us for the future of transportation.

Additional Resources

“Electric Vehicle Charging Explained:” https://www.nrdc.org/stories/electric-vehicle-charging-explained?gad_source=1&gclid=EAIaIQobChMIzoH36OPDiAMVIE5HAR0wJA4DEAAYASAAEgLQcfD_BwE

“How to make money on EV charging:” <https://www.enelxway.com/us/en/resources/blog/how-to-make-money-from-ev-charging-stations#:~:text=Charging%20for%20station%20use&text=Organizations%20can%20charge%20per%20kWh,by%20location%20and%20charge%20speed.>

Funding For Level 2 and Level 3 EV Chargers: <https://www.efficiencymaine.com/docs/CFI-EV-Charger-Funding-Brochure.pdf>

Sincerely,

Charlie Pearce

City Manager

Ellsworth, Maine

ChargePoint - Receipt

Charging Services

Receipt date: September 14, 2024

Receipt Number

Station ID:

REVISION ENERGY / ELLSWORTH Ellsworth

CPE#2

62.5 kW DC

Charging duration:

September 14, 2024 at 11:30 AM - 12:23 PM

Total Energy Dispensed:

54.2235 kWh

Energy Rate

54.2235 kWh @ \$0.52/kWh \$28.20

11:30:32 AM - 12:23:23 PM

Total

\$28.20

Price set by Revision Energy

Transaction started by mobile app

Station Address:

225 High St

Ellsworth, Maine 04605 United States

Station Energy Meter (kWh):

16,104.3197 - 16,158.5432

Questions? Visit www.chargepoint.com/support/

Map

Activity

Home

Account



APPLICATION AND CERTIFICATE FOR PAYMENT

DOCUMENT SUMMARY SHEET

TO OWNER/CLIENT:

City of Ellsworth
1 City Hall Plz
Ellsworth, Maine 04605

PROJECT:

Ellsworth City Hall - Turnkey - EV
1 City Hall Plz
Ellsworth, Maine 04605

APPLICATION NO: 1**INVOICE NO: 1****PERIOD:** 10/01/24 - 10/31/24**PROJECT NO:****CONTRACT DATE:****FROM CONTRACTOR:****PAYMENT INSTRUCTIONS:**

Please remit payment by check to:

ReVision Energy Inc.
758 Westbrook St
South Portland, ME 04106

To pay by ACH or wire, please contact ReVision's billing department at commercialbilling@revisionenergy.com

CONTRACT FOR: RE_City Of Ellsworth_EPC**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum		\$129,804.00
2.	Net change by change orders		\$0.00
3.	Contract Sum to date (Line 1 ± 2)		\$129,804.00
4.	Total completed and stored to date (Column G on detail sheet)		\$25,960.80
5.	Retainage:		
	a. 0.00% of completed work	\$0.00	
	b. 0.00% of stored material	\$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		\$0.00
6.	Total earned less retainage (Line 4 less Line 5 Total)		\$25,960.80
7.	Less previous certificates for payment (Line 6 from prior certificate)		\$0.00
8.	Current payment due:		\$25,960.80
9.	Balance to finish, including retainage (Line 3 less Line 6)		\$103,843.20

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	



CONTINUATION SHEET

DOCUMENT DETAIL SHEET

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT is attached.

APPLICATION NUMBER: 1

APPLICATION DATE: 10/28/2024

Use Column I on Contracts where variable retainage for line items apply.

PERIOD: 10/01/24 - 10/31/24

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	01-0003.O Deposit.Other	Deposit	\$25,960.80	\$0.00	\$25,960.80	\$0.00	\$25,960.80	100.00%	\$0.00	\$0.00
2	01-0004.O Deposit Application.Other	Deposit Application	\$(25,960.80)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$(25,960.80)	\$0.00
3		Utility-assessed allowance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
4		Charger Hardware and Shipping	\$63,797.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$63,797.00	\$0.00
5		Charger Networking and Fees	\$3,916.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,916.00	\$0.00
6		Site Work and Equipment	\$17,023.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$17,023.00	\$0.00
7		Electrical Work and Materials	\$13,622.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$13,622.00	\$0.00
8		Charger Installation	\$4,245.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,245.00	\$0.00
9		Charger Commissioning	\$1,524.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,524.00	\$0.00
10		Design and Engineering	\$4,367.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,367.00	\$0.00
11		General Conditions	\$7,367.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,367.00	\$0.00
12		Project Management	\$7,607.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,607.00	\$0.00
13		Utility Coordination & Development	\$5,312.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,312.00	\$0.00
14		Site Prep	\$1,024.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,024.00	\$0.00
15		Warranties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
16			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
17			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
18			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
TOTALS:			\$129,804.00	\$0.00	\$25,960.80	\$0.00	\$25,960.80	20.00%	\$103,843.20	\$0.00

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$129,804.00	\$0.00	\$25,960.80	\$0.00	\$25,960.80	20.00%	\$103,843.20	\$0.00