

MEETING NOTICE

The regular monthly meeting of the Ellsworth City Council will be held on Monday, October 21, 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:
 - September 16, 2024, Regular Meeting
5. Presentation of Awards.
6. City Manager's Report.
7. Committee Reports.
8. Citizen's Comments.
9. Councilor Comments.

UNFINISHED BUSINESS

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

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.

11. Council Order #102400 Update on Project Canopy Grant. (Sponsored by Councilor Hanson)
12. Council Order #102401 Update on Alternative Courthouse location project. (Sponsored by Manager Pearce)
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)
14. Council Order #102403 Public Hearing and action on proposed amendments to the 2024 Ellsworth Code of Ordinances, Chapter 36, General Assistance Ordinance.
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.
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.
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.
18. Council Order #102407 Request of the Public Works Director to purchase a vac truck.
19. Council Order #102408 Request of the Public Works Director to accept the bid for a loader purchase.
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.
21. Executive session to discuss personnel matters in accordance with MRSA Title 1, Chapter 13, Section 405, Paragraph 6A.

MEETING NOTICE

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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:
 - August 19, 2024, Regular Meeting
 - August 26, 2024, Emergency Meeting

Motion to adopt C Hanson, seconded by T Mote, passed 7-0

5. Presentation of Awards.
 - Amanda Ray – 5 years of service
 - Brian Luce – 5 years of service

6. City Manager's Report.

Infrastructure planning – as discussed during budget cycle there were several key infrastructure investments left out in order to explore longer term bonding options, particularly for road projects. Drawing from prior infrastructure plans an best practices from other municipalities we aim to chart a sustainable path forward. We are developing a 1, 5 and 10-year infrastructure plan to present a comprehensive view of the city's needs. In the short term the priority is to identify key projects for the coming year that need immediate funding through ban bond options. At the September 27th Finance Committee meeting an initial list of infrastructure priorities will be presented to the council as well as a finance memo outlining the bonding capacity.

Courthouse – we have received 10 proposals relating to alternative locations for the courthouse project. The state has issued an RFP for an architect applicable whether the courthouse stays at the Surry Rd location or moves to an alternate location. Community Workshop is being scheduled for September 26th at 6pm, where we will review the submitted applications with council and open the floor for citizen input. Also at the workshop we hope to outline the next steps for the process and decision making timelines.

Six-month performance review – per CP request, Council will go into an executive session to review his performance over the last six months. It is an opportunity for him to receive constructive feedback

on what is working well, what can be improved and any areas that require more attention. Setting clear goals and metrics is essential as well as accountability for achieving results.

Maine Organics – we are waiting to hear back from the DEP to schedule a workshop on smell mitigation options. Staff is also visiting other composting facilities across the state to gather insights into additional mitigation strategies. After the workshop we will hold a follow up session with the residents most affected by the smell and following that the council and possibly the legal team will meet to discuss next steps and determine whether the issue should be added to the agenda for formal discussion with potential action options.

7 Fairgrounds Rd – following the dangerous building designation by the council, staff continues to explore options to address the situation and we are open to working with the property owners if they can secure financing and contractors for the necessary repairs. Have had some communication with the family but nothing definitive has been arranged. At the October council meeting we will present a more detailed report from Code Enforcement outlining potential next steps including cost estimates and processes for either moving forward with the family or pursuing demolition if necessary.

Unsung heroes – there is a new office being constructed in the front office area, the utilities coordinator is being brought back from the wastewater treatment plant to City Hall, to improve customer service in our billing department. Special thanks to Jim McLean, our facilities director, who built the office from scratch. His craftsmanship saved the city money and we are fortunate to have such a skilled and dedicated professional on our team. It is tax season and would like to recognize the front office staff for their hard work in processing payments. He has received glowing feedback about our Deputy Tax Collectors Ginny and Jim for their outstanding customer service and helping residents navigate the process; we are lucky to have such a dedicated team.

7. Committee Reports.

C Hanson – on Thursday August 19th the Arbor Commission is holding a special workshop at the University of Maine extension and on Zoom at 3pm about Beech Leaf disease, which is sweeping the area.

N Smith – Historic Preservation Commission is updating their ordinance to be in compliance with State recommendations to align with becoming a certified local government through the National Park Service. The value of being a certified local government is that Ellsworth is demonstrating our interest in preserving, protecting and enhancing our unique cultural historic assets. This does not increase the rules of property compliance but will clarify the commission's process in fulfilling the role. The benefits of earning the designation will be increased access to funding, including sub grants from the state commission of National Park Service funding, as well as some grants that are available only to certified local governments. There is also access to State Historic preservation commission technical assistance and training. The value of this is the sustainability of the community that there are generally higher property values, better walkability and a greater sense of community. The next meeting is September 17th, where the draft ordinance will be reviewed. Also, receives a newsletter from the Maine Association of Planners and at their annual meeting for their 2024 annual awards, citizen planner of the year was awarded to Richard Lyles of Ellsworth.

P Lyons – Finance Committee, the Finance team has done a lot of work in the last 6 months and have made a lot of progress and now the second Friday of every month they go through a real time analysis of the city's financials and will be publishing a report once a month and available online.

J Stein – Broadband fiber and other connectivity in the Graham Lake area. Residents in the area thought they would be able to connect to fiber through Fidium and the work never ended up getting done. Just learned through some research by the Economic Development Department and former councilors that though Rivahnet did have that area described as being connected with fiber on their map, it actually was in error so it isn't connected. The connection displayed on the map disqualified that area from receiving grant funds, so they are working on fixing the map so they can apply for grant funds that would hopefully allow connectivity in that area.

8. Citizen's Comments.

Zabet, Program Coordinator for the Heart of Ellsworth – would like to invite you to Maine Craft Weekend, October 4th-6th. It is a statewide event and Ellsworth is a featured city, there are several events happening within Ellsworth. The featured event is Friday at 5pm and it is an Open Studio and ribbon cutting ceremony at the new Maker's Space at 16 Main St. The ribbon cutting will be followed by a show by the Ellsworth High School art students, the show theme is the life of the river.

John Linnehan – here to announce officially that he is running for City Council and the main reason why. He is running on a very simple platform, to reduce Ellsworth property taxes. In 2021 his taxes were \$9,268.63 and in 2025 his taxes were \$14,441.62. That is an increase of \$5,172.99 or 55% in just four years; an average property tax increase of 13.9% annually. He has a simple four word campaign platform, reduce Ellsworth property taxes, and he promises that he will vote no on any council area that will increase taxes.

9. Councilor Comments.

S O'Halloran – has received several phone calls regarding tax related issues in the last week and a half with some discomfort with the amount that taxes have gone up in the last two years. One call asked him to express an interest or comment about some department heads living in the city that perhaps they might be more accountable to the expenses if it involved their tax bill, he is not sure that he is on that page but did state that he would bring it to the council's attention. Another item he would like to mention, and has not experienced this before, last Friday he received several calls about the area at HCTC, that the odor was horrible from Maine Organics. Students were coming out of the bus with their nose in their shirts because the odor was so bad.

J Stein – would like to respond a little regarding the phone call about department heads living in the city, it is important to express again that the taxes are a reflection of a lot of things and

a lot of the yes or no decisions come down to the council. He would remove the department heads, they take the council's decisions and run with them as best they can.

UNFINISHED BUSINESS

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10. Council Order #092400, Request of the Deputy City Clerk to approve the time polling places will be open for the November 5, 2024, State of Maine Election and the City of Ellsworth Municipal Election as 7:00am. *

Motion to approve T Mote, seconded by C Hanson, passed 7-0

11. Council Order #092401, Request of the Deputy City Clerk for appointment of Wardens and Ward Clerks for the four voting districts within the City of Ellsworth for the November 5, 2024, State of Maine Election and City of Ellsworth Municipal Election. *

Motion to approve T Mote, seconded by C Hanson, passed 7-0

NEW BUSINESS

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

- Provender, LLC d/b/a Provender, 112 Main Street, for renewal of a City Class C License (Victualer and Liquor) and renewal of a State Restaurant (Class I, II, III, IV) Malt, Spirituous and Vinous Liquor License.
- ~~Louise Joy and Thomas Joy d/b/a Edward Joy & Sons, 129 North Street, for renewal of a City Junkyard/Automobile Graveyard Permit.~~
- James B. Card II d/b/a Jimbo's Junkin, 62 Kylies Way, for renewal of a City Junkyard/Automobile Graveyard Permit.
- Ryan Lounder, d/b/a Strike N Slice, 25 Eastward Lane Suite 6, for renewal of a City Class C License (Victualer and Liquor) and State Liquor License (Class I, II, III, and IV).
- Margs Mex Ellsworth LLC d/b/a Margaritas Ellsworth, 191 Main Street, for renewal of a City Class B License (Amusement, Liquor, Victualer) and renewal of a State Class A Restaurant/Lounge Malt Liquor, Wine, Spirits (Class XI) Liquor license.

Motion to approve C Hanson, seconded by J Stein, passed 7-0

New Business

- Corporate Chefs, LLC, 21 Kingsland Crossing, for a new City Class C License (Victualer and Liquor) and a new State Qualified Catering License.

Motion to approve C Hanson, seconded by T Mote, passed 7-0

13. Council Order #092402 Announcement and Presentation of the City of Ellsworth's designation as a Main Street City.

Tabatha White and Karen Otto, board members for Heart of Ellsworth and Executive Director Cara Romano – here to share some very exciting news; tomorrow September 17th Maine Street America and Maine Downtown Center will announce Ellsworth's designation as Maine's Main Street Community and Maine's 11th Main Street community. The process started in October 2023 and will culminate at the award ceremony at the Maine Downtown Center's annual meeting, November 7th in Biddeford. Looking forward to a citywide celebration that will hopefully be held in early 2025, with date, time and place to be determined. There are a couple benefits of being a Main Street Community, that start immediately tomorrow, we will have a live page on Main Street Maine. The website will also provide a link, language and logos for Heart of Ellsworth's website as well as the city to post on our website and discover Ellsworth's site. Main Street America will be adding Ellsworth to their website in January 2025. Also, starting tomorrow we will have immediate access to economic and community development resources, will be eligible for the CDBG support points and funding opportunities that support city projects and save taxpayer dollars to bolster all of Ellsworth, not just the downtown. They appreciate the council's dedication to learning about the Main Street America approach over the past nine years. Each member has taken the time to consider our city's distinctive circumstances and has independently recognized that this designation will strengthen our city. It will sustain partnerships, raise awareness of opportunities and create a collaborative framework that city staff, Ellsworth Chamber, Heart of Ellsworth and other regional partners can leverage for the city's overall development and our developmental success. Ellsworth is the first community to be recognized in both Hancock and Washington counties. Belfast is the next closest Main Street community and there hasn't been a new Main Street designation since 2016. We were the first Main Street to be brought on by the Maine Downtown Center's current staff and the first to use their new enhanced process.

14. Council Order #092403 Request of the Fire Chief to purchase new hydraulic extrication tools.

Fire Chief Scott Guillerault – this is a continuation from the budget during the capital improvement processed they were approved to purchase new rescue tools, this would be replacing 25year old hydraulic tools. They have gone through three vendors and demoed with the fire crews and have decided that Bergeron is the most appropriate. The total amount of the purchase would be \$58,299.05 and does include the maintenance plan for the first year.

Move to approve the request of the Fire Chief to purchase new hydraulic extrication tools from Bergeron Protective Clothing in the amount of \$58,299.05 funding from Capital Outlay, C Hanson, seconded by P Lyons, passed 7-0

15. Council Order #092404 Request of the Historic Preservation Chair to re-establish a cemetery committee. (Sponsored by Councilor Smith)

N Smith – there is some additional information sent out on this, a memo from the City Manager and part of the packet. Would like to thank Charlie for a really thoughtful exploration of the ways that the city can best address the management of cemeteries that are under our supervision. There is a need to inventory and map them and update bylaws and other organizational work to make sure that we are doing the best we can both for those interred there and the people who care about them. The city does have a cemetery ordinance, which is very old, and it calls for a commission which we haven't had in quite some time.

M Beal – was asked to read a citizen's letter who was not able to attend the meeting. After she read the email, she responded to clarify for the citizen that we are trying to do something that used to be in the city and it is for all cemeteries that are owned by or overseen by the city. Having worked with the cemeteries before, it is not an easy thing and having a committee that can pay attention and the Historic Preservation Committee that has the knowledge of the cemetery and the stones within and the people who are buried there, including our veterans, is a great idea.

C Hanson – agrees with Chair Beal and the reason that Juniper came to us is because nobody stepped up at the time, so if we have a commission this will create a safe baseline for how all the cemeteries are cared for.

Jen Sala, chair of the Historic Preservation Commission – worked with Charlie and Sue to come up with this idea as an alternative to the Juniper Cemetery committee because Juniper is not alone in needing someone to pick up where the former groups left off. Higgin's cemetery on the Bucksport Rd recently contacted the city again and said we have been trying for years to get help but the staff here doesn't have the ability or capacity to take care of something like this.

Councilors are concerned that this is going to end up being a lot bigger of a project because there are a lot of cemeteries in Ellsworth and are worried that open and active cemeteries will reach out for help. They think that we will need to have more follow up to what the actual requirements for the city. The committee could be a holding place for resources, connections and answer questions about what the laws are; a resource to support not to take away any that are being cared for.

Move to create a Cemetery Commission for the City of Ellsworth, which will temporarily be chaired by Jen Sala due to her role as chair of the Historic Preservation Commission. This commission will be responsible for overseeing the maintenance, financing and long-term infrastructure and strategic planning for Ellsworth cemeteries under the city purview. Initial priorities will include recruiting appropriate residents of Ellsworth to be nominated to the city council to be on the standing commission working with the Finance department

and City Clerk's office on policies regarding cemetery reserve funds, preparation of an inventory of current cemeteries and developing a comprehensive future cemetery plan, focused on rehabilitating the Old Burial Ground, enhancing historic signage and landscaping, N Smith, seconded by P Lyons, passed 6-1 (S O'Halloran opposed)

16. Council Order #092405 Request of the City Manager to enter into an agreement to install electric vehicle charging stations.

C Hanson – as an electric vehicle owner this is a fantastic idea, being able to charge somewhere that you can walk around and go to a park or out to lunch is great.

We would start out with level 2 chargers and then hopefully add on some level 3 chargers. It would be a profit generator for the city having it downtown because people could park and charge and then go shopping or go out to eat.

C Hanson – has had an electric car since 2019 and used to be able to go anywhere on the east coast and now the owners of electric cars are out pacing the options for charging, so it has gotten significantly more difficult to travel.

N Smith – loves that this is coming up after we have heard about the Main Street designation from Heart of Ellsworth because it is in the downtown and is walking distance. The charging stations on Franklin there is no charge for them, the city is paying for the electricity. The city has the ability to set its own rate to what the market demands but EV sites often make 15 to 30% of each bill as additional revenue to the city.

Move to approve the request of the City Manager to sign a contract with Revision Energy and apply to Efficiency Maine for an award program which will help fund the installation of four EV level 2 charging stations in the City of Ellsworth, C Hanson, seconded by N Smith, passed 6-1 (S O'Halloran opposed).

17. Council Order #092406 Request of the Public Works Director to purchase a used plow truck.

Move to table T Mote, seconded by P Lyons, passed 6-1 (S. O'Halloran opposed).

18. Council Order #092407 Request of the IT Systems Administrator to purchase a vehicle detection system for the High St and Beechland Rd Intersection.

Jason Ingalls, IT Director – here to request the purchase of a video detection system for the intersection at Beechland Rd and High St to replace the failed in ground loop detectors that are currently there. Our practice has been when the loops fail to replace them with camera systems. We have been demoing a unit for a couple months now and are very happy with it. Grid Smart support has not been up to standard, we have had two units fail and they take three to four months to get returns, so would like to try Miovision. It is a different system but has the same ultimate function.

Move to approve the request of the IT Systems Administration to purchase a new vehicle detection system for the High St and Beechland Rd intersection in the amount of \$17,500

from Coastal Traffic funding to come from the traffic signal maintenance budget, C Hanson, seconded by N Smith, passed 7-0

19. Council Order #092408 Public Hearing and potential action on Resolution to authorize the City Manager to submit an application for a Community Enterprise Community Development Block grant in the amount of \$100,000, and if awarded, to accept said funds to carry out a program to make façade improvements to downtown buildings.

Matt Williams, City Planner – in April there was a vote on this previously to allocate match and then to submit the letter of intent to apply, essentially like phase one of this process. The city got approval for that and also to go through phase two, which was getting approvals from different state, federal, local committee and commissions and boards. We have moved through that process, so the application is full and ready to submit and that is why we are here tonight to have the council authorize the City Manager to submit the application for \$100,000 to CDBG program.

Move to adopt a resolution to formally apply for and accept funds from the Community Enterprise CDBG Community Development Block Grant program in the amount of \$100,000 to establish a façade improvement program, J Stein, seconded by C Hanson, passed 7-0

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

Motion to enter executive session C Hanson, seconded by T Mote, passed 6-1 (S O'Halloran opposed).

Motion to exit executive session at 8:52pm T Mote, seconded by Lyons, passed 7-0

21. Adjournment.

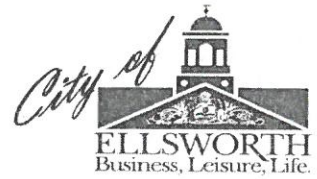
Motion to adjourn T Mote, seconded by C Hanson, passed 7-0

City of Ellsworth

One City Hall Plaza
Ellsworth ME 04605

Business License Renewal Form

China Hill Restaurant
HANE YEE INC
dba CHINA HILL RESTAURANT
301 HIGH 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: 79

State Tax ID:

Business Name: HANE YEE INC

State License #:

Business Address: 301 HIGH STREET

Business Email: chinahill888@gmail.com

Business Phone:

Business Fax: 207-667-4536

Type of Business:

Mailing Address: dba CHINA HILL RESTAURANT, ELLSWORTH ME 04605

Owner Name: LIANG LLC

Owner Phone:

Owner Address: 38 VIKING TRAIL LANE, SURRY ME 04684

Fees	Fee Based On	Quantity	Amount
\$85.00 per year			\$ 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 10/31/2024

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 William Clark

Date 9/17/24

Please return signed application and payment to the City of Ellsworth

Office Use Only: Date Received: 9/23/24 Receipt No: 32000085

Maine Office of Tourism announces more than \$1 Million awarded in final round of Tourism Marketing & Development Recovery Program

(Augusta, ME) October 9, 2024 - The Maine Office of Tourism today announced that more than \$1 million has been awarded to eight Maine organizations in the final round of the Tourism Marketing & Development Recovery Program.

The program, administered by the Maine Office of Tourism with \$2 million in funds awarded by the U.S. Economic Development Administration, was established to help Maine's travel and tourism industry recover from negative financial impacts caused by the COVID-19 pandemic.

The award recipients announced today include:

- Bethel Area Chamber of Commerce - \$93,000
- Children's Museum and Theatre of Maine - \$200,000
- Eastern Maine Development Corporation - \$195,000
- Heart of Ellsworth - \$200,000
- High Peaks Alliance - \$92,000
- Maine Adaptive Sports & Recreation - \$94,500
- Moosehead Lake Region Chamber of Commerce – \$70,000
- Rangeley Lakes Region Chamber of Commerce - \$90,000

“These projects will further strengthen the state's visitor economy and foster a more resilient tourism industry in Maine in the coming decades,” **said Heather Johnson, Commissioner of the Maine Department of Economic and Community Development.**

“We are excited to award this final round of Tourism Marketing & Development Recovery Program funding, through the EDA Travel, Tourism & Outdoor Recreation Program, to organizations whose projects will have a positive impact on our travel, tourism, and outdoor recreation sectors here in Maine,” **said Hannah Collins, Deputy Director of the Office of Tourism.** “These projects will also enhance the visitor experience and help to create a more equitable and competitive industry.”

Recipients selected to receive an award successfully demonstrated their projects' potential for long-term transformational impacts; campaigns that reach underrepresented, new and diverse communities of visitors; and the creation and/or improvement of tourism assets that will live on beyond the life of the grant term. Projects must be completed by September 2025.

Heart of Ellsworth Receives \$200,000 Marketing Grant from Maine Office of Tourism

Ellsworth, ME, October 9, 2024 – Heart of Ellsworth is pleased to announce it has been awarded a \$200,000 grant from the Maine Office of Tourism as part of the Tourism Marketing & Development Recovery Program. This program, supported by \$2 million in funding from the U.S. Economic Development Administration, aims to bolster Maine's travel and tourism industry following the economic challenges posed by the COVID-19 pandemic.

The grant will enable Heart of Ellsworth to enhance its marketing efforts, promoting the region as a vibrant destination for visitors. This funding comes at a crucial time, allowing us to expand outreach initiatives and develop new tourism assets that will benefit our community for years to come.

"We are deeply honored to receive this grant from the Maine Office of Tourism," said Cara Romano, Executive Director of Heart of Ellsworth. "This funding will play a pivotal role in establishing downtown Ellsworth as a distinct destination within Maine. Whether visitors explore the Bold Coast, Schoodic Peninsula, or the Blue Hill/ Deer Isle region, Ellsworth will be the ideal hub to stay and embark on day trips, maximizing a genuine Maine visitor experience."

The Tourism Marketing & Development Recovery Program focuses on supporting projects with long-term transformative impacts, reaching diverse communities of visitors, and enhancing Maine's tourism assets. All funded projects are slated for completion by September 2025.

For more information about Heart of Ellsworth and its initiatives, visit www.heartofellsworth.org.

About Heart of Ellsworth: Heart of Ellsworth is a nonprofit organization dedicated to the economic revitalization and cultural enhancement of downtown Ellsworth, Maine. Through community engagement and strategic partnerships, we strive to create a vibrant and welcoming environment for residents and visitors alike.

Contact: Cara Romano, Executive Director, Heart of Ellsworth (207) 479 - 5011
cara@heartofellsworth.org

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Awards are funded through the US Economic Development Administration (EDA) American Rescue Plan Act (ARPA) Travel, Tourism, and Outdoor Recreation State Grant as consistent with the State of Maine's scope of work and approved grants administration plan for this award.

Other industry support grant programs administered and funded by the Maine Office of Tourism include Maine Communities Grants, Tourism Enterprise Marketing Grants and Special Events Grants. More information regarding MOT grant programs is available at MOTPartners.com

**Maine Office of Tourism
Marketing Recovery Program
GRANT PROJECT 2024
Heart of Ellsworth**

Main Economic Recovery Grant Program - Tourism Marketing and Development

Recovery Program: The Maine Office of Tourism is administering a \$2 million Tourism Marketing & Development Recovery program funded through the US Economic Development Administration (EDA) [American Rescue Plan Act \(ARPA\) Travel, Tourism, and Outdoor Recreation State Grant](#).

Grant Purpose:

- To support economic recovery and resilience efforts from the COVID-19 pandemic of the travel and tourism industry in Maine.
- Provide funding for tourism marketing programs to attract and increase visitation to areas negatively impacted by the pandemic.
- Priority will be given to projects with the potential for long-term, transformational impacts; campaigns that reach underrepresented and new and diverse communities of visitors.

The Heart of Ellsworth goal: Encourage tourists to choose to lodge in Ellsworth for 1-2 nights of their Maine vacation, and to enjoy downtown Ellsworth during that portion of their stay.
Target audience(s): Acadia region tourist, as defined by the Maine Office of Tourism's Visitor Tracking Report and families (28% of Acadia region tourists)

Key Asset: Ellsworth's relative affordability compared to destinations on Mount Desert Island and central location to points midcoast and downeast - perfect for day trips.

Project Objectives:

- Develop Heart of Ellsworth's capacity to generate local tourism-related data.
- Develop brand messaging for downtown Ellsworth's appeal to tourists.
- Build a photography and videography library for downtown Ellsworth.
- Redevelop Heart of Ellsworth's website to better accommodate tourists while maintaining it's usefulness to residents.
- Develop a paid advertising campaign to drive traffic to Heart of Ellsworth's redeveloped website.
- Develop a paid social media campaign to drive traffic to a new tourism-focused account

Deliverables:

- **Survey mechanisms and results.** Heart of Ellsworth will develop survey questions and techniques with the contracted marketing agency and develop baseline figures to continue to build upon. This will become a valuable resource for our own marketing efforts and for local businesses.
- **Redeveloped website.** Heart of Ellsworth serves a variety of audiences, and a redesigned website will allow us to serve all audiences more effectively, directing them to the information that is most relevant to them.

- **Brand guide.** Heart of Ellsworth’s contracted marketing agency will deliver a brand guide that outlines tourism messaging, design characteristics, fonts, etc. for a unified look that complements regional and statewide tourism efforts.
- **Photography and videography library.** Heart of Ellsworth will contract with No Umbrella Media to build a visual asset library of tourism attractions in Ellsworth that will include:
 - 400 edited photos
 - 20 edited 15-60 second videos, with licensing to 8 songs.
- **Digital advertisement graphics.** Heart of Ellsworth’s contracted marketing agency will deliver professionally designed advertisement graphics that we can use (and edit) for future campaigns.
- **Access to professional social media content.** As part of the contract with paid social media influencers, Heart of Ellsworth will stipulate an agreement to be able to use the influencers’ social media content for two years on its own channels.

Execution Plan:

- Retain a marketing agency to refine, execute, and measure the impact of our tourism marketing project.
- Retain contractors for visual assets and website redevelopment.
- Heart of Ellsworth staff will coordinate partners and vendors, manage contractor workplans and deliverables, coordinate tourist engagement, survey distribution, and data collection.
- Promotions Subcommittee of Heart of Ellsworth’s Board of Directors will be responsible for participating in idea generation sessions for tourist engagement, in data collection efforts, and in approving the brand messaging for our tourism marketing campaigns.

Current Partners and Collaborators:

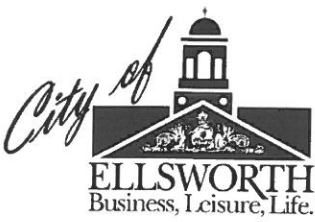
- City of Ellsworth
- Ellsworth Area Chamber of Commerce (EACC)
- Downeast Acadia Regional Tourism (DART)
- Downeast Maine National Heritage Area (DMNHA)
- Maine Development Foundation’s Maine Downtown Center (MDC)

Additional Information:

[Downeast & Acadia 2023 Economic Impact & Tourist Tracking Report](#)

[Manifesting Maine Asset Map](#)

[National Parks and Main Street](#)



Memorandum

To: Members, Ellsworth City Council

From: KaTina D. Vanadestine

Subject: Adopting New General Asst. Maximums and Ordinance

Date: September 10, 2024

Each year the General Assistance maximums expire on September 30th and new ones are sent to each municipality by the Maine Department of Health and Human Services with new dollar figures to use for the following year. I have included last year's and this year's maximums to make it easier to compare the increases. Attached to your packet you will see a memo from the state explaining the updates to the General Assistance Ordinance.

The state will remain at the 70% reimbursement rate for FY 2025.

Suggested Motion: Resolved to approve the new amended 2024 version of the Ellsworth Code of Ordinances, Chapter 36, General Assistance Ordinance as presented.

Oct 1, 2024 to Sept 30, 2025

OVERALL MAXIMUMS (A)**Persons in Household**

1	2	3	4	5
\$1,096	\$1,102	\$1,307	\$1,734	\$1,740

Household of 6 = \$1,815

* Add \$75 for each additional person

FOOD MAXIMUMS (B)

Persons	Weekly	Monthly
1	\$67.91	\$292.00
2	\$124.65	\$536.00
3	\$178.60	\$768.00
4	\$226.74	\$975.00
5	\$269.30	\$1,158.00
6	\$323.26	\$1,390.00
7	\$357.21	\$1,536.00
8	\$408.37	\$1,756.00

Add \$220 per month for each + person

HEATING FUEL (E)

Month	Gallons	Month	Gallons
January	225	Jun-Aug	0
February	225	September	50
March	125	October	100
April	125	November	200
May	50	December	200

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

HOUSING MAXIMUMS (C)

BEDROOM	UNHEATED		Heated	
	Weekly	Monthly	Weekly	Monthly
0	\$224	\$964	\$251	\$1,079
1	\$224	\$964	\$252	\$1,083
2	\$253	\$1,087	\$299	\$1,284
3	\$341	\$1,467	\$397	\$1,707
4	\$341	\$1,467	\$397	\$1,707

Recovery Residence

\$189.00

\$812.25

PERSONAL CARE & HOUSEHOLD SUPPLIES (F)

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

MILEAGE RATE (G)

50 cents (50¢) per mile

FUNERAL MAXIMUMS (H)

Burial: \$1,620+; Cremation: \$1,125+

ELECTRIC (D)

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 per month.

1-800-442-6003

Revised 09/09/24

2024-2025 GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	969	1,068	1,367	1,744	2,333
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	1,139	1,280	1,689	2,131	2,476
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	881	965	1,232	1,608	1,947
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	874	884	1,169	1,464	1,603
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,451	1,663	2,141	2,715	3,332
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	969	1,159	1,413	1,939	2,335

Appendix A
Effective: 10/01/24-09/30/25

COUNTY	1	2	3	4	5*
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	1,192	1,261	1,567	2,039	2,297
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	1,371	1,444	1,905	2,589	3,305

*Note: Add \$75 for each additional person.

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	766	842	1,043	1,421	1,524
Franklin County	807	893	1,174	1,558	1,764
Hancock County	1,096	1,102	1,307	1,734	1,740
Kennebec County	943	946	1,214	1,529	1,784
Knox County	935	946	1,163	1,550	1,657
Lincoln County	1,037	1,076	1,332	1,733	2,154
Oxford County	902	910	1,185	1,575	1,869
Piscataquis County	777	860	1,131	1,398	1,689
Somerset County	897	931	1,140	1,487	1,612
Waldo County	1,075	1,085	1,305	1,620	2,219
Washington County	838	846	1,101	1,508	1,598

* Please Note: Add \$75 for each additional person.

2024-2025 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2024, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	67.91	292.00
2	124.65	536.00
3	178.60	768.00
4	226.74	975.00
5	269.30	1,158.00
6	323.26	1,390.00
7	357.21	1,536.00
8	408.37	1,756.00

Note: For each additional person add \$220 per month.

2024-2025 GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! ONLY consider adopting the following numbers if these figures are consistent with local rent values. If not, a market survey should be conducted, and the figures altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See *Instruction Memo for further guidance.*)

Non-Metropolitan FMR Areas

<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		144	619	174	748
1		152	654	191	822
2		186	798	237	1,019
3		261	1,123	324	1,393
4		270	1,162	347	1,492
<u>Franklin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		154	660	184	789
1		164	705	203	873
2		216	929	267	1,150
3		293	1,260	356	1,530
4		326	1,402	403	1,732
<u>Hancock County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		224	964	251	1,079
1		224	964	252	1,083
2		253	1,087	299	1,284
3		341	1,467	397	1,707
4		341	1,467	397	1,707
<u>Kennebec County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		189	811	215	926
1		189	811	216	927
2		231	994	277	1,191
3		294	1,262	349	1,502
4		339	1,459	407	1,752

Appendix C
Effective: 10/01/24-09/30/25

Non-Metropolitan FMR Areas

<u>Knox County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	187	803	214	918
1	187	803	216	927
2	219	943	265	1,140
3	298	1,283	354	1,523
4	310	1,332	378	1,625
<u>Lincoln County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	210	905	237	1,020
1	211	906	246	1,057
2	259	1,112	304	1,309
3	341	1,466	397	1,706
4	425	1,829	493	2,122
<u>Oxford County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	179	770	206	885
1	179	770	207	891
2	224	965	270	1,162
3	304	1,308	360	1,548
4	359	1,544	427	1,837
<u>Piscataquis County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	147	630	177	759
1	156	672	195	840
2	206	886	257	1,107
3	256	1,100	319	1,370
4	309	1,327	385	1,657
<u>Somerset County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	178	765	205	880
1	178	765	212	912
2	214	920	260	1,117
3	284	1,220	339	1,460
4	299	1,287	367	1,580

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	219	943	246	1,058
1	219	943	248	1,066
2	252	1,085	298	1,282
3	315	1,353	370	1,593
4	440	1,894	509	2,187

<u>Washington County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	164	706	191	821
1	164	706	192	827
2	205	881	251	1,078
3	289	1,241	344	1,481
4	296	1,273	364	1,566

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	195	837	221	952
1	209	898	244	1,049
2	267	1,147	312	1,344
3	344	1,477	399	1,717
4	467	2,008	535	2,301

<u>Cumberland Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	234	1,007	261	1,122
1	258	1,110	293	1,261
2	342	1,469	387	1,666
3	434	1,864	489	2,104
4	500	2,151	568	2,444

<u>Lewiston/Auburn MSA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	174	749	201	864
1	185	795	220	946
2	235	1,012	281	1,209
3	312	1,341	368	1,581
4	377	1,622	445	1,915

Appendix C

Effective: 10/01/24-09/30/25

Metropolitan FMR Areas

<u>Penobscot Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	173	742	199	857
1	173	742	201	865
2	221	949	266	1,146
3	278	1,197	334	1,437
4	297	1,278	365	1,571
<u>Portland HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	307	1,319	334	1,434
1	347	1,493	382	1,644
2	447	1,921	492	2,118
3	569	2,448	625	2,688
4	699	3,007	767	3,300
<u>Sagadahoc Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	195	837	221	952
1	230	989	265	1,140
2	277	1,193	323	1,390
3	389	1,672	445	1,912
4	467	2,010	536	2,303
<u>York Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	247	1,060	273	1,175
1	254	1,091	289	1,242
2	313	1,347	359	1,544
3	412	1,772	468	2,012
4	459	1,972	527	2,265
<u>York/Kittery/S. Berwick HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	288	1,239	315	1,354
1	296	1,274	331	1,425
2	392	1,685	438	1,882
3	540	2,322	596	2,562
4	693	2,980	761	3,273

Appendix G

Effective: 10/01/24-09/30/25

2024-2025 Mileage Rate

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Comptroller. The current rate for approved employment and necessary medical travel etc. is 50 cents (50¢) per mile.

Please refer to the Office of the State Controller for changes to this rate at 626-8420 or visit <http://www.state.me.us/osc/>

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,620**. The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$1,125**.

The municipality's obligation to provide funds for cremation purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable cremation expenses are limited to:

- removal and transportation of the body from a local residence or institution
- professional fees
- crematorium fees
- a secured death certificate or obituary
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

2023-2024 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2023 to September 30, 2024.**

APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
NOTE: For each additional person add \$75 per month. (The applicable figures from Appendix A, <i>once adopted</i>, should be inserted here.)						

APPENDIX B - FOOD MAXIMUMS Not Updated

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	\$ 67.91	\$ 292.00
2	124.65	536.00
3	178.60	768.00
4	226.74	975.00
5	269.30	1,158.00
6	323.26	1,390.00
7	357.21	1,536.00
8	408.37	1,756.00
NOTE: For each additional person add \$220 per month.		

APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0				
1				
2				
3				
4				
(The applicable figures from Appendix C, <i>once adopted</i> , should be inserted here.)				

FOR MUNICIPAL USE ONLY

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MMA
08/23

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water*:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.95	\$ 85.50
2	\$22.52	\$ 96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 per month.

2) **Electricity Maximums for Households *With Electrically Heated Hot Water*:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

FOR MUNICIPAL USE ONLY

2024-2025 GA Housing Maximums

Recovery Residences

The following Recovery Residence maximums are in effect from 10/1/2024- 9/30/2025

Non-Metropolitan FMR Areas

<u>Aroostook County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$133.70	\$575.40

<u>Franklin County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$142.10	\$611.10

<u>Hancock County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$176.40	\$758.10

<u>Kennebec County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$151.20	\$648.90

<u>Knox County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$151.20	\$648.90

<u>Lincoln County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$172.20	\$739.90

<u>Oxford County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$144.90	\$623.70

<u>Piscataquis County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$136.50	\$588.00

<u>Somerset County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$148.40	\$638.40

<u>Waldo County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$173.60	\$746.20

<u>Washington County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$134.40	\$578.90

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$170.80	\$734.30

<u>Cumberland Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$205.10	\$882.70

<u>Lewiston/ Auburn MSA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$154.00	\$662.20

<u>Penobscot Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$140.70	\$605.50

<u>Portland HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$267.40	\$1,150.80

<u>Sagadahoc Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$185.50	\$798.00

<u>York Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$202.30	\$869.40

<u>York/Kittery/S . Berwick HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$231.70	\$997.50

Rev. 08/29/24

Oct 1, 2023 to Sept 30, 2024

OVERALL MAXIMUMS (A)**Persons in Household**

1	2	3	4	5
\$965	\$996	\$1,198	\$1,521	\$1,655

Household of 6 = \$1,730

* Add \$75 for each additional person

FOOD MAXIMUMS (B)

Persons	Weekly	Monthly
1	\$67.67	\$291.00
2	\$124.42	\$535.00
3	\$178.14	\$766.00
4	\$226.28	\$973.00
5	\$268.60	\$1,155.00
6	\$322.33	\$1,386.00
7	\$356.28	\$1,532.00
8	\$407.21	\$1,751.00

Add \$219 per month for each + person

HEATING FUEL (E)

Month	Gallons	Month	Gallons
January	225	Jun-Aug	0
February	225	September	50
March	125	October	100
April	125	November	200
May	50	December	200

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

HOUSING MAXIMUMS (C)

BEDROOM	UNHEATED		Heated	
	Weekly	Monthly	Weekly	Monthly
0	\$191	\$821	\$221	\$950
1	\$191	\$821	\$228	\$979
2	\$222	\$956	\$274	\$1,177
3	\$285	\$1,227	\$348	\$1,496
4	\$301	\$1,293	\$378	\$1,625

PERSONAL CARE & HOUSEHOLD SUPPLIES (F)

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

MILEAGE RATE (G)

46 cents (\$0.46) per mile

FUNERAL MAXIMUMS (H)

Burial: \$1,475+; Cremation: \$1,025+

ELECTRIC (D)

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 per month.

1-800-442-6003

Revised 8/28/23

Janet T. Mills
Governor

Sara Gagné-Holmes
Acting Commissioner



Maine Department of Health and Human Services
Office for Family Independence
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 624-4168; Toll-Free: (800) 442-6003
TTY: Dial 711 (Maine Relay); Fax: (207) 287-3455

To: Welfare Officials and Contracted Agents
From: Sara Denson, Program Manager, General Assistance
Date: September 4, 2024
Subject: New GA Maximums for October 1, 2023

Enclosed please find the following items:

- MMA's updated **General Assistance Ordinance** (9/2024)
- MMA's new (October 1, 2024–September 30, 2025) **“General Assistance Ordinance Appendices”** (A – H).
- Recovery Residence Housing Maximums (October 1, 2024-September 30, 2025)
- **“GA Ordinance Adoption Form”** which was developed so that municipalities may easily send DHHS proof of the adoption of any updated or changed GA Ordinance. Once the selectpersons or council adopts the new ordinance, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*
- **“GA Maximums Adoption Form”** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*

Updates

Please note that updates have been made to Appendix A (overall maximums), Appendix B (food maximums), Appendix C (housing maximums) and Appendix H (funeral maximums) of the General Assistance Ordinance. There is also a new Recovery Residence Housing Maximums guide. You can find information about the MMA Model Ordinance on the Maine Welfare Director's Association (MWDA) website at www.mainewelfaredirectors.org.

Appendix A – H

The enclosed Appendices A – H have been revised for your municipality's General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – H. Even if you are not updating your GA Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

The Adoption Process

The **municipal officers** (i.e., **selectpersons/council**) **adopt the local General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers conduct a **notice and hearing** prior to the adoption of the Ordinance and/or Appendices. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance and/or appendices either in its posted form or as amended in light of public discussion.

Municipalities May Establish Their Own Maximums

Municipalities may establish their own maximum levels of assistance provided that the proposed levels of assistance are reasonable and meet adequate standards sufficient to maintain the health and safety of applicants in the municipality. The municipality must submit to the Department documentation to justify these levels of assistance and verify that the figures developed are appropriate to maintain health and decency.

A municipality's maximum assistance level for Food may not be below the Department provided figures which are issued by the USDA and published annually following a study of cost of food for various family sizes. A market basket survey may be used to establish food maximums if the maximums provided by the USDA are insufficient to maintain health in the municipality. (C.M.R. 10-144, Chapter 323, Section V).

Filing of GA Ordinance and/or Appendices

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted, should that ordinance differ from the MMA Model. Any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that your Municipal Officers have adopted the current MMA Model GA maximums and/or ordinance. If you are not making changes to your adopted ordinance, you are only required to submit verification that the new Appendices have been adopted.

[For use when adopting **updated appendices only** without amending the body of an existing *GA ordinance*]

MUNICIPALITY OF Ellsworth
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of Ellsworth, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through H of the existing ordinance with the attached appendices A through H, which shall be in effect from October 1, 202__ through September 30, 202__. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of the 22 M.R.S. chapter 1161.

Signed this _____ day of _____, 20__, by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

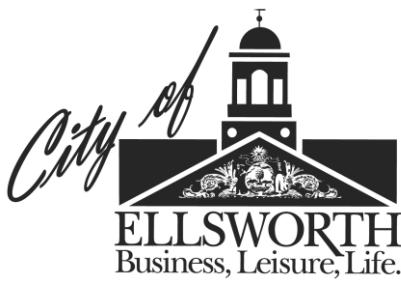
(Print Name)

(Signature)

(Print Name)

(Signature)

[Please send a copy of the enactment page only to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]



MEMORANDUM

To: City Council
From: Matthew Williams, City Planner
CC: City Manager Pearce
Date: September 3, 2024
RE: Amendment to Chapter 31- Recreation Commission

Background

The Recreation Commission (the “Commission”) is requesting the Council vote to approve the suggested amendment to Chapter 31, removing the requirement that members be a resident of Ellsworth.

The Commission observes the current housing crisis of the City and all of Hancock County. The Commission recently received a resignation letter from a member due to their inability to find attainable housing in Ellsworth. Many professionals who have an interest in recreation and care about Ellsworth would like to join the Commission, but cannot due to living in a neighboring or nearby community where they could find housing.

The Harbor Commission and Arbor Commission have transitioned to allow members of their bodies to live elsewhere, and the Recreation Commission would like to follow suit. The Commission would like to attract and retain the most qualified and talented members, regardless of where they can find housing.

Recommendation

Motion to accept the recommended edits to Chapter 31, removing the requirement that members be a citizen of Ellsworth.

CHAPTER 31 RECREATION COMMISSION

SECTION 1. There is hereby created a Recreation Commission consisting of seven¹ (7) members.² The initial Commission began with five (5) of the members appointed for a term of two (2) years and three (3) of the members of the initial Commission shall be appointed for a term of one (1) year. Thereafter all terms of office of the Commissioners shall be two (2) years.

SECTION 2. ~~All members of the Commission shall be residents of the City of Ellsworth and a~~At least one member of the Commission shall be appointed from the membership of the Ellsworth City Council.³

SECTION 3. The duties of the Recreation Commission are as follows:

- 1) To plan, promote, organize and supervise a comprehensive municipal recreation program and administer the same in the interest of the entire community.
- 2) To review the recreational use of playgrounds, playfields, recreation centers, swimming areas, ball diamonds, and such other recreation areas and facilities as may be made available to carry out the City's recreation program.
- 3) Conduct and promote any form of recreation, cultural or social activity that will employ the leisure time of citizens in a wholesome and constructive manner.
- 4) Direct the expenditure of all moneys appropriated by the City Council on all matters concerning recreation.
- 5) To serve as the advisory committee to the City Council on all matters concerning recreation.⁴
- 6) The Recreation Commission may adopt rules and regulations governing the facilities over which they have jurisdiction. Such rules and regulations shall be filed with the City Clerk.⁵

SECTION 4. The Recreation Commission shall keep books and records of all its doing and shall make an accounting to the City Council of all money appropriated by the City Council for its use.

SECTION 5. The Recreation Commission shall annually at the first regular meeting of the City Council after the annual election in November of each year, submit a report to the City Council of its activities for the prior year. The City Council may from time to time during the year request interim reports from the Recreation Commission.

SECTION 6. The members of the Recreation Commission shall serve without pay.

Adopted 5/21/73

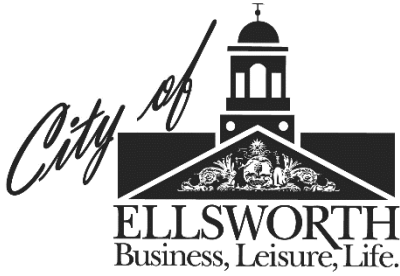
¹ Amended 5/15/2023

² Amended 9/16/96

³ Amended X/XX/XX

⁴ Amended 3/20/89

⁵ Amended 2/11/02



Memo

To: Ebony Kramp-Dowling, Deputy City Clerk
CC: City Council
Charles Pearce, City Manager
From: Sue McLean, City Clerk/Tax Collector
Date: October 9, 2024
Re: October 2024 Agenda - Request to appoint Nathaniel Moore as Signer for Juniper Cemetery Checking Account

If City Council agrees with this request the suggested motion will be:

Move to approve the request of the City Clerk/Tax Collector to approve the appointment of Finance Director, Nathaniel Moore, as signer for the Juniper Cemetery Checking Account.

Please include on the October agenda a request to approve the appointment of Finance Director, Nathaniel Moore as signer for the Juniper Cemetery Checking Account, currently with TD Bank.

TD Bank has advised our office they currently do not have an active signer on account and would require a copy of minutes from the Cemetery Committee appointing a signer. As we do not currently have a Cemetery Committee, we are asking the Council to approve this appointment.

Nate has already undertaken significant efforts to track the funds belonging to Juniper Cemetery, and his access to the account will greatly enhance our ability to manage these finances effectively. By being a signer, he will be able to:

- Obtain detailed information for reconciliations.
- Analyze past disbursements to understand financial trends.
- Process any invoices for services rendered at Juniper Cemetery promptly.

Having Nate as a signer will ensure greater oversight and facilitate smoother financial operations related to the cemetery.

I appreciate your consideration of this important appointment and look forward to your support.

Memorandum

To: City Council Members

CC: City Manager

From: Mike Harris Wastewater Superintendent

Date: 10/16/2024

Re:

I am writing to request the council's approval of the engineering proposal from Woodard & Curran. to upgrade our dewatering capabilities. The Wastewater Treatment Facility (WWTF) is nearing capacity for receiving hauled waste. During peak times of the year, we are paying overtime to our employees to run the centrifuge after hours. Many communities that previously land applied their biosolids can no longer do so due to emerging contaminants like Perfluoroalkyl and Poly-fluoroalkyl substances (PFAS). Upgrading the Ellsworth WWTF could provide a valuable resource for these communities and our current hauled waste customers.

The upgrade would involve adding a second centrifuge, which would work alongside the existing one as a backup or during peak times. This addition would help us achieve the increased capacity we need. The upgrade involves not just a new centrifuge, but also a dewatering feed pump, polymer system, sludge cake conveyor system, yard piping, electrical and control upgrades, building expansion, and relocation of the emergency generator. The City has received a \$375,000 grant from the Maine Department of Environmental Protection to support this project. Therefore, I would like to suggest the following motion.

The Ellsworth Public Works Director respectfully requests that the city council approve the proposal from Woodard & Curran in the amount of \$279,500 to be funded from the D.E.P \$375,000 grant that the City has been awarded for this project.



August 15, 2024

Michael Harris, Superintendent
City of Ellsworth
One City Hall Plaza
Ellsworth, ME 04605

Re: Proposal for Evaluation of Alternatives, Engineering Design and Bidding Services
Upgrades to Biosolids Handling Facilities at Wastewater Treatment Facility

Dear Mike:

Thank you for the opportunity to work with you on evaluating the alternatives and then designing the upgrades to the City's Biosolids Processing System at the City of Ellsworth's Bayside Road Wastewater Treatment Facility (WWTF). It is our understanding that the City would like to increase the capacity to take in hauled waste at the existing WWTF and in order to increase this capacity, upgrades to the existing biosolids processing system are required.

PROJECT UNDERSTANDING

The existing WWTF is near capacity for receiving hauled waste and the City would like to take advantage of the opportunity to collect additional hauled waste allowing for an additional revenue source. Many communities who land applied their biosolids no longer have that option due to Perfluoroalkyl and Polyfluoroalkyl (PFAS) contaminants. An upgrade to the Ellsworth WWTF could provide a resource for these communities as well as your current hauled waste customer base. It is also our understanding that the City would like to consider if this work can be accomplished by adding another centrifuge configured with your existing centrifuge to allow the existing one to be used as back up or used during peak periods.



Adding a second centrifuge would achieve the additional capacity the City is looking for. The centrifuge upgrade is significant as the project would require not only a new centrifuge, but would also require a new dewatering feed pump, a polymer system, new sludge cake conveyor system, yard piping, electrical, controls, expansion of the building, and relocation of the emergency generator.

The estimate of total projected costs that was submitted for the 2022 CWSRF program was \$2,000,000. This effort secured the City the grant of \$375,000 that can be applied to this work.

This work also provides redundancy in the biosolids processing system. Redundancy is an important feature to consider for systems that process the amount of biosolids that the City

currently does. Currently, staff is required to operate the processing system for extended hours to process the sludge volumes. If a repair were to be required for any of the system components, the facility would not be able to keep up with the hauled waste volume while also accommodating the wasting of sludge from the treatment process, which is required to maintain reliable treatment and permit compliance. A redundant biosolids processing train allows for increased processing capacity, while also allowing uninterrupted operations and permit compliance during periods when scheduled or emergency maintenance is required.

In the memo we provided to the City on July 14, 2023, we evaluated the hauled waste cost and what the operation netted the City. On average, \$144,000 of net revenue per year from 2013 to 2023 was provided. We understand that you feel there is a market still not yet served and that a second centrifuge will allow the City to process more biosolids during normal working hours to further increase this revenue source.

SCOPE OF WORK

- Task 1 – Field Investigation / Data Review: Collect and analyze available current operational data available from the past 2-3 years associated with biosolids processing.
- Task 2 – Design Basis Report (DBR): The deliverable for this project will be a Design Basis Report (Technical Memo) summarizing the work to be done including an Opinion of Probable Cost and an evaluation of alternatives. This task will include one (1) workshop meeting in person to review the proposed project approach and include any comments that the City may have and one presentation to the City Council. As part of this task, it is thought that the second centrifuge might be a Westfalia unit to match the existing unit, but the evaluation will determine that. The unit might be directly purchased by the City. This task will include one round of comments and responses on the report.
- Task 3 – Preliminary Design / Cost Estimating: The deliverable, based on the final DBR, will be a set of 60% plans and specifications table of contents for review by the City along with an updated cost estimate. This task will also include a meeting with the City to review the 60% drawings and incorporate any comments.
- Task 4 – Final Design / Cost Estimating: Design documents based on the final DBR will be prepared and include construction drawings and specifications. Drawings will depict the work to be performed. Detail sheets shall be at scales to best show the work to be done. Specifications shall be based on the Engineers Joint Contract Documents Committee (EJCDC) format. An interim (review set) submittal of plans and specifications will be provided to the City for review and comment. An updated Opinion of Probable Cost will also be provided with the design review set submittal. The set of drawings and s





pecifications will be provided to Maine DEP for review, and we will respond to all written comments.

- Task 5 – Bid Documents Preparation / Specifications: Bid set plans and specifications will be prepared. Bid set documents will incorporate review comments on the design review documents from the City and Maine Department of Environmental Protection (MDEP). An updated Opinion of Probable Cost will be provided with the Bid Documents. We will assist the City as required in advertising the project for public bids with local media and construction publications. In addition, we will provide in hard copy form, three (3) sets of full-size Bid Set drawings, two (2) sets of reduced size drawings, and three (3) sets of specifications.
- Task 6 – Solicitation of Bids / Request for Information: During the bidding phase, we will receive and respond to questions from prospective bidders through the City and issue addenda as appropriate to clarify or expand the Bid Documents, attend one (1) pre-bid meeting for the construction contract, and attend and facilitate the bid opening. At the completion of bid opening, we will prepare a bid summary, and evaluate the bids received and investigate the qualifications of the low bidder.
- Task 7 – Project Meetings / Presentations: In addition to the two meetings held during design, we have assumed one (1) meeting with the City after the DBR has been delivered to discuss the findings of the report and one (1) presentation to the City Council to support the City in positioning the project to move forward.

PROPOSED SCHEDULE

Woodard & Curran is prepared to begin work upon acceptance of this agreement. We anticipate the work will be completed within 30 weeks after the Notice to Proceed has been issued, which allows time to accomplish the submission reviews.

PROPOSED FEE

Woodard & Curran proposes to perform the work described in this proposal on a Lump Sum Basis, invoiced monthly based upon percentage of work complete, in the amount of \$279,500. Monthly invoices will include a summary of services provided during the invoice period. We will not exceed this budget without written authorization from the City.

The proposed budget for completion of the work described herein is summarized below:

Field Investigation / Data Review	\$5,000
Design Basis Report / Sizing and Selection of Centrifuge.....	\$30,000
Preliminary Design / Cost Estimating / Assist City with Vendor Pricing and Purchasing of Centrifuge	\$140,000
Final Design / Cost Estimating.....	\$70,000
Bid Documents Preparation / Specifications	\$20,000
Solicitation of Bids / Requests for Information.....	\$10,000



Project Meetings / Presentations.....	\$3,000
Expenses	\$1,500
Total Budget	\$279,500

ASSUMPTIONS AND UNDERSTANDINGS

The following assumptions and understandings apply to the scope of work, schedule, and budget described herein.

- -No additional survey or geotechnical work is required.
- No separate pre-selection or pre-procurement bid package is required for the second centrifuge, and we will work with the City to directly purchase the centrifuge to allow for a streamlined design.
- No separate design effort will be required to upgrade the septage holding tank, sludge storage tanks, or septage transfer pumping system.

TERMS AND CONDITIONS

The Scope of work will be completed in accordance with the Standard Terms and Conditions between the City of Ellsworth and Woodard & Curran, Inc. executed June 24, 2019.

If this proposal is acceptable, please sign the Notice to Proceed below and return a copy to us.

We very much appreciate the opportunity to continue our work with the City of Ellsworth, and we look forward to a successful project. If you have questions or desire any changes to more closely reflect your needs or budget, please feel free to contact me at any time.

Sincerely,

WOODARD & CURRAN

Brent M. Bridges, P.E.
Vice President

BMB/vmf/bw

AUTHORIZATION TO PROCEED

City of Ellsworth, Maine

By: _____

Title: City Manager

Accepted this ____ Day of _____ 2024

Memorandum

To: City Council Members

CC: City Manager

From: Mike Harris Wastewater Superintendent

Date: 10/16/2024

Re:

I am writing to request the council's approval for the purchase of a combination jetter/vac truck, which has been approved in our current budget. We had three manufacturers demonstrate their trucks in Ellsworth, and after reviewing all options, I requested quotes from each.

I recommend accepting the quote from Chadwick Baross for \$608,414. This purchase will be shared among the Wastewater, Water, and Highway divisions of the Public Works Department. The truck will be tax-exempt and financed through NCL Government Capital over seven years, with the first payment deferred until October 2025.

The total annual payment will be \$108,678, split equally among the three departments, resulting in a debt service of \$36,226 per year for each. I would respectfully suggest the following motion:

The Ellsworth Public Works Director respectfully requests that the city council approve the purchase of the combination jetter/vac truck from Chadwick Baross for \$608,414 to be financed by NCL Government Capital for a term of 7 years. The Wastewater, Water and Highway Department will share the purchase equally through debt service within their budgets.

LESSEE:

LESSOR: Lease Servicing Center, Inc. dba NCL Government Capital

EQUIPMENT:

EQUIPMENT COST:

DOWN PAYMENT / TRADE-IN: _____

AMOUNT FINANCED:

FUNDING DATE:

DEFERRAL DAYS:

FIRST PAYMENT DUE:

TERM: Years

5 years \$145,103.90

7 years \$108,678.55

BALLOON PAYMENT:

PRICING: The payments outlined above are locked, provided this proposal is accepted by the Lessee and the transaction closes/funds prior to After these days, the final payments shall be adjusted commensurately with market rates in effect at the time of funding and shall be fixed for the entire lease term.

DOCUMENTATION FEE: \$500 paid to Lessor at closing

DOCUMENTATION: Lessor shall provide all of the documentation necessary to close this transaction. This documentation shall be governed by the laws of the

TITLE / INSURANCE: Lessee shall retain title to the equipment during the lease term. Lessor shall be granted a perfected security interest in the equipment and the Lessee shall keep the equipment free from any/all liens or encumbrances during the term. Lessee shall provide adequate loss and liability insurance coverage, naming Lessor as additional insured and loss-payee.

TAX STATUS: This transaction must be designated as Tax-Exempt under Section 103 of the IRS code of 1986 as amended.

SOURCEWELL CONTRACT: NCL has been competitively bid and awarded a contract through Sourcwell (Formerly NJPA).
#011620-NCL **NCL's Sourcwell Contract # is 011620-NCL.**

We appreciate this opportunity to offer an NCL Financing Solution. Please do not hesitate to contact me if you have any questions at . Acceptance of this proposal is required prior to credit underwriting by NCL. Upon acceptance of this proposal, please scan and e-mail to my attention. Thank you again.

Sincerely,

ACCEPTANCE

ACCEPTED:	_____	DATE:	_____
NAME:	_____	TITLE:	_____
PHONE:	_____		

WE ARE PROVIDING THE INFORMATION CONTAINED HEREIN FOR INFORMATIONAL PURPOSES ONLY IN CONNECTION WITH POTENTIAL ARMS-LENGTH COMMERCIAL BANKING TRANSACTIONS. IN PROVIDING THIS INFORMATION, WE ARE ACTING FOR OUR OWN INTEREST AND HAVE FINANCIAL AND OTHER INTERESTS THAT DIFFER FROM YOURS. WE ARE NOT ACTING AS A MUNICIPAL ADVISOR OR FINANCIAL ADVISOR TO YOU, AND HAVE NO FIDUCIARY DUTY TO YOUR OR ANY OTHER PERSON PURSUANT TO SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934. THE INFORMATION CONTAINED IN THIS DOCUMENT IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS "ADVICE" WITHIN THE MEANING OF SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934 AND THE MUNICIPAL ADVISOR RULES OF THE SEC. WE ARE NOT RECOMMENDING THAT YOU TAKE AN ACTION WITH RESPECT TO THE INFORMATION CONTAINED HEREIN. BEFORE ACTING ON THIS INFORMATION, YOU SHOULD DISCUSS IT WITH YOUR OWN FINANCIAL AND/OR MUNICIPAL, LEGAL, ACCOUNTING, TAX AND OTHER ADVISORS AS YOU DEEM APPROPRIATE. IF YOU WOULD LIKE A MUNICIPAL ADVISOR THAT HAS LEGAL FIDUCIARY DUTIES TO YOU, THEN YOU ARE FREE TO ENGAGE A MUNICIPAL ADVISOR TO SERVE IN THAT CAPACITY.



Quote is valid Through
11/31/24

188 Perry Road
Bangor, ME 04401

TR

3 year full warranty
3 year 100,000 mile on truck

**Presents a Proposal Summary
Of the**



**New SECA Model ECO-900 Combination Sewer Truck complete with a
12-yard debris body**

CITY OF ELLSWORTH

April 15, 2024 — Valid Through 11/31/24



Reference: Combination Sewer Truck

We are pleased to quote you on the following:

- * ONE – New SECA Model ECO-900 Combination Sewer Truck complete with a 12-yard debris body
- * Roots 824-18" Positive Displacement Blower (4400 CFM)
- * 8" Vacuum System with 10' Telescopic Boom – 180-degree rotation (27'2" reach)
- * Manual boom controls / passenger side
- * Dual variable vacuum controls
- * Dual Cyclone Separators
- * Dual 10-micron final filter system (SPARE SET SUUPLIED)
- * Remote vacuum relief
- * Six (6) Tube pipe rack
- * Debris level indicator
- * Hydraulic rear door with hydraulic locks
- * One (1) 6" Knife valve on rear door
- * 1500 Gallon Duroprolene water tanks (10-year warranty)
- * Digital water level gauge
- * 80 GPM @ 2500 PSI Triplex water pump
- * Digital and mechanical hose footage counter
- * Air purge
- * Cold weather recirculation
- * Dual variable volume controls
- * Lower water alarm with light
- * NEMA 4 electrical wiring
- * 800' Capacity front telescopic / rotating hose reel
- * Auto level wind with hydraulic raise / lower
- * 1" X 600' Piranha hose
- * Hydro – excavation package system (20 GPM @ 2000 PSI)
- * "Y" strainer on inlet fill
- * Central wash down system with handgun and hose reel (50' X 1/2")
- * Driver side storage basket
- * Behind cab toolbox (full width)
- * Debris body washout

- * Rear door decant screen
- * Wireless remote pendant control with storage alarm
- * Front and rear camera system
- * Twelve (12) strobe light system
- * Rear mount LED arrow stick
- * LED work lights: manhole / curbside / (2) boom / (2) LED rear door
- * Central lube manifolds
- * Cone holder with (6) 28" cones
- * Rubber mounted bumpers on rear bumper
- * Two (2) rear tow hooks
- * Two sets manual (2 each / paper and USB)
- * Balance complete as per standard specifications

CHASSIS:

2025 WESTERN STAR 47X Tandem Axle Cab and Chassis with a 20K lb. front axle, 46K lb. rear axle, DD13 450 HP engine, Allison 4500 automatic transmission

SELL PRICE (F.O.B.: Ellsworth):.....\$ 608,414.00

Valid Through
11/31/24

Sincerely,



Territory Sales Manager

Memorandum

To: City Council Members
CC: City Manager
From: Mike Harris Public Works Director
Date: 10/17/2024
Re:

I am writing to request the council's approval for the purchase of a new Loader, which has been approved in our current budget. We had 4 manufacturers respond to our request for bids. The Low bid was submitted by Beauregard Equipment

I recommend accepting the quote from Beauregard Equipment for \$205,700. We have the option to have the loader tax-exempt and financed through NCL Government Capital over seven years, with the first payment deferred until October 2025.

The total annual payment will be \$37,745.85 with the first payment due October of 2025. I would respectfully suggest the following motion:

The Ellsworth Public Works Director respectfully requests that the city council approve the purchase of the new Loader from Beauregard Equipment for \$205,700 to be financed by NCL Government Capital for a term of 7 years.

LESSEE:

LESSOR: Lease Servicing Center, Inc. dba NCL Government Capital

EQUIPMENT:

EQUIPMENT COST:

DOWN PAYMENT / TRADE-IN: _____

AMOUNT FINANCED:

FUNDING DATE:

DEFERRAL DAYS:

FIRST PAYMENT DUE:

TERM: Years

5 years \$50,319.77

7 years \$37,745.85

BALLOON PAYMENT:

PRICING: The payments outlined above are locked, provided this proposal is accepted by the Lessee and the transaction closes/funds prior to
After these days, the final payments shall be adjusted commensurately with market rates in effect at the time of funding and shall be fixed for the entire lease term.

DOCUMENTATION FEE: \$500 paid to Lessor at closing

DOCUMENTATION: Lessor shall provide all of the documentation necessary to close this transaction. This documentation shall be governed by the laws of the

TITLE / INSURANCE: Lessee shall retain title to the equipment during the lease term. Lessor shall be granted a perfected security interest in the equipment and the Lessee shall keep the equipment free from any/all liens or encumbrances during the term. Lessee shall provide adequate loss and liability insurance coverage, naming Lessor as additional insured and loss-payee.

TAX STATUS: This transaction must be designated as Tax-Exempt under Section 103 of the IRS code of 1986 as amended.

SOURCEWELL CONTRACT: NCL has been competitively bid and awarded a contract through Sourcwell (Formerly NJPA).
#011620-NCL **NCL's Sourcwell Contract # is 011620-NCL.**

We appreciate this opportunity to offer an NCL Financing Solution. Please do not hesitate to contact me if you have any questions at . Acceptance of this proposal is required prior to credit underwriting by NCL. Upon acceptance of this proposal, please scan and e-mail to my attention. Thank you again.

Sincerely,

ACCEPTANCE

ACCEPTED:	_____	DATE:	_____
NAME:	_____	TITLE:	_____
PHONE:	_____		

WE ARE PROVIDING THE INFORMATION CONTAINED HEREIN FOR INFORMATIONAL PURPOSES ONLY IN CONNECTION WITH POTENTIAL ARMS-LENGTH COMMERCIAL BANKING TRANSACTIONS. IN PROVIDING THIS INFORMATION, WE ARE ACTING FOR OUR OWN INTEREST AND HAVE FINANCIAL AND OTHER INTERESTS THAT DIFFER FROM YOURS. WE ARE NOT ACTING AS A MUNICIPAL ADVISOR OR FINANCIAL ADVISOR TO YOU, AND HAVE NO FIDUCIARY DUTY TO YOUR OR ANY OTHER PERSON PURSUANT TO SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934. THE INFORMATION CONTAINED IN THIS DOCUMENT IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS "ADVICE" WITHIN THE MEANING OF SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934 AND THE MUNICIPAL ADVISOR RULES OF THE SEC. WE ARE NOT RECOMMENDING THAT YOU TAKE AN ACTION WITH RESPECT TO THE INFORMATION CONTAINED HEREIN. BEFORE ACTING ON THIS INFORMATION, YOU SHOULD DISCUSS IT WITH YOUR OWN FINANCIAL AND/OR MUNICIPAL, LEGAL, ACCOUNTING, TAX AND OTHER ADVISORS AS YOU DEEM APPROPRIATE. IF YOU WOULD LIKE A MUNICIPAL ADVISOR THAT HAS LEGAL FIDUCIARY DUTIES TO YOU, THEN YOU ARE FREE TO ENGAGE A MUNICIPAL ADVISOR TO SERVE IN THAT CAPACITY.

2024 Loader Bids

October 10, 2024

Vendor	Model	Year/Hours	Total Price	Added Warranty Cost	Warranty	Total Bid Price	
Beauregard Equipment inc	621G	2024/0hrs	\$201,300.00	\$4,400.00	7 years/4000 hours	\$205,700.00	x
John Deere	624P	2024/32hrs	\$241,000.00	\$4,550.00	5 years/5000 hours	\$245,550.00	
John Deere	544P	2024/2hrs	\$213,000.00	\$4,550.00	5 years/5000 hours	\$217,550.00	
Milton Cat	938	2024/8hrs	\$274,000.00	\$0.00	1 year/unlimited	\$274,000.00	
Volvo	L90H2	2024/0hrs	\$256,000.00	\$7,986.00	5 years/5000 hours	\$263,986.00	

True Copy Attest: Ebony A Kramp-Dowling
Ebony Kramp-Dowling
Deputy City Clerk

Memorandum

To: City Council Members
CC: City Manager
From: Mike Harris Public Works Director
Date: 10/17/2024
Re:

I am writing to request the council's approval to lease five vehicles for the Highway Department. As I have transitioned into my new role as Public Works Director, I have identified significant issues with several existing vehicles, which have necessitated pulling some out of service. These vehicles are essential for the Highway Department to perform their duties effectively and efficiently.

Specifically, I propose leasing two one-ton F550 vehicles and three $\frac{3}{4}$ -ton pickup trucks to ensure we can continue our operations without disruption.

Therefore, I respectfully request that the city council approve the following motion:

The Ellsworth Public Works Director requests that the City Council authorize the City Manager to enter into lease agreements for five new trucks for the Highway Department.